

**GATEWAY HIGH SCHOOL**  
**BOARD OF TRUSTEES MEETING MINUTES**  
**Tuesday, April 17, 2007 @ 5:08 p.m. – 7:02 p.m.**

<b>Board Members Present:</b>	Leslie Burlock	Ashley Hager	Toye Moses
	Cecily Cameron	Norm Katz	Sharon Olken
	Eve Collard	Karen Jess-Lindsley	Will Parish
	Cathy Dean	Donna Liu	Leon Schmidt
	Robin Donohoe	Joyce McMinn	Suzanne Schutte
	Becky Draper	Lisille Matheson	Laura Spivy
	Erika Goncalves	Gale Mondry	Peter Thorp

<b>Board Members Excused:</b>	Susan Hoffman	Pat Napoliello	Liana Szeto
	Judith McRae	Bob Scavullo	Alberto Tovar

<b>Also Present:</b>	Chris Hero	Tina McGovern
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**1. CALL TO ORDER**

Chair Cathy Dean called the meeting to order at 5:08 p.m. The meeting was held in the Library of Gateway High School.

**2. STUDENT COUNCIL UPDATE**

Student Council Treasurer Diana reviewed a long list of upcoming events sponsored by the Student Council to raise money for the Prom and Senior Grad Night, including a car wash and garage sale on May 5<sup>th</sup>. Donations can be made for the garage sale Fridays after school. She answered several questions about raising enough money to cover the costs for the two big events. There is a blood drive scheduled for late April, International Night Potluck Dinner the same day as the International Assembly and Fashion Show, and the Earth Day Assembly. Diana also reminded the Board that the Student Council elections will be soon.

**3. APPROVAL OF MINUTES**

The minutes of the March 13, 2007 Board Meeting were reviewed and unanimously approved.

**4. PRINCIPAL'S REPORT:**

Principal Sharon Olken's update began with news that she had received a call from State Superintendent of Education Jack O'Connell regarding Gateway's second Distinguished School Award. Gateway is the second charter high school to win this award twice, and only two schools in San Francisco were honored: Gateway and KIPP SF Bay Academy upstairs. It was noted that we owe this award to Sharon's diligent work to complete the long application.

Sharon then described several recent opportunities to share Gateway's best practices and extend the impact of what we are doing with other schools across the state and nation at the California Charter School, US Dept. of Education, and National Charter School conferences she and other Gateway representatives attended.

Sharon commented that students are receiving admissions letters from colleges and becoming very excited about the next year. Since financial aid package information is still arriving, it will be a few weeks before we know the picture for all of our students. Sharon reminded us that the current 12<sup>th</sup> grade class is larger than previous classes and represents the first class with the shift in demographics.

The new 9<sup>th</sup> grade class that begins in the Fall of 2007 was selected about one month ago, with Hoover Lydell conducting the lottery. To address historical patterns of summer attrition, Gateway has offered admission to 140 students with the goal of having 125 students begin in August. At the meeting, 120 had accepted space in the class. It appears the class will have a larger percentage of Latino students, so we will likely increase the number of sections of Heritage Spanish. 12 students are coming from KIPP SF Bay Academy.

Fortunately, most of the faculty is remaining for next year, so there are only a few positions that are open. The hiring process has begun.

Several upcoming events offer a great opportunity for Trustees to see students in action. Friday, April 20<sup>th</sup> is the Earth Day Assembly at 10:45. Dates for the Evening of Action and Portfolios Presentations will be announced and Graduation is June 16<sup>th</sup>.

The WASC Visiting Committee accepted our report and was impressed with the progress made since their last visit. They had no new recommendations.

## **5. BUDGET DISCUSSION**

Chris Hero presented a summary of the balanced budget and outlined increases in revenues. Sharon provided more details behind the budget including a number of contingencies to be conservative. She described where costs were increasing: operations, teachers receiving a step increase and increase in the salary scale, as well as health care benefits. She also informed the Board about some programmatic improvements consistent with initiatives outlined in the strategic plan. Specifically, this includes an increase in staff to support college counseling (focus on college-prep culture), increasing professional development for teachers (retaining teachers), and a modest increase in health care benefits for dependants (retaining teachers).

The presentation was followed by a group discussion and many questions.

The first theme involved revenues and fundraising. While trustees were glad to see Tina's enthusiasm for some new approaches to increase donations, several trustees wondered if it is possible to raise \$850,000 and if this decreased our ability to be a model. It was discussed that our spending/pupil is in the middle of the eight schools highlighted in the Dept. of Education report on Closing the Achievement Gap. The discussion also encompassed the opportunity that our 10<sup>th</sup> Year Anniversary provides to re-engage alumni, alumni families, early funders, and parents.

There were also questions about the federal and state revenue projections which Chris believes are a good guess based on intelligence from the Charter School Association. We'll know more after the May revision of the State budget.

The second theme addressed the proposal to increase program staffing. This includes more release time (40% of one person's time) for teacher observations and more staffing (60% of one person's time) for college counseling. This year Gateway staff has considered ways to address the strategic initiative focused on enhancing the culture of college preparation. By adding part time staff, there can be more emphasis on college in 9<sup>th</sup> and 10<sup>th</sup> grade and more individualized college counseling. As the size of the senior class has increased without additional staffing, it has left the existing staff stretched. Currently, Joel Rangel teaches 5 classes, organizes college visits, and writes recommendations. Gateway has identified a state grant which will offset some or all of the cost to enhancing college counseling.

The third theme involved compensation. Trustees asked questions to better understand the proposed health care benefits increases and 3% increase to the salary scale for teachers and the total impact on the budget. Including step increases, health care benefits, and new staff (as mentioned above) the total program compensation expense will increase 9.6%. It was suggested that a comprehensive compensation study become a key priority for next year with a focus on faculty retention.

It was moved, seconded and unanimously approved to maintain the existing health care coverage and increase the contribution to dependent care coverage.

The Board also moved, seconded, and unanimously approved a 3% salary pool increase for administrative staff and a 3% increase for the faculty salary scale.

All staff and employees abstained from these two votes.

The fourth theme was workload and the limited changes for 2007-8. It was acknowledged that workload is still an issue, but the faculty survey this spring suggests that satisfaction is high with teaching and retention is far better than it has been. The small steps taken so far seem to be well received. This budget does include additional stipends to compensate for some of the "extra" work. Sharon mentioned that some teachers have reservations about a change to the schedule, and the school needs more time to evaluate the implications. The administrative team believes this topic needs to be discussed and analyzed at the faculty level with an academic perspective.

**6. ADDITIONAL COMMENTS:**

It was noted that financial statements have been missing from the last few Board packets. Laura Spivy acknowledged that it their preparation was delayed due to the time intensity of the budgeting process. Laura agreed to send them out separately when they are ready.

**7. ADJOURNMENT:**

There being no further business to come before the Board, the meeting was adjourned at 7:02 p.m. The next meeting is scheduled for Tuesday, May15, 2007 at 5:00 p.m. in the Library at Gateway High School.

Signed: \_\_\_\_\_  
Becky Draper, Board Secretary

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Date