APPROVED

Arco Iris Spanish Immersion School

Minutes

Board Meeting

Date and Time
Thursday November 21, 2024 at 6:15 PM

Location
Board & Staff: Zoom only

Zoom Meeting
https://us02web.zoom.us/j/87898815196
Meeting ID: 878 9881 5196
Passcode: 602469

Mission/Vision
Arco Iris Spanish Immersion Charter School cultivates academic success for all students through a biliterate education and a robust math curriculum. Our students are members of a supportive multicultural community valuing diversity, equity and inclusion.

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

Directors Absent
None

Ex Officio Members Present
J. Urdiales (remote), M. Ston (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Y. Jones called a meeting of the board of directors of Arco Iris Spanish Immersion School to order on Thursday Nov 21, 2024 at 6:20 PM.

C. General Public Comment

No public comment

II. New Business

A. Approve Meeting Minutes: October 17th

S. Zephirin made a motion to approve the minutes from Board Meeting on 10-17-24.
A. Nelson seconded the motion.
The board **VOTED** to approve the motion.

B. SIA Annual Grant Report

- Michelle Ston reviewed our SIA Annual Report. This is a reflection on successes and challenges from the previous school year, and reporting on specific progress markers. This is a required report submitted to the Oregon Department Education, and must be reviewed in an open public meeting and posted on the website. The SIA grant primarily funds our school counselor/success coach and instructional assistant positions.
  - Narrative: https://docs.google.com/document/d/1j3ZMGaLniTUTYbsrvlKxuoE7ZizOcCZYJE1-LJwlJRw/edit?usp=sharing
  - Progress: https://drive.google.com/file/d/1wWnwEuPytmHuDGO3ZFip_-o0bsCY8h0G/view?usp=sharing
- Discussion was opened up for public comment on the report. No public comment made.

C. Conference Updates: OSBA and ORC3S

Board members shared overview of information learned thru attendance at recent conferences.

D. Complaint Protocol and Policy

Board discussion about current complaint procedures, and whether or not we need a more robust list of resources for making complaints beyond the administrator team and Board of Directors. Also discussion on opportunities for families or staff to provide

anonymous feedback/complaints. Adreana and Sarah B. will work to draft a suggested revision and present at an upcoming Board meeting.

III. PTO

A. PTO Report

Jillian Henss provided PTO updates:

- 640 raised at last restaurant night with Panda Express. Upcoming nights on Dec. 11 and 12th at Papa Murphy's on Murray/Allen.
- Ruby's Bridge Walk to School had great participation
- Updates on school celebrations and Art Lit Projects

B. Board Member Attendance at PTO Meeting

Erin will attend the December PTO meeting.

C. Art Lit Supply Budget

December Supplies:
$130 for tools and wax paper
$195 for clay
Total: $325

Anticipating total Art Lit Budget need of $2000 for the school year. Many of the purchased supplies could be reused in future years.
S. Zephirin made a motion to approve $2000 for Art Lit Supplies for the 2024-2025 school year.
A. Nelson seconded the motion.
Art Lit was not originally included in our budget for the school year.
The board **VOTED** to approve the motion.

Roll Call

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

IV. Executive Director

A. Director's Report

Academic Excellence

1. Conferences are taking place tomorrow and Monday
2. Internal assessments
    - We use easyCBM as an internal assessment.
        - This assessment is utilized to measure student growth throughout the year.
3. Data analysis
    - Our main focus remains on supporting students not making progress during class Interventions and/or Workshop based on data. (Students in need of Tier 2 support.)
    - This is our next Data Analysis date for Interventions. Each cycle spans 6-8 weeks. We will review current data to gauge students' progress and create new groups for interventions
        - Cycle 2: October 14-Dec 6
4. Next SDW focus (December 9th)
    - Data cycle analysis.
    - Better understanding of math instructional resources for math instruction.

