

**Gateway Science Academy Board of Directors Meeting
March 3, 2021, at 4:00 pm**

**Zoom Meeting ID: 847 1458 7250
Password: Gators**

AGENDA

Call to Order Mr. Goerger

Roll Call Mr. Goerger

Mission Statement Mr. Goerger

Approval of the Agenda Mr. Goerger

Public Input Session Mr. Goerger

(Please note, the GSA Board public participation policy allows each speaker no more than three minutes, and each topic is limited to no more than 20 minutes except with the concurrence of the majority of the Board.)

Announcements/Acknowledgements

Funding Equity Mr. Blackstone

Consent Agenda *Mr. Goerger*

Approval of January 27, 2021, Meeting Minutes *Mr. Goerger*

Approval of January 2021 Financials *Mr. Damar*

Approval of Personnel Report *Mr. Blackstone*

Approval of Revised Student Enrollment Policy *Mr. Blackstone*

Student Achievement and Activities

Superintendent's Report Mr. Blackstone

Instruction Model for the 4th Quarter

District Dashboard

Vaccination Update

Governing Board Related Mr. Goerger

Board Training Updates Mr. Goerger

Board Treasurer Mr. Goerger

Other Business:

Adjourn the Meeting Mr. Goerger

Items in italics are action items.

MISSION

The mission of the Gateway Science Academy of St. Louis is to provide quality education with an emphasis on science, mathematics, and technology while balancing all core subjects. We strive to create an atmosphere that provides students, parents, and teachers opportunities for continuous growth, enabling them to reach their highest potential.

VISION

Elementary and Middle School Vision

Our students will enter high school ready to tackle any academic challenge and will excel in the STEM subjects.

High School Vision

Our students will achieve 100% graduation and college acceptance.

Gateway Science Academy Board of Directors Meeting January 27, 2021, at 4:00 pm

Zoom Meeting ID: 847 6105 8794
Password: Gators

MEETING MINUTES

1. Session Opening:

Dr. Bagwell commenced the online meeting to order with the roll call at 4:00 pm

Members Present: Tim Bagwell, Rashmi Nair, Ben Diefenbach, Patrick Walker, Jacquelyn Lewis-Harris, Patricia Hunt, Orville (Beau) Goerger (4:02 pm)

Members Absent: None

GSA: Nuh Celik- Principal, Wendy Gilliam – Principal, Matt Sagnak - Principal

Concept Schools: Engin Blackstone - Superintendent

Dr. Bagwell read the mission statement.

2. Adopt an Agenda:

Mr. Diefenbach made a motion to adopt the agenda. Dr. Nair seconded.

Roll Call to Adopt the Agenda:

Orville (Beau) Goerger: **Aye**, Tim Bagwell: **Aye**, Jacquelyn Lewis-Harris: **Aye**, Patricia Hunt: **Aye**

Rashmi Nair: **Aye**, Ben Diefenbach: **Aye**, Patrick Walker: **Aye**

Motion approved.

3. Public Input:

Four GSA parents gave public comments. They are recorded for consideration.

4. Announcements/Acknowledgements

Mr. Blackstone shared the Funding Equity Rally information and encouraged the parents and Board members to attend the event after the Board meeting at 7:00 pm.

5. Approval of the Consent Agenda

Mr. Diefenbach made a motion to approve the consent agenda, Mr. Goerger seconded.

Approval of December 16, 2020, Meeting Minutes

No discussion

Approval of December 2020 Financials

The Board Finance Committee met on January 22 and reviewed the financials. Mr. Blackstone presented the budget details below:

- The December 2020 P&L report shows \$1,848,962 total revenue and \$1,463,703 expenses. It shows a \$385,260 surplus.
- YTD surplus is \$504,947.
- YTD revenue is 48.29%, expenditure is 46.66%. They are expected to be at close proximity of 50%.
- The total cash balance is \$3,899,454.26 as of December 31, 2020.
- The total loan balance is \$6,423,474.
- PPP Loan (\$2,080,00.00) Forgiveness is re-submitted to 5/3 Bank on 12/18/2020. It is still in-review status by the 5/3 Bank.
- Title I and SPED reimbursement claims submitted on 10/30/2020 in the amount of \$372,675.49. Reimbursement is received on 12/7/20.

