APPROVED

Arco Iris Spanish Immersion School

Minutes

Board Meeting

Date and Time
Thursday August 19, 2021 at 6:00 PM

Location
Board & Staff: Zoom

Public: Zoom only
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), S. Stevens (remote), S. Zephirin (remote), T. McCoy (remote)

Directors Absent
S. Trivedi

Directors who arrived after the meeting opened
S. Stevens

Ex Officio Members Present
C. Brodniak (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 19, 2021 at 6:01 PM.

C. Public Comment

- Reminder to board to complete the annual conflict of interest acceptance
- Informed board members of vaccination requirement announced today by Governor Brown.

D. Approve Minutes - 7/29/2021 Board Meeting

S. Zephirin made a motion to approve the minutes from Board Meeting on 07-29-21.
T. McCoy seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

T. McCoy	Aye
E. Hatch	Aye
S. Zephirin	Aye
C. Billings	Aye
S. Stevens	Absent
S. Trivedi	Absent

II. New Business

A. Executive Director Search

S. Stevens arrived.
Board discussed options for companies to help with our Executive Director search

- $ 7,625 OSBA (Same process as NextUp, but includes 9 hours of training from OSBA. They will hire Mike our previous consultant if he is available)
- $33,000 Reaction Search Intl
- $40,000 Carney, Sandoe & Associates

T. McCoy made a motion to approve the OSBA contract and give Christa the authority to sign the contract.
S. Zephirin seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

E. Hatch Aye
S. Zephirin Aye
C. Billings Aye
T. McCoy Aye
S. Stevens Aye
S. Trivedi Absent

B. 2021-2022 School Calendar

Juneteenth holiday added, added one day to end of school
S. Stevens made a motion to approve the school calendar as presented.
E. Hatch seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

C. Billings Aye
S. Zephirin Aye
E. Hatch Aye
S. Trivedi Absent
S. Stevens Aye
T. McCoy Aye

C. Strategic Planning

Board discussed the proposal from OSBA to support our strategic plan work.
E. Hatch made a motion to approve the proposal for OSBA to support our strategic plan work, option E.
S. Stevens seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

E. Hatch Aye
T. McCoy Aye
C. Billings Aye
S. Stevens Aye
S. Trivedi Absent
S. Zephirin Aye

D. Approve Employement Agreements

Board reviewed the proposed employment contracts
S. Stevens made a motion to approve the 7 employment contacts, as presented.
S. Zephirin seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

T. McCoy Aye

Roll Call

S. Zephirin Aye
C. Billings Aye
S. Stevens Aye
S. Trivedi Absent
E. Hatch Aye

E. Vote on Board Emeritus Members

S. Zephirin made a motion to approve Sara Marx and Mario Barron as Board Emeritus Members.
E. Hatch seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

S. Trivedi Absent
C. Billings Aye
S. Zephirin Aye
E. Hatch Aye
T. McCoy Aye
S. Stevens Aye

F. Discuss need for printed board meeting materials

Board decided to use digital materials for board meetings. No paper copies needed.

III. Academic Excellence

A. Executive Director's Report

Student Achievement

- Summer school ends on Friday, Aug. 20. We were able to serve approximately 85 students in the program. A HUGE thanks to Perla Murphy for being the driving force behind this program. She is a super star! We had positive feedback from students and families.

Climate and Culture

- Chris will serve as a mentor to all new staff members.
- There are concerns about safety with the increased transmission rates of the delta variant. Admin continue to research additional safety measures We are looking into hinged face shields that kids could wear while they are eating lunch and plexiglass barriers for the classes that have tables rather than individual desks. We are also refining the pick up and drop off plan to prevent mixing in the hallway before and after school as much as possible.

Hot Topics

- We have to create a Return to School Template to share with ODE and post on our website. This is similar to the Operational Blueprint we submitted last year, but it is more of a narrative. It is due Aug. 27, so I may need to request a special session if it needs board approval.
- We have to develop a spending plan for our ESSER III funds. It will be shared with the finance committee when completed. It is due to BSD by Sept. 15. We were not required to submit a spending plan for ESSER I or II.
- Title IX requirements (harassment or discrimination based on sex/sexual orientation). Chris recently attended training and will serve as our Title IX Coordinator. He is doing an internal audit and will share any updates that may be needed to be in compliance.
- Floor repair in room 117 should be done before school starts. There is back up plan if it is not completed on time. The cost is under $5000 so we don't need a board vote.