Team Training and Retention

- Current team and Hiring for SY 25-26
    1. Staff member on leave
        - Our internal sub took over the class
        - We have entered into an agreement with ESS to have an educator covering the internal sub position left
    2. Hiring opportunities being explored with Spain and Mexico - TBD
        - Wednesday, November 20th meeting with liaison from Embassy in Spain
- Other opportunities for teacher support:
    1. NWRESD is an Arco Iris partner for this SY 24-25
        - The agency offers in-house mentorship/coaching opportunities for 7 of our educators, including our Student Success Coach (SSC)
            - Teachers are receiving feedback and support via:
                - Classroom visits by mentor teacher/coach
                - PD opportunities outside of Arco Iris - some examples:
                    - 3 team members attended a training in October re: Early Literacy small group instruction. 2 more will attend this Wednesday 11/20
                    - SSC will be shadowing leadership teams on 12/3 at Hope Chinese
- Team Training (SDW)
    1. Our next training session for the year will take place December 9. As mentioned above, our focus will be on:
        - Singapore Math (small group instruction resources and best practices)

        - Data Analysis
- Reminder: throughout the year we have developed PD/training with a focus on:
    1. Small group instruction including data collection/analysis (academic and SEL)
    2. HMH Literacy Curriculum (ELA / SLA)
    3. Singapore Math

Community Engagement and Positive School Culture

- Community Engagement:
    1. Current and upcoming events:
        - AFG (Annual Family Give) kick off occurred November 1-15, 2024:
            - Total fundraising efforts to date: $96,967.20.
        - Winter celebrations:
            - Performances by every grade level in the gym
                - Tuesday, December 17th - inviting families
            - Friday celebrations, last day of school. Organized by PTO.
    2. (Reminders) Recurring events:
        - Coffee with the Principal and Cafe con el Director (1st Friday and 1st/2nd Monday of every month). Changing it to second Friday, and the Monday after, during the month of December.

Financial Responsibility

- Grants - updates
    - We intend to apply again for funding opportunities with the SIA grant and Early Literacy grant. Combined grant opportunities around $500k.
    - External partnerships:
        - Arco Iris continues to partner with FundEd for more grant opportunities this year.
            - We received our first grant for $10,000 from the Oregon Community Foundation, This will be used for leadership and mentorship opportunities for our Assistant Director.
- Enrollment for 24-25
    1. Total enrollment for the year and current projections:
        - 2024-25: 416
            - -2 students due to holiday travels. Families have expressed re-enrolling at Arco Iris once they return in December and January.
    2. Open enrollment:
        - January 6 - February 28
            - Adding information to our website.
            - Perla looking into social media posts.
    3. Lottery Date:

- March 17, 2024

V. Governance

A. Governance Report

No report

VI. Finance

A. Treasurer's Report

Treasurer's Report
- ADMw received for (Month): $235,529.00
- Total income for (Month): $514,391.32
- Cash balance for (Month): $3,594,506.73
- Accts Receivable for (Month): $2,258.16
- Net gain/loss for (Month): $78,627.26

VII. Development

A. Development Report

Erin shared updates from Nov. Development Committee meeting. Committee looking ahead to the Auction in April and supporting Christa in those efforts. Waiting to hear back from a grant for staff laptops.

B. Chamber of Commerce

- August 15th, 7-9am Arco is hosting a Beaverton Area Chamber of Conference event coffee event.
- Christa and Sarah to attend December event with Women in Business

C. Expansion Updates

- Need to complete a new Charter Agreement in order to expand. Christa in contact with someone who may be able to support with writing this agreement.
- Real Estate broker expanding property location search to Tigard area. Ruled out Hillsboro as a location. No properties available in Beaverton right now.

D. ATDLE Accreditation

Michelle Ston met with the new chair of the association to review feedback from last year's application. Will be working to re-apply this year.

VIII. Closing Items

A. Action Items

- Sarah Z to email Michelle the draft of today's minutes to include in the SIA Annual Report. Also send to Erin for PTO meeting.
- Those that attended a conference in summer and Fall, email Sarah Z the names of sessions you attended so they can be added to the training log
- Adreana and Sarah B to work on draft of update to complaint procedures

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:08 PM.

Respectfully Submitted,
S. Zephirin