APPROVED

Arco Iris Spanish Immersion School

Minutes

Board Meeting

Date and Time
Thursday October 21, 2021 at 6:00 PM

Location
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

Ex Officio Members Present
M. Ston (remote)

Guests Present
charity.staudenraus@gmail.com (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 Oct 21, 2021 at 6:00 PM.

C. New Board Member Recommendation

Governance Board interviewed candidate last week. Charity has background in education and has a younger student at Arco. Governance unanimously recommended her to the Board.
E. Hatch made a motion to approve Charity Staudenraus as new board member for 3 years.
S. Zephirin seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

II. New Business

A. Executive Search

OSBA reps, Sara Herb and Vince Adams

Overview of the four tasks Board needs to complete for the search for a new executive director:

- Declare the position vacant- complete tonight
- Adopt the search calendar- complete tonight
- Adopt qualities and qualifications
- Take public comment

S. Zephirin made a motion to declare a vacancy for our Executive Director position on July 1, 2022.
E. Hatch seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

S. Zephirin	Aye
C. Billings	Aye
S. Stevens	Aye

Roll Call

S. Trivedi Absent
E. Hatch Aye
T. McCoy Aye

OSBA reviewed the proposed calendar for our executive search.
S. Stevens made a motion to approve the executive director search calendar as presented by OSBA.
E. Hatch seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

B. Approve Staff Agreement

S. Zephirin made a motion to approve the employment agreement for Javier Guillen Diaz.
S. Stevens seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

C. Public Comment

Board heard public comment from:

- Mayra Barrera
- Caitlin Jeffery
- Rachel A Bonilla
- Chrissy McCue
- David White
- Yessenia Jones

-Public comment focused on parent requests to find creative solutions to maintain the middle school program for next year.

D. Approve Minutes - 09/16/2021 Board Meeting

S. Zephirin made a motion to approve the minutes from Board Meeting on 09-16-21.
E. Hatch seconded the motion.
Charity abstained
The board **VOTED** to approve the motion.

Roll Call

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

E. Approve Minutes - 09/17/21 Board Special Session Meeting

S. Zephirin made a motion to approve the minutes from Board Special Session on 09-17-21.
S. Stevens seconded the motion.
Charity abstained
The board **VOTED** to approve the motion.

Roll Call

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

III. Academic Excellence

A. Executive Director's Report

Student Achievement

- We are almost finished with our first round of assessment. This will help us have a better understanding of our students' learning gaps after last year.
- We had a great staff training with the BSD special education department. They are recommending that we wait until the end of the first 9 week grading period to begin any new formal evaluation requests so that teachers have time to assess learning gaps and start classroom interventions.
- Brief review of the school's learning plan. This is a required annual goal setting document that is shared with BSD and posted on our website.

Climate and Culture

- Update on Covid cases

- All teachers are now using Google Classroom regularly, and we've added live daily homework support with an instructional assistant for students who are in quarantine. If a whole class is quarantined, we are also offering daily Zoom classes with their regular teachers.
- Improvement with Proximity learning. We currently have 18 students working with Proximity Learning and 7 students who are using our teachers' Google Classroom lessons to do CDL without any additional live instruction.

Professional Development

- Chris is providing mentoring for new staff. His familiarity with Google Classroom has been extremely valuable in getting information out to people in an easily accessible way.
- Chris and I are having bi-weekly meetings with every teaching team to offer support and to monitor students of concern.

Hot Topics

- TSPC recently authorized emergency sub licenses to address the statewide substitute shortage. We are applying for licenses for 2 of our highly skilled instructional assistants to support in licensed positions.
- We have one open instructional assistant position to fill
- Rapid Covid tests available at school for symptomatic teachers or students. We do not have enough staffing to offer an at home testing program.
- I am attending the BSD board meeting on Monday to give an explanation of our request for a temporary waiver to the immersion ratios in our charter agreement.
- BSD is offering an information session for our 5th grade families on 10/26 to explain their dual language middle school options.
- We've received about $31K so far in Gap Donations.

Seeking Input

1. Next steps and timeline regarding decision about offering 6th grade next year. Board needs idea of what families will return before we can make an informed decision. Will send survey in early November. Goal to have final decision by mid-February.

IV. Finance

A. Finance Committee

-No finance report
-Reviewed amended budget.

S. Zephirin made a motion to approve the amended budget for 2021-2022.
E. Hatch seconded the motion.
Charity abstained
The board **VOTED** to approve the motion.

Roll Call

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

B. Credit Cards

S. Stevens made a motion to name Shagun & Michelle as signers/administrators over the credit cards for our bank account with Heritage Bank.
S. Zephirin seconded the motion.
Charity also approved
The board **VOTED** to approve the motion.

Roll Call

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

V. Development

A. PTO Report

-Yessenia held Q/A about PTO officer duties, and how it differs from the Board. 6 people attended. Plan to do another Q/A in January, and then have new PTO officers ready for a May vote.
- Preliminary order put in for Spirit Wear.
-Looking into a "side walk sale" at pick up time to sell spirit wear
-Metro grant may allow us to provide a stipend for a volunteer to organize a weekly park and walk to school. This helps alleviate traffic at pick up
-Approx. $14,000 of $50,000 raised so far from Move-a-thon donations. Goal is 100% participation, 47% have registered and 26% have collected at least one donation.
-Yessenia to send out additional details on move-a-thon and clarify fundraising

B. Development & Community Relations Committee

No report

VI. Governance

A. Board Members Oath of Office

All Board members present stated the Oath of Office required for Oregon school board members.

B. Governance Committee

At last meeting, Governance Board interviewed a potential new school board member. We voted on this earlier in the meeting.

C. Update on Charter School Funding research

Erin interviewed some Charter schools in Oregon about how they successfully lobbied their district for more than the required 80% funding from their sponsoring district. Shared what information she gathered. Board discussed best approaches to include in our Charter Renewal due by December 30th.

VII. Closing Items

A. Closing Comments and Action Items

- Sarah Z to print and sign minutes for Heritage bank
- Michelle to send out survey to 5th grade parents in early November regarding plans for next year.
-Yessenia to ask Chris or Perla who the best contact is to get permission to use vacant parking lot for sidewalk sale
-Sarah Z to add agenda items for next meeting: Board committee assignments and Charter Renewal Application
-Christa to connect Erin with Iris

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:38 PM.

Respectfully Submitted,
S. Zephirin