

APPROVED



## Arco Iris Spanish Immersion School

### Minutes

#### Board Meeting

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#### Date and Time

Thursday May 18, 2023 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

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#### Directors Present

A. Nelson, C. Billings, E. Hatch, J. Guerra, S. Zephirin, Y. Jones

#### Directors Absent

A. Kusaba

#### Ex Officio Members Present

C. Brodniak, M. Ston (remote)

#### Non Voting Members Present

C. Brodniak, M. Ston (remote)

#### Guests Present

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J. Urdiales (remote)

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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 Thursday May 18, 2023 at 6:01 PM.

### C. General Public Comment

No public comment

## II. New Business

### A. Approve Meeting Minutes- April 20

S. Zephirin made a motion to approve the minutes from Board Meeting on 04-20-23.

E. Hatch seconded the motion.

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

### B. Committee Assignments

Finance Committee: Christa, Andrew

Governance Committee: Christa, Yessenia

Development Committee: Erin, Sarah, Josh

## III. Executive Director

### A. Director's and Assistant Director's Report

#### Academic Excellence

- OSAS (State Testing) is done! (3-8 Literacy and Math, 5th & 8th science)
- School specific testing is next: STAMP (Spanish Proficiency for 3-8), Easy CBM (Literacy and Math (K-8) Each of these will take less than an hour to complete for students. This data is specific to academic achievement/progress during 22-23.

#### Staff Training and Retention

- Employment Agreements for 2023-24 have been returned so we know what hiring needs we have for Fall.
  - Board to vote to approve agreements for next year.
- Literacy Intervention Specialist filled by a local candidate
- Still recruiting and interviewing for PE teacher and Spanish Homeroom teachers
- Will likely have another round of J1 visiting teachers for 2023-24. 4-5 qualified candidates. Still recruiting locally.
- 2 day intensive math professional development (Singapore) scheduled for homeroom teachers during in-service week (August 24-25th). In person training, workshop, first six weeks of math planning. (Cost: \$6,350)

### **Community Engagement and Positive School Culture**

- Staff was very thankful for the incredible appreciations throughout last week (Teacher Appreciation Week). We are very lucky to have such supportive parents.
- Last Familias Unidas meeting 5/9 (Online Security- BPD presentation). Good turn out, information very useful. No more community meetings this year
- Roxana Laguna (Instructional Assistant) is a hero! Responded quickly during lunch to save a choking child.

### **Financial Stability**

- Chris shared information on projected enrollment and class configurations for Fall
- SIA funds, and state school fund, will likely increase based on latest state revenue funds.
- Michelle gave SIA application update

Y. Jones made a motion to approve the 2023-2024 employment agreements, as presented.

S. Zephirin seconded the motion.

Contracts approved for:

- Beach, Cynthia
- Ramirez, Jennifer
- Alonzo, Elda
- Aparicio Marquez, Jennifer
- Laguna, Roxana
- Blenman-Cross, Hannah
- Noriega Adame, Rosalba
- Ana Flores Castro
- Bueno Pascual, Bárbara
- Burch, Jasmine
- Constantino, Concepcion
- Anderson, Donna (including signing bonus)

- Fagliano, Madelaine
- Falcon, Lizirma
- Humbird, Pamela
- Martinez Vidal, Juan
- Mulero Martinez, Alberto
- Perez, Diana
- Prince, Britt
- RIOJA, SOFÍA
- Ruiz Torres, Deirdre
- Samayoa, Luis
- Segador, Leticia
- Sharma, Pratima
- Tirado Villegas, Angeles
- Viera Rodriguez, Ruth
- Walter, Jacqueline

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

#### **Roll Call**

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

### **IV. PTO**

#### **A. PTO Report**

- Elections for next year will happen at the May 31st PTO meeting
- Workgroups are filling up
- Successful teacher appreciation week!

#### **B. Assign Board Member to attend next PTO meeting**

Josh to attend the May 31st PTO meeting

### **V. Governance**

#### **A. Governance Report**

The following have expressed interest in board positions

- President - Christa
- Vice President - Yessenia

- Treasurer - Andrew
- Secretary - Sarah

Erin monitoring responses to the Parent Survey. We have 69 responses so far. End date will be June 5th.

J. Guerra made a motion to approve Board officers for 23-24 school year: Christa as President, Yessenia as Vice President, Andrew as Treasurer, and Sarah as Secretary.

E. Hatch seconded the motion.

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

#### **Roll Call**

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

### **VI. Finance**

#### **A. Treasurers Report**

Treasurer's Report

- ADMw received for (Month): \$298,902.00
- Total income for (Month): \$405,053.63
- Cash balance for (Month): \$2,688,000.48
- Accts Receivable for (Month): \$37,852.41
- Net gain/loss for (Month): \$69,478.40

### **VII. Development**

#### **A. Development Report**

- Approved from the Marie Lanform Foundation grant for next year. Helps pay for Michelle's position and some additional professional development.
- Additional grant applications out there: Lowe's, RACC Arts grant, NCTM Math grant
- Committee continues to research potential grant opportunities
- Erin exploring subscriptions that could help us with finding and submitting grants

S. Zephirin made a motion to approve the purchase of a one year Grant Hub subscription.

Y. Jones seconded the motion.

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

#### **B.**

## Playground Update

- Board reviewed playground survey results. Had 118 responses.
- Josh shared info on outdoor matting options
- Board reviewed budget for entire project
- Josh to share updated playground info at next PTO meeting
- Idea shared to hold summer playdates at Arco once phase 1 is completed

S. Zephirin made a motion to approve spending up to \$40,000 for playground phase 1 project.

A. Nelson seconded the motion.

Christa confirmed this purchase would not put us over our bond debt ratio

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

### Roll Call

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

## VIII. Closing Items

### A. Action Items

- Leslie is going to add Board committees to volunteer interest form
- Christa send out message to parents about how to apply for a Board Committee
- Christa and Erin to promote end date for Parent Survey
- Josh to work with Christa on ordering for playground project
- Josh to order samples of matting before determining which company to use
- Erin to share info after 14 day trial of grant subscription

### B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:27 PM.

Respectfully Submitted,  
S. Zephirin