

APPROVED



## Arco Iris Spanish Immersion School

### Minutes

#### Board Meeting

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#### Date and Time

Thursday June 8, 2023 at 6:00 PM

#### Location

Zoom Meeting

<https://us02web.zoom.us/j/85371068909?pwd=TkpjR0dBNFM4bWplZEhRdGRzU2hJQT09>

Meeting ID: 853 [7106 8909](#)

Passcode: 1Uzghf

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#### Directors Present

A. Kusaba (remote), A. Nelson (remote), C. Billings (remote), E. Hatch (remote), S. Zephirin, Y. Jones (remote)

#### Directors Absent

J. Guerra

#### Ex Officio Members Present

C. Brodniak (remote), M. Ston (remote)

#### Non Voting Members Present

C. Brodniak (remote), M. Ston (remote)

#### Guests Present

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 Jun 8, 2023 at 6:01 PM.

### C. General Public Comment

No public comment

## II. New Business

### A. Approve Meeting Minutes- May 18

S. Zephirin made a motion to approve the minutes from Board Meeting on 05-18-23.

A. Nelson 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

\* Add Adreana to this committee

### C. Adopt the Executive Director evaluation for 23-24

S. Zephirin made a motion to Adopt the Executive Director evaluation for 23-24 as presented.

Y. Jones seconded the motion.

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

### D. Donor Acknowledgment- TASC

TASC is donating \$3,000 of COBRA processing services over the next three years!

## III. Executive Director

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

#### Academic Excellence

- Chris reviewed raw data from state testing

- School is reviewing results of STAMP testing, will make some adjustments for next year.

### **Staff Training and Retention**

- We are on track to be fully staffed for Fall 2023!

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

- Field Day #1 Monday (6/12, 9-11a) K-1 PE team and middle schoolers running it.
- Field Day #2 Tuesday (6/13, 9-11a) 2-5 PE team and middle schoolers running it
- Tuesday evening (prep gym for promotions/graduations)
- Kinder promotions, Wednesday 6/14 @9:30a, 11:00a, and 1p
  - School SRO on site for Kinder and 5th promotion events
- 5th grade promotion on Thursday, 6/15 @ 9:30a
- 8th grade promotion on Thursday, 6/15 @ 6:30p
  - Christa and Yessenia supporting this event
- No formal school wide end of year activity. Individual classrooms may have their own events.

### **Financial Stability**

- SIA Application approved for the next biennium! Heaps of thanks to Michelle for her work on this. Next step is to sign the grant agreement.
- Team met with ODE representatives last week to set growth targets over a 5 year period.
- Check for Marie Lanform grant will be deposited on July 1st

### **Input needed:**

- Discussion on policy for what fees to cover for our international teachers who are not working with Cordell Hull. Recommended that next year's admin team create a policy for these situations.

E. Hatch made a motion to approve the 4 new employment contracts, as presented.

A. Kusaba seconded the motion.

Rios-Subiria, Natalia (classified)

Gomez Cuesta, Tamara (licensed)

Ruiz Cano, Patricia (licensed)

Stephanie Rankin (licensed)

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

### **Roll Call**

C. Billings Aye

S. Zephirin Aye

**Roll Call**

E. Hatch Aye  
J. Guerra Absent  
Y. Jones Aye  
A. Kusaba Aye  
A. Nelson Aye

**IV. PTO**

**A. PTO Report**

- Elections held on May 31st meeting. Have a full board! Workgroups all have more than one person.
- Bylaws were updated
- Added a new position: PTO President Elect, who will shadow current president and then take over the position. This means the VP will not automatically become the President.
  - Crystal Badillo accepted this position
- Have a new communications workgroup to help with flyers, advertising events, etc
- Soft Drive pushed back to July 8th
- Leslie and Christa to work with Equity committee next year on feedback on our spirit weeks.
- Working to get new vendor for spirit wear
- Parents interested in purchasing magnets. Working with office on how we can sell these without generating individual invoices.
- Survey going out for Family Ambassador program
- We've made close to \$3500 in bottle drop funds, with still some more cans to turn in
- Andrew shared his appreciation to PTO for their response to today's conversation on the facebook page.

**V. Governance**

**A. Governance Report**

S. Zephirin made a motion to Approve employment contract for Michelle Ston for 2023-2024.

Y. Jones seconded the motion.

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

**Roll Call**

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

### Roll Call

C. Billings Aye

A. Kusaba Aye

## VI. Finance

### A. Treasurers Report

Treasurer's Report

- ADMw received for (Month): \$280,699.00
- Total income for (Month): \$607,126.53
- Cash balance for (Month): \$2,879,570.06
- Accts Receivable for (Month): \$85,736.53
- Net gain/loss for (Month): \$248,351.64

- Report any changes in State School Fund (SSF) amounts (also known as ADMW) - No changes this month.

- We received Retention Credit funds this month in the amount of \$235,326

### B. Asphalt Repair

S. Zephirin made a motion to allow Christa Billings to sign a contract with Alamo Paving for asphalt repairs.

A. Nelson seconded the motion.

- These are required repairs for the bond
- Alamo is also doing another project for us this summer

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

## VII. Development

### A. Development Report

- Fundraising: At approximately 75% of our fundraising target
- Grants: now using an account with Grant Hub. Next focus is searching for new grants to apply for
- Community Relations: discussed marketing to preschools in the Fall; encouraging families to post reviews on Niche, Yelp, Great Schools. Magnets will get out to incoming kinder families.
  - Christa suggested selling magnets thru Auctria website
- Next committee meeting is on June 22nd

### B. Playground Update

- Got in sample of rubber tiles
- Playground equipment should arrive in early August
- Christa to still order the shed

## **VIII. Closing Items**

### **A. Action Items**

- Review results of parent survey at next meeting
- Christa to send in Alamo agreement

### **B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:11 PM.

Respectfully Submitted,  
S. Zephirin