

Gateway Lab School

Board of Directors Regular Meeting



DATE: December 19, 2017 @ 6:00 PM

LOCATION: 2501 Centerville Road, Wilmington DE

Minutes

Present: Nathan Schwartz, Jon Fletcher, Kenyatta Austin, Geoffrey Grivner, Henry Clampitt, Drew Keohane, Tina Horgan, Tim Griffiths, Joyce Henderson (participating telephonically)

Call Public Session to Order

- Public Comments- Carriann Vandzura addressed the board regarding her experience at GLS.
- Approval of Prior Meeting Minutes- Mr. Clampitt moved to approve the minutes from the November Board of Directors meeting. Mr. Keohane seconded the motion. All directors present voted to approve the minutes from the November Board of Directors meeting.

Standing Reports

- Administrators- Mr. Griffiths provided a report on the recent guest bartender event. The event raised approximately \$1200. Mr. Griffiths reported on plans to host a movie night for the school as a recruiting event. Mr. Griffiths noted the improved student culture in the building this year. Mr. Griffiths further noted that the school has recently received a \$25,000 grant from the Crystal Trust.

Dr. Harrison provided a report on recent MAP testing data. She also addressed the December 9 open house held for new student recruitment. Dr. Harrison also highlighted the school-wide arts-based gingerbread house lesson. The Board engaged in a discussion of MAP testing versus Smarter Balance testing.

- Officers- The Board engaged in a discussion of fundraising goals and the responsibilities of the Executive Director.
- Shauna Sullivan provided additional public comment regarding her experience at GLS.
- Committee Chairs- Treasurer/CBOC: Mr. Clampitt reviewed the current website report regarding GLS's finances. He noted that GLS is currently operating at a significant loss for this fiscal year. Mr. Clampitt next presented a revised budget for the remainder of the fiscal year. The board engaged in a discussion regarding the proposed budget and GLS's spending and costs for the fiscal year.

Advisory Board: Ms. Henderson noted that the advisory board had recently met and is in the process of administering surveys to GLS families and staff.

Community Outreach: Ms. Austin highlighted the recent Community Outreach meeting. She noted that the committee is working on creating a new video for the schools, and has also

assisted with family and staff survey that is being administered by the Advisory Board. The committee is also working to organize the Spring Fiesta and various recruiting events throughout the spring semester.

Discussions

- Enrollment Status & Activities- The Board engaged in a discussion regarding recruitment efforts for next school year, noting the upcoming Choice deadline. Mr. Schwartz asked Mr. Griffiths to provide additional information the Board regarding current enrollment numbers and additional recruiting efforts.
- Technology Plan- Mr. Griffiths reported that the technology plan previous discussed by the Board was not ready. The Board requested Mr. Griffiths provide a report on the technology plan at the January Board meeting.
- GLS Supplemental Application- Mr. Clampitt led a discussion regarding annual report submitted to DOE, and supplemental information regarding teacher retention, authorized enrollment, and financial training compliance. Mr. Clampitt moved to approve the revised supplemental annual report for submission to the Delaware Department of Education. Mr. Schwartz seconded the motion. All directors present voted to approve the submission of the revised supplemental annual report for submission to the Delaware Department of Education.
- Dr. Harrison led a discussion regarding staffing and logistical concerns in the building. The Board discussed concerns regarding staffing and responsibilities of administrators. Mr. Clampitt moved to approve the proposed contract of Dr. Susan Dutton to conduct a staffing audit of the school. Mr. Schwartz seconded. All directors present voted to approve the proposed contract of Dr. Susan Dutton to conduct a staffing audit of the school.

Executive Session: Mr. Schwartz moved to enter executive session to discuss litigation status and strategy, negotiation of real property matters, and personnel matter which will include names. Mr. Grivner seconded. All directors moved to enter executive session at 9:02 pm.

The Board came out of Executive Session at 9:39 pm. Mr. Clampitt moved to instruct the Executive Director to contact GLS's landlord to set a meeting to discuss issues raised in executive session. Ms. Austin seconded. All directors present voted to instruct the Executive Director to contact GLS's landlord to set a meeting to discuss issues raised in executive session.

Adjourn: 9:42 pm
