



Meeting of the Board of Directors
Minutes
August 28th, 2019

1. **Call to order**

Dr. Jessica Lopez Lyman, Board Secretary, called the regular meeting of the Academia Cesar Chavez Board of Directors to order at 5:13 p.m. August 28th, 2019 held at 1801 Lacrosse Avenue, Saint Paul, MN.

2. **Welcome**

The following Board Members were present for the meeting: Dr. Jessica Lopez Lyman (Board Secretary); Mark Ahrens (Board Treasurer), Elizabeth Rodriguez (Teacher); David G. Stanton (Community); Malicia Villegas (Parent).

The following Board Members were absent: Dr. Charles Keffer (Board Chair); Christian Guerrero (Parent); John Lozoya (Community); Juan Vasquez (Community).

The following staff and guests were present for the meeting: Bondo Nyembwe (Executive Director); Katie Avina (Director of Internal Affairs); 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 August 28th, 2019 Board Meeting (Dr. Jessica Lopez Lyman)**

The first motion to approve the agenda was made by Betty Rodriguez and the second motion was made by Mark Ahrens. The Agenda for the meeting held on August 28th, 2019 was approved by the Board of Directors.

5. **Approval of Minutes for June 26th, 2019 Board Meeting (Dr. Jessica Lopez Lyman)**

The first motion to approve the minutes was made by David G. Stanton and the second motion was made by Mark Ahrens. The minutes for the meeting held on June 26th, 2019 were approved by the Board of Directors.

6. **Approval of Minutes for March 27th, 2019 Board Meeting (Dr. Jessica Lopez Lyman)**

The first motion to approve the minutes was made by Mark Ahrens and the second motion was made by David Stanton. The minutes for the meeting held on March 27th, 2019 were approved by the Board of Directors.

7. **Approval of ACC Building Company Terms (Dr. Jessica Lopez Lyman)**

The first motion to approve the terms was made by Mark Ahrens and the second motion was made by Betty Rodriguez. The Building Company Terms were approved by the Board of Directors. Katie Avina, President; Mike Connors, Treasurer; Tom Ressler, Secretary.

8. **Approval of bilingual speech contract (Dr. Jessica Lopez Lyman)**

The first motion to approve the contract was made by David G. Stanton. The second motion was made by Mark Ahrens. The Bilingual speech contract was approved by the Board of Directors.

9. **Approval of Sped Director's Contract (Dr. Jessica Lopez Lyman)**

The first motion to approve the contract was made by Betty Rodriguez. The second motion was made by David Stanton. The Sped Director's contract was approved by the Board of Directors.

10. Approval of new board member, Malicia Villegas (Dr. Jessica Lopez Lyman)

The first motion to approve the new board member was made by David G. Stanton. The second motion was made by Mark Ahrens. The appointment of new board member, Malicia Villegas, was approved by the Board of Directors.

11. Approval of ACC Annual Delegations (Dr. Jessica Lopez Lyman)

The first motion to approve ACC's Annual Delegations was made by Betty Rodriguez. The second motion was made by Malicia Villegas. The Annual Delegations were approved by the Board of Directors. Each delegation was approved separately.

Designation of an Identified Official with Authority for Education Identity Access Management The Minnesota Department of Education (MDE), Professional Educator Licensing Standards Board (PELSB), and Office of Higher Education (OHE) require annual designation of an Identified Official with Authority (IOwA) for each local education agency that uses the Education Identity Access Management (EDIAM) system. The IOwA is responsible for authorizing, reviewing, and recertifying user access for their local education agency in accordance with the State of Minnesota Enterprise Identity and Access Management Standard, which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The Identified Official with Authority will authorize user access to State of Minnesota Education secure systems in accordance with the user's assigned job duties, and will revoke that user's access when it is no longer needed to perform their job duties. The Director recommends the Board authorize **add person's name, email, and EDIAM user ID** to act as the Identified Official with Authority (IOwA) for **add LEA name and organization number**.

The Board of Directors approved Bondo Nyembwe, Executive Director, bondo@cesarchavezschool.com, ID: ACCscholars, LEA: ACC, District: 4073-07 as the IOwA for Academia Cesar Chavez. The first motion was made by Betty Rodriguez. The second motion was made by Mark Ahrens.

Discussion Items and Committee Updates:

12. Strategic Plan Document next steps

Each task force of the Strategic Plan provided an update for their areas. The committees were: Academic, Dual Language, Cultural, Facilities, Recruitment of Scholars and Finance.

13. Board Sub-Committee Reports

a. Resource Development Committee (Bondo Nyembwe)

Mr. Nyembwe reported for the Resource Development Committee. The committee set fundraising goals for the 2019-20 school year. Mr. Nyembwe shared the pending grants and new grants that ACC will apply for.

b. Executive Committee (Jessica Lopez Lyman)

The executive committee discussed E-learning for when ACC has school closings. Mr. Nyembwe announced that we have a board community seat open and a board teacher seat open. There are 3 teachers that have expressed interest to him who he will follow up with. Mr. Nyembwe discussed the enrollment report and teacher salary draft scale. He shared the pending Allianz grant that he had applied for as well as the MDE STEM grant which will be due in September.

The committee discussed board training for the upcoming year. Lastly, the committee reviewed their 2018-19 committee goals and set goals for 2019-20.

c. Academic Program Committee (Head of School)

The Academic Committee has not met. There is no report

d. Facilities Committee (Katie Avina)

The Facilities Committee has not met. There is no report.

e. Finance Committee (Mark Ahrens)

The Finance Committee has not met. There is no report

14. Staff and Other reports

a. Executive Director Report (Bondo Nyembwe)

i. UST Q4 Report

The UST Q4 report was submitted and accepted by UST.

ii. New hires/replacements

The new hires were mainly replacements of interventionists that had left or changed positions.

iii. Afterschool program

1. Enrichment

Opportunities will be added to the program

iv. Academic Innovation

1. LETRS

MDE is paying for a portion of literacy training for teachers and interventionists.

2. Afterschool Anywhere

96 scholars will participate in a coding course. ACC is partnering with a Seattle based organization.

3. Grow Your Own

4. Twin Cities Counseling Co-op

Will be providing bilingual mental health services 5 days per week and billing child's insurance. ACC will work with TCCC and seek funding for uninsured scholars

v. Enrollment

Enrollment is at 598. We are hopeful but waiting to see on the first day of school.

9. Announcements/Public Comment:

10. Upcoming Events:

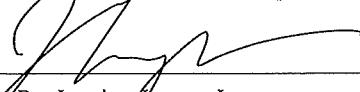
- Labor Day – September 2nd
- First Day of school for Scholars grades 1-8 – September 3rd
- PreK Roundup – September 4th
- First day of school for Kindergarten – September 4th
- First day of school for PreK - September 5th
- Mexican Independence Day Celebration – 1 pm – September 16th

11. Next Board Meeting: September 25th, 2019

12. Meeting Adjournment

Dr. Jessica Lopez Lyman called for a motion to adjourn the meeting. The first motion was made by Mark Ahrens and the second motion was made by David Stanton. The motion to adjourn was approved by the Board of Directors and the meeting was adjourned at 6:35 PM.

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

Approved by Board and Signed by Board Secretary  Date 9/30/19
Dr. Jessica Lopez Lyman