



MINUTES for the
Meeting of the Gateway Public Schools Board of Trustees

Wednesday, June 3, 2020, 5:00 - 6:30 PM
Virtual Meeting via Zoom

Board Members Present: Therese Arsenault, Beth Berliner, Allison Bhusri, Cynthia Billops, Sapna Boze, Sara Byrne, Dan Carr, Elizabeth Colen, Katie Colley, Sharon Gillenwater, Annie Klebahn, Susan Masto, Harper Matheson, Sharon Olken, Molly Orner, Mary Plant-Thomas, Kevin Rafter, Laura Spivy, Dina To, Valerie Toler

Board Members Excused: Antonio Ayala, Joyce McMinn, Julie Wise

Also present: Danielle Ciccarelli, Chris Hero, Chanda Lockhart

Announcements

Susan called the meeting to order at 5:03. She opened with moment of silence to honor all of those affected by violence against Black Americans in recent weeks.

Sharon G. asked everyone to please remember to fill out the board self-assessment survey. She reminded everyone that graduation is this weekend, and the Matters of Mind Luncheon on 10/14. Board committee assignments and board dates will come out soon. School reopening plans will be worked on and released over the summer.

Public Forum

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

Review and Approval of Minutes from April 8th and 22nd

Susan asked everyone to look at the April 8th and 22nd, 2020 meeting minutes and make a note of needed changes. The minutes were approved unanimously, without issue.

Mission Moment

For the Mission Moment, Sharon Gillenwater talked about what it was like to sign the diplomas this year. It was a very moving experience. She took time to look at every name, and was especially touched when she came across the name of a student she has known since he was a little boy.

Executive Director's Report

Susan Masto mentioned that she was very pleased with Sharon Olken's E.D. report that was included in the board packet, and she hoped everyone was able to read it. She gave the floor to Sharon Olken.

Sharon began her report by talking about the protests going on at Mission High School, and the murders of African Americans. She expressed her gratitude for the work Gateway does and for the community we have built. She noted how much amazing work was accomplished this year and how many people are involved in planning and carrying out the transition to distance learning. This has been a year full of changes and activity. She talked about Gateway's accomplishments in the following areas:

Leadership Development and Shared Leadership and Collaboration:

Both the high school and the middle school will have new leadership in 2020/21. Hollie Mack has been hired as principal at GMS, and Becca Wieder and Stephanie Khaziran will be co-principals at the high school. The high school is also welcoming Aumornai Edinburgh as the new Dean of Culture and Community. With new principals and administrative teams at both schools, and the addition of Aaron Watson's role as Director of Schools and Partnerships, Sharon is excited about Gateway's opportunity to really focus on leadership development at Gateway.

Leadership is working together to help us get through the challenges presented by COVID-19. Gateway's COVID-19 Response and Planning Team (comprised of Sharon Olken, leaders from both schools, as well as Chris Hero, Chanda Lockhart, and John Eames) meets regularly and has been instrumental in guiding Gateway's planning, actions and communications related to COVID-19 and school closures.

We continued to work across schools to refine the Career Stages Model and calibrate our evaluations. We created a streamlined and focused process for teachers who are applying to move career stages and also revised last year's work based on the feedback we received from staff.

School Advancement:

Gateway Middle School was successful in renewing its Charter this year.

Organizational Advancement and Strategic Alignment:

Sharon worked with the Executive Committee and key organizational leaders to create a plan that considers succession needs, organizational change and growth. It was determined that we need to create an organizational structure that best enables us to meet our mission and our students' needs and promotes long term sustainability. To that end, a new role was created, the Director of Schools and Partnerships that reports to the Executive Director. Aaron Watson is stepping into this role. Among other responsibilities, Aaron will contribute to strategic thinking and long term planning, coach and supervise principals and build and sustain partnerships that support academic programs and students.

Financial Position and Plan:

Sharon, Chris Hero, Laura Spivy, Chanda and other board leaders created an initial set of activities and a framework to increase revenue over a five-year period. As a result of initial long term sustainability planning meetings, a handful of friends of Gateway committed significant five year gifts to relieve financial pressures while a long term plan is developed. When COVID-19 hit, the financial realities facing public schools changed dramatically. Thanks to the incredible leadership of Laura Spivy, Sapna Boze, Chad Foskhul, and Chris Hero, we secured a loan through the Payroll Protection Act that has enabled us to fund salaries this spring.

