

GATEWAY HIGH SCHOOL
BOARD OF TRUSTEES MEETING MINUTES
Tuesday, February 6, 2007 @ 5:07 p.m. – 7:03 p.m.

Board Members Present:

Cecily Cameron	Susan Hoffman	Will Parish
Eve Collard	Donna Liu	Bob Scavullo
Cathy Dean	Sharon Olken	Leon Schmidt
Robin Donohoe	Joyce McMinn	Suzanne Schutte
Becky Draper	Judith McRae	Laura Spivy
Erika Goncalves	Gale Mondry	Peter Thorp
Ashley Hager	Toye Moses	

Board Members Excused:

Leslie Burlock	Lisille Matheson	Liana Szeto
Norm Katz	Pat Napoliello	Alberto Tovar
Karen Jess-Lindsley		

Also Present:

Michael Fuller	Tina McGovern	Iris Smith
Chris Hero		

1. CALL TO ORDER

- 1.1** Chair Cathy Dean called the meeting to order at 5:07 p.m. The meeting was held in the Library of Gateway High School.

2. STUDENT COUNCIL UPDATE

Student Council members Anthony Cheung and Steven Santa Maria shared highlights from Project Week, details about fundraising efforts for Prom and Grad Night as well Student Council's work creating a student calendar reflecting student events not included in the general school calendar. Steven shared his inspiration for his Project Week "mocumentary" video for which he won the Golden Gator Award. Anthony and Steven then discussed their plans for college.

3. UPDATES

Cathy Dean reported progress made in financial planning for next year. In upcoming weeks, it will be determined if an extended Board meeting to discuss related topics will take place in March or April. Cathy gave details about Board Visit Day, which includes breakfast with faculty followed by classroom visits. Members of the Board were asked to fill out forms regarding which classes they are most interested in visiting during the event. Principal Sharon Olken invited the Board to attend the Project Week Assembly, which is scheduled to take place following the classroom visits.

4. APPROVAL OF MINUTES

The minutes of the December 11th, 2006 Board Meeting were reviewed and unanimously approved.

5. PRINCIPAL'S REPORT:

Principal Sharon Olken introduced Chris Hero, Gateway's new Director of Operations. Chris brings with him great expertise, and we are lucky to have him.

Sharon introduced Michael Fuller and acknowledged the extraordinary job that he has done providing student support, conveying student expectations and enhancing student culture. Michael discussed the current efforts of the Student Support Team including a focus on relaying attendance expectations to students and parents and providing support to students in academic need. He then discussed his current work on new support model which includes weekly meetings with the students, progress reports from teachers, after school tutoring and reward when progress is made. If the model proves to be successful, he plans to eventually divide the effort among some of the administrative teams. Michael detailed the work of the CARE Team, which includes staff from The Learning Center, Student Support and the Tutor Program. The team identifies students who are not doing well, puts interventions in place and then follows up on progress made from week to week. The Board discussed the possibility of mandatory tutoring, potential methods to ease the attendance taking process for faculty, rules and regulations about the attendance audit process and the importance of establishing a culture in which attendance is a student expectation.

Sharon shared video clips from the Video Shorts Project Week Program.

Sharon announced that applications for the upcoming year were due January 31st. Todd Barringer, Gateway's Director of Enrollment is still counting applications. The Lottery is scheduled to take place in March following the Learning Center's review of applications to ensure that Gateway has services to support incoming students.

Sharon opened the floor to Tina McGovern who announced upcoming visits from The Stanford School of Education, Napa Unified School District and San Francisco Supervisor Alioto-Pier.

Sharon recently visited with Joe Wilkinson, the founder of Schools That Can, an organization which supports single site urban charter schools. Gateway was identified as a potential school to be included in their network. The Board discussed benefits of joining the organization and Sharon agreed to update the Board with further details as they come in.

6. COMMITTEE UPDATES

Cathy Dean shared the current progress made in fundraising efforts and encouraged the Board to aid the Development Committee in cultivating new relationships.

- 6.1 Campaign Committee:** Peter Thorp gave an update on the Campaign status which recently received several large donations. He reminded the Board that the Campaign is a collective effort and that the Board's help is needed to reach the funding goal.

- 6.2 Alumni Committee:** Joyce McMinn was applauded for her work on the Parent Alumni event and efforts to build an Alumni Parent Endowment Fund.
- 6.3 Development Committee:** Tina McGovern thanked the Board for their support and distributed Golden Gator pins to the Board. She then shared highlights about development activities including recruitment for the DOE assembly, the establishment of a 10th Anniversary task force, the upcoming My School Commercial filming at Gateway, the resurrection of The Gate newsletter, work on the Oracle Foundation grant proposal, Eve Collard's work to get Gateway involved with PG&E's solar initiative for going green and Gateway's mention in the Nob Hill Gazette.
- 6.4 Parent Annual Fund Committee:** Susan Hoffman invited the Board to attend the upcoming Golden Gator Circle Celebration. The Annual Fund has reached 55% of the goal, and the committee is looking for ways to inspire people each month for their continued support.
- 6.5 Finance Committee:** Laura Spivy discussed the current big initiative of the finance committee: updating the current year forecast. Additional efforts include working with the Development office to develop recommendations for fundraising in the upcoming year and initiating budget projections for public revenue and known expenses. Chris Hero discussed plans to complete a formalized budget process and more intricate, interactive budgeting worksheets.

7. ANNOUNCEMENTS:

Chair Cathy Dean opened the floor for announcements.

Joyce McMinn invited the Board to attend the upcoming Black History Month Assembly featuring guest speaker Burl Toler as well as the Gym Re-Opening Ceremony.

Sharon shared that due to the vote of the Laramie Project cast, there will not be a repeat performance of the play. An update on the California Distinguish Schools Award application is expected at the beginning of March. The WASP midterm review will also take place in March.

International Night is scheduled for March 9th.

8. ADJOURNMENT:

There being no further business to come before the Board, the meeting was adjourned at 7:03 p.m. The next meeting is scheduled for Tuesday, March 13, 2007 at 5:00 p.m. in the Library at Gateway High School.

Signed: _____
Becky Draper, Board Secretary

Date