APPROVED

Arco Iris Spanish Immersion School

Minutes

Board Meeting

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

Location
Join Zoom Meeting
https://us02web.zoom.us/j/81864518570?pwd=SFNONlNjc0h1NGpuYjcwVEllWjM5dz09

Meeting ID: 818 6451 8570
Passcode: wX5guY

Directors Present
C. Billings (remote), E. Hatch (remote), L. Anderson (remote), M. Barron (remote), R. Christopherson (remote), S. Marx (remote), S. Trivedi

Directors Absent
S. Stevens

Directors who arrived after the meeting opened
S. Marx, S. Trivedi

Directors who left before the meeting adjourned
S. Marx

Ex Officio Members Present
M. Ston (remote)

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 Aug 20, 2020 at 6:03 PM.

C. Public Comment

D. Approve Minutes - 07/16/2020 Board Meeting

S. Marx made a motion to approve the minutes from July Board Meeting on 07-16-20.
M. Barron seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

E. Approve Minutes - 07/27/2020 Board Meeting

S. Marx made a motion to approve the minutes from Board Special Session on 07-27-20.
M. Barron seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Approve Minutes - 8/14/20 Special Session Board Meeting

S. Marx made a motion to approve the minutes from Special Session Board Meeting on 08-14-20.
M. Barron seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. New Business

A. Policy Review

S. Trivedi arrived.
ACTION ITEM: Governance Committee or Board member to compile a list of policies requiring annual notifications to families, and a list of staff policies; Ms. Christa Billings to check with OSBA on the former first.

III. Academic Excellence

A. Executive Director's Report

Information to Share

Student Achievement

● Comprehensive Distance Learning. Based on parent feedback and ODE guidelines, we plan to change/improve the following:

○ A weekly lesson schedule with consistent times for each subject. We'll have to submit this to ODE as proof of our instructional hours.

○ A Google Calendar or other type of document with all the weekly meeting links in one place.

○ Consistent expectations for teachers for the amount of time it takes for them to respond to student questions and grade assignments. We'll also offer office hours at least twice a week for drop-in questions.

○ Consistent lesson plans between teachers at the same grade level to facilitate home learning pods.

○ Evening meeting options for working parents. We'll have to flex teacher schedules to make this possible.

○ Daily attendance and regular grading rather than pass/incomplete.

○ Starting the year with community building and assessment to connect students and teachers and to give teachers the information they need to create learning plans.

Board discussed small group time and reception to proposed changes by staff.

Climate and Culture

● We have three new teachers and we did an onboarding session with them on Tuesday. It would be great if board members could reach out to welcome them as well.

Professional Development

● Inservice week plan - TBD. We will focus heavily on the changes listed above for CDL. I'm still looking for good sources of remote PD, and I have a few leads. I've reached out to our SIOP trainer and she is checking to see if they can do a one-day session on applying SIOP strategies in a remote learning environment.

Hot Topics

● Hiring update - Jaska [Arroyo] will sub for 4th grade until we find someone to replace Karen Garay.
● Purchasing update - the new technology is going to be hard to get by Sept. 8. This is not good. We're doing our best to see if we can speed things up.

Board discussed iPad tablet procurement.

Seeking Input
● Director's Goals. The top three goals from the board survey were:
○ Health and Safety - Manage and adjust the reopening plan to ensure compliance with safety
protocols, stay abreast of new information, coordinate with BSD and with the local health
department to align with other local schools in our area.
○ Distance Learning - Refine our model based on parent feedback, ensure equity between on-site
and distance learning opportunities, provide staff with high quality training to improve distance
learning strategies.
○ Parent Communication - Increase readership and parent participation by revising the
newsletter, investigate alternative communication platforms (text alerts), provide frequent
opportunities for virtual meetings, and translate a higher percentage of school communications
into Spanish (I'd need to figure out where we are now to get a baseline).
● I need to know if the board is comfortable with these or if we should make adjustments based on our new reality of spending approximately ½ of the year in distance learning. The other suggested goals were:
○ Curriculum - Work with the leadership team to develop a curriculum review schedule and
identify teacher leaders who can support this work in each content area. This will require extra
duty contracts.
○ Teacher Evaluation - Increase the level of monitoring of both in-person and distance learning
experiences provided by teachers, increase access to online training in effective practices for
teachers who need remediation, increase the number of teachers on Directed Goals and/or Plans of Improvement.
○ Equity and Inclusion - Involve staff and parents in an ongoing process of examining our
practices through the lens of equity and inclusion, review our instructional materials to make
sure they provide equitable representation for diverse races and differing lifestyles.

Board discussed Executive Director goals, competencies, weighted practices, and 6 month review.

Decision Needed

● T-Mobile can provide hotspots for $20 per month on a one year contract. We'd like to purchase several of these if we have money remaining in the grant. We'll do a survey at the end of this week to find out how many families need internet service, and we'll explore the option of having them share the cost of the service, but I'd like to give them out for free if families can't pay. I need to know if the board approves

  ○ Using some grant funding to purchase hot spots OR

  ○ Approving the purchase of hot spots from our general fund if we do not have enough grant money left to cover the cost.

S. Marx left.
S. Marx arrived.
ACTION ITEM: Executive Director Michelle Herron to email Board iPad specs: 7th generation, 32GB, any color; quantity of 220. If procure, then write location purchased on the individual boxes.

ACTION ITEM: Executive Director Michelle Herron to list goals in document and share with the Board; and share from survey # of families who need wifi.
M. Barron made a motion to authorize Ms. Christa Billings and Ms. Shagun Trivedi to purchase up to $5,000 of hotspots.
S. Marx seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

IV. Finance

A. Treasurer's Report

Ms. Shagun Trivedi presented the Treasurer's Report from July's balance sheet:

- ADMw received for (Month): $ 285,644
- Total income for (Month): $ 287,284
- Cash balance for (Month): $ 1,806,152
- Accts Receivable for (Month): $ 1,396.94
- Net gain/loss for (Month): $ 40,775.76

We don’t have any Budget to actual yet since the budget will change. Tonya will send that to us beginning next month.

B. Finance Committee

Ms. Christa Billings presented the Finance Committee recently convened.

Mr. Mario Barron commended AI staff and instructional assistants for taking on significant cost savings with cleaning, caretaking, and arranging the building and equipment. The Board also expressed their thanks.

V. Development

A. PTO Report

There was no report presented.

B. Development & Community Relations Committee

There was no report presented.

VI. Governance

A. Governance Committee

There was no report presented.

VII. Closing Items

A. Closing Comments and Action Items

Ms. Sara Marx presented 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 7:15 PM.

Respectfully Submitted,
S. Marx