Approval of Personnel Report

Mr. Blackstone reported the new hires and resignations below:

NEW HIRES					
First Name	Last Name	Position	Campus	Salary	Hire Date
Elanor	Scherck	Substitute Teacher	Smiley	\$16,170	1/5/2021
RESIGNATIONS					
First Name	Last Name	Position	Campus	Reason	Resignation Date
Dawn	Stavenau	Office Support Staff	Fylet	Family and Health	12/14/2020

Approval of Extending the FFCRA Benefits until March 31, 2021:

Considering the ongoing pandemic, although it is not required by law, Mr. Blackstone recommended to extend the **FFCRA** (Families First Coronavirus Relief Act) benefits until March 31, 2021. It was previously approved until December 31, 2020.

Approval of COVID-19 Vaccination Policy:

In order to conform with recommendations from the Centers for Disease Control and Prevention (CDC) and Missouri's Department of Health and Senior Services, along with protecting staff, students, and the public from COVID-19, GSA teachers, and staff members are strongly encouraged to be vaccinated against COVID-19 at their earliest possible opportunity. Therefore, the vaccination policy outlining the details of the recommendation is presented to the Board for approval.

Roll Call to Approve the Consent Agenda:

Orville (Beau) Goerger: **Aye**, Tim Bagwell: **Aye**, Jacquelyn Lewis-Harris: **Aye**, Patricia Hunt: **Aye**

Rashmi Nair: **Aye**, Ben Diefenbach: **Aye**, Patrick Walker: **Aye**

Consent agenda approved unanimously.

6. Student Achievement and Activities - Superintendent's Report:

Instruction Model for February 2021

Mr. Blackstone provided the detailed blended instruction report and stated that the school goes above and beyond providing instruction and support services to all students. The attendance and engagement rate is over 90%. Mr. Blackstone proposed the following instruction plan for February:

- GSA plans to extend the current instruction model of two-day in-person blended instruction for Kindergarten through 8th-grade students, until March 5, 2021.
- Proposing to offer two-day in-person blended instruction for the 9th and 10th graders starting on February 8, 2021.
- Virtual instruction for five days will remain an option.
- The GSA administration is currently exploring the option of offering 4 or 5 days of in-person instruction and will report on this at the next Board meeting on March 3, 2021.

Mr. Goerger made a motion to approve the proposed instructional model, Mr. Diefenbach seconded.

Roll Call to Approve the Motion:

Orville (Beau) Goerger: **Aye**, Tim Bagwell: **Aye**, Jacquelyn Lewis-Harris: **Aye**, Patricia Hunt: **Aye**

Rashmi Nair: **Aye**, Ben Diefenbach: **Aye**, Patrick Walker: **Aye**

Motion approved unanimously

District Dashboard:

Mr. Blackstone presented the District dashboard with accountability measures.

Vaccination Update:

- **GSA COVID-19 Employee Vaccination Survey:** 148 staff members took the survey; 126 of them want to receive the vaccine when it becomes available
- The State of Missouri announced new details about Phase 1B of Missouri's COVID-19 vaccine availability plan on Thursday the 14th. Phase 1B now includes tiers for prioritization. These groups include:
 - Tier 1: first responders, emergency services, and public health
 - Tier 2: Missourians who are at an increased risk for severe illness from COVID-19, including individuals over age 65 as well as any adult who suffers from certain underlying conditions
 - Tier 3: critical infrastructure workforce members, including teachers and school staff members

7. Governing Board Related:

Board Training Updates:

Dr. Bagwell shared information about [NonProfitReady.org](https://www.nonprofitready.org) as another resource for Board training. It is run by an organization called Cornerstone OnDemand Foundation, and the site offers a wide range of free courses in Nonprofit management. The courses are free, are self-paced, and include their brand continuing education credits, and they provide certificates for completed courses and completed modules.

Board Member Resignation:

Dr. Mehmet Kahveci resigned from the GSA Board as of January 1, 2021. He was one of the founding Board members of GSA and served 10+ years on the Board. Board members expressed their gratitude for his service and agreed to present him a plaque as a token of GSA's appreciation.

8. Other Business:

Sponsor Site Visit: It is scheduled for March 3rd and 4th. The site visit protocol is shared with all stakeholders, and the focus group interview schedule will be created by February 24.

