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www.gatewaystemacademy.org

November 29th, 2022, Board of Directors Meeting
Minutes

TIME: 5:00 PM at Gateway Academy

- I. CALL TO ORDER: Meeting began at 5:06pm by Abdirahman Muhktar
- II. Roll Call: Abdirahman Muhktar-Chair; Brandon Haley-Teacher Representative; Ally Jansons-Teacher Representative; Omar Awil-Parent Member; Abdisalan Osman-Parent Member
Guests: Ed Fellows-GSA Executive Director; Samantha Diaz-PUC; Bonnie Schwieger-Abdo Solutions; Sam O'Brien-EdFinMN
- III. Mission Reading by Ed Fellows: The mission of Gateway STEM Academy is to be a K-8 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.
- IV. PUBLIC COMMENT: The School Board welcomes input from community members and staff. There are not written comments nor community attendance.
- VI. Acceptance of Agenda: motion to accept made by Ally Jansons; seconded by Omar Awil. Aye: 5 Nay: 0
- VIII. Approval of October 2022 Board Meeting Minutes: motion to approve made by Ally Jansons; motion seconded by Omar Awil. Aye 5; Nay: 0
- IX. New Business -
 - A. Audit Report presented by Bonnie Schwieger
 1. Main opinion letter-clean, can be trusted. Consistent with past audits.
 2. MN Legal Compliance of state statutes-no non-compliance issues.
 3. Single Audit Opinion: how Federal Grant dollars are used.
2nd year reviewed-Esser Funds 2022 clean, no compliance findings. As a board, oversight is very important.
Report details to be posted on GSA website.

- B. Finances – October Financials presented by Sam O’Brien
Administration has reacted well to lower enrollment. Expect funds to be lower mid-year. Revised budget prepared for reduction. Motion to approve October Financials made by Ally Jansons; motion seconded by Omar Awil. Aye 5, Nay 0.
- C. Approve Line of Credit Application with Propel Nonprofits: Requesting \$145,000 for 12 months. Propel Nonprofits is an advocate for business owners of color. This will provide backup for slow lease aid payment. Motion to approve made by Ally Jansons; motion seconded by Brandon Haley. Aye 5, Nay 0.
- D. Approve the following policies for the 2022-2023:
GSA Procurement Policy – continuation from October board meeting.
Conflict of Interest Policy for Board Members. Procurement processes for contracting services, receiving bids. Sets threshold for money spent before needing board approval. Sets best practices that are in the best interest of public funding and GSA. Motion to approve made by Ally Jansons; motion seconded by Omar Awil. Aye 5, Nay 0.
- E. Directors Report:
 - 1. Update on staffing – enrollment is being monitored and making staffing adjustment. Meeting with MAARS coordinator to be in line with budget needs.
 - 2. Update on facilities – city ready to allow spaces opened on first floor. Building owners are providing funding to provide eating area and gym. Will receive permits this week to move forwards.
- F. Board President Updates
 - a. Retain legal counsel for Gateway – Tim Sullivan @ Ratwik, Roszak & Maloney PA
 - b. Legal matters will be discussed in a closed session.
 - c. Retaining legal counsel for school consultation and guidance. This is important so GSA has an advocate for inquiries.
 - d. Firm specializes in school law and finance.
 - e. This would not be requested if it were not necessary. They will be a proactive advocate for GSA. Motion to approve made by Ally Jansons; seconded by Brandon Haley. Aye 5, Nay 0
- G. School Updates
 - a. Challenges – discussed in Financials.
 - b. Celebrations – teachers have been flexible and students have been resilient. Parent conferences were positive.
- X. Executive session Monday, December 5, 2022 @ 5:00pm at Gateway STEM Academy.
- XI. Adjourn Meeting: Meeting adjourned at 6:45pm by Abdirahman Muhktar. Motion to approve made by Ally Jansons; seconded by Omar Awil.