



Meeting of the Board of Directors

Minutes

December 4th, 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 5:04 p.m. December 4th, 2019 held at 1801 Lacrosse Avenue, Saint Paul, MN.

2. Welcome

The following Board Members were present for the meeting: Charles Keffer (Board Chair); Dr. Jessica Lopez Lyman (Secretary); Mark Ahrens (Treasurer); Elizabeth Rodriguez (Teacher); Dustin Lee (Teacher); Carlota Perez (Teacher); Commander John Lozoya (Community); Malicia Villegas (Parent);

The following Board Members were absent: Juan Vazquez (Community); Christian Guerrero (Parent); 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); Jessica Perry (Head of Middle School); Diana Morales (Sr. Executive Admin. Assistant); Aaliyah Hodge (UST Program Coordinator)

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.

4. Board Team Building

Action Items (for Board Approval):

5. **Approval of Agenda for December 4th, 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 December 4th, 2019 was approved by the Board of Directors.

6. **Approval of Minutes for October 23rd Board Meeting (Dr. Charles Keffer)**

The first motion to approve the minutes was made by Mark Ahrens and the second motion was made by John Lozoya. The minutes for the meeting held on October 23rd, 2019 were approved by the Board of Directors.

7. **September Financials**

The September financials were reviewed by board members prior to the board meeting. There were no concerns or deviations. The first motion to approve the September financials was made by Dr. Jessica Lopez-Lyman and the second motion was made by Carlota Perez. The September financials were approved by the Board of Directors.

Discussion Items and Committee Updates:

8. UST Letter Presentation (Aaliyah Hodge)

Aaliyah presented the board with the contents included in the Intervention Letter issued to ACC; raising the school to a level 3 intervention. UST has some concerns regarding ACC's Academic performance citing the lack of growth in math and reading according to standardized testing in comparison to other "similar dual-program schools." ACC disagreed citing that the schools they were compared against have English dominant students and a dual-program similar to ACC's does not currently exist in any other surrounding schools. Some other points that were raised were the high percentage of a transient population at ACC along with new to country scholars. ACC is committed to do a good job teaching the whole child and improving academic achievement.

For the next step, ACC is to provide a plan with a description of the efforts to be undertaken and how they form a cohesive strategy in order to improve student outcome.

9. Lobbying Presentation (Joe Nathan)

Joe Nathan presented on the importance of lobbying and how it directly affects ACC and families. He advised to have our families and scholars get involved by writing to their representatives and inviting legislators to ACC to witness the importance of the role charter schools play.

10. Board Sub-Committee Reports

a. Resource Development Committee (Bondo Nyembwe)

There are 5 current grants in the works. Mr. Nyembwe is looking into applying for grants supplied by bigger companies such as Best Buy, Wells Fargo and the Bush Foundation. He is looking at the possibility of partnering with the MN Twins or MN Vikings to purchase a scoreboard.

b. Executive Committee (Dr. Charles Keffer)

Board members are to review the strategic plan prior to January's board meeting.

c. Academic Program Committee (Head of School)

In middle school, independent reading has been implemented in every period. All scholars are categorized according to the amount of support that they need.

d. Facilities Committee (Katie Avina)

The Facilities Committee has not met. Maintenance upkeep is in place.

e. Finance Committee (Mark Ahrens)

The Finance Committee has not met. Board members are asked to review September's financials. The budget for next fiscal year will happen in the winter.

11. Staff and Other reports

a. Executive Director Report (Bondo Nyembwe)

i. Enrollment

The enrollment is currently 568.

ii. Vision 2020 Q1 Report

There are 7 goals in Vision 2020. Every quarter, the Heads of School give a report on the outcomes.

iii. Coding

1. Afterschool Anywhere

Scholars in the 4th, 5th and 8th grade participated in a 13 week course and learned coding.

2. Girls Who Code

Scholars will be engaged and learning coding in the afterschool program.

12. Announcements/Public Comment:

13. Upcoming Events:

- Winter Program – Early Release Day – December 20th
- Winter Break – December 23rd-January 3rd
- School Resumes – January 6th
- High School Fair – January 14th
- End of Quarter 2 – January 17th
- Martin Luther King Jr. Day – No School for Staff & Scholars – January 20th
- Professional Development Day – No school for scholars – January 21st


14. Next Board Meeting: January 22nd, 2020

15. 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 John Lozoya. 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 1/22/20