9. Adjourn the Meeting

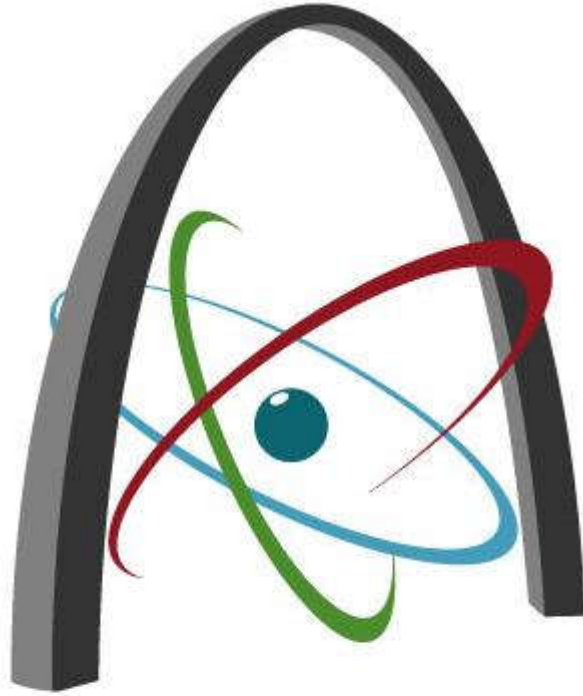
Mr. Diefenbach moved to adjourn the meeting; Dr. Lewis-Harris seconded.

Roll Call to Adjourn:

Orville (Beau) Goerger: **Aye**, Tim Bagwell: **Aye**, Jacquelyn Lewis-Harris: **Aye**, Patricia Hunt: **Aye**

Rashmi Nair: **Aye**, Ben Diefenbach: **Aye**, Patrick Walker: **Aye**

The meeting adjourned at 5:07 pm.



GATEWAY SCIENCE ACADEMY
of
ST. LOUIS

March 3, 2021

FINANCIAL STATEMENTS

FINANCIAL STATEMENT SUMMARY

GATEWAY SCIENCE ACADEMY OF ST LOUIS				Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Jun-21
<i>Current Enrollment</i>				<i>1,540</i>								
	BUDGET-FY21	YTD										
LOCAL REVENUE	1,927,446	\$ 983,043.52	51.00%	127,153	145,228	142,666	155,670	155,453	146,361	110,512		
STATE REVENUE	15,079,645	\$ 8,741,729.06	57.97%	1,057,194	1,287,519	1,272,283	1,305,648	1,215,056	1,279,532	1,324,497		
FEDERAL REVENUE	1,683,262	\$ 780,538.74	46.37%	-	-	36,240	100,803	175,009	423,069	45,418		
Total Revenues	18,690,353	10,505,311	56.21%	1,184,347	1,432,748	1,451,188	1,562,121	1,545,519	1,848,962	1,480,427	-	-
SALARIES	8,957,544	\$ 4,963,279.69	55.41%	679,479	685,190	699,560	699,192	712,630	769,100	718,128		
BENEFITS	3,403,867	\$ 1,859,251.68	54.62%	273,818	245,654	276,252	257,245	269,739	276,353	260,190		
PURCHASED SERVICES	4,020,625	\$ 2,133,640.48	53.07%	252,284	358,429	336,103	239,180	333,995	331,824	281,825		
SUPPLIES AND MATERIALS	1,340,000	\$ 519,076.28	38.74%	12,180	48,194	175,185	100,366	59,082	69,001	55,068		
CAPITAL OUTLAY	536,046	\$ 388,057.87	72.39%	72,973	149,591	35,869	56,717	27,325	17,425	28,157		
Total Expenditures	18,258,082	9,863,306	54.02%	1,290,735	1,487,058	1,522,970	1,352,700	1,402,772	1,463,703	1,343,369	-	-
NET INCOME	432,271	642,005		(106,388)	(54,310)	(71,782)	209,420	142,747	385,260	137,058	-	-
Main Acc. Register (QB) Balance				\$ 420,285.65	\$ 773,112.24	\$ 708,593.41	\$ 671,870.45	\$ 751,601.17	\$ 1,244,465.96	\$ 1,344,356.67		
Main Acc. (Bank) Cleared Balance				\$ 426,369.70	\$ 778,890.04	\$ 714,371.21	\$ 683,848.25	\$ 762,353.97	\$ 1,256,701.31	\$ 1,355,109.47		
Savings Bank Safe Acc. (QB) Register Balance				\$ 3,004,356.23	\$ 2,654,650.06	\$ 2,654,835.08	\$ 2,654,894.47	\$ 2,654,942.36	\$ 2,654,988.30	\$ 2,655,018.28		
Savings Bank Safe Acc. (Bank) Cleared Balance				\$ 3,004,356.23	\$ 2,654,650.06	\$ 2,654,835.08	\$ 2,654,894.47	\$ 2,654,942.36	\$ 2,654,988.30	\$ 2,655,018.28		
BUSINESS												
53rd Bank Loan Payable 2018		2,530,000										
53rd Bank Loan Payable 2020		743,750										
53rd Bank Loan Payable 2020 - 5 Year		375,000										
5007 Fyler Loan 2020 - 5 Year		640,860										
PPP Loan		2,080,300										
Total Loan Principal Payment for FY21		385,182										
Purchases Over \$5,000												
PS Kids - SPED		7,185										
Neil William Steibel - Construction		5,880										
Kitchen Mechanical LLC - Exhaust Fan Replacement		7,875										
*Recurring transactions aren't included.												

