



Meeting of the Board of Directors

Minutes

December 2nd, 2020

1. Call to order

Dr. Jessica Lopez Lyman, Board Chair, called the regular meeting of the Academia Cesar Chavez Board of Directors to order at 5:02 p.m. via Zoom conference call on December 2nd, 2020.

2. Welcome

The following Board Members were present for the meeting: Dr. Jessica Lopez Lyman (Community); Mark Ahrens (Treasurer); Carlota Mendoza Perez (Secretary); Dusty Lee (Teacher); Julia Brandes (Teacher); David G. Stanton (Community); Malicia Villegas (Parent).

The following Board Members were absent: John Lozoya (Community); Juan Vazquez (Community);

The following staff and guests were present for the meeting: Marita Moran-Wildenauer (Head of Primary School); Jessica Perry (Head of Middle School); Diana Morales-Carlson (Executive & Financial Manager); Andy Larranaga (Executive Assistant); Multiple ACC staff and teachers attended.

1. 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):

3. Approval of Agenda for December 2nd, 2020 Board Meeting

The first motion to approve was made by Mark Ahrens and the second motion was made by Dusty Lee. A roll-call was conducted and the agenda for the meeting held on December 9th, 2020 was approved by the Board of Directors.

4. Approval of Minutes for the October 28th, 2020 Board Meeting

The first motion to approve the minutes was made by Dusty Lee and the second motion was made by Carlota Mendoza. A roll-call was conducted and the minutes for the meeting held on October 28th, 2020 was approved by the Board of Directors.

5. UST Interim Goals Report

The Interim Goals Report is used to chart our progress at ACC. We received important feedback from Aaliyah at UST. Dr. Lopez Lyman asked the board to review the document and come to the next board meeting with questions and the board will discuss the report.

Discussion Items and Committee Updates:

6. Board Sub-Committee Reports

Executive Committee

The Finance Committee will meet after the Winter Break to discuss the salary scale and hope to have an update at the next Board Meeting. The Executive Committee also discussed the possibility of offering a minimum of \$15 an hour for our hourly staff. As a school named after Cesar Chavez, it is important that we offer this to our staff. Our engineers, monitors and health office assistant also

received a stipend as a token of appreciation for all of their hard work. Moving forward, we will be looking at what the financial impact would be if we offered a minimum of \$15 an hour, across the board. Lastly, the Executive Committee discussed the 3 current candidates have applied for the ED position. The ED Search Committee will be meeting soon to review the applications and have a discussion. The committee has also decided to extend the original deadline due to the holidays and not enough candidates have applied. Moving forward, the ED candidates would interview with the search committee, board members and parents. We also have a current board member, Carlota Mendoza, that is applying for the ED position. Due to this, Carlota will take a temporary leave from the board while she goes through the application/interview process and is welcome back to join the board if she is not chosen for the ED position.

Resource Development Committee

At the last Resource Development Committee meeting, the focus was on Give To The Max Day. Thus far, ACC has raised \$2460 this year with 29 unique donors. The next Resource Development Committee will focus on technology. Scott Moore is working on a proposal from Seesaw. The Committee is also reaching out to the local fire department to ask for donations of batteries. During zoom calls, they have noticed a number of families have their smoke alarms beeping in the background and need batteries replaced.

Academic Program Committee

The Academic Program Committee is focusing on technology. At the last meeting, the committee brainstormed ideas on how to spend the CARES funds. These funds have to be spent by September 2021. The Coronavirus Relief Funds have to be spent by the end of this month (December). David Stanton also gave an update on technology. CyberAdvisors, our current IT company, will continue to oversee and manage our servers and firewall. Gabe Benson from GB Tech, will be taking over onsite technology support to include staff troubleshooting and Chromebook support. Gabe will also ensure we have wifi all through the building especially as scholars return to school. There is also a focus on testing readiness to prepare for testing in the Spring.

Dual Language Sub-Committee

Blanca Chumas met with the Dual Language Committee. She spoke on the efficiency of the 90/10 model and how we need to rethink our current model. The goal of the group is to raise awareness, movement and action to lead to social justice. David Stanton asked Blanca if she could put on a presentation to the board and she agreed. She will be doing a short presentation at the January or February meeting.

Facilities Committee

The Committee is in conversations with our insurance company, Hanover, in regards to the bell tower repair. They will be sending a building consultant to ACC to review the damage and they will draft up a comparison estimate. The four corner church building downspouts are all rusty and have fallen off of the building. These are important to replace before we start getting water in the lower level B area. The cost is estimated to be \$1045