External Objectives**Political and Community Outreach**

Sharon O. spent considerable time and energy on relationship building this year. It is important for Gateway, and she believes we need examples of collaborative, positive leadership now more than ever.

Donor/Partnership Outreach and Stewardship

Thanks to Chanda's leadership, we have prioritized donor outreach and stewardship this year. This has been an area of tremendous growth for Gateway. Sharon enjoys having the opportunity to share Gateway's mission and impact with folks and to thank them for their incredible support. Sharon acknowledged the creative development efforts this year: moving the Luncheon to the gym, transitioning to an online auction/telethon on

a moment's notice, introducing a new event, the Trivia-Thon, and more. Huge, huge kudos to Chanda for an extraordinary year.

Gateway Impact

Sharon is very proud of the work we have done on this front this school year, as Gateway Impact is near and dear to her because of all it stands for. One of this year's projects was *Early Impact*, an email series designed to help teachers think about how to set up their curriculum and classrooms in a way that best supports student agency. When distance learning became a necessity in the spring, Gateway developed *Home Room*, an email series that offered educators remote learning tips and tools compiled from Gateway teachers and other online resources. We also made a strong push to share Gateway's best practices at national conferences. Here is a small sampling of the presentations this year:

- *Meeting the Needs of the Whole Child in Secondary Schools: Where Research Meets Practice*, Sharon Olken as part of a panel, Social & Emotional Learning Exchange, Chicago
- *Re-engineering Teacher Compensation to Save Our Schools*, Chris Hero and Sharon Olken, Independent Charter School Symposium and CCSA Annual Conference, Long Beach
- *Closing the Achievement Gap with Metacognitive Skills*, Suzanne Herko and Sharon Olken, CCSA Annual Conference, Long Beach

Gateway's own *Powerful Learners Conference* was a huge success this year. Themed around "Developing Social Emotional Capacity," the conference was a collaborative effort led by Gateway Impact, Boys & Girls Clubs of San Francisco, Stanford Teacher Education Program (STEP), and Peninsula Bridge. Nearly 100 educators attended the conference, mostly from the greater Bay Area.

During shelter-in-place, Sharon made the decision to re-engage with social media in order to increase her presence as a visible model of positive leadership on behalf of schools, students and community. She has been sharing her writing and insights in a way that feels mission consistent and meaningful.

Sharon then moved on to introduce the COVID Operations Planning Report, and an vote to approve was held. The report was approved unanimously, without issue.

Development Update

Susan gave the floor to Chanda for the Development update. She first reviewed the 19/20 Fundraising Outlook, and then moved on to a discussion of the fall Matters of the Mind Virtual Event with Paul Tough. Chanda answered questions about this novel event and led a brainstorming session.

Susan thanked Chanda and gave the floor to Chad, Chris and Laura for the Finance Update.

Finance Update

Chris Hero reviewed the State Funding Compliance Resolutions, before an approval vote was held:

**Gateway Public Schools
State Funding Compliance Resolutions**

1.) Update and VOTE Related to "Education Protection Account"

As a result of the passage of Proposition 30 in 2012, sales and income tax rates were temporarily increased and the state created an Education Protection Account (EPA) to receive and disburse the additional tax revenues to support funding for education. For each year the EPA exists, the state will withhold a portion of the regular state funding payments and then disburse these funds from the EPA.

Proposition 30 requires the following:

- o The Board of Trustees, at a public meeting, determines how the monies received will be spent
- o Funds shall not be used for the salaries and benefits of administrators or any other administrative costs
- o Schools must annually post on their website an accounting of how much money was received from the EPA and how that money was spent
- o The annual audit must verify that EPA funds were spent in accordance with the spending plan

To be in compliance with the annual requirements, it is recommended that the Board approve the use of these funds as they would have been used when categorized as regular state aid – to fund teacher salary and benefit expenses. For Gateway High School, EPA revenues are expected to be \$938,000 for 2020-2021. For Gateway Middle School, EPA revenues are expected to be \$389,000 for 2020-2021.

BOARD RESOLUTION VOTE: The Gateway Board of Trustees hereby approves to spend the Education Protection Funds to support teacher salaries and benefits for the 2020-2021 school year, for both Gateway High School and Gateway Middle School.

