APPROVED

Arco Iris Spanish Immersion School

Minutes

Board Meeting

Date and Time
Thursday December 15, 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
A. Kusaba (remote), C. Billings (remote), E. Hatch (remote), J. Guerra (remote), S. Zephirin (remote), Y. Jones (remote)

Directors Absent
None

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 Dec 15, 2022 at 6:01 PM.

C. General Public Comment

No public comment

II. New Business

A. Approve Meeting Minutes: November 17th

S. Zephirin made a motion to approve the minutes from Board Meeting on 11-17-22.
E. Hatch seconded the motion.
The board **VOTED** to approve the motion.

B. Executive Director Search

S. Zephirin made a motion to approve Pratima Sharma, middle school teacher, to join the Executive Search Committee.
J. Guerra seconded the motion.
The board **VOTED** to approve the motion.

III. Executive Director

A. Director's and Assistant Director's Report

Academic Excellence

- Fall progress Reports went out in November
- 2nd round proficiency (math/literacy) testing to begin in January. Using Easy CBM.
- Semester 2, starting Feb 6 (2023) (Report Cards)

Staff Training and Retention

- Long-term PE sub position (Jan-March) was filled! Offered a $500 bonus. Also working on getting a parent qualified to sub. (youth coach and community advocate experience)
- Likely will not fill Elizabeth's position this year. She will continue on part time for a few more months (see contract below).
- 11/23 Inservice staff PD included 3 hrs. of equity training. The equity session was led by a 3rd party, *Community Connection Consulting,* and included:
    - Identifying implicit bias
    - Engaging authentic and meaningful dialogue around race
    - No surveys completed per feedback from Josh at last board meeting
    - Parents from Equity Council (Lea Villalez and Crystal Badillo) presented results from October classroom equity audit at staff meeting

Community Engagement and Positive School Culture

- Parent conferences went well (reported by teachers)
- Staff Leadership Team
  - Working on a visual representation of the cultural diversity of staff. Probably will go into the lobby. (data from Fund of Knowledge)
  - This will serve as a model to follow for the student/culture showcase (spring family event).
- BSD 6th grade Pathways- networked with BSD for an info/resource gathering tool. Will share with 5th grade families as needed. Includes contact information at each district.
- 12/3 Juntos PDX (Latino experience night). Perla, Michelle and Chris attended. About 4 potential enrollments, 1 potential bilingual teacher, 2 potential subs!
- Two students from Jesuit volunteer once a week for a few hours. Spanish proficient. Work with grades 2-5, and then support Spanish tutoring in Buenas Tardes.

Financial Stability

- Chris is working on a report for year-to-year trends for building/operational costs. Will report at the January meeting.
- Update on Aligning for Student Success. Community feedback nights in January. (Michelle)
- Charter School Capital update (Michelle)

Seeking Input -

- 36th Annual Oregon Professional Educator Fair (OPEF) on April 11th @ Oregon Convention Center. Facilitated by Oregon School Personnel Association (OSPA). $750. Booth for 6 hours to recruit. Board members to run the booth. Worth it?
  - Board discussed pros and cons

Decisions Needed-

- ** $500 Winter bonus (40 staff total staff members) for appreciation of their dedication. Total cost: $28,000 It will be taken from SSF and reserves. $10,395 additional revenue in increase in SSF and the remaining $18,000 from reserves/or cost savings on our budget. Funded to employees on Monday, 12/19/22.

Employment Contracts:

- Elizabeth Wiley $30hr (26 hrs a week) .6 FTE Intervention support and Substitute

https://docs.google.com/document/d/1pU-PomCYV6qbuSKgc3452GJ5pFxsX96B6IjZJdRGVz0/edit?usp=sharing

Y. Jones made a motion to approve the $500 Winter Bonus for Arco Iris staff.
S. Zephirin seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Y. Jones	Aye
C. Billings	Aye
J. Guerra	Aye
A. Kusaba	Aye
E. Hatch	Aye
S. Zephirin	Aye

S. Zephirin made a motion to approve the new employment agreement for Elizabeth Wiley- .6 FTE as Intervention Support and Substitute.
J. Guerra seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

C. Billings	Aye
E. Hatch	Aye
Y. Jones	Aye
J. Guerra	Aye
S. Zephirin	Aye
A. Kusaba	Aye

IV. Governance

A. Governance Report

No report today

V. PTO

A. PTO Report

- Final Move-a-thon numbers reported out to community this week. Raised $76,500!
- Upcoming sock fundraiser in January. Partnering with OHSU on this project
- Successful Book Fair last week. Appreciate all the parent volunteers
- Art Literacy project will start in January. 3 artists.
- Room parent program is up and running

- PTO raised $100 per staff member for Winter Gift program.
- Raised $571 for holiday breakfast on Friday, 12/16
- Got around 30 bags at last bottle drop event
- Uniform exchange tentatively planned for January
- Program coordinators working hard to make sure all parent volunteers have met requirements to work in the building.

VI. Finance

A. Treasurers Report

- Chris, Yessenia and Tonya(accountant) met this month to review and learn about the budget
- Tonya created a new revenue funding tracker. Will be shared with the board each month. Reviewed current tracker.
- Also created Income by Project spreadsheet

VII. Development

A. Development Report

- Next meeting in January. Working to update grant spreadsheet.
- Josh provided playground update. Gave overview of what the review process will look like with the City of Beaverton. Likely will need to go through the Land Review process.
- Josh provided some ideas for update signage at the school

VIII. Closing Items

A. Action Items

- Michelle to share equity audit info with board
- Board members to review "Arco Community Survey" and "Empathy Interview" (pdfs part of today's agenda). Provide any feedback to Michelle by January 6th.
- Michelle to add board members to 'Aligning Student Success' Document (view only access)
- Yessenia to send Sarah Z. monthly revenue tracker document prior to Board meetings so it can be included in the packet.
- Josh/Christa to schedule monthly playground workgroup meetings to flush possible details
- Josh to get some cost estimates on signage.

B.

Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:09 PM.

Respectfully Submitted,
S. Zephirin