

APPROVED



## Arco Iris Spanish Immersion School

### Minutes

#### Board Meeting

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#### Date and Time

Thursday June 9, 2022 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

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#### Directors Present

C. Billings (remote), E. Hatch (remote), J. Guerra (remote), S. Zephirin (remote), T. McCoy (remote), Y. Jones (remote)

#### Directors Absent

C. Staudenraus

#### Directors who arrived after the meeting opened

Y. Jones

#### Ex Officio Members Present

M. Ston (remote)

#### Non Voting Members Present

M. Ston (remote)

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## Guests Present

Kristen Miles- OSBA (remote)

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### 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 Jun 9, 2022 at 6:01 PM.

#### C. General Public Comment

No public comment

#### D. Strategic Planning

Kristen Miles from OSBA facilitated discussions on next steps for our school's strategic plan.

Topics included:

1. Draft of goal statements, give direction to admin team
2. What is Board's role in these goal statements? What is not?
3. Communication plan for the community
4. Decisions on training
5. Any work needed in August
6. Other

Y. Jones arrived at 6:12 PM.

### II. New Business

#### A. Approve Meeting Minutes: May Board Meeting

S. Zephirin made a motion to approve the minutes from Board Meeting on 05-19-22.

E. Hatch seconded the motion.

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

#### B. Adopt Charter Director Evaluation Tool

S. Zephirin made a motion to Adopt the Charter Director Evaluation tool from OSBA, as presented.

J. Guerra seconded the motion.

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

#### Roll Call

Y. Jones          Absent

**Roll Call**

C. Billings Aye  
T. McCoy Aye  
C. Staudenraus Absent  
E. Hatch Aye  
S. Zephirin Aye  
J. Guerra Aye

**C. Approve Employment Agreements**

Y. Jones made a motion to Approve the employment agreements for Luis Samayoa and Jose Luis Gomez Jimenez.

J. Guerra seconded the motion.

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

**Roll Call**

E. Hatch Aye  
J. Guerra Aye  
T. McCoy Aye  
Y. Jones Aye  
S. Zephirin Aye  
C. Staudenraus Absent  
C. Billings Aye

**III. Executive Director**

**A. Directors Report**

Academic Excellence

- The Leadership Team developed a schoolwide assessment calendar that we will implement next year. We have been doing most of these assessments in the past, but not in such an organized way.

Staff Training and Retention

- We are expecting 25 people to return next year, not counting Chris and Michelle.

Community Engagement and Positive School Culture

- Our last Familias Unidas meeting was fairly well attended. Families had a lot of questions about safety issues in the wake of recent tragedies and the Beaverton Police Department helped to answer those questions.
- Some parents asked about improving our security cameras and we'd like to investigate this more thoroughly next year.
- We will continue our classroom equity audit work in August.

Financial Stability

- Kudos again to Erin and the entire board for making a compelling argument to BSD to increase our funding to 85%! This will have a very positive impact on our future financial stability.

#### Hot Topics

- We are still looking for a 2nd grade teacher (one hire is pending), an administrative assistant and an instructional assistant. This is a much better position than we were last year at this time!

#### Seeking Input - Nothing this month

#### Decisions Needed

- \$1500 (after tax) re-signing bonus to be paid in September using funds from HB 4030. Board would like language on stipend to include info on what happens if teacher leaves their position mid year.
- Eliminate the 10 year cap on experience for salary placement for new hires (local and international)

S. Zephirin made a motion to Approve the \$1500 (after tax) re-signing bonus for returning staff for the 22-23 school year using HB 4030 funds.

Y. Jones seconded the motion.

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

#### Roll Call

J. Guerra        Aye  
Y. Jones        Aye  
T. McCoy        Aye  
S. Zephirin      Aye  
C. Billings      Aye  
E. Hatch        Aye  
C. Staudenraus Absent

S. Zephirin made a motion to remove the 10 year cap on experience for salary placement for new hires (local and international).

J. Guerra seconded the motion.

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

#### Roll Call

S. Zephirin      Aye  
C. Staudenraus Absent  
Y. Jones        Aye  
J. Guerra        Aye  
C. Billings      Aye  
T. McCoy        Aye  
E. Hatch        Aye

#### IV. PTO

##### A. PTO Report

- Yessenia reviewed updates on PTO board members and upcoming events
- Great discussion on community engagement needs for next year

#### V. Finance

##### A. Treasurers Report

Financials delayed due to new accounting system.

##### B. Bank Changes

J. Guerra made a motion to add Yessenia Jones & Chris Brodniak to the bank account & remove Shagun Trivedi & Michelle Herron.

T. McCoy seconded the motion.

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

##### Roll Call

C. Staudenraus	Absent
C. Billings	Aye
J. Guerra	Aye
E. Hatch	Aye
S. Zephirin	Aye
T. McCoy	Aye
Y. Jones	Aye

#### VI. Governance

##### A. Governance Report

Proposed Board Officer Elections 2022-2023

- President: Christa Billings
- VP: Erin Hatch
- Secretary: Sarah Zephirin
- Treasurer: Yessenia Jones (voted on last meeting)

S. Zephirin made a motion to Approve Christa Billings as President, Erin Hatch as VP, and Sarah Zephirin as board secretary for 2022-2023.

J. Guerra seconded the motion.

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

##### Roll Call

J. Guerra	Aye
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**Roll Call**

S. Zephirin Aye  
T. McCoy Aye  
C. Billings Aye  
C. Staudenraus Absent  
E. Hatch Aye  
Y. Jones Aye

**B. Policy Update**

Y. Jones made a motion to Approve policy EFA-AR.

J. Guerra seconded the motion.

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

**Roll Call**

C. Staudenraus Absent  
J. Guerra Aye  
T. McCoy Aye  
Y. Jones Aye  
E. Hatch Aye  
S. Zephirin Aye  
C. Billings Aye

**VII. Development**

**A. Development Report**

Meeting will be cancelled next week. Action Items can be incorporated in August retreat.

**VIII. Closing Items**

**A. Action Items**

- Michelle to share 4 pillars and goal statements in next family newsletter
- Michelle and Chris to add Kristen's notes/feedbacks to the strategic plan document
- Christa to schedule August retreat, will send out a doodle? (To finalize action items for each pillar on strategic plan, determine professional development needs for Board)
- Michelle to report back to board on language used with staff regarding conditions of signing bonus
- July meeting cancelled
- Sarah to add Board meeting dates to Board on Track for the 22-23 school year

**B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:19 PM.

Respectfully Submitted,

## C. Billings