APPROVED

Arco Iris Spanish Immersion School

Minutes

Board Meeting

Date and Time
Thursday March 17, 2022 at 6:00 PM

Location
Zoom
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. Zephirin (remote), T. McCoy (remote)

Directors Absent
C. Staudenraus, S. Stevens, S. Trivedi

Ex Officio Members Present
C. Brodniak (remote), M. Ston (remote)

I. Opening Items

A. Record Attendance

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 Mar 17, 2022 at 6:07 PM.

C. General Public Comment

1 public comment--congratulated Chris on the interim Executive Director position.

II. New Buisness

A. Approve Meeting Minutes 02/22

S. Zephirin made a motion to approve the minutes from Board Meeting & Executive Session on 02-22-22.
E. Hatch seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

B. Approve Meeting Minutes 03/02

S. Zephirin made a motion to approve the minutes from Special Session Board Meeting on 03-02-22.
E. Hatch seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

C. Approve Meeting Minutes 03/10

S. Zephirin made a motion to approve the minutes from Special Session Board Meeting on 03-10-22.
E. Hatch seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

D. Adopt Pillars for Strategic Plan

S. Zephirin made a motion to Adopt the 4 Pillars for our Strategic Plan.
E. Hatch seconded the motion.
The board **VOTED** to approve the motion.

E. Adopt 2022-2023 Budget & Salary Scale

T. McCoy made a motion to Adopt the 2022-2023 Salary Schedule.
S. Zephirin seconded the motion.
The board **VOTED** to approve the motion.
S. Zephirin made a motion to Adopt the 2022-2023 Budget.
T. McCoy seconded the motion.
The board **VOTED** to approve the motion.

F. 2022-2023 Calendar

Chris and Michelle reviewed the proposed school calendar for next year, including differences from the current year calendar.
S. Zephirin made a motion to Adopt the 2022-2023 School Calendar.
E. Hatch seconded the motion.
The board **VOTED** to approve the motion.

G. Approve Employment Contracts & Agreements

Chris and Michelle presented information new employment contracts and agreements.
S. Zephirin made a motion to Approve 2022-2023 employment contracts for Michelle and Perla, and employment agreement for new hire Concepcion Constantino.
T. McCoy seconded the motion.
The board **VOTED** to approve the motion.

III. Executive Director

A. Directors Report

Student Achievement

- Spring conferences - Teachers will only be meeting with selected students during our 1 day conferences on April 22.
- Spring Progress Reports - Teachers will prepare progress reports for the students they plan to meet about during conferences (approximately 15-22 per teacher). They will not create progress reports for the rest of their students. We are making this change to help lighten the workload on staff because of the unusual conditions this year. We will inform parents about the change after spring break.

Climate and Culture

- Outdoor school - Our 6th graders had a great time at Outdoor School. They did day trips instead of the usual overnight experience, but the content was still amazing and they were very excited to get out in the world. (Greenway Park (Beaverton), Rood Bridge Park (Hillsboro) Hagg Lake (Forest Grove) Camp Cedar Ridge (Vernonia)
- Parent volunteers - We've had a great response to our requests for volunteers recently! It's been wonderful to have volunteers back in the building. They've been helping with drop off/pick up and lunch supervision
- Bonuses - These will go out on Monday and I'm sure they will help to boost morale! We are also hoping to offer a re-signing bonus for licensed staff for next year, but the finance committee will not make a decision about this until we get more news about our funding increase request to BSD.

Professional Development

- April 14 - We will focus on operational tasks and on analyzing student intervention data. Also… IEP eligibility meetings with BSD/teachers/families. We are giving some of our PD time to teacher prep instead of adopting BSD's early release model.

Hot Topics

- Our Buenos Dias/Buenas Tardes Coordinator resigned and her last day is Friday, 3/18. We are going to redistribute her responsibilities among existing staff to get through the rest of the year.
- Because of this resignation, we are going to start the process of hiring a new administrative assistant immediately. If we find someone soon, they will start training with Perla and will also help with BDBT coordination for the rest of this year, and then will take on some of Perla's former responsibilities next year.
- We are very excited about the mural our middle school students will be doing. It will go on the wall in front of the stairs so it will be visible from outside. We are also hoping to take our middle school students to the Portland Art Museum with our mural artist as our guide, but we are not yet sure if this will work out

- We've been approved for summer school funding. Admin recruiting teachers to support the program.

IV. PTO

A. PTO Report

PTA working to plan a Bike Rodeo weekend event. Don't believe there is an out of pocket cost. PTO looking for volunteers to help with this. Teacher Appreciation Committee in process of planning events for Teacher Appreciation Week.

V. Finance

A. Treasurers Report

Christa spoke with Tonya (accountant). She will provide information for future meetings.

VI. Governance

A. Governance Report

Committee to interview potential new Board Member.

VII. Development

A. Development Report

No report

VIII. Board Business

A. Board Meeting Schedule

Christa gathered info on Board availability for summer. We will cancel the July meeting.

IX. Closing Items

A. Action Items

None

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:46 PM.

Respectfully Submitted,

C. Billings