



## Arco Iris Spanish Immersion School

### Minutes

#### Board Meeting and Training

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##### **Date and Time**

Wednesday October 26, 2022 at 6:00 PM

##### **Location**

Arco Iris School: 8205 SW Creekside Place Beaverton, OR 97006

##### **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, E. Hatch, S. Zephirin, Y. Jones

##### **Directors Absent**

C. Staudenraus, J. Guerra

##### **Ex Officio Members Present**

C. Brodniak, M. Ston

##### **Non Voting Members Present**

C. Brodniak, M. Ston

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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 Wednesday Oct 26, 2022 at 6:01 PM.

S. Zephirin made a motion to add an agenda item on Board Attendance.

Y. Jones seconded the motion.

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

### Roll Call

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

New agenda item: Board Attendance

- Governance documents state Board members must have 80% attendance per year. Year starts on July 1st.
- Attendance impacts quorum and our ability to effectively conduct business.

## II. Governance

### A. Board Training

Kristen Miles from OSBA presented to the Board on "Arco Iris Roles and Responsibilities"

- Opening topics included: Being on a Charter School Board, Public Meetings and Records Laws, and Will of the Board: Making Decisions. Important for Board members to be familiar with our policies. Start with section Bs and KL's.
- Discussed creation of Board/Director Operating Agreements.
- Q and A's
  - Best use of Board Committees
    - Committees make recommendations to The Board
    - Committees can ask for volunteers to help with specific projects

## III. Employee Agreements

### A. Approve Employee Agreements

S. Zephirin made a motion to approve the employment agreement, signing bonus, and relocation stipend, as presented.

Y. Jones seconded the motion.

-Sophia Rioja, 2nd grade teacher

- Employment agreement
- Signing Bonus and relocation stipend

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

#### **IV. Closing Items**

##### **A. Adjourn Meeting**

Action Items:

- Kristen Miles to create final Board-Exec Director Document. Board to adopt this agreement at the next meeting. Agreement to be reviewed yearly.
- Yessenia to do a training with our book keeper, Tanya
- Christa to address individual attendance concerns.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:02 PM.

Respectfully Submitted,  
S. Zephirin