

**Gateway Science Academy
Board of Directors Meeting
June 7, 2023, at 4:00 pm**

**6025 Chippewa Street, Ste#206
St. Louis, MO 63109**

**Zoom Meeting ID: 860 2109 7558
Password: Gators**

MEETING MINUTES

1. Session Opening:

Dr. Bagwell commenced the meeting to order with the roll call at 4:03 pm.

Members Present: Tim Bagwell, Orville (Beau) Goerger, Ali Durhan, Patricia Hunt (online), Kennedy Maranga (online)

Members Absent: Jacquelyn Lewis-Harris

GSA: Matt Sagnak – Asst. Superintendent

Concept Schools: Engin Blackstone – Superintendent, Hasan Damar - Treasurer

Dr. Bagwell read the mission statement.

2. Adopt an Agenda:

Mr. Goerger made a motion to adopt the agenda. Dr. Kennedy seconded.

Roll Call to Adopt the Agenda:

Tim Bagwell: **Aye**, Beau Goerger: **Aye**, Patricia Hunt: **Aye**, Kennedy Maranga: **Aye**, Ali Durhan: **Aye**

Motion approved.

3. Public Input:

None

4. Announcements/Acknowledgements

- Mr. Blackstone shared the student achievement highlights for the Class of 2023 and showed some pictures from the graduation ceremony
- He mentioned that the Vex Robotics team attended the World Championship, made it to the final 10, and got 7th place.

- And finally, he invited the Board members to the Concept Schools Leadership Summit, which will take place in Chicago on June 12 and 13.

5. Approval of the Consent Agenda

Mr. Goerger made a motion to approve the consent agenda, and Dr. Kennedy seconded.

Approval of April 12, 2023 Meeting Minutes

No discussion

Approval of March and April 2023 Financials

Mr. Damar presented the budget details below:

- The March P&L report shows \$1,705,402 in total revenue and \$1,661,711 in expenses. It shows a \$43,691 surplus.
- The April P&L report shows \$2,779,292 in total revenue and \$2,167,974 in expenses. It shows a \$611,318 surplus.
- YTD surplus is \$2,897,286.
- YTD revenue is 101.1%, and expenditure is 88.2%. They are expected to be close to 83.3%
- As of April 30, 2023, the total cash balance is \$6,244,663. We have 99 days of unrestricted cash on hand.
- The total loan balance is \$2,826,048

Roll Call to Approve the Consent Agenda:

Tim Bagwell: **Aye**, Beau Goerger: **Aye**, Patricia Hunt: **Aye**, Kennedy Maranga: **Aye**, Ali Durhan: **Aye**

The consent agenda approved unanimously.

6. Items for Action:

Approval of FY24 Budget

Mr. Damar introduced the FY24 budget. It is based on 1708 WADA (Weighted Average Daily Attendance) and each line item's financial trend in the past three years. The proposed budget shows \$24,219,012 total revenue, \$24,171,211 total expense, and \$47,801 surplus.

Mr. Goerger made a motion to approve the updated policy manual, Dr. Maranga seconded.

Roll call to Approve:

Tim Bagwell: **Aye**, Beau Goerger: **Aye**, Patricia Hunt: **Aye**, Kennedy Maranga: **Aye**, Ali Durhan: **Aye**

The motion approved unanimously.

Approval of Employee Retention Credit (ERC) Application

Michael Williams from CFOMW Tax Services joined the meeting, shared the details of the ERC below, and answered the questions.

The ERC is a refundable tax credit created as part of the CARES Act. The ERC is available to qualifying employers for qualifying wages paid from March 13, 2020, to September 30, 2021; it can be obtained whether or not an employer was deemed “essential” or previously received one or more PPP loans from the SBA. The total amount of the ERC can be up to \$26,000 total per employee, equivalent to 50% of qualified wages up to \$10,000 paid to each employee in calendar year 2020 and 70% of qualified wages up to \$10,000 paid to each employee in the first three quarters of 2021. When filed retroactively, approved ERC refund claims result in direct payments to employers.

GSA has a reasonable reporting position to file refund claims related to the ERC for Q1, Q2 and Q3 2021 but should only file its Q3 2021 claim to include July 2021 as the relevant restrictions were not in place as of August 2021. If approved by the IRS, the School should receive an ERC of \$3,818,108 plus interest.

Mr. Blackstone requested the Board’s approval to submit the ERC application. Mr. Goerger made a motion to approve, Mr. Durhan seconded.

Roll call to Approve:

Tim Bagwell: **Aye**, Beau Goerger: **Aye**, Patricia Hunt: **Aye**, Kennedy Maranga: **Aye**, Ali Durhan: **Aye**

The motion approved unanimously.

7. Student Achievement and Activities - Superintendent’s Report

2022 Annual Report Overview

Mrs. Rohbyn Wahby, ED of the MCPSC, joined the Board meeting via Zoom. She went over the 2022 Annual Report and talked about the areas of strengths and improvements.

School Dashboard

Mr. Blackstone presented the key school data on Unified Insight, PowerSchool’s school data portal.

23.24 Enrollment Update

Mr. Blackstone shared the marketing effort for the student enrollment with the current enrollment numbers. There is an increase in applications, and the school enrollment officers are working on processing applications.

8. Board Related:

Superintendent and CMO Evaluation

Mr. Durhan mentioned that the Superintendent and CMO evaluation is shared with the Board members online and asked for the Board members' completion of the evaluation.

23.24 Board Meeting Schedule

The Board meeting schedule for the 23.24 school year is finalized as below:

Date	Time
Wednesday, August 16, 2023	4:00 PM
Wednesday, October 11, 2023	4:00 PM
Wednesday, December 13, 2023	4:00 PM
Wednesday, February 7, 2024	4:00 PM
Wednesday, April 17, 2024	4:00 PM
Tuesday, June 4, 2024	4:00 PM

Board Resignation

Mr. Ben Diefenbach resigned from the Board as of June 1, 2023, due to health reasons. The GSA Board decided to send him a certificate of appreciation and a plaque for his services.

Board Training

Dr. Bagwell introduced training opportunities at www.nonprofitready.org. Board members may create their free login accounts and get training on their interested topics. The portal provides a certificate upon completion of each module.

9. Adjourn the Meeting

Mrs. Hunt made a motion to adjourn the meeting; Mr. Goerger seconded.

Roll Call to Adjourn:

Tim Bagwell: **Aye**, Beau Goerger: **Aye**, Patricia Hunt: **Aye**, Kennedy Maranga: **Aye**, Ali Durhan: **Aye**

The meeting adjourned at 5:40 pm.