



Meeting of the Academia Cesar Chavez Charter School Board of Directors
1800 Ames Avenue, St.Paul, MN, Pre-K Room
Wednesday, September 24, 2014, 6:00 PM

Board Members in Attendance: Jennifer Villella, Elizabeth Rodriguez, Nate Johnson, Dr.Charles Keffer (Chair), Mark Ahrens (Treasurer)

Board Members not in Attendance: Armando Camacho (Secretary), Rita Garcia, Linette Manier, Felipe Illescas

Executive Director in Attendance: Ramona A. de Rosales

ACC Staff in Attendance: Mardi Domiguez (Family and Community Director), Katie Avina, Hernan Moncada (Principal), Jillian Emerson

Public in Attendance: Ron Reese, Tony Orrosteita

I. CALL TO ORDER

Dr. Keffer called the meeting to order at 6:05 pm.

II. APPROVALS

a. 8/27/14 BOARD OF DIRECTOR MEETING MINUTES

The MOTION by Nate Johnson to approve the minutes was seconded by Mark Ahrens and passed.

b. 9/24/14 AGENDA

The MOTION by Jennifer Villella to approve the agenda was seconded by Elizabeth Rodriguez and passed.

c. Annual Report (2013-2014)

Dr.Keffer noted the report was prepared by Dr.Leslie Reese to meet requirements of ACC Authorizer, University of St. Thomas. Dr.Keffer remarked that the data and information in the Annual Report will be helpful for writing the bond review and comment. Discussion ensued.

The MOTION by Nate Johnson to approve the 2013-2014 annual report was seconded by Jennifer Villella and passed.

c. World's Best Workforce Plan (WBWF)

Mr.Moncada introduced ACC's approach to implementing the MN Learning for English Academic Proficiency and Success (LEAPS) Act. A strategic plan to address the five goals as outlined in MN Statutes 2013, section 120B.35, subdivision 3, paragraph (b), clause (2);

1. All children are ready to start kindergarten.



2. All third-graders can read at grade level.
3. All achievement gaps between students are closed.
4. All students are ready for career and/or postsecondary education.
5. All students graduate from high school.

Dr. Keffer advised ACC to apply a detailed analysis to the WBWF summary with specific goals, criteria to measure, narrative of application, timeline of implementation and review of results to adjust accordingly.

THE MOTION by Jennifer Villella to approve the WBWF strategic plan was seconded by Betty Rodriguez and passed.

- d. Appointment of Tony Orrostieta to Board of Directors

THE MOTION by Nate Johnson to appoint Tony Orrostieta to fill vacancy as a parent representative to the Board of Directors was seconded by Mark Ahrens and passed.

III. BOARD SUB-COMMITTEE UPDATES

a. EXECUTIVE COMMITTEE

Dr. Keffer announced that BKDA will no longer be providing HR services as of October 3, 2014. However, BKDA will still be responsible for payroll. ACC will be looking into companies to offer comparable services. Dr. Keffer reported lower student enrollment than initially projected will have a direct impact on school budget. Ramona A. de Rosales performed a preliminary budget recommendation which will be brought back to the Board of Directors in October for approval.

b. ACADEMIC PROGRAM COMMITTEE

Linette Manier was absent and will Chair the Academic Program Committee October 29, 2014 at 5:00 PM.

c. FACILITIES COMMITTEE

Dr. Keffer indicated there may be a change to the closing date. If this happens, Dr. Keffer addressed the contingency of renewing portable lease and reported the rental cost would be significantly lower. There was a general consensus that people felt comfortable moving forward with the Facilities project, by taking the next step of Dr. Keffer contacting the underwriter.

THE MOTION by Mark Ahrens to approve payment to J.B. Realty was seconded by Betty Rodriguez and passed.



d. FINANCE COMMITTEE

Mark Ahrens reported that preliminary numbers came in better than the conservative estimate reflected in the budget. However, he also indicated that ACC is likely to amend the budget earlier than in the past to accurately reflect new enrollment figures. Mark Ahrens also noted the approval of the annual audit and advised board members to be prepared to answer general questions if contacted by the auditor. There was approximately \$42K of technology equipment that was included in the budget that was not spent as of June 30, 2014. The board should consider assigning \$42K of the fund balance since these funds will be used in 2014-15. This could be described as, "Assigned Fund Balance for Technology Purchases".

THE MOTION by Mark Ahrens to assign \$42K to fund balance for technology purposes was seconded by Nate Johnson and passed.

e. RESOURCE DEVELOPMENT COMMITTEE

Rita Garcia was absent and will Chair the Resource Development Committee October 29, 2014 at 5:00 PM.

IV. EXECUTIVE DIRECTOR UPDATE

Ramona A. de Rosales reported that she led an Academic Instructional Retreat on September 23, 2014 to address recommendations made in the annual report and to align grant initiatives with the focus of ACC. Those who attended the retreat agreed upon a focus of ELL reading comprehension and writing. It was recommended to eliminate the grant initiatives that didn't directly support this focus, such as the Perpich and Turnaround Saint Paul grant. There was interest expressed in revisiting the Q-Comp program next year. In addition, fourth through sixth grade will only be taking the STEP assessment in the beginning of the year. The retreat also covered academic strengths, weaknesses, planning objectives, test scores and teaching climate. Ramona A. de Rosales expressed that overall the retreat was successful in agreeing on priorities. Mr. Moncada along with the ILT will be responsible for carrying this focus forward.

V. ACADEMIC UPDATE

Mr. Moncada reported MCA, NWEA and ACCESS data located in the accountability goals in table 8 of the annual report. Betty Rodriguez noted that there was individual growth on the student assessment data. However, Jennifer Villella explained that while individual growth was significant, it wasn't enough to move the student up to the next level. Dr. Keffer requested



student achievement data when released on October 1, 2014 by MDE for the bond review and comment.

VI. FAMILY AND COMMUNITY UPDATE

Mrs. Dominguez reported student enrollment was currently 363. Numerous factors, such as increased mobility and winter transportation contributed to student enrollment being lower than initially projected. From Ramona A. de Rosales direction, increased tracking methods are being implemented and the outdated website will be under construction to present an accurate representation of the school. Mark Ahrens suggested more efforts be made in the summer when parents are making decisions on school choice and for teachers to contact their students early to confirm whether or not they will be attending.

VII. ANNOUNCEMENTS

The next Board Meeting will be October 29, 2014, 6:00 PM at ACC

VIII. PUBLIC COMMENT

None.

IX. ADJOURN

The MOTION made by Mark Ahrens to adjourn at 7:20 PM was seconded by Jennifer Villella and passed.

Approved by Board and Signed by Board Secretary

Date 10-29-14

Armando Camacho