APPROVED

Arco Iris Spanish Immersion School

Minutes

Board Meeting

Date and Time
Thursday November 17, 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, J. Guerra, S. Zephirin, Y. Jones (remote)

Directors Absent
C. Staudenraus

Ex Officio Members Present
C. Brodniak, M. Ston

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 Nov 17, 2022 at 6:06 PM.

C. General Public Comment

No public comment

II. New Business

A. Approve Meeting Minutes: September 15

S. Zephirin made a motion to approve the minutes from Board Meeting on 09-15-22.
J. Guerra seconded the motion.
The board **VOTED** to approve the motion.

B. Approve Meeting Minutes: October 20

S. Zephirin made a motion to approve the minutes from Board Meeting on 10-20-22.
J. Guerra seconded the motion.
The board **VOTED** to approve the motion.

C. Approve Minutes- October 26

S. Zephirin made a motion to approve the minutes from Board Meeting and Training on 10-26-22.
J. Guerra seconded the motion.
The board **VOTED** to approve the motion.

D. Executive Director Search

1. Jessica Warner - PTO VP
2. Crystal Badillo - PTO Member
3. Leslie Peterson - PTO President
4. Jasmine Burch - Teacher
5. Perla Murphy - Admin Staff
6. Michelle Ston - Admin Staff
7. Mario Barron - Board Emeritus
8. Sarah Badawi - Parent
9. Alesia Marie - Parent (Application received after 11/15 5pm deadline)
10. Sara Isaacs - Parent (Application received after 11/15 5pm deadline) Works in HR at Nike as Talent Acquisition
11. Stephanie Devall - Parent (Application received after 11/15 5pm deadline) Works as Executive Recruiter in staffing industry. 15 years of interviewing and candidate selection.

Y. Jones made a motion to approve all applicants for the Executive Director Search Committee.
E. Hatch seconded the motion.
The board **VOTED** to approve the motion.

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

E. Approve Employment Contract

J. Guerra made a motion to approve employment agreements as presented.
S. Zephirin seconded the motion.
The board **VOTED** to approve the motion.

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

F. Public Attendance at Board Meetings

Board agreed to advertise in person attendance for the public at Board Meetings. Zoom option will continue to be offered.

III. Executive Director

A. Director's and Assistant Director's Report

Academic Excellence

- Progress Reports to go out after conferences (Grading day was on 11/10)

Staff Training and Retention

- Chris summarized staffing updates including coverage for upcoming planned leaves and new hires. Still recruiting for teachers. Have one spot to fill (replacing Ms. Wiley when she leaves in a couple of months).
- PSU student teacher is with us November-March. Teaching in 4/5 and 7/8
- Chris and Michelle are sharing the load on staff observations and evaluations through Danielson Rubric. This is more strategic and purposeful than last year. (Michelle)

- 11/23 Inservice staff PD will include 3 hrs. of equity training and 3 hours of data team work. The equity session will be led by a 3rd party, *Community Connection Consulting,* and will include identifying implicit bias and engaging authentic and meaningful dialogue around race
    - Josh shared wondering about the specific material being covered, and whether the implicit bias test research was being used. There are some academic disagreements about the application of this research.

Community Engagement and Positive School Culture

- 11/8 Familias Unidas meeting. Great turnout (40+). No one received additional feedback after the meeting from the community.
- Staff Leadership Team is working on:
    - Positive recognition system for individual students and whole class
    - Student academic showcase/family cultural night in the spring (connected with fundraiser?). Possibility of accessing members of the community to support this effort.
- Miguel Ariza- husband of one of our visiting teachers from Spain - works as an educational consultant in Spain https://conecta13.com/. Provided 'Respect' workshop for our three 1st grade classes. It was culturally rich and relevant instruction. He will return in March for more (phase 2). He will interview staff as part of a research project for educationally sound programs as they relate to Social-Emotional Learning. Possibility that Arco Iris SEL efforts may be published as part of the project (pending consent from participants).
- Parent/Teacher conferences (11/21 and 11/22). These will be virtual via Zoom and will include one evening session to support working families.
    - BSD 6th grade Pathways: We hosted a 5th grade family Q&A session on 11/10 with BSD representatives. One change this year is that out of district families will not have pathways to BSD DL middle schools. Out of district families can apply thru a hardship transfer.
        - Board suggested we reach out to neighboring districts (Hillsboro, Tigard, PPS) about access to dual language programs. Who is the best point of contact for families in those districts?
        - Chris to work on a FAQ sheet to clarify common questions for 5th grade families (transfer process, transportation, etc).
- Saturday December 3rd, 2-7pm: Arco will be represented at an event "Nuestra Navidad" in Portland. Free event.

