

7. FORM REVIEW PROCESS

A motion was made and passed unanimously to approve the IRS Form 990-review policy as outlined.

8. 2009-2010 INVESTMENT PLAN

Scott Gutterman explained the annual investment plan that included targets, ranges and the investment portfolio. He suggested updating the investment policy statement, and he discussed the investment goals for the year. He reported that the committee discussed risk management and that Gateway's investments have increased in value since July 1, 2009. A healthy discussion ensued about the possibility of having a re-balancing policy, a more universal process on investment dealings and establishing a long-term investment policy.

A motion was made to approve the annual investment plan and it was approved unanimously.

9. MIDDLE SCHOOL UPDATE

Suzanne Herko provided a thorough update about the continuing investigation into developing a charter to open a middle school. The current plans include delaying the charter submission a few months until March. Suzanne outlined in her presentation: 1) The summary of progress of the middle school; 2) The timeline until charter submission and 3) The timeline after charter submission. She explained the sub-committees for The Middle School Design include: 1) The Governance and Finance Committee; 2) The Political and Community Outreach Committee; 3) The Educational Plan Committee and 4) The School Culture Committee.

A question and answer period ensued and Principal Sharon Oiken fielded questions about the charter approval process.

10. COMMITTEE UPDATES

Finance committee chair, Erin Niehaus, discussed the committee's objectives for the year which included: 1) Providing information from Chris and communicating this well with the board in real time; 2) Taking a hard line on expenses; 3) To increase visibility on revenue lines and 4) To do line item objectives for the budget process in the spring. She concluded by announcing that a specific goal of the committee was to not cut any Gateway educational programs.

Tina McGovern, Gateway's Director of Development, announced her committee's goals for the year as: 1) Annual fundraising goals; 2) To make more friends and 3) To find new fundraising sources.

Amy Joseph announced the goals of the Outreach Committee for the year as to develop new ideas, including increasing the use of technology, to have a broader impact within and throughout the community.

Laura announced that Erin Willard had become the new co-chair of the Faculty Affairs Committee. Erin Willard announced that the Faculty Affairs committee's objectives for the year are: 1) To administer the faculty survey; 2) To review Benefits; 3) To discuss scale and alternate forms of compensation and 4) To increase collaboration amongst teachers.

Mayer Riff described the Audit Committee goals as: 1) To provide assistance to the Board of Trustees with respect to fulfilling its oversight responsibility for Gateway's

financial reporting process; 2) To support the school in the work necessary to be in compliance with audit requirements and 3) Review and approve audits and financial statements. He continued by congratulating everyone for a clean audit report that followed a clean ADA attendance report. He noted that the Audit Committee has reviewed and unanimously approved the audit report and will give a report to the Board after meeting with the auditor in November.

A motion was made and passed unanimously to approve the audit report.

Sharon provided the Facilities Committee report in place of Donna Liu who was not in attendance. Sharon reported that construction to turn a storage room into a small technology center was about to begin.

Suzanne Schutte explained the Education Committees objectives as: 1) To assist with WASC accreditation by overseeing the process; 2) To review the alumni survey and look at possibly expanding it and 3) To develop a school-wide rubric which could be useful for WASC.

Laura explained the roles of the Executive Committee as: 1) To conduct the head of school evaluation; 2) To review head of school compensation; 3) To meet if decisions that would affect the school at a higher level needed to be made 4) Approval of and recommendation to the board for mid-year significant changes to the budget.

Laura announced that the Trustees Committee report was in the board packet for everyone's review in lieu of a verbal report from Cecily Cameron.

Tina distributed year-end appeal letters to board members while she explained the importance of these letters to Gateway's annual fundraising goals. She continued by announcing Gateway's two major upcoming fundraising events: The annual auction, named *Swamp Soiree*, which will take place on Saturday, November 14th between 6-10pm at LIVE!, located at 888 Brannan Street in San Francisco; and the luncheon on November 3rd where Firoozeh Dumas, author of *Funni in Farsi*, will speak at Gateway.

11. PRINCIPAL'S REPORT

Principal Sharon Olken announced that Greg Toler was not at tonight's board meeting as his dad, Burt Toler, was being honored by the San Francisco Police Commission. She thanked Greg for the amazing speech that he gave to the entire student body honoring his father's lifetime of achievements and described it as an extraordinary and inspirational moment for Gateway's students.

Sharon briefly discussed her finalized objectives for the year that were included in the board packet.

12. ADJOURNMENT

With there being no further business to bring before The Board, the meeting was adjourned at 7:04 P.M.

Signed: _____
Cathy Dean, Board Secretary

Date: _____

