APPROVED

Arco Iris Spanish Immersion School

Minutes

Board Meeting

Date and Time
Thursday December 17, 2020 at 6:00 PM

Location
Join Zoom Meeting
https://us02web.zoom.us/j/85371068909?pwd=TkpjR0dBNFM4bWplZEhRdGRzU2hJQT09

Meeting ID: 853 7106 8909
Passcode: 1Uzghf

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

Directors Absent
S. Stevens, S. Trivedi

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 Dec 17, 2020 at 6:02 PM.

C. Public Comment

Not public comment provided.

D. Approve Meeting Minutes - November 2020

E. Hatch made a motion to approve the minutes from Board Meeting on 11-19-20.
L. Anderson seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

II. New Business

A. Form 990 Review

Mr. Bill Lisac presented the draft Arco Iris Audit Report through 6/20/2020. He covered the highlights and went through each page. He summarized the draft Form 990, which is ready for filing.

Ms. Christa Billings shared the Form 990.

The Board asked about the lack of findings, best practices.

ACTION ITEM: Ms. Billings will double check with the bookkeeper on bond payment.
S. Marx made a motion to approve for filing the Audit Report with the amended reference to Covid-19 as discussed, and Form 990 as presented.
L. Anderson seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

B. Temporary Oregon Administrative Rule (OAR) 581-022-2312 - All Students Belong

S. Marx made a motion to adopt the All Student Belong policy as presented.
E. Hatch seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

S. Marx made a motion to adopt the Bias Incident Compliant Procedure as discussed.
L. Anderson seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

III. Academic Excellence

A. Executive Director's Report

Executive Director Michelle Herron presented the following report:

Information to Share

Student Achievement
● As part of our School Learning Plan, teachers are meeting in teams every 8 weeks to look at student achievement data and create interventions plans. This will help us make sure that no students slip through the cracks and it will also give us the data we need for BSD in the event that we need to make a referral for special education services. We will have half-day asynchronous schedules for teachers every 8 weeks when we review these plans in order to provide enough time for teachers to go through the process and revise the learning plans based on their data.
● BSD is considering report card changes to reflect the challenges of distance learning. They may eliminate the grading categories (developing, approaching, meets, exceeds)

and just tell parents whether or not students are making progress, regardless of their level. I'll know more after the next Principals' meeting in Jan.
● We are forming a committee to identify a consistent Spanish assessment that we can use to measure student achievement at all grade levels. We currently have one for grades K-2, but nothing consistent for the rest of the grades.

The Board asked about student achievement data and potential report card changes.

Climate and Culture
● We had good turnout at Parent Teacher Conferences and I got positive feedback from teachers. We may consider using Zoom for parent teacher conferences in the future because it is easier for parents to attend and it helps teachers see more people in an efficient way.

Professional Development
● Yamilet Alas planned a second Equity and Inclusion training on 12/1. As part of the meeting, we brainstormed and prioritized follow up equity initiatives for this year. The top two are 1) Creating a schoolwide plan for teaching about Hispanic cultures and celebrations and 2) Working with the board to revise the mission statement.

Hot Topics
● We still have kids who are not attending or turning in work. Teachers are working with Lacy to try multiple methods to connect with these families.
● BSD notified families that they will not return before Feb. 8 at the earliest, and I'll share their notification with our families in the newsletter this week.
● We are finished with the grant summary! Special thanks to Christa, Tonya, Perla and Cyndi for helping to gather and review the information.

The Board asked about rates of absenteeism and news on prioritization of COVID-19 vaccines for school staff.

Seeking Input
● What is the best way to approach the mission statement work?
● We are going to offer virtual school tours starting in February. We would love to involve parents and the board in whatever way we can. Any thoughts about this?

Board is interested in mission statement review and discussed next steps.
ACTION ITEM: Ms. Sara Marx to provide resources to Executive Director Michelle Herron on planning mission statement review and stakeholder engagement, due in early January.

IV. Finance

A. Treasurer's Report

Ms. Shagun Trivedi sent the following Treasurer's Report for Board's review:

- ADMw received for (Month): $ 335,674
- Total income for (Month): $ 402,852
- Cash balance for (Month): $ 1,993, 973
- Accts Receivable for (Month): $ 147,724
- Net gain/loss for (Month): $116,435

I reviewed the Budget to actuals given that we are in December and should anticipate almost 50% spend by now. Given that it is COVID year and school is not operating as normal certain income and expenses like lunches and utilities will look much different and that's expected.

However, there were some lines I had questions about as actual seems to be higher than the budgeted amount. I spoke with Tonya and this is what I've gathered so far:
Row 46, row 76, row 143,144,145 - textbooks and technology are over the budgeted amount due to the grant money. This is also offset by the grants income in row 25.
Row 99 - Tonya anticipates going over budgeted amount in accounting for the year as she has spent more time in tracking grant money
Row 97 - Audit expenses are running a little over the mid way mark.

Ms. Christa Billings noted that since this report was sent to the Board, she and Ms. Trivedi received answers to the outstanding questions with our bookkeeper Tonya.

V. Development

A. PTO Report

No report was presented this month.

B. Development & Community Relations Committee

No report was presented this month.

VI. Governance

A. Governance Committee

No report was presented this month.

VII. Closing Items

A. Closing Comments and 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 7:43 PM.

Respectfully Submitted,
C. Billings