APPROVED

Arco Iris Spanish Immersion School

Minutes

Board Meeting

Date and Time
Thursday October 20, 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

Directors Present
C. Billings (remote), E. Hatch (remote), S. Zephirin (remote), Y. Jones (remote)

Directors Absent
C. Staudenraus, J. Guerra

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

Guests Present
L. Peterson (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 Oct 20, 2022 at 6:07 PM.

C. General Public Comment

Two public comments. Congratulating the PTO, Board and Community on a successful Move-at-thon fundraiser.

II. New Buisness

A. Executive Director Search

Steve Kelley from OSBA presented information on the upcoming Executive Director Search. Two steps need to be completed before the Board can go into Executive Session:

1. Review and finalize timeline/calendar for the executive search.
2. Adopt the qualities and qualifications for the executive direction position. These are the same Q and Q's we agreed upon last year. No public comment on the Q and Q's as presented

Board will ask for applications for screening committee members from the community. Members will participate in screening process, and have option to observe candidate interviews.

Board also agreed on salary range for the job posting.

Y. Jones made a motion to approve the executive director search calendar.
E. Hatch seconded the motion.
The board **VOTED** to approve the motion.

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

Y. Jones made a motion to adopt the Qualities and Qualifications for the Executive Director position.
S. Zephirin seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

B. Approve Meeting Minutes: August 18

S. Zephirin made a motion to approve the minutes from Board Meeting on 08-18-22.
E. Hatch seconded the motion.
The board **VOTED** to approve the motion.

C. Approve Meeting Minutes: Sept 5th

S. Zephirin made a motion to approve the minutes from Special Session Board Meeting on 09-05-22.
E. Hatch seconded the motion.
The board **VOTED** to approve the motion.

D. Approve Minutes- October 5th

S. Zephirin made a motion to approve the minutes from Strategic Planning Work Session & Board Meeting on 10-05-22.
E. Hatch seconded the motion.
The board **VOTED** to approve the motion.

E. Approve Minutes: Oct 13th

S. Zephirin made a motion to approve the minutes from Board Meeting on 10-13-22.
E. Hatch seconded the motion.
The board **VOTED** to approve the motion.

F. Approve Employee Contracts

Chris Brodniak presented information on two employment contracts. One is long term sub contract to support an upcoming open position in second grade. The second contract is for an extra duty position to support cooperating teacher program with PSU.
Y. Jones made a motion to approve the two employment agreements, as presented.
S. Zephirin seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

C. Staudenraus	Absent
S. Zephirin	Aye
J. Guerra	Absent
E. Hatch	Aye

Roll Call

C. Billings	Aye
Y. Jones	Aye

III. Executive Director

A. Directors Report

Academic Excellence:

- In contact with BSD regarding options for 5th graders next year

Staff Training and Retention

- Back and forth with the State Department on J-1 Visas. Change in process, so we can now secure J-1's mid year.
- Chris looked into H1B Visa options, but requires a partnership with an institution of higher education. This led to our work with PSU for cooperating teachers.
- Staff have been working on Teacher Goals. Chris and Michelle will be doing observations and evaluations through Danielson Rubric. (Michelle)

Community Engagement and Positive School Culture

- Familias Unidas and Family Equity Council first meetings were virtual. Parents seemed positive and engaged. Excited by the turn out!

Financial Stability

- Move-a-Thon. Student Council (Luis) and PE team worked hard on it. PTO coordinated and will discuss more in their report.
- ESS rates were increased again (10/3) to be competitive with other districts. However, still not helping us to secure substitutes. Trying to recruit from within the school community.
- Bond holder approved our work/expense with Charter School Capital (Christa)

Hot Topics

- 9/19 Arco Iris Performance Report to BSD Board. Went well. They had a financial question about a deficit shown in our report. Christa responded back to them about it and it was resolved.
- We have to remove 2 trees along back of property. Permits and replanting plan required…Pacific Landscape working on this. (This may be in one potential location of playground structure.) Contactor still working on bid.
- Proposed Enrollment dates for 23-24 year
    - Open on January 9th, 2023 (7a?)