Gateway Science Academy of St Louis
Budget Vs Actual
As of January 31, 2021

	Jul 20 - Jan 21	FY 2021 Budget	% of Budget
Income			
Local Revenue	983,043.52	1,927,445.73	51.00%
State Revenue	8,741,729.06	15,079,645.30	57.97%
Federal Revenue	780,538.74	1,683,262.00	46.37%
Total Income	\$ 10,505,311.32	\$ 18,690,353.03	56.21%
Expense			
Salaries	4,963,279.69	8,957,544.02	55.41%
Benefits	1,859,251.68	3,403,866.73	54.62%
Professional Services	337,989.56	589,800.00	57.31%
Property Services (Rent, Repairs, Cleaning)	574,971.16	1,069,540.00	53.76%
Transportation Services	518.75	95,000.00	0.55%
Building & Property Insurance	81,008.89	117,250.00	69.09%
Communication (Phone, Printing, Ads)	26,312.05	90,000.00	29.24%
Management, Membership Fees and Other Dues	1,077,796.14	1,894,035.30	56.90%
Other Purchased Services (Student Activities)	35,043.93	165,000.00	21.24%
General Supplies (Supplies, Textbooks, Library and Uniforms)	519,076.28	1,340,000.00	38.74%
Interest Expense	126,870.74	195,045.75	65.05%
Capital Outlay	261,187.13	341,000.00	76.59%
Total Expense	\$ 9,863,306.00	\$ 18,258,081.80	54.02%
Net Income	\$ 642,005.32	\$ 432,271.23	148.52%

Difference Between Budget and YTD Actuals	Color Codes
Difference is less than 4%	
Difference is more than 4% but less than 15%	
Difference is more than 15%	

January Perc. 58.33%

Explanations

Income
Federal Revenue:
Expense
Building & Property Insurance: <i>Liability/Property Insurance Payment for whole fiscal year.</i>
Capital Outlay: <i>145K Construction, 116K Electronics.</i>

Jan 31, 21

ASSETS

Current Assets	
Checking/Savings	
1111-01 · Fifth Third Bank-Main	1,344,356.67
1111-02 · 53rd 2nd Account	-68.79
1111-04 · Bank Safe	2,655,018.28
Total Checking/Savings	3,999,306.16
Other Current Assets	
1400-00 · Other Current Assets	
1411 · Security Deposits	2,000.00
Total 1400-00 · Other Current Assets	2,000.00
Total Other Current Assets	2,000.00
Total Current Assets	4,001,306.16
Fixed Assets	
1500-00 · Fixed Assets	
1529 · Soft Costs	56,219.06
1520 · Buildings	1,717,496.03
1521 · Building Improvements	
1521-Construction In Progress	3,372,075.15
1521 · Building Improvements - Other	5,315,136.87
Total 1521 · Building Improvements	8,687,212.02
1531 · Improvements Other Than Buildng	382,280.49
1541 · Equipment	2,028,854.09
1542 · Classroom Instructional Apparatt	607,387.07
1543 · Vehicles	113,983.50
1549 · Accumulated Depreciation	-5,446,265.29
Total 1500-00 · Fixed Assets	8,147,166.97
Total Fixed Assets	8,147,166.97
TOTAL ASSETS	12,148,473.13
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
2172-05 · Commercial Card - Ending 6461	5,107.53
2172-07 · Commercial Card - Ending 2120	3,701.45
Total Credit Cards	8,808.98
Other Current Liabilities	
2150-00 · Payroll Deduction & Withholdings	
2151-00 · Fed Income Tax	502.24
2152-00 · FICA (Soc Sec)	22,196.63
2153-00 · Medicare	12,356.78
2155-00 · Missouri Income Tax	26,889.16
2156-00 · Health/Dental/Life Insu	359,687.79
2158-00 · Teacher Retirement	174,454.99
2161-00 · STL Earnings Tax & Garnishments	-1,376.61
2150-00 · Payroll Deduction & Withholdings - Other	8,989.26
Total 2150-00 · Payroll Deduction & Withholdings	603,700.24
Total Other Current Liabilities	603,700.24
Total Current Liabilities	612,509.22
Long Term Liabilities	
2121 · Loans Payable	
5007 Fyler Loan - CD 12/3/2019	640,859.64
5/3 Loan - CD 9/9/2018	2,530,000.00
5/3 Loan - CD 01/10/20	743,750.00
5/3 Loan - CD 01/10/20 5 Year	374,999.96
PPP Loan	2,080,300.00
Total 2121 · Loans Payable	6,369,909.60
Total Long Term Liabilities	6,369,909.60
Total Liabilities	6,982,418.82
Equity	
3113-00 · Unrestricted Net Assets	4,524,048.99
Net Income	642,005.32
Total Equity	5,166,054.31
TOTAL LIABILITIES & EQUITY	12,148,473.13

