



## Board of Directors Retreat Minutes

Wednesday, July 26, 2023

- I. Call to Order
  - A. The regular meeting of the Academia Cesar Chavez Board of Directors was held at 1801 Lacrosse Ave, Saint Paul MN, 55119
  - B. The meeting was called to order at 4:00pm by Dr Jessica Lopez Lyman (Chair).
- II. Roll Call
  - A. Board members present: Dr Jessica Lopez Lyman (Chair), Mark Ahrens (Treasurer), Cmdr John Lozoya (Secretary), Maria Vallejo (Parent), Diana Lopez-Diaz (Teacher), Analita Silva-Evans (Community), Carlos Mariani (Community), Dr Ramon Vasquez (Community),
  - B. Board members absent:
  - C. Staff and guests in attendance: Norma C. Garcés (Executive Director), Raquel Arismendez (Project Manager),
- III. Welcome & Dinner
  - A. The Founder of Academia Cesar Chavez, Mrs Ramona Arreguin de Rosales, greeted the board members and thanked them for their commitment and dedication to the school.
  - B. All those present each check in with a personal anecdote.
- IV. Self-Reflection
  - A. Dr Jessica Lopez Lyman leads the board through a self-reflection activity.
- V. 2023-2024 Roles & Goals
  - A. Committee Signup: the board determines the members for each committee as well as the frequency of the meetings.
    1. The Executive Committee will meet monthly.
      - a) Committee members: Carlos Mariani, Mark Ahrens, and Cmdr John Lozoya.
    2. The Finance Committee will meet monthly.
      - a) Committee members: Carlos Mariani, Mark Ahrens, and Maria Vallejo.
    3. The Academic Committee will meet bi-monthly.
      - a) Committee members: Dr Ramon Vasquez, Diana Lopez-Diaz, and Analita Silva-Evans.
    4. The Partnership Committee will meet once a month for five months.
      - a) Committee members: Mark Ahrens, Diana Lopez-Diaz, Carlos Mariani, Dr Jessica Lopez Lyman, and Maria Vallejo.
  - B. Create Individual Board Member Goals
    1. The board will continue to finalize their goals at the September board meeting.
  - C. Establish Goals for Executive Director: the board identifies the following goals:
    1. Develop the academic program for alignment and fidelity with the mission and vision of the school.
    2. Build and implement a budget that clearly articulates the goals of the program.

- 3. Create an investment plan for the fund balance that aligns with the mission and vision of the school.
- 4. Enhance ACC leadership by building partnerships both through local exposure and nationwide engagement.
- 5. Engage with the board through the merger feasibility and potential execution process.
- D. Board Training Brainstorm
  - 1. The board identifies training opportunities in the areas of finance (facilitated by Charter School Business Management) as well as in advocacy and policy.
- E. Board Calendar Review
- VI. Executive Director Academic Update
  - A. Ms Norma debriefs the board about the trip that leadership took with Carlos Mariani for the XITO Institute and to visit the border in Nogales, Arizona.
  - B. UST moved ACC from a Level 4 status to a Level 3.
- VII. Strategic Plan
  - A. Dr Jessica Lopez Lyman facilitates an activity to further finalize goals for the strategic plan, teasing out the nuance between what is within the purview of board governance, and what is for school leadership to execute.
- VIII. Next Steps & Check Out
  - A. The board discusses the feasibility and logistics of continuing to explore a partnership with El Colegio.
  - B. The board discusses communicating with staff about the partnership.
- IX. Next board meeting is scheduled for Thursday, September 21, 2023 at 5pm.

**Board Secretary:** \_\_\_\_\_ **Date:** \_\_\_\_\_