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March 29, 2022, Board of Directors Meeting Minutes
TIME: 5:00 PM at Conference Room Zoom

- I. Call to Order: Motion made by Pat Soberg at 5:06pm. Mukhter Shariff seconded motion. 3 affirmative, 0 negative

In attendance: Mukhter Shariff, Abdirahman Mukhter, Kaylee Flynn, Pat Soberg,

Guest attendance: Ed Fellows, Sam O'Brien

Gateway Mission Statement: read by Mukhtar Shariff

The mission of Gateway STEM Academy is to be a K-7 Charter school that prepares a diverse community of students for academic success by providing an enriching and focused learning environment in science, technology, engineering and math.

- II, Approval of Agenda: motion to approve February 2022 agenda made by Mukhtar Shariff. Pat Soberg seconded motion. 3 affirmative, 0 negative

III. Consent Agenda

1. Board Meeting Minutes February: motion to approve made by Mukhtar Shariff. Motion seconded by Pat Soberg. 3 affirmative, 0 negative.

2. Financial Report: motion to approve made by Pat Soberg. Motion seconded by Kaylee Flynn. 3 affirmative, 0 negative

3. Masking become optional. Motion was made to make masks optional in the Gateway building as of March 30, 2022. Motion was made to approve by Mukhtar Shariff. Motion was seconded by Pat Soberg. 3 affirmative, 0 negative.

4. Approve 2022-2023 School Calendar: motion was made to approve the proposed 2022-2023 school calendar. Motion to approve was made by Pat Soberg. Motion seconded by Kaylee Flynn. 3 affirmative, 0 negative.
5. Adopt amended bylaws with updated indemnity clause. Motion to approve was made by Mukhtar Shariff. Motion was seconded by Kaylee Flynn. MN statute addresses conflict of interest for board members, who will be held liable.
6. School Board Meetings transition to In-Person for April. Motion to approve was made by Kaylee Flynn. Motion was seconded by Pat Soberg. May 31st meeting will be held in GSA lobby, with zoom available.
7. Approve scheduled Board Elections Tuesday, May 3rd, 2022. Motion to approve was made by Abdirahim Mukhtar. Motion was seconded by Pat Soberg. Goal is to have more than 5 board members. Goal is to have 7. Will find who is interested among GSA staff and community. Will hold special election May 10, 2022 (later date due to Ramadan). 4 voted in favor.

IV. Public Comment

The board of directors welcomes input from community members and staff.

Mukhtar Shariff read public comment. No one from the public in attendance.

V. Reports

1. Executive Director/Principal Report

1. Building Lease Update. There has been an amendment made to current lease for next year to account for classroom expansion. Mukhtar Shariff will sign off.
2. Introduce Salary Structure for 2022-2023. Starting salary for teachers will be increased to \$42,000/year. GSA staff will be offered appropriate salary increase.
3. Contract Renewal with PUC. GSA contract was renewed for 3 years. The school receive good feedback and was acknowledged for good work. Some improvement is needed to provide more STEM instruction. The website needs to be improved to better serve the community. Parents have requested a playground. GSA needs to have a strong board with Mukhtar Shariff to run meetings.

4. School Board Training Update. After elections, instruction will be provided for 3 hours on a Saturday. Larry McKensie will lead the instruction. Abdirahim Shariff will follow up on books needed for members to read before instruction on June 4.
5. Summer Programming Update. Application has been submitted. Summer school will be Monday – Thursday 8:30-2:30, with Thursday being field trips for school. Breakfast, lunch and transportation will be provided. Classes will consist of 15 students with 1 para and will focus on alpha, social and emotional lessons. Summer School will begin June 20, 2022, week of July 4 will be off and school will end July 28, 2022.
6. Search for Architect/Contractor for expansion. Expansion will begin once lease is in place.
7. ACCESS testing is complete, MCA testing scheduled for April – to begin after Spring Break. Results due May 3, 2022.
8. Gateway Job Fair in May on a Saturday to introduce people with 4 year degrees to GSA. Those without teaching certificate will also be considered and provided with an opportunity to earn

Vi. Business

1. Fiscal and Compliance Manager

1. Inform Board of the current finances status: End of February 2022 financial report was presented by Sam O'Brien. Currently 225 ADM, GSA receiving payments for 220 ADM.

Lease aid for payment for next school year. GSA not an employee of the landlord and does not benefit from the lease. \$312,000 needed for lease, 90% comes back as revenue.

Next year budget was discussed according to assumptions. Salaries will be per people funding, support staff salary will increase as well.

2. Decision of Board of Directors to accept Monthly financial report

VII, Adjourn...Motion was made by Mukhtar Shariff and seconded by Kaylee Flynn. 4 voted in favor to adjourn.