PERSONNEL REPORT 3.3.2021

NEW HIRES

First Name	Last Name	Position	Campus	Salary	Hire Date
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NONE

RESIGNATIONS

First Name	Last Name	Position	Campus	Reason	Resignation Date
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NONE

SCHOOL ADMISSIONS POLICY

The Governing Board of GSA (School) adopts the following policy effective on the date that the policy is adopted by the Board.

SECTION 1. The School shall enroll only:

- Students who reside in the district in which GSA operates
- Nonresident students eligible to attend a district's school under an urban voluntary transfer program;
- Nonresident students who transfer from an unaccredited district under section 167.895, RSMo, provided that the charter school is an approved charter school, as defined in section 167.895, RSMo, and subject to all other provisions of section 167.895.

GSA does not limit admission based on race, ethnicity, national origin, sexual orientation, disability, gender, income level, proficiency in the English language or athletic ability, but may limit admission to students within a given age group or grade level.

Students will not be required to complete any test or measure in order to be admitted to School. Once students are formally enrolled, formal and informal assessments may be administered to determine the most appropriate instructional plan and placement for each student.

SECTION 2. If capacity of the School is insufficient to enroll all students who submit an application during the open enrollment period (established in February of each year), the School will use a lottery admissions process in order to assure all applicants an equal chance of gaining admission.

SECTION 2.1. Priority for enrollment will be given in the following order in accordance with the charter:

1. **CURRENTLY ENROLLED STUDENTS**
2. **CHILDREN OF FACULTY AND STAFF:** Children of full-time faculty and full-time instructional staff.
3. **SIBLINGS:** Siblings of students currently enrolled on the date of the lottery
4. **PRIORITY ZIP CODES:** Students reside in priority zip codes stated in the Charter
5. **OTHERS:** All other eligible students

SECTION 3. Lottery.

SECTION 3.1. The lottery process shall be published in advance and articulated prior to commencement of the lottery.

SECTION 3.2 The lottery shall be observed and certified by a third party individual.

SECTION 4. Wait List.

SECTION 4.1. Lottery positions and waiting list positions will not be secured from year to year. Those offered the opportunity to enroll from the waiting list will have three days to complete the enrollment process before the opening will be offered to the next student on the waiting list.

SECTION 4.2. It is the responsibility of the parent or guardian of the wait listed student to provide updated contact information including a phone number and address, and an email if possible.

SECTION 4.3. Parents or guardians of wait listed students must also provide an emergency contact person in the event they cannot be reached regarding an opening. Failure to keep updated information throughout the school year resulting in an inability to notify the parent of an opening waives the student's placement on the waitlist.

SECTION 4.4. A school designee shall contact the next person on the wait list if a slot becomes available. Contact may be made by phone, and if available, by email. Every effort will be made to reach the individual in person; however, if this is not possible, a message will be left on the phone and/or email.

SECTION 4.5. The parents will be given 72 hours to contact the School and make a decision to accept the opening. If contact or a decision is not made within this time frame, the next student on the wait list is extended the offer.