2.) Update and VOTE Related to "COVID-19 Operations Written Report"

As a condition of moving the LCAP and Local Indicator reporting to December 15, 2020, the State has required schools to submit a "COVID-19 Operations Written Report" by July 1, 2020 and required Board approval in conjunction with the approval of the annual budget. This rule requires schools to create a written report to the community that explains the changes in program offerings that the LEA has made in response to the COVID-19 emergency, how the LEA is meeting the needs of unduplicated pupils, how they are delivering high-quality distance learning and providing school meals, and how the LEA is arranging for supervision of students during ordinary school hours. Gateway leadership at both schools have been actively working with faculty, staff, families and students in response to the COVID-19 crisis and are preparing the report as required.

BOARD RESOLUTION VOTE: The Gateway Board of Trustees hereby approves that the leadership of Gateway High School and Gateway Middle School to both continue to develop the COVID-19 Operations Written Report for each site and to submit the final documents to the school district by the July 1, 2020 deadline.

3.) Update and VOTE Related to “Federal and State Categorical Funding”

Each year, the Gateway Board must approve for Gateway High School and Gateway Middle School to apply for various State and Federal categorical funding streams that are distributed by the Department of Education. It is recommended that the Board approve both Gateway High School and Gateway Middle School to apply to the State of California under the consolidated application for funding of all eligible State and Federal Categorical programs, including the ESSA funding streams.

BOARD RESOLUTION VOTE: The Gateway Board of Trustees hereby approves that the leadership of Gateway High School and Gateway Middle School determine all eligible State and Federal Categorical programs, including ESSA funding programs, and execute any and all documents required for each application.

The board voted unanimously to approve all three resolutions.

Chris discussed the FY21 Budget. Because of COVID-19 and the current economic situation, we are going to approve our budget with a high amount of uncertainty. He discussed the governor’s conservative May proposal, which calls for a reduction in school funding. Gateway continues to iron out a long term sustainability plan, and he is thankful that we have the right board, the right staff and the resources to get through this crisis. Chris took questions from Trustees.

A vote was held, and the GPS FY21 Budget was approved unanimously, without issue.

Committee on Trustees Update

Susan passed the floor to Kevin for the Committee on Trustees. Kevin thanked everyone who responded to the recent board survey. We will look at the data over the summer and give a report in September. He presented the board’s slate of officers for the 2020/2021 school year, and asked for a motion to vote for approval. The slate is:

- Susan Masto - Co-Chair
- Sharon Gillenwater - Co-Chair
- Beth Berliner - Vice-Chair
- Allison Bhusri - Vice-Chair
- Dina To - Vice-Chair
- Sapna Boze - Secretary
- Laura Spivy - Treasurer

The slate of board officers approved unanimously, without issue.

The last order of business, in the spirit of graduation, is to say a farewell to Annie Klebahn, who has led our Faculty Affairs Committee for the past few years. Beth Berliner shared a few words of appreciation for Annie. Annie began her relationship with Gateway as a favor to Beth, providing pro-bono marketing, and we never let her leave. As long as Beth has been on the board, she hasn’t seen anything more impactful than the Career Stages Model, which was developed through years of work spearheaded by the Faculty Affairs Committee. In addition to her work on the board, Annie served as a counseling intern at the middle school, which gave her a

unique perspective. Annie is a facilitator like no other. As a friend, Beth will miss seeing her, as a board member, we are incredibly grateful for what she brought and contributed. Thank you so much, Annie. Sharon Olken also wanted to thank Annie for embracing the Gateway community and making a difference with everything she put her mind to do. The community meetings Annie implemented are so important for us to get an idea of what it means to be a faculty member at Gateway. Thank you.

Annie thanked the board and said that she will always be a supporter to Gateway. Her year at GMS was a gift - it was an amazing way for her to get her feet wet as a counselor. Gateway has to keep on keeping on, as a place for students and families. She thanked Mary, who was her co-chair on the Faculty Affairs Committee. She loved working with Mary and will miss her. Annie said she will always be here if the committee needs anything.

Susan mentioned that we will honor Joyce, who is also rolling off the board, at a future meeting.

Susan expressed that she is looking forward to the time when we can celebrate our accomplishments in person. Sapna and Sharon O. thanked Susan and Sharon for being awesome co-chairs. The board also thanked Sharon Olken for all she does, and helping us get through another year with crazy circumstances.

The meeting was adjourned at 6:30pm

Signed:  Date: 10/13/20
Sapna Boze, Board Secretary