



## Meeting of the Board of Directors Minutes October 23, 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 5:01 p.m., October 23, 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, Community), Elizabeth Rodriguez (Teacher); Mark Ahrens (Treasurer, Community); Dr. Jessica Lopez Lyman (Secretary, Community); Juan Vazquez (Community); Commander John Lozoya (Community); Malicia Villegas (Parent); Christian Guerrero (Parent).

The following Board Members were absent: David G. Stanton (Community).

The following staff and guests were present for the meeting: Bondo Nyembwe (Executive Director); Katie Avina (Director of Internal Affairs); Marita Moran-Wildenauer (Head of Primary School); Theresa Goette, (Bergankdv); Brad Falteysek (Abdo, Eick & Meyers LLP), Dusty Lee (Teacher); Carlota Perez (Teacher).

### 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. **Election of New Board Members** - Dr. Keffer explained that ACC By-Laws only require that there be one teacher, one parent and one community member and a total of 11 members. Consequently, the Board can elect two teachers to the current two vacancies (one teacher and one community). The first motion to appoint Carlota Perez and Dusty Lee to the Board was made by Betty Rodriguez and the second motion was made by Juan Vasquez.
5. **Approval of Agenda for October 23, 2019 Board Meeting (Dr. Charles Keffer)**  
The first motion to approve the agenda was made by Mark Ahrens and the second motion was made by John Lozoya. The Agenda for the meeting held on October 23, 2019 was approved by the Board of Directors.
6. **Approval of Minutes for September 25, 2019 Board Meeting (Dr. Charles Keffer)**  
The first motion to approve the minutes was made by Jessica Lopez Lyman and the second motion was made by John Lozoya. The minutes for the meeting held on September 25, 2019 were approved by the Board of Directors.
7. **Audit Presentation**  
Dr. Keffer explained that ACC had a new auditor this year and apologized for the late circulation of the draft of the audit to Board members. He noted that the Board was still getting the audit at an earlier date this year. He introduced Brad Falteysek from Abdo, Eick & Meyers. Brad presented a series of visuals showing various aspects of ACC's financials and the auditor's responsibilities. He noted that they were issuing a clean audit noting one concern for appropriate collateral for investments last

year (which has been corrected). He noted that ACC's fund balance increased by \$214,357 which corresponded to a 27.23% fund balance. After further discussion, the first motion to accept the audit was made by Mark Ahrens and the second motion was made by Dusty Lee. The 2018-2019 Financial Audit was accepted by the Board of Directors.,

### **Discussion Items and Committee Updates:**

#### **8. Board Sub-Committee Reports**

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

Bondo reported that ACC had applied to MDE for a two-year grant to support the Middle School program. The committee plans to contact credit unions for financial support for ACC's enrichment activities. Mention was made about the possibility of funding for a scoreboard and bleachers. Christian Guerrero noted the need to explain to parents how the funding process works and how they can contribute and be involved. Charles Keffer reminded board members to make their board contributions by the December Board Meeting. He will match all donations.

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

The executive committee met and discussed the Cruz-Guzman case and authorized a \$1500 contribution to MACS to support charter school efforts. Charlie noted that the annual Investor's call related to our Bonds went well. The committee approved using Building Company funds to pay for several building/maintenance projects - boiler repairs, replacement of 7 thermostats and roofing repair. He noted that UST will conduct its Fall visit on November 6th. UST has reiterated their concern about ACC's progress in meeting student achievement goals. The committee heard about on-going professional development activities for teachers and Bondo. Bondo described a range of activities that are meant to emphasize the Joy of Learning for our scholars.

##### **c. Academic Program Committee (Betty Rodriguez)**

The Academic Committee reviewed the Special Education Program staffing and operations. The Committee also reviewed the English Language Program. The next meeting on November 18th will focus on the before school program.

##### **c. Facilities Committee (Katie Avina)**

The Facilities Committee has not met. As noted under the Executive Committee, work is ongoing to address issues with the boiler and the roof.

##### **d. Finance Committee (Mark Ahrens)**

The Finance Committee has not met. The audit was approved earlier in the meeting.

#### **9. Staff and Other reports**

##### **a. Executive Director Report (Bondo Nyembwe)**

###### **i. Enrollment**

The enrollment is currently 574.

###### **ii. Family Engagement**

ACC is engaging more families in elementary level but needs to improve for families of scholars in Middle School.

###### **iii. K-2 Reading well by 3rd grade**

ACC is committed to increased support in K-2 to help scholars grow and increase teachers' collaboration. Bondo mentioned a number of specific strategies.

###### **iv. MCA III results for 2018-2019**

*Bondo shared data showing ACC's results as well as comparison data from other schools and statewide data. In Reading, 25% of scholars were proficient, a loss of 4% compared to the previous year. In Math, 19% of scholars were proficient, a gain of 1.5%.*

**v. ACC Liability Insurance**

*Policies were renewed with a \$540 premium increase to \$14,158 for 2019.*

**10. Announcements/Public Comment:** *Dr. Jessica Lopez Lyman announced that she is involved with a fundraiser for a new program in Chicano Studies at the University of Minnesota. Katie Avina announced a series of activities scheduled from 12:00 to 4:00 for Dia de los Muertos on November 2nd.*

**11. Upcoming Events:**

- *Lights on After School -October 24th*
- *Conference prep day for staff - No school for scholars - November 1st*
- *Picture Retake Day – November 5th*
- *School Conferences - November 12th and 14th*
- *Early release day - Afternoon conferences - November 15th*
- *Minnesota Sinfonia - November 25th*
- *No school for staff and scholars -November 27th - 29th*

**12. Next Board Meeting: December 4, 2019**

**13. Meeting Adjournment**

*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 Juan Vazquez. The motion to adjourn was approved by the Board of Directors and the meeting was adjourned at 6:40 PM.*

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

Approved by Board and Signed by Board Secretary



Dr. Jessica Lopez Lyman

\_\_\_\_\_ Date \_\_\_\_\_