



Meeting of the Board of Directors

Minutes

February 27th, 2019

1. **Call to order**

Dr. Charles Keffer, Board Chair, called the regular meeting of the Academia Cesar Chavez Board of Directors to order at 5:06 p.m. on February 27th, 2019 held at 1801 Lacrosse Avenue, Saint Paul, MN.

2. **Welcome**

The following Board Members were present for the meeting: Dr. Charles Keffer (Board Chair); Mark Ahrens (Board Treasurer); Dr. Jessica Lopez Lyman (Board Secretary); Elizabeth Rodriguez (Teacher); Vanessa San Jose (Teacher); David G. Stanton (Community); Dexter Yee Yick (Community).

The following Board Members were absent: Christian Guerrero (Parent); John Lozoya (Community); Juan Vasquez (Community); Carolina Ziemann (Parent).

The following staff and guests were present for the meeting: Bondo Nyembwe (Executive Director); Katie Avina (Director of Internal Affairs); Bart Johnson (Principal); Jenna Stiegler (Sr. 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 February 27th, 2019 Board Meeting (Dr. Charles Keffer)**

The first motion to approve the agenda was made by Betty Rodriguez and the second motion was made by Dr. Jessica Lopez Lyman. The Agenda for the meeting held on February 27th, 2019 was approved by the Board of Directors.

5. **Approval of Minutes for January 23rd, 2019 Board Meeting (Dr. Charles Keffer)**

The first motion to approve the minutes was made by Mark Ahrens and the second motion was made by Dexter Yee Yick. The minutes for the meeting held on January 23rd, 2019 was approved by the Board of Directors.

6. **Approval of ACC Investment Policy (Dr. Charles Keffer)**

The first motion to approve the ACC Investment Policy was made by Mark Ahrens and the second motion was made by Dr. Jessica Lopez Lyman. The ACC Investment Policy was approved by the Board of Directors.

7. **Approval of the ACC By-Laws (Dr. Charles Keffer)**

The first motion to approve the current version of the ACC By-Laws as is was made by Betty Rodriguez. The second motion was made by David G. Stanton. The motion to keep the ACC By-Laws without changes was approved by the Board of Directors.

8. **Approval of the ACC 990 Tax forms (Dr. Charles Keffer)**

The first motion to approve ACC 990 Tax forms was made by Mark Ahrens. The second motion was made by Dexter Yee Yick. The motion to Approve the 990 tax forms for the year ending June 30, 2018 was approved by the Board of Directors.

Discussion Items and Committee Updates:

9. Board Sub-Committee Reports

a. Resource Development Committee (Bondo Nyembwe)

Mr. Nyembwe reported for the Resource Development Committee. The Committee will be meeting this week. Mr. Nyembwe updated the board with the fundraising reports for December and January.

b. Executive Committee (Dr. Charles Keffer)

Mr. Nyembwe updated the committee with the Executive Director's professional development for quarter two. The committee reviewed the Executive Director's evaluation that will be sent out to staff and board members this week. The committee discussed the upcoming Annual meeting and which board members terms are ending. Mr. Nyembwe updated the committee on upcoming grants as well as PreK expansion ideas. Lastly, Mr. Nyembwe discussed the teacher salary scale with the committee – he reviewed the current scale and compared it to other schools salary schedules.

c. Academic Program Committee (Bart Johnson)

Mr. Johnson shared data on the F & P assessment. Mr. Johnson discussed successes, concerns, challenges and recommendations for the assessment. He also reported on the AVMR.

d. Facilities Committee (Dr. Charles Keffer)

Katie Avina updated the board for the Facilities Committee. Rochon is working with Fabcon to address the issues on the walls in the gym. Rochon will be coming out again this spring to address the heave in our parking lot. Xcel has sent information about a Turn Key Assessment that we could do instead. We are in conversation with Enerchange regarding our Roof Top Units to qualify for a rebate.

e. Finance Committee (Mark Ahrens)

The board discussed the 2019-2020 draft budget. The finance committee will be meeting before the next board meeting to review the final budget and then draft the final budget. Significant changes need to be made to balance the current draft budget.

10. Staff and Other reports

a. Executive Director Report (Bondo Nyembwe)

i. V2020 Q2 Update

Mr. Nyembwe presented a copy of the progress to the board.

ii. VPK FY2020 Application

The VPK Application was submitted

iii. Band Benefit Concert

The Band Benefit Concert took place February 22nd. ACC raised money for the Band Program.

iv. MPR Partnership

ACC has begun a campaign to raise money for the music program through MPR.

v. Enrollment Report

Current enrollment is 541 scholars.

9. Announcements/Public Comment:

10. Upcoming Events:

- March 6 – Charter School at State Capitol
- March 11 - Conference Prep- No School for Scholars
- March 22 – ACC Fish Fry


– March 26 - Evening Parent/Teacher Conferences

11. Next Board Meeting: March 27th, 2019

12. Meeting Adjournment by Board Chair

Dr. Charles Keffer called for a motion to adjourn the meeting. The first motion was made by Dr. Jessica Lopez Lyman and the second motion was made by David G. Stanton. The motion to adjourn was approved by the Board of Directors and the meeting was adjourned at 6:53 PM.

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

Approved by Board and Signed by Board Secretary  Date 3/27/19
Dr. Jessica Lopez Lyman