

**GATEWAY HIGH SCHOOL
BOARD OF TRUSTEES MEETING MINUTES
Tuesday, April 18th, 2006 @ 5:00 – 7:00 p.m.**

Board Members Present:

Leslie Burlock	Cecily Cameron	Eve Collard
Cathy Dean	Susan Hoffman	Matt Holzer
Donna Liu	Judith McCrae	Marcia Matre
Sharon Olken	Bob Scavullo	Leon Schmidt
Suzanne Schutte	Laura Spivy	Peter Thorp

Board Member Excused:

Lydia Chavez	Becky Draper	Carole Hays
Cloey Hewlett	Karen Jess-Lindsley	Gale Mondry
Liana Szeto	Alberto Tovar	Marie Washington
Margot Shaub	Lisille Matheson	Ashley Hager
Joyce McMinn		

Also Present:

Karen Dutina	Christina Griffith	Quenadyne Bucher
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1. CALL TO ORDER AND APPROVAL OF MINUTES:

- 1.1** Chair Cathy Dean called the meeting to order at 5:13 p.m. The meeting was held in the Library of Gateway High School.
- 1.2** The draft minutes of the March Board meeting were reviewed and unanimously approved with changes.

2. PUBLIC FORUM: There were no public comments.

3. PRINCIPAL'S REPORT:

- 3.1** Sharon Olken introduced Aim High, an academic enrichment program designed to help kids who are excited about college. Aim High has been interested in partnering with Gateway for the past few years, and they would like to solidify the Western Addition site. Gateway currently has 12 freshmen who are Aim High graduates. Sharon answered questions from the board related to possible summer opportunities at Aim High for our teachers, and for our students to mentor or tutor. Karen Dutina is working on the logistical details between Aim High, the District, and Gateway.
- 3.2** Sharon updated the Board on recent test scores and upcoming STAR testing in early May.
- 3.3** Sharon updated the Board on enrollment figures to date and the composition of the 9th grade class (which will be similar to the current 9th grade class).
- 3.4** Sharon presented her plan for the new Administrative structure with the aid of slides outlining the old and new organizational chart. She underscored the need for an additional Assistant Principal and explained the role of each. Sharon also highlighted the new position of Director of Operations. Sharon asked that the Board approve the new organization changes and the proposed hiring. The Board moved, seconded, and unanimously accepted Sharon's proposed administrative plan. A search for viable candidates will begin immediately.

4. COMMITTEE REPORTS:

- 4.1** Facilities: Donna Liu reported that the Finance Committee walked through the site and identified three areas which are strong for summer work – the Gym, the Learning Center and the BioLab. The Gym is not a regulation-sized court which prevents us from hosting games. It needs flooring work, better bathrooms and new backboards among other improvements. Both the Learning Center and the BioLab work are aesthetic to make the existing space more workable. David Plant of Plant Construction visited on April 17th, and we can expect some estimates by summer. Chair Cathy Dean suggested we hold off on further discussion until the numbers are in.
- 4.2** Campaign for the Future: Peter Thorp mentioned that almost all Board members had been solicited for gifts to the campaign – an important milestone since most foundations and many donors like to see 100% Board participation as a show of support for the institution. He described a “cultivation” event for possible donors to be held on April 24th with speakers including Caprice Young, President, California Charter Schools Association; Reed Hastings, former President of the California Board of Education, and Peter.
- 4.3** Finance: Laura Spivy summarized the April financial statements with both positive (unexpected grant money received) and the negative components. She spoke of the impact low attendance has on our fiscal health. We have been hit negatively due to attendance issues caused by several factors including the flu, kids leaving with families for extended vacations, field trips, and in some cases, students who have stopped attending school. It was suggested that this problem be a high priority for the new Assistant Principal.
Sharon reported that she and Karen Dutina have been working on the 2006/2007 budget and anticipate presenting it to the Board at the May 16th meeting. In the meantime, the biggest line item is faculty salary. Sharon needs to proceed with offering contracts, and asked the board to approve the proposed line items before the full scale budget is presented. Much discussion ensued with the outcome of a unanimous vote by the Board for a cost of living allowance increase for faculty.
- 4.4** Development: Eve Collard reported that when all pledges come in, we will exceed the goal set by the Development Committee for this year. Margot Shaub reminded the Board of that the upcoming Fun for the Fund Gourmet Pizza and Wine party May 10th is the next fundraiser and the incoming freshman class parents has been targeted for attendance. The wine is being donated by Sharon Olken’s father.

5. ADJOURNMENT: There being no further business to come before the Board, the meeting was adjourned at 7:22 p.m. The next meeting is scheduled for Tuesday, June 13th, 2005 at 5:00 p.m. in the Library at Gateway High School.

Signed: _____
Becky Draper, Board Secretary

Date