APPROVED

Arco Iris Spanish Immersion School

Minutes

Board Meeting

Date and Time
Thursday July 20, 2023 at 6:00 PM

Location
Staff & Board: In person at school

Public: In person at school or online zoom option

Zoom Meeting
https://us02web.zoom.us/j/85371068909?pwd=TkpjR0dBNFM4bWplZEhRdGRzU2hJQT09
Meeting ID: 853 7106 8909
Passcode: 1Uzghf

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

Directors Absent
None

Ex Officio Members Present
M. Ston (remote)

Guests Present

J. Urdiales

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 Jul 20, 2023 at 6:04 PM.

C. General Public Comment

No public comment

II. New Business

A. Approve Meeting Minutes: June 8

S. Zephirin made a motion to approve the minutes from Board Meeting on 06-08-23.
E. Hatch seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

III. Executive Director

A. Director's and Assistant Director's Report

- **Academic (Excellence)**
  - Jesús, Michelle and Perla's conversations over the past two weeks have focused on:
    - Sharing our personal and professional whys;
    - Developing a leadership ARC or plan for the year with weekly summer checkpoints;
    - Engaging in strategic planning while identifying school goals (that will inform our School Learning Plan) for the SY 23-24;
    - Creating a skeleton of summer training opportunities for the team;

        - Creating a communication plan for all stakeholders;
        - Continue with hiring efforts (see below)
- **(Empowerment) Staff Training and Retention**
    - Hiring efforts continue. Currently recruiting for the position of in-school sub/Literacy Intervention Specialist (LIS). We were able to add back the permanent sub/intervention position due to increased funding from the state.
        - We have some candidates in mind.
        - We are checking references to extend an offer letter ASAP.
    - A skeleton for Summer Professional Development opportunities has been completed. We are now building the specifics for each training opportunity that will occur during the entire year (and tying these to our SLP, or priorities for the year).
- **(Engagement and Equity) Community Engagement and Positive School Culture**
    - We have drafted the initial newsletter that will go out to families in the coming weeks, and no later than July 31st.
    - Information included in the newsletter:
        - Meet the teacher event
        - Orientation recordings
        - Special schedule for Kindergarten students (staggered schedule or “Gentle Beginnings.
    - We are doing the same to communicate upcoming dates and events to the team.
- **Financial Responsibility**
    - Enrollment for 23-24 is at 431 students in grades KN-8 (419 KN-5 and 12 in 8th grade).
    - Waitlist only for Kinder at this time.
    - Board reviewed proposed plan from school leadership
- **Seeking Input - 23-24 School Learning Plan (see below)**
    - Board reviewed draft plan proposed by school's leadership team

IV. Governance

A. Governance Report

- Governance committee proposing that all staff take Communicating Effectively and all Admin Staff take both Communicating Effectively & Conflict Management. Can be added to staff required online training going forward for all years.
- Erin highlighted takeaways from the end of year parent survey.

V. PTO

A. PTO Report

PTO president/VP, Board President, and Executive Director will start having monthly meetings

VI. Finance

A. Treasurers Report

- No Treasurer's report today. Andrew will forward information to Board when it becomes available
- Presenter - Christa - Vote to approve revised budget- includes recommendation of 3% signing bonus for staff, increased ADMW, increased salary for floater/sub position. We are still within the bond debt ratio.

S. Zephirin made a motion to Approve the revised 2023-2024 budget.
Y. Jones seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

VII. Development

A. Development Report

- Awarded $5,000 RACC grant to host a local dance group in Winter/Spring 2024
- Christa to explore hiring a grant writing company

B. Playground Update

- Asphalt repairs in progress, mats will be installed once this is complete
- Still waiting on delivery date for playground equipment---hopefully by early August
- Still need to order storage shed and basketball hoop

VIII. Closing Items

A. Action Items

- Board to email School Learning Plan feedback to Jesús by July 28th
- Sarah Z to send info on the RACC grant proposal to work with Dance Azteca
- Erin and Christa to set up meeting with grant writing company

- Josh to work on design schematic for playground games (basketball hoop, 4 square, etc). Clear this with the PE teachers.

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:19 PM.

Respectfully Submitted,
S. Zephirin