- Close at February 26th, 2023 @ 12a (midnight)
  - -30 school days, 49 total days open
- Lottery on March 14th, 2023 @ 7am
- Much depends on support/marketing plan with Charter School Capital (new software and/or processes?)

B. Assistant Directors Report

Ongoing projects

1. Fund of Knowledge - we had 145 responses and we provided the information to teachers so they could tap into the skills and cultural heritage of their families.
2. Arco Library - we have lots of eager volunteers and are working on getting it up and running. Our goal is by the end of winter break. As part of the process, we'll do an assessment of the diversity of our collection and then start a purchasing plant to make the collection more diverse.
3. We submitted our School Learning Plan to BSD. Required to be submitted annually.
4. ODE School Comparisons
    1. Aloha Huber Park 21-22
    2. Arco Iris 21-22

SIA Update

1. We checked with ODE and we are eligible to apply independently for the 23-25 biennium.
2. I reached out to several other charter schools who applied independently and they all said it was a relatively easy process and they felt we could manage on our own. A couple of them even volunteered to have follow-up meetings with me if we needed help.
3. If we decide to go on our own, ORC3S has some materials to help us organize the staff/student/parent feedback that is a required part of the process. We would need to start this next month. I do not believe they provide any other support beyond this.
4. If we decide to go with BSD, they will hold out 4% for indirect costs. I haven't seen the SIA allocation for 23-25, but based on our 21-23 allocation, 4% came to $19,846.

Decision needed - apply for SIA funds on our own or stay with BSD

- Board supportive of Arco applying for SIA funds if admin team feels there is capacity to take this on in house.
- Next steps: Michelle will check with John Bridges, will bring back any updates to next Board meeting

Board Transparency

1. Followed up on feedback shared at last meeting regarding perceptions of Board transparency. A board member reported approx. 25-50 parents have talked to them since the start of the year and they are mainly focused on 2 issues:
    1. Why we need to raise funds to fill the gap (why do we have a gap, how does charter funding work)
    2. Why don't we have a playground yet
2. Next steps:
    1. Make charter school FAQ and funding the topic of the next Familias Unidas meeting in early Dec. Record the presentation for those unable to attend
    2. Work to update information on the website. Make it more accessible to find. Need consistent link to refer families to.
    3. Discuss next steps needed at November meeting.

IV. Governance

A. Governance Report

Erin and Christa to interview 2 potential new board members.

V. PTO

A. PTO Report

- $1300 raised at the rummage sale. May not do again due to the amount of work involved given the amount raised.
- National Walk and Roll to school had great turn out. In the future, may try to partner with BSD on prizes for the event.
- Move-a-thon a great success! Met our $60,000 goal.
    - Next year, look into options for parents to view the event
- Upcoming Movie Night next week
- Chipotle night raised around $600. Waiting on numbers for Papa Murphy's night
- Sock fundraiser coming up in December.
- Working to get art literacy up and running again. Connecting with BSD.

VI. Finance

A. Treasurers Report

- ADMw received for (Month): $286,889.00
- Total income for (Month): $434,118.15
- Cash balance for (Month): $1,976,223.82
- Accts Receivable for (Month): $129,005.67
- Net gain/loss for (Month): $(128,815.85)

Tanya (accountant) found out we qualified for a 785,000 tax credit. We have not received this yet, but should before the end of the year. Provided updated budget to BSD. Our bond debt ratio is over 2% for first time!

VII. Development

A. Development Report

Meeting scheduled for next month. Erin working to recruit committee members.

VIII. Board

A. Review of information learned at Summer Board conferences

Erin, Yessenia, and Christa highlighted information they took away from the summer OSBA conference. Several takeaways around Family Engagement. Also ideas for making sure all board members voices are heard in the meeting, accountability for staying on task in the agenda.

IX. Closing Items

A. Action Items

1. Send Michelle and Chris any visuals/ideas for the next Family Unidas meeting on November 8th at 6pm. Topic charter schools, gap funding, fundraising, playground
2. Christa to update Board Bios on webpage
3. Sarah Z. to post FU meeting on Board in Track. Will take minutes.
4. Christa to connect with Josh on the playground. See if Becky or Josh can attend next Familias Meeting.

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:17 PM.

Respectfully Submitted,
S. Zephirin