

Gateway Public Schools

Meeting of the Board of Trustees

Wednesday, November 13, 2019 @ 5:00 -7:00 PM

At Gateway Middle School

Minutes

Board Members Present: Therese Arsenault, Beth Berliner, Cynthia Billops, Sapna Boze, Sara Byrne, Elizabeth Colen, Katie Colley, Sharon Gillenwater, Susan Masto, Sharon Olken, Molly Orner, Mary Plant-Thomas, Kevin Rafter, Laura Spivy, Dina To, Valerie Toler, Julie Wise

Board Members Excused: Allison Bhusri, Annie Klebahn, Joyce McMinn

Also present: Chris Hero, Danielle Ciccarelli, Chad Foskhu, Chanda Lockhart, Aaron Watson

Announcements

Susan Masto called the meeting to order at 5:08 pm and continued with announcements. She thanked Katie Collie for her generosity in hosting the Luncheon Vip Reception, the development team for putting together an amazing luncheon, and the Hospitality Committee for their behind-the-scenes work. She noted that we received a lot of positive feedback on the new luncheon format. The Trustees Committee has been working hard and expects to bring on new board members in 2020. The holiday party is December 19th at the Verdi Club.

Public Forum

Susan opened the floor for a public forum. No further discussions or motions were introduced.

Review and Approval of Minutes from October 16, 2019

Susan asked everyone to look at the October minutes and make a note of changes or anything they find inspirational. Trustees shared their thoughts and a brief discussion followed.

Valerie Toler moved and Julie Wise seconded a motion to approve the minutes from October 16, 2019. The minutes were approved unanimously, without issue.

Mission Moment

Beth Berliner shared this month's mission moment. She remarked that, when she moved to San Francisco, no one had heard of her alma mater, Lehigh University. Twenty two years later, a few Gateway students received scholarships to attend Lehigh University as part of the Posse Scholars program. She recently spied a student with a Lehigh sweatshirt in the Gateway Impact Report. She is happy that her university and Gateway are growing together.

Executive Director's Report

The theme for tonight's meeting is Gateway Middle School. Sharon Olken introduced GMS principal, Aaron Watson. He joins us every year at the November board meeting to talk about what is going on at the middle school. As required, tonight we vote to officially approve the GMS charter before submission to the district. The charter document describes who we are, what we do, how we measure ourselves. It is a legal document, updated every 5 years. The current GMS Charter expires

at the end of this academic year. A new charter approval and renewal process will go into effect in July, 2020, so this is the last time the process will look as it does today.

We will submit the charter to the SFUSD School Board on December 3rd. The first reading will take place at the December 10th SFUSD School Board meeting. The school board has 60 days, from the first reading, to hold the approval vote. The charter goes through the budget and curriculum committees and then the board as a whole votes whether or not to approve. All hearings are public. The charter renewal process is useful, as we really look hard at our achievement and strengths and challenges.

Sharon gave the floor to Aaron to review the charter with the board. After review, trustees had the opportunity to comment on the content and ask questions. Trustees discussed that the charter describes GMS as model college preparatory middle school, commenting that it is notable to be getting that message and expectation as early as middle school. Aaron said that GMS sets the goal of going to college as the norm, and students will be ready for a rigorous college prep high school when they go on to 9th grade. Therese explained that GMS teaches students how they learn so they will be successful throughout their education. They learn to advocate for themselves. Trustees talked about the diversity of the school in all its forms. Trustees asked how we achieve that diversity. Aaron and Sharon explained that we achieve diversity through the tremendous outreach of our Admissions Director and by the power of word of mouth. Prospective students are selected by way of a randomized lottery. A high percentage of students with learning differences, who are offered a spot through the lottery, accept the spot; Gateway has a reputation of being a good choice for those students. Susan asked for a motion to approve the charter. Beth motioned to approve; Sapna seconded. The charter was approved unanimously, without issue.

Finance Update

Sharon Gillenwater thanked Chad Foskuhl, Gateway's accounting manager, for coming to the meeting. She explained that Chad worked extensively on the audit, and she thanked him for all of his hard work. Chris Hero gave the floor to Kevin Rafter, chair of the Audit Committee, to set the context for the audit. He explained that the audit is a public document for stakeholders, and approval of the completed audit is the responsibility of the board. The audit process assesses whether our financials are accurate. It includes school operational and financial data. Our audit was deemed complete with no material weaknesses or significant deficiencies. Sharon Ollken thanked Chad and Chris for a successful audit. Sapna remarked that the board is really lucky to have Chad and Chris. The audit policies change year to year. Chris and Chad do more work than is actually needed and the fact that they are really prepared makes everything easier. Chris thanked Kevin and Sapna and Chad for their contributions to the successful audit.

Sharon G. asked for a motion to approve the audit. Valerie Toler moved to approve, and Julie Wise seconded the motion. The audit was approved without issue. Sharon gave the floor to Chanda Lockhart for the development update.

Development Update

Chanda turned everyone's attention to the year-over-year income document in the board packet. Our fundraising is on track with last year. The Major Donors Committee has met twice this year, and a 3rd meeting is on the calendar. The year-end appeals will be mailed out next week. The

development team is constantly looking for grant opportunities. She will send out an email to see if anyone has a connection to either of two foundations needing an invitation to apply.

Chanda continued with the luncheon income report. The net is \$287,000, and post-event donations keep rolling in. This year's successes include: 71% of guests made a contribution; 89% of guests participated in mobile giving; expenses are down; donors included 21 people who have never been to the luncheon before. The luncheon is an introduction point for us; the next step is to stay in touch. Ticket sales were down by 5%, but there were more pre-event donations. We took a hit on table sponsors; they are important for attendance - table sponsors bring guests. Chanda will put together the 2020 luncheon task force early in 2020.

Sharon Olken noted that this year's luncheon was held in a completely new space with a new format. It was very successful. She thanked Chanda and Katie for their hard work making it an awesome event. We know what we need to think about for next year. All the details were lovely. With Katie's leadership, there were new people in the room. As for the 2020 luncheon task force, the key to hitting our goal is sponsorship.

Chanda asked trustees to start thinking about luncheon corporate sponsorships for next year. Organizations start to plan giving at the beginning of the calendar year.

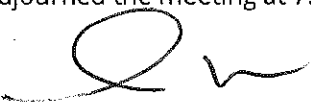
Chanda gave a stewardship update. She told the board that the development team will be sending out the year end appeal. There are two versions, an external version and one for families. In terms of what development has going on in the next few months, we have a Conversations for Impact event on January 19th, the Powerful Learners Conference on February 1st, Trivia Night on February 6th, and the Great Gateway Gathering on March 14th.

Closed Session

Sharon Gillenwater convened a closed session of the Gateway Board at 6:53.

Adjourn Meeting

Susan adjourned the meeting at 7:15 pm

Signed:  Date: 1/15/20
Sapna Boze, Board Secretary