



Meeting of the Board of Directors
Minutes
October 29, 2014

1. Call to order by Board Chair

Dr. Charles J. Keffer, Board Chair, called the regular meeting of the Academia Cesar Chavez Board of Directors to order at 6:01 p.m. on October 29, 2014 held at 1800 Ames Avenue St. Paul, MN.

2. Welcome all in attendance by Board Chair

The following Board Members were present for the meeting: Dr. Charles Keffer (Chair); Mark Ahrens (Treasurer); Rita Garcia (Community); Nate Johnson (Community); Elizabeth Rodriguez (Teacher); Jennifer Villella (Teacher), Linette Manier (Community), Armando Camacho (Secretary/community), Felipe Illescas (Parent)

The following Board Members were absent: Antonio Orrostieta (Parent)

The following ex-officio Board Members, staff and guests were present for the meeting: Ramona A. de Rosales (Executive Director); Martha Dominguez (Family and Community Director); Hernan Moncada (Principal); Katie Avina (Executive Lead Associate); Tom Sanchez

Action Items (for Board Approval):

3. Approval of Minutes for September 24, 2014 Board Meeting (Dr. Charles Keffer)

Dr. Keffer asked if all Board Members had the opportunity to review the Minutes from the June 18, 2014 meeting and asked for a motion to approve the Minutes. The first motion was made by Rita Garcia and the second motion was made by Armando Camacho. The Minutes for the September 24th meeting were approved by the Board of Directors.

4. Approval of Agenda for October 29, 2014 Board Meeting (Dr. Charles Keffer)

Dr. Keffer asked if all Board Members had the opportunity to review the Agenda for the October 29, 2014 meeting and asked for a motion to approve the Agenda. The first motion to approve the Agenda was made by Nate Johnson and the second motion was made by Betty Rodriguez. The Agenda for the meeting held on October 29th, 2014 was approved by the Board of Directors.

5. Approval of Updated Bullying Policy (Hernan Moncada)

Hernan Moncada presented the updated Bullying policy in accordance with state laws prepared by Cindy Lavorato, Attorney. This policy is more extensive, presenting more detailed definitions, a timeline for action and parental appeal process.

The first motion to approve the updated bullying policy was made by Linette Manier and the second motion was made by Jennifer Villella. The updated bullying policy was approved by the Board of Directors.

6. Approval of Review and Comment for MDE (Dr.Charles Keffer)

Dr. Keffer explained that any school district that has a \$1 million or more project must go through the statutory requirement of a Review/Comment procedure. ACC cannot sign/finalize anything until MDE review and approval. This approval is an important piece for bond investors.

Dr.Keffer also noted that floor plans have yet to be finalized and that if people have any questions/comments to let himself or Ramona know during this process. Since current enrollment is down, the projected enrollment needed to be changed to reflect this. For bond purposes, it is crucial to demonstrate ACC's continued fiscal responsibility.

Discussion Items and Committee Updates:

1. Board Sub-Committee Reports

a. Executive Committee (Dr. Charles Keffer)

Dr.Keffer informed the Board of Directors of the SPED audit that is currently underway. He also reported the executive committee received an enrollment update, reviewed the bullying policy and discussed the review and comment for MDE. Right now, ACC has 1 vacancy on the board and there are two potential candidates.

b. Academic Program Committee (Linette Manier)

Linette Manier discussed how ACC can better support the academic program and increase teacher retention. She emphasized the importance of the dual language program, McKnight grant and reading scores.

c. Facilities Committee (Dr.Charles Keffer)

Dr.Keffer and some staff met with Rivera Architects. ACC will continue to meet every 2 weeks, refine site plans and suggest any ideas or changes. The purchase agreement was signed with Blessed Sacrament. ACC paid \$25K in earnest money. The closing date for the purchase is March 1, 2015.

d. Finance Committee (Mark Ahrens)

Mark Ahrens informed the Board of Directors that they have been modifying the current budget based on current enrollment figures. He also noted that next meeting the Board will need to approve the 2013-14 Audit Report prepared by CliftonLarsenAllen.

e. Resource Development Committee (Rita Garcia)

Rita Garcia reported that the committee had their first meeting last week with Ramona A. de Rosales, Katie Avina, and Nate Johnson. The committee agreed upon a \$2 million capital fund goal. The committee agreed to have ACC participate in Give to the Max Day on November 13. Nate Johnson advised marketing the fundraising outreach effort by showing the value ACC brings to the community. Ramona A. de Rosales also spoke extensively with substantial funders while attending the NCLR Caucus.

2. Other Reports

a. **Executive Director Update (Ramona A. de Rosales)**

Ramona A. de Rosales reported that she attended the NCLR Caucus meeting Nov 15 – 17th in Chicago. There, she spoke with Raza Fund development personnel and Dr. Keffer explained ACC's Building Company project. They discussed a bridge loan and tax credits and will be following up with ACC. In addition, Ramona A. de Rosales was able to connect with other charter school leaders who successfully completed similar projects to ACC's.

Ramona A. de Rosales updated the Board of Directors that she has been working diligently on the budget and will bring the revised budget to the Board of Directors at a later date for approval. In addition, Ramona A. de Rosales informed the Board that she has been actively connecting with different political leaders to gain support and keep them apprised of ACC's upcoming facilities project. On October 30th, Ramona A. de Rosales is meeting with District Council Member Chuck Repke and is also planning to meet with the Mayor.

b. **Principal Update (Hernan Moncada)**

Hernan Moncada discussed meeting with Linda from McKnight. They were doing classroom visits to look at student writing, how to track it and observing the quality of language. Further data analysis on literacy will be taking place with McKnight.

3. Announcements

4. Upcoming Events

- October 31 - November 2, Día de Muertos
- October 31 - No School for Students, Conference Prep
- November 14 - Student Early Release Day, 1:15 PM
- November 20, 25 - Parent Teacher Conferences, 5:00-8:00 PM
- November 26 – Parent Teacher Conferences, No School for Students

5. Public Comment

6. **Next Board Meeting: November 19, 2014 6pm ACC - PreK Room**

7. **Meeting Adjournment by Board Chair (Dr. Charles Keffer)**

Dr. Charles Keffer called for a motion to adjourn the meeting. The first motion was made by Mark Ahrens and the second motion was made by Rita Garcia. The motion to adjourn was approved by the Board of Directors, and the meeting was adjourned at 7:10pm.

This meeting was conducted in accordance with MN Statues 13D.01, Open Meeting Law

Approved by Board and Signed by Board Secretary

 Date 11-19-14
Armando Camacho