



MINUTES for the Meeting of the Gateway Public Schools Board of Trustees  
Wednesday, April 20, 2022, 5:00 -7:00 PM  
Gateway High School Impact Lab

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**Board Members Present:** Therese Arsenault, Sapna Boze, Sara Byrne, Dan Carr, Elizabeth Colen, Katie Colley, Mark Felton, Sharon Gillenwater, Susan Mastro, Harper Matheson, Molly Orner, Laura Spivy, Valerie Toler

**Board Members Excused:** Mary Plant-Thomas, Kevin Rafter, Dina To, Cynthia Billops

**Board Members Not Present:** Allison Bhusri

**Also present:** Danielle Ciccarelli, Jai David, Chris Hero, Chanda Lockhart, Sharon Olken, Aaron Watson

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### **Welcome and Announcements**

Sharon Gillenwater called the meeting to order at 5:07 and presented the Ancestor Acknowledgement. She thanked everyone who organized or attended the Great Gateway Gathering. It was a very successful community event.

### **Approval of Minutes from March 23, 2022**

Sharon Gillenwater asked for a motion to approve the minutes from March 23, 2022. Mark Felton motioned to approve the minutes and Molly Orner seconded the motion. The minutes were approved unanimously, without issue.

### **Public Forum**

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

### **Mission Moment**

Sharon Gillenwater introduced GMS Principal, Jai David, for the Mission Moment. Jai spoke about her personal history and her history as an educator and how her personal mission aligns with Gateway's. In the midst of darkness and challenges, she is proud of so many things this year. She attributes being able to get through the hard stuff and through obstacles to the staff and the Gateway community. Staff are centering anti-racism and pro-black work; 100% of BIPOC staff are returning next year; GMS is reimagining what cultural and heritage months look like to reaffirm all students.

Sharon asked Jai to name the most pressing issues and needs at the school. Jai expressed that all young people and students need social emotional learning support. Supporting our staff is also key; this work starts with adults, as students need a healthy model to process experiences and the pain they are holding inside.

### **Development Update**

Sharon Gillenwater gave the floor to Chanda Lockhart for the Development Update. Chanda said that fundraising increased \$60,000 from last month and \$90,000 since February. A lot of our major donor work is just starting. We have 85 donors whose giving is less this year, resulting in lost revenue. The development team is focusing on that and on LYBUNT (*Last Year But Unfortunately Not This*) through the spring appeal and other outreach. On the upside, 182 donors surpassed last year's total gifts.

Chanda thanked the board for their incredible gifts. Sharon Olken, Laura Spivy and Chanda are working on the Major Donors pipeline. Chanda reviewed grant submissions and potential revenue from foundations and corporations.



The Great Gateway Gathering gross raised was \$75,000. This year we replaced Fund-A-Need with sponsorships and a prom court competition, to better align with our values. The total of this income is \$44,625. The board match really incentivized and energized the Prom Court donations.

The Spring Appeal is going out and Chanda asked for assistance with personalized asks.

Gateway is holding a Salon with Chef Bryant Terry on May 14th. He will give a cooking demo with ingredients from the Gateway garden and a fireside chat style talk. Food will be catered by [La Cocina](#). Please spread the word to people with giving capacity who are interested in food and social justice.

### **Executive Director's Report**

Sharon Gillenwater gave the floor to Sharon Olken for the Executive Director's Report. Sharon Olken began by talking about enrollment. Although there has been a decline in enrollment in public schools in San Francisco, statewide and nationally, Gateway had a slight increase in applicants this year. We have spots to fill in 6th and 9th grade, but many students in the waitpool; students who stay in the wait pool really want to come to Gateway.

Sharon talked about the encouraging data in hiring. We are not losing any GMS BIPOC staff. At GHS, six out of seven new hires are BIPOC and we are fully staffed for next year.

Sharon Olken asked for a motion to officially adopt Gateway's plan to use the UC A-G Completion Grant funds in order to support students' access to, and successful completion of the A-G course requirements, as outlined at the April board meeting. Laura Spivy motioned to approve, Sapna Boze seconded and the plan was approved unanimously, without issue.

### **Trustees Committee Update**

Sharon Gillenwater gave the floor to Valerie Toler for the Trustees Committee Update. Valerie asked trustees to be on the lookout for the board survey, which the Trustees Committee is sending out next week.

### **Search Committee Update**

Mark Felton shared with the board that Edgility Consulting has been retained to aid Gateway in its Executive Director search. Edgility has a lot of experience with charter schools and their track record of hiring candidates of color is excellent. They understand the challenges and the process.

### **Finance Update**

Sharon Gillenwater gave the floor to Chris Hero and Laura Spivy for the Finance Update.

Laura Spivy reported on Gateway's 2021 tax return (990) and recommended that the board vote to approve it. Sapna Boze motioned to approve the tax return, and Mark Felton seconded the motion. The board voted to approve Gateway Public Schools' 2021 tax return (990), unanimously, without issue.

Harper Matheson, Chair of the Finance Committee, spoke about the process of determining employee compensation. It was a thoughtful process with feedback across the organization. The finance committee proposes increasing salaries 3% for all, with a minimum increase of \$3,000.

Chris continued by reviewing the budget levers and how we are proposing to balance the budget for next year. In addition to the proposed salary increase, the budget will include one year of some additional program FTE recommended by school and budget leaders. One-time funding is hard to quantify and we will not know anything for certain until the state budget is finalized in June. By allocating a portion of the Prop G funds towards FY23 budget, the budget achieves a surplus.



Among the budget achievements:

- Compensation increases
- New program FTE
- Long-term model in tact
- Capital preservation

**Closed Session**

The board held a closed session to vote on the FY23 compensation line items. The FY23 compensation items were approved unanimously, without issue.

**Meeting Adjourned** Sharon Gillenwater thanked everyone and adjourned the meeting at 7:00pm.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

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*Susan Masto*  
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Susan Masto, Board Secretary