APPROVED

Arco Iris Spanish Immersion School

Minutes

Board Meeting and Executive Session

Date and Time
Thursday May 8, 2025 at 6:15 PM

Location
Board & Staff: In person at school 8205 SW Creekside Place Beaverton, OR 97008

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, A. Nelson, C. Billings, D. Siver, E. Hatch, S. Badawi, S. Zephirin, Y. Jones

Directors Absent
None

Directors who arrived after the meeting opened
D. Siver

Ex Officio Members Present

J. Urdiales

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 May 8, 2025 at 6:15 PM.

C. General Public Comment

No public comment

II. New Business

A. Approve Meeting Minutes: April 17

S. Zephirin made a motion to approve the minutes from Board Meeting on 04-17-25.
A. Kusaba seconded the motion.
The board **VOTED** to approve the motion.

B. Election of Board Member

Christa shared application materials for prospective board member, Dani Siver. Dani was a founding member of Arco Iris.
C. Billings made a motion to approve Dani Siver as a Board member for a 3 year term, beginning May 8th.
E. Hatch seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

C. Dress Code Policy Revision

Proposed policy change to dress code from: "No hats or head scarves to be worn in class unless otherwise noted or approved by the office" to "Hats or head coverings (such

as scarves or hoods) are not permitted in class unless they are worn for religious, cultural, or medical reasons, or have been otherwise approved by the office."

Jesús noted he already updated the language shared in a recent newsletter after working directly with a family. Plan to update the dress code language in student handbook this summer.

Board will vote on this proposed policy change at next meeting.

D. Proposal: Increase Payout for Unused Paid Time Off (PTO)

Jesús proposed to increase the payout for unused PTO from $100 to $200 for full-time teachers. For classified staff/IA's,$150. The goal of this increase is to encourage better attendance during the final two months of the school year. From a budget standpoint, the costs should be relatively neutral, as we're already spending an average of $300 per day on substitutes to cover absences.
D. Siver arrived.
E. Hatch made a motion to increase the per day payout for unused PTO to $200 for full-time teachers and $150 instructional assistants.
S. Badawi seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

E. Approve Staff Agreements

Jesús reviewed the salary tracking data and employment agreements for 25-26 school year. The salary rates were increased by 5% for teachers. Jesús worked with our accountant to create a hourly salary table for instructional assistants. The increase in pay for classified staff totals $18,000. Jesús has a plan to make room for this in the budget.
C. Billings made a motion to approve the 25-26 employment agreements, as presented, including the discussed update on PTO payout for one of the classified agreements.
A. Nelson seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

A. Nelson	Aye
S. Badawi	Aye
D. Siver	Aye

Roll Call

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

III. PTO

A. PTO Report

Jillian reviewed results of recent PTO officer elections. PTO also recruited many volunteers for the various teams. There is a possible need for additional volunteer coordinators, and they are always open to more volunteers to fill each team.

B. Board Member Attendance at PTO Meeting

Board member not needed for June meeting

IV. Executive Director

A. Director's Report

Academic Excellence

- State and internal assessments in process thru mid- May
- Follow up contact with families based on data analysis and internal conversations regarding additional supports for students

Staff Training and Retention

- **Hiring**
  - Conducted the first round of interviews for our Kindergarten and P.E. positions. Next round will include a demonstration lesson in classrooms.
- **EOY Opportunity for feedback**
  - An end of the year anonymous survey (feedback form) was shared recently with our team (both licensed and classified). Asked 3 questions: what went well, what are areas for growth, and how supported they feel. Jesús reviewed the results from this survey, and compared it with last year's results. There was a slight decrease in feelings of support from last year to this year. This may be related to the new reading curriculum, issues around using PTO, and salaries. Next year, Jesús plans to expand our staff training opportunities thru the NW Regional ESD. We also increased cost of living by 5% and increased payout of unused PTO.

Community Engagement and Positive School Culture

- **Current and upcoming events**
  - Cultural and/or Joyful Celebrations:
    - End of year celebrations on May 30th.
    - Graduations/Promotions in June. Erin can represent the Board at the kinder graduations. Sarah B. can represent at the 5th grade ceremony.
- **Family Surveys (update)**
  - End of year family survey was shared with our community in our newsletters and through Parent Square direct messages/posts.
    - Board discussed leaving survey open until May 23rd, and will continue to promote.
- **Fundraising efforts**
  - Total fundraising efforts to date. Auction data not fully updated in this number.
    - **$218,238.69**
- **Community engagement (outside partnership opportunities)**
  - Christa and I partnered with THPRD (Tualatin Hills Parks and Rec Dept) and attended a Dia de los Ninos event on Saturday, May 3rd to promote our school and program.

Financial Responsibility

- Expansion grants - updates
  - **CSGF and New Schools**
    - We sent all the new requested information. Waiting for June responses.
- **Enrollment for 24-25**
  - 2024-25: 411 (no changes)
  - 2025-26: 426 (our current enrollment goal is 422 students)
- **Facilities costs projections**
  - Jesus to continue reviewing and organizing the box of binders with facilities information. Will work on this over the summer and report back to the Board.

V. Governance

A. Governance Report

Christa shared our articles of incorporation revision with BSD.

B. Election of 25-26 board officers

C. Billings made a motion to approve the election of Board Officers for 25-26: President: Yessenia Jones Vice President: Christa Billings Secretary: Dani Siver Treasurer: Andrew Nelson.

S. Badawi seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

VI. Finance

A. Treasurer's Report

No report available due Board meeting date change.

VII. Development

A. Development Report

Development Committee will now meet next week due to Board meeting date change.

B. Chamber of Commerce

- August 15th, 7:30-9pm- We are hosting the Chamber of Commerce Coffee Connection at Arco Iris.
- Christa submitted a digital Arco ad to be included in Commerce's summer digital guide
- Jesus to attend May Coffee Connection tomorrow

C. Expansion Updates

Charter application formally submitted to TTSD. The district acknowledged receipt of the application. They have 30 days to respond and let us know it is complete.

D. ATDLE Accreditation

We were not selected to move forward in this process. The new Executive Director of the program seems more focused on dual language specific programs. Adreana still plans to attend their conference in June, but believes it may not be helpful to pursue accreditation in the future.
Regular Board meeting adjourned at 7:25pm

VIII. Executive Session Board Meeting

A.

Review of Executive Director Evaluation

Executive Session Board Meeting called to order at 7:34pm

- Board reviewed the Executive Director evaluation with Jesús Urdiales
- Board discussed employment contract of the Executive Director

Executive Session Adjourned at 8:41pm

IX. Closing Items

A. Action Items

- Jesus to continue promoting family survey. Erin to post link again on social media.
- Jesus to send areas of growth responses to the Board
- Sarah to add coffee connection planning to Development Committee meeting
- Adreana to ask Chamber contact about numbers for the Coffee Connection in August
- Dani and Sarah Z to connect about board secretary training

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:41 PM.

Respectfully Submitted,
S. Zephirin