



## Meeting of the Board of Directors

### Minutes

April 22<sup>nd</sup>, 2020

**1. Call to order**

*Dr. Charles Keffer, Board Chair, called the regular meeting of the Academia Cesar Chavez Board of Directors to order at 5:10 p.m. via Zoom conference call on April 22<sup>nd</sup>, 2020.*

**2. Welcome**

*The following Board Members were present for the meeting: Dr. Charles Keffer (Board Chair); Mark Ahrens (Treasurer); Elizabeth Rodriguez (Teacher); Carlota Perez (Teacher); David G. Stanton (Community); Commander John Lozoya (Community); Malicia Villegas (Parent)*

*The following Board Members were absent: Dr. Jessica Lopez Lyman (Secretary); Juan Vazquez (Community); Christian Guerrero (Parent); Dusty Lee (Teacher)*

*The following staff and guests were present for the meeting: Bondo Nyembwe (Executive Director); Martha Dominguez (Family/Community Director); Marita Moran-Wildenauer (Head of Primary School); Jessica Perry (Head of Middle School); Lisa Taube (Operations Manager); Diana Morales (Sr. Executive Admin. Assistant)*

**Action Items (for Board Approval):**

**3. Approval of Agenda for April 22<sup>nd</sup>, 2020 Board Meeting (Dr. Charles Keffer)**

*The first motion to approve the agenda was made by Betty Rodriguez and the second motion was made by John Lozoya. A roll-call was conducted and the agenda for the meeting held on April 22<sup>nd</sup>, 2020 was approved by the Board of Directors.*

**4. Approval of Minutes for March 25<sup>th</sup> Board Meeting (Dr. Charles Keffer)**

*The first motion to approve the minutes was made by David Stanton and the second motion was made by Mark Ahrens. A roll-call was conducted and the minutes for the meeting held on March 25<sup>th</sup>, 2020 were approved by the Board of Directors.*

**5. Approval of Tele-Related Services Policy**

*The first motion to approve the Tele-Related Services Policy was made by Mark Ahrens and the second motion was made by John Lozoya. A roll-call was conducted and the Tele-Related Services Policy was approved by the Board of Directors.*

**6. Approval of Acceptable Use of Technology Policy**

*The first motion to approve the Acceptable Use of Technology Policy was made by Betty Rodriguez and the second motion was made by Mark Ahrens. A roll-call was conducted and the Acceptable Use of Technology Policy was approved by the Board of Directors.*

**Discussion Items and Committee Updates:**

**7. Board Sub-Committee Reports**

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

*3 grant applications will be submitted to the following foundations: HRK Foundation, Lillian Wright and CLA Foundation. There are 2 grants applications pending: The Women's Foundation and the Sewell Family Foundation. We submitted the PELSB grant application on*

4/10/2020. Due to the ongoing COVID-19 pandemic, there hasn't been much change to the Resource Development Report. We have reached \$31,000 out of our \$132,000 goal for this year.

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

The Executive Committee discussed the Executive Director's quarterly professional development report. The Executive Director's report included frequently shadowing the Roseville Superintendent and meeting with the Charter School Leaders of Color. With the current pandemic ongoing, the Executive Director is participating in daily calls with MACS and the MDE Commissioner. Board members received an update on the board self-evaluations. The committee discussed the Annual Meeting elections. Staff and families will be receiving the information via mail along with the ballot for this year's election and a postage-paid envelope to return their ballot.

**c. Academic Program Committee (Bondo Nyembwe)**

The Academic Program Committee is continuing to brainstorm ideas for the Dual Language Program changes to be implemented in the 2021-22 school year. The committee will use surveys and focus groups to gather insight from families. They will also work with Dr. Blanca Caldas Chumbes from the University of Minnesota, to support ACC with education of parents and teachers to further understand bilingual education and give guidance in the planning phase.

**d. Facilities Committee (Lisa Taube)**

ACC requested bids to do some work in the gymnasium and to replace the carpeting in parts of building A. They are also waiting for bids to paint a mural in the Gymnasium and the walls.

**e. Finance Committee (Mark Ahrens)**

The Finance Committee has not met. There is talk of budget cuts at a state level for FY21. If that were to happen, the Finance Committee will have to review the budget.

**8. Staff and Other reports**

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

**i. Enrollment**

The enrollment is currently 549. We lost 1 sixth grader to another middle school and one scholar moved to a different city. ACC will be mailing out some marketing materials to families in the area to help with enrollment.

**ii. Distant Learning Update**

Distance Learning packets are being delivered to families in 2 week increments. The packets teachers put together are reviewed by coaches so they can offer feedback. Families can get their packets on Mondays during food distribution or they are delivered to them by our staff on Tuesdays via schoolbus. Teachers are using Zoom, YouTube, ClassDojo, etc. to communicate with their scholars in addition to phone calls. SPED and ELL departments are working on accommodations for their scholars. We have distributed Chromebooks to some scholars with priority given to SPED and New to Country scholars, followed by middle school.

**iii. Calendar Correction**

The board requested clarification for the school calendar 2020-21 in regards to conference dates and progress reports. For the school year 2020-21, ACC will provide two progress reports and two report cards.

**iv. Transportation during COVID-19**

*Per the state, schools are being asked to continue paying for full bus service even though we are not currently using the buses. ACC will negotiate with the transportation company for a potential adjustment because of less fuel being used.*

**10. Announcements/Public Comment:**

**11. Upcoming Events:**

– Memorial Day – No School for Staff and Scholars – May 25<sup>th</sup>

**12. Next Board Meeting: May 27<sup>th</sup>, 2020**

**13. Meeting Adjournment**

*Dr. Charles Keffer called for a motion to adjourn the meeting. The first motion was made by Betty Rodriguez and the second motion was made by Carlota Perez. The motion to adjourn was approved by a roll call and the meeting was adjourned at 6:07 PM.*

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

*Approved by Board and Signed by Board Secretary*

*Date*

  
Carlota Mendora Perez

