APPROVED

Arco Iris Spanish Immersion School

Minutes

Board Meeting

Date and Time
Thursday August 18, 2022 at 6:00 PM

Location
Board & Staff: In person at school

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, E. Hatch, S. Zephirin, T. McCoy, Y. Jones

Directors Absent
C. Staudenraus, J. Guerra

Ex Officio Members Present
C. Brodniak

Guests Present
Jessica Warner, Leslie Peterson

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 Aug 18, 2022 at 6:05 PM.

C. General Public Comment

No public comment today

II. New Buisness

A. Approve Meeting Minutes: July Board Meeting

S. Zephirin made a motion to approve the minutes from Board Meeting on 07-27-22.
Y. Jones seconded the motion.
The board **VOTED** to approve the motion.

B. Approve Employment Agreements

Kataliea Ramirez- Admin Assistant
Jasmine Burch- PE teacher
Ana Chacon- Hourly Employee
Roxana Laguna- Hourly Employee
E. Hatch made a motion to Approve the four employment agreements, as presented.
S. Zephirin seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

III. Executive Director

A. Directors Report

Academic Excellence

- Chris shared information on the the 2 week summer school program, as well as data from the summer school survey.
- Chris and Perla are working on the plan for in-service week, with the goal to have our more experienced teachers deliver a significant portion of the training.

- Arco will have blended 4th and 5th grade classes due to enrollment numbers. The advantage is that we will be able to differentiate instruction and group students with more flexibility. Being able to divide them into three groups will support both their academic and social emotional needs.
- For K-5, schedule now has a daily integrated 'workshop' time. This will be time dedicated to small groups, interventions, and review if necessary. These student groups can be flexible.
- Michelle reviewed student achievement data from 2022, compared to the years 2017, 2018, 2019. ODE has not yet posted the 21-22 school profile for public view. Takeaways from the data review:
    1. As expected, student achievement scores were significantly lower in 2021-2022 than in 2018-2019 due to COVID related learning gaps.
    2. In order to provide remediation to address these learning gaps, we will need to continue to implement strategic interventions, increase staffing levels (IA's and licensed support for interventions) and offer summer programming for 1-2 years at a minimum.
    3. This year, we have included time for data analysis and intervention planning in our professional development calendar.
    4. We typically see large swings in the data from year to year due to our small grade level cohort sizes and our frequent staff changes.
    5. We view the data from last year almost as a new baseline. We know we want to at least get back to pre-COVID levels within the next 1-2 years, and then we'll continue to work on making sure all demographic groups have equitable academic outcomes

Staff Training and Retention

- As of today, we are 100% staffed for the 22-23 school year!
- Adding a permanent sub (50%) and 50%) instructional coach position.
- We are reusing Singapore math online training modules from last year (2021-22) with approval from our training vendor. This saved us around $5000.
- We met with Tonya (accountant) to discuss the possibility of adding more instructional assistant positions. We currently have 7, but can fit 2 more into our budget for this year (2022-23) and next (2023-24). We'd like to hire 1 more (total of 8) to dedicate additional support for our 4th/5th grade classes (because of the blended model). We will assess the need for the additional position after we review Fall assessment data.

Community Engagement and Positive School Culture

- New Family Orientation (August 17th). Great turn out!

- We will be participating in the Beaverton Parade (Sept 10). We'll have an Arco 'float' of some kind. The more participation the better! (Mario Barron is our lead on this.)
- Chris has been working with the new PTO president (Leslie Peterson) to continue community chats (Familias Unidas) and Equity Council during 2022-23 year.
- As part of last year's family satisfaction survey, one of the recurring themes was lagging communication between teachers and families. We will share the results of the survey with staff during August in-service and come up with an organizational standard/expectation/goal to see if we can improve in this area.
- We will continue our classroom equity audit work in the fall.

Financial Stability

- Again….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.
- Retention Grant funds will be used to pay a $1500 bonus on Sept. 9. We will increase the gross amount to cover taxes and PERS so that employees receive the full amount of the bonus. Each employee will sign an acknowledgment that the funds are from a one-time grant, and that the bonus must be repaid if the employee resigns or is terminated before the end of the school year.

Hot Topics

- We are starting to investigate a playground structure again. Josh Guerra will be advising us as we go. Christa, Chris and Josh met on Aug 1 and surveyed the site, to come up with possible locations of a structure. There are many limitations…just can't put it anywhere we choose. We will also contract with Becky Shiefelbein (former Arco parent) to manage the project.
- Interior painting: Our walls, classrooms and gym are in need of paint. The paint used (satin) did not hold up well at all. Semi-gloss will be more durable and easier to maintain. Many areas need it, we started with the most need. (Rooms 110, 115, 116, and 120) Also the gym…painted 10ft up. Saved about $3,000-$4,000 by not going all the way up. Tentative plan is to tackle a little bit each summer and start a rotation. Consider painting the hallways next year.
- Beaverton Police Department (BPD)-traffic complaints. Received at the end of last year (June, 2022). Cars backed up on Creekside during critical times, causing blocks and emergency vehicles couldn't access our neighbors. Our traffic flow is safe (No Accidents or injuries last year) and flows well once started. In fact BPD has came out on at least three occasions and they're only suggestion is to use our neighbor's lot. (We've looked into this and they do not want us to use it.) It is the 3:00-3:15 early arrivers that cause the stagnant and backed up traffic on Creekside. Chris has been trying to connect w/BPD, but very little response. Also

updated Drop Off/Pick Up plan to load up the p-lot using 2 lanes of travel…this will take about 50+ cars off of Creekside during these times. Also, a lot of forward communication to our families about arriving on-time (not early).
- Still attempting to connect with BPD on a review of our safety plans…We added a module on active shooter protocols to our beginning of the year list of required training. We also review safety procedures frequently during the year, and especially prior to any safety drills.

Seeking Input -

- Security: Some parents asked about improving our security cameras and we'd like to investigate this more thoroughly next year. New active protocols: no using door stops. If we need to have an open door, a body will be there holding it open.
- Need for safety committee. This would be something admin team can create, does not need to be a Board Committee

Decisions needed-

- VCT Wax: $7,500 (yearly floor maintenance)
  - Christa already confirmed Board does not need to approve this
- Buenas Dias, Buenas Tardes rates for 22-23

E. Hatch made a motion to Increase Buenas Dias/Buenas Tardes program rates by 5% for the 22-23 school year.
S. Zephirin seconded the motion.
The board **VOTED** to approve the motion.

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

IV. PTO

A. PTO Report

* Leslie (President) and Jessica (Vice-President) presented a draft of the PTO events calendar for 22-23, and reviewed upcoming event information.

V. Finance

A. Treasurers Report

-Now have Divvy to help streamline reimbursements
-No new financials to report

VI. Governance

A. Governance Report

-October 26th, 6-8:30 for meeting with Kristen Miles (OSBA)
-Need to reschedule Special Session for strategic planning, Christa to send out a doodle for either Sept 28 and 29th.
-Christa to invite Charter School Capitol to present at our next meeting.

VII. Development

A. Development Report

No information to report

VIII. Closing Items

A. Action Items

- Leslie to confirm book fair date
-Christa to send out doodle for rescheduling cancelled Special Session Board Meeting from August.

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:26 PM.

Respectfully Submitted,
C. Billings