Seeking Input

- Staffing. We still need to hire 3 homeroom teachers (K,1st,4/5) and one instructional assistant. Board discussed different options for staffing classrooms by the start of the school year that align with our charter.

Decision Needed

- CDL Offerings. In our latest survey, we have 38 students in grades K-5 who want to be in CDL for the Fall semester. I would like to offer CDL classes in 3 grade bands - K/1, 2/3 and 4/5. Board agrees.
- Board discussed need for staff stipends for professional development and additional work beyond the contract.
- Facilities. We have the following quotes for facilities maintenance and repair:
    - Window washing upstairs - $2800. We haven't done this since we moved in and I'm not sure if it will fit in our regular repair budget.
    - HVAC repair - 2 of our units have significant damage. It is very difficult to get HVAC companies to give us a quote because they are all booked out pretty far in the future. These were the only two companies who could do the work by the time school starts.
        - Reitmeier - $5547.95 (they've done our maintenance in the past)
        - AAA Heating and Cooling - $5750 - $6500 depending on the amount of refrigerant needed
        - Office made significant effort to get a third quote. 5 companies they contacted were unable to accept new clients.

S. Stevens made a motion to approve the CDL plan with three grade bands (K/1, 2/3, 4/5).
S. Zephirin seconded the motion.

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

Roll Call

S. Zephirin Aye
S. Stevens Aye
S. Trivedi Absent
C. Billings Aye
E. Hatch Aye
T. McCoy Aye

S. Zephirin made a motion to approve the contract for Window Washing and HVAC work with Reitmeir and give Christa authority the sign the contract.
S. Stevens seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

E. Hatch Aye
T. McCoy Aye
S. Stevens Aye
S. Trivedi Absent
C. Billings Aye
S. Zephirin Aye

IV. Finance

A. Treasurer's Report

No report

B. Finance Committee

- Our financier is working with our bond holder to reduce our interest rate and push out the call date on our bonds. This will save the school $100,000-$120,000 a year. It pushed the call date from 2023 to 2026. We would not be able to refinance until then. This also locks us in with this bond financier. A resolution will be presented to the board at the September meeting to approve. *The call date is a day on which the issuer has the right to redeem a bond, prior to the stated maturity date.*

S. Stevens made a motion to allow Christa to move forward with financier on refinancing the bond.
E. Hatch seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

S. Zephirin Aye
E. Hatch Aye
S. Stevens Aye
T. McCoy Aye

Roll Call

C. Billings Aye

S. Trivedi Absent

V. Development

A. PTO Report

Yessenia shared information on new PTO officers. Gave Move-a-thon updates. PTO focus on creating school community. Upcoming uniform exchange. PTO making tip sheets for K/1 families. Would like to request that teacher's make Amazon wish list for their classroom. Would also like to do an additional Teacher Appreciation Week during Fall conferences, and stocking up the staff room with snacks. Families are wanting more details on requirements for volunteers. Spirit wear company is able to sell materials online.

B. Development & Community Relations Committee

-Sarita shared a draft presentation on funding information for parents. Board provided feedback.

-Updates on grant options for playground. Need more details from vendors on what will fit in our space.

VI. Governance

A. Governance Committee

No report

VII. Closing Items

A. Closing Comments and Action Items

- Chris and Michelle will inquire about lottery rules
-Chris and Michelle will contact BSD about a charter waiver for kinder classroom
-Erin will send policy documents to Chris and Michelle
-Christa will email conflict of interest document for board members to sign
-Christa to email Kristen Miles about dates for strategic planning
-Yessenia to contact Chris about getting Tip Sheet out to families, Amazon Wish list, and staff room snacks
-Sarita to make one page summary of funding gap information, and finish graphics on the presentation

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:02 PM.

Respectfully Submitted,
S. Zephirin

Documents used during the meeting

- OSBA.pdf
- Reaction Search International.pdf
- Carney, Sandoe & Associates.pdf
- 2021-2022 Arco Iris Calendar - Revised 8_19_21.xlsx - 2020-2021 (1).pdf
- OSBA proposal - Arco Iris Strat Plan.docx
- Amistadi, Daniela 21-22.pdf
- Salazar, Camila 21-22.pdf
- Stott, Daniel 21-22.pdf
- Aparicio Marquez, Jennifer 21-22.pdf
- Parra Contreras, Moraima 21-22.pdf
- Tirado, Angeles 21-22.pdf
- Fagliano, Madelaine 21-22.pdf