APPROVED

Arco Iris Spanish Immersion School

Minutes

February Board Meeting

Date and Time
Thursday February 20, 2020 at 6:00 PM

Location
8205 SW Creekside Place
Beaverton, OR 97006

Directors Present
C. Billings, L. Anderson, M. Barron, R. Christopherson, R. Timmons, S. Marx, S. Stevens, S. Trivedi

Directors Absent
None

Directors who arrived after the meeting opened
R. Timmons

Ex Officio Members Present
M. Ston

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

C. Billings called a meeting of the board of directors of Arco Iris Spanish Immersion School to order on Thursday Feb 20, 2020 at 6:09 PM.

C. Public Comment

No public comment was provided.

D. Approve Minutes

S. Marx made a motion to approve the minutes from January Board Meeting on 01-16-20.
S. Trivedi seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

L. Anderson	Aye
R. Christopherson	Aye
C. Billings	Aye
S. Marx	Aye
M. Barron	Aye
S. Trivedi	Aye
R. Timmons	Absent
S. Stevens	Aye

S. Marx made a motion to approve the minutes from January Board Meeting on 01-16-20.
S. Trivedi seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

M. Barron	Aye
S. Stevens	Aye
L. Anderson	Aye
S. Marx	Aye
R. Timmons	Absent
R. Christopherson	Aye
S. Trivedi	Aye
C. Billings	Aye

E. Approve Mintues

S. Marx made a motion to approve the minutes from Board Special Session on 11-17-19.
R. Christopherson seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

R. Christopherson	Aye
S. Stevens	Aye
L. Anderson	Aye
S. Trivedi	Aye
C. Billings	Aye
M. Barron	Aye

Roll Call

S. Marx	Aye
R. Timmons	Absent

II. New Business

A. 2020-2021 Annual School Calendar

S. Stevens made a motion to approve the 2020-21 annual school calendar with change of moving Conferences from 11/30 and 12/1 to 12/3-4.
L. Anderson seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

S. Marx	Aye
S. Stevens	Aye
R. Christopherson	Aye
C. Billings	Aye
L. Anderson	Aye
R. Timmons	Absent
S. Trivedi	Aye
M. Barron	Aye

B. Contract: Janitorial Services

S. Stevens made a motion to accept the PDX Janitorial bid with caveat that we will review in July to look at quality of service, and to determine a separate schedule for services during the summer and a revised schedule and fee structure for the school year, and to give authority to Executive Director Michelle Herron to sign the contract.
L. Anderson seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

C. Billings	Aye
S. Stevens	Aye
S. Marx	Aye
M. Barron	Aye
S. Trivedi	Aye
L. Anderson	Aye
R. Christopherson	Aye
R. Timmons	Aye

C. Contract: Concrete / Curb Improvement

M. Barron made a motion to approve the contract to GS Concrete Construction, not to exceed $6,500, and authorize Ms. Christa Billings, Board President, to sign the agreement.
S. Stevens seconded the motion.

The board **VOTED** unanimously to approve the motion.

Roll Call	
S. Stevens	Aye
R. Christopherson	Aye
R. Timmons	Aye
S. Trivedi	Aye
L. Anderson	Aye
M. Barron	Aye
S. Marx	Aye
C. Billings	Aye

D. Director Review

Ms. Christa Billings updated the Board on status of OSBA facilitated Director Review over two meetings; Board agreed to meet Thursday 4/9 (Board) and 4/20 (Board and Executive Director).

S. Marx made a motion to authorize Christa Billings, Board President, to sign the BSD SIA Agreement as written.
S. Trivedi seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call	
M. Barron	Aye
R. Christopherson	Aye
L. Anderson	Aye
S. Marx	Aye
S. Stevens	Aye
S. Trivedi	Aye
C. Billings	Aye
R. Timmons	Aye

III. Academic Excellence

A. Executive Director's Report

Executive Director Michelle Herron presented an update to the Board on: Student achievement, climate and culture, professional development, hot topics (Intel volunteer service day, and ED goal accomplishment), seeking input (SIA budget, and reduced price before and after care for free and reduced lunch recipients), and decision needed (janitorial services, and 2020-21 calendar).

ACTION ITEM: Executive Director Michelle Herron to provide a financial scenario of all in staff costs and potential enrollment of BDBT at reduced rate for free and reduced lunch qualified families for next Finance Meeting.

R. Timmons arrived.

B. Staff Report

There was no staff report provided.

IV. Finance

A. Treasurer's Report

Mr. Rob Timmons presented the Treasurer's Report for January 2020. The Finance Committee will be starting the budget process next month.
R. Timmons made a motion to approve Ms. Shagun Trivedi access to and add as a signer on the Heritage Bank Accounts and access to the US Bank loan accounts.
S. Stevens seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call	
M. Barron	Aye
C. Billings	Aye
S. Stevens	Aye
L. Anderson	Aye
S. Marx	Aye
R. Timmons	Aye
S. Trivedi	Aye
R. Christopherson	Aye

B. Finance Committee

V. Development

A. PTO Report

Ms. Yessenia Jones, PTO President, presented an update to the Board on: sock fundraiser, Jog-a-thon tally results, online fundraiser pages, pizza sales at future movie nights, Boosterthon luncheon, Orange Theory Fitness weekend spotlight fundraiser, Mod Pizza restaurant night next week, Auction Committee meeting this Sunday, ticket sales.

B. Development & Community Relations Committee

Ms. Sarita Stevens presented an update on Development and Community Relations to the Board, including the status of Nike playground grant, other grant opportunities, need to show progress on playground funding. Committee will get meetings back on a regular schedule.

ACTION ITEM: Ms. Sarita Stevens to talk to Auction Chair about leveraging video grant funding for auction / fundraising.

ACTION ITEM: Ms. Christa Billings will ask the Auction Committee to present their plans at the next Board meeting.

VI. Governance

A. Governance Committee

Ms. Christa Billings presented the Governance Committee update to the Board, including waiting on OSBA for final policies, Board member application.

VII. Closing Items

A. Closing Comments and Action Items

Ms. Sara Marx read the Action Items.
Ms. Sara Marx read the Action Items.

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:07 PM.

Respectfully Submitted,
S. Marx

Documents used during the meeting

- 2020-2021 District Calendar-English.pdf
- 2020-2021 Arco Iris School Calendar.pdf
- PDX Janitorial Services.pdf
- proposal.docx
- CURB REPAIR.pptx
- 8205 SW CREEKSIDE PL ESTIMATE.pdf
- Arco Iris Spanish Immersion school 2 pitts jr construction(1).docx
- Arco Iris Spanish Immersion school pitts jr construction(1).docx
- 8205 SW CREEKSIDE PL PICTURES.pdf
- SSF_Jan2020.pdf
- SSF_Feb2020.pdf