



Meeting of the Board of Directors

Minutes

August 22nd, 2018

1. **Call to order**

Mark Ahrens, Board Treasurer, called the regular meeting of the Academia Cesar Chavez Board of Directors to order at 5:04 p.m. on August 22nd, 2018, held at 1801 Lacrosse Avenue, Saint Paul, MN.

2. **Welcome**

The following Board Members were present for the meeting: Mark Ahrens (Treasurer); Dr. Jessica Lopez Lyman (Secretary); Elizabeth Rodriguez (Teacher); Vanessa San Jose (Teacher); Juan Vazquez (Community); Dexter Yee Yick (Community); Luis Iglesias (Community); Commander John Lozoya (Community); Carolina Ziemann (Parent).

The following Board Members were absent: Dr. Charles Keffer (Board Chair); Christian Guerrero (Parent).

The following staff and guests were present for the meeting: Bondo Nyembwe (Executive Director); Bart Johnson (Principal); Mardi Dominguez (Family and Community Director); Katie Avina (Director of Internal Affairs); Jenna Stiegler (Senior Executive Administrative Assistant).

3. **Recite Mission Statement**

Academia Cesar Chavez is dedicated to providing a quality dual-language education that prepares critically thinking, socially competent, values driven, and culturally aware bilingual and bi-literate learners by advocating Latino cultural values in an environment of familia and community.

Action Items (for Board Approval):

4. **Approval of Agenda for August 22nd, 2018 Board Meeting (Mark Ahrens)**

The first motion to approve the agenda was made by Luis Iglesias and the second motion was made by Carolina Ziemann. The Agenda for the meeting held on August 22nd, 2018 was approved by the Board of Directors.

5. **Approval of Minutes for June 27th, 2018 Board Meeting (Mark Ahrens)**

The first motion to approve the Minutes was made by Betty Rodriguez and the second motion was made by Vanessa San Jose. The Minutes for the meeting held on June 27th, 2018 were approved by the Board of Directors.

6. **Approval of Bilingual Speech Contract**

The first motion to approve the Bilingual Speech contract was made by Betty Rodriguez and the second motion was made by Luis Iglesias. The Bilingual Speech Contract was approved by the Board of Directors.

Discussion Items and Committee Updates:

7. **Board Sub-Committee Reports**

a. **Resource Development Committee (Bondo Nyembwe)**

Mr. Nyembwe provided an update for the Resource Development Committee. Mr. Nyembwe shared the fundraising goals for the 2018-19 school year and new ideas to reach those goals. There are two upcoming grants that ACC will apply for with MDE: The school safety grant and Grow your own grant. The committee will follow up on community connections with the Humphrey Institute as well as Metropolitan State University.

b. **Executive Committee (Dr. Charles Keffer)**

The committee reviewed the results from the lead test that was performed at ACC. The committee reviewed the salary schedule for 2020-2021. Mr. Nyembwe updated the committee on the grants that ACC would be applying for: MDE School safety grant and the St. Paul Foundation grant. The committee reviewed the Crisis Policy for ACC that will be brought to the full board meeting in September. The committee discussed the training areas of need for the board that were identified in the Board Self Review results. The committee reviewed their goals from the 2017-18 school year and set new goals for the 2018-19 year. The draft succession plan for the ED and Principal was reviewed and will be brought to the September board meeting. Lastly, the committee reviewed the ED Evaluation results.

c. Academic Program Committee (Bart Johnson)

Mr. Johnson gave updates about the Middle School progress and the Pre-K program. The Middle School reading has improved significantly and the Math scores have improved too. The Pre-K curriculum is working well and scholars have improved on social and fine motor skills as well as independence.

d. Facilities Committee (Katie Avina)

Katie Avina reported for the Facilities committee. Mrs. Avina updated the board of directors with projects that were completed and currently taking place.

e. Finance Committee (Mark Ahrens)

Mark Ahrens reported that the audit for ACC will begin in early September. There were no other updates from the committee.

8. Staff and Other reports

a. Executive Director Report (Bondo Nyembwe)

i. Enrollment Report

Ms. Dominguez reported that there are currently 575 scholars enrolled.

ii. UST Q4 Report

The UST Q4 report can be accessed by the board in the shared google drive.

iii. V2020 Outcomes – Q4

The quarter 4 outcomes were sent via email prior to the Board meeting and can be found in the shared google drive.

iv. New hires/replacements

There are currently 84 staff members at ACC. All positions have been filled

v. Grow your own

Mr. Nyembwe discussed the grow your own program that ACC will be applying for. It is a program that would incorporate training for all ACC employees.

9. Announcements/Public Comment:

10. Upcoming Events:


- Back to School Night - August 30th
- Labor Day, No Staff or Scholars – September 3rd
- First Day of School for Scholars grades 1-8 – September 4th
- First Day of School for Kindergarten - September 6th
- First Day of School for PreK – September 10th
- Mexican Independence Day - September 14th

17. Next Board Meeting: September 26th, 2018 – 5:00 pm at ACC

18. Meeting Adjournment

Mark Ahrens called for a motion to adjourn the meeting. The motion to adjourn was approved by the Board of Directors and the meeting was adjourned at 6:11 PM.

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

Approved by Board and Signed by Board Secretary  Date 9/26/18
Dr. Jessica Lopez Lyman