Financial Stability

- Aligning for Student Success. This is a new name from ODE for the grant application process which now integrates multiple funding streams, including the Student Investment Account (SIA) into a single form. (Michelle)
    - We would qualify for up to $555,234 between 23-25 SY

- Money can only be used for specific uses
- Application due in late March
- Community Feedback is required. Michelle presented tentative plan for gathering feedback.

Hot Topics

- 2 trees along the back of our property will be removed and the chips will be hauled away. We eventually will need to replace them.
- 2nd/3rd grade tulip project. Bulbs will be planted around base of trees soon. Parent donated the bulbs.
- Next step for playground project is for Josh to apply for a pre-submittal conference with the city of Beaverton.
- Radon test completed in November. We are all good. https://drive.google.com/file/d/1AEVlch80mahH5bn2RLVIt5knn9N69erb/view?usp=share_link

Seeking Input

- Chris open to feedback on beautification projects.
  - Christa suggested getting better signage for the outside of the school. Does require a design use review.
  - Making more functional outdoor spaces
- ESS rates are competitive with other districts, but securing subs is still problematic. Other districts offering 'bonuses' to those who fill more than 2 spots in a time frame (1 week, month, etc.). Any 'creative' ideas outside of ESS?
  - Send out specific recruitment email to the school community.

Decisions Needed

- Covid Relief 'PTO'. When testing + for covid, employees required to stay home 5 days. They should receive pay w/out using their own PTO. *Requesting to pay employees for time out due to Covid quarantine requirements, not from their own PTO.*
  - Board discussed capping days at 5 days per school year with a positive Covid PCR test.

S. Zephirin made a motion to approve up to 5 days of paid leave for Covid positive staff members, per school year, with PCR test verification.
E. Hatch seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
J. Guerra	Aye
C. Billings	Aye
Y. Jones	Aye

Roll Call

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

IV. Governance

A. Governance Report

Committee interviewed 2 potential new board members. Board would like to put forth Adriana Kusava as a new board member. She does not have child at Arco Iris, but may in the future. Committee shared information on potential new member.
S. Zephirin made a motion to approve Adriana Kusava as a new board member for a 3 year term beginning on December 1st, 2022.
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
E. Hatch	Aye

Y. Jones made a motion to remove Charity Staudenraus as a board member due to not meeting attendance requirements per board policy.
S. Zephirin seconded the motion.
Charity has not responded to outreach by Board Chair on attendance concerns. It is difficult to conduct board business when we do not have quorum. Board members hope Charity is able to contribute to Arco Iris in a different capactiy.
The board **VOTED** to approve the motion.

Roll Call

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

V. PTO

A. PTO Report

No PTO report. Yessenia will attend next PTO meeting as a rep. PTO typically meets the last Wednesday of the month.

VI. Finance

A. Treasurers Report

Income this month was about $878,000. Noted that our budget was based on a higher enrollment that we currently have.

VII. Development

A. Development Report

Committee met to prioritize goals moving forward and revised committee description on the website. Interviewed Elise Morris for the committee. She has professional experience with grant writing. Next meeting in January.
E. Hatch made a motion to approve Elise Morris as a Development Committee Member, for a one year term beginning Dec 1st, 2023.
J. Guerra seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

VIII. Closing Items

A. Action Items

-Sarah to add our "fundraiser thermometer" to the next Development Committee meeting agenda. Tie to $300,000 fundraising goal for the year.
-Michelle to work on next steps for community feedback. Potentially send board list of questions to review prior to next meeting.
-Erin volunteered to work with Perla on creating the community feedback survey via Survey Monkey
-Josh to apply for pre-submittal conference with Beaverton for the playground. Will also look into design approval requirements for any signage we add/what options could look like
-Chris and Michelle to connect with ESS on specific messaging. Send out plea to community.
-Sarah to add recurring agenda item to each board meeting. Need to assign board member to rep at the meeting each month.

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:23 PM.

Respectfully Submitted,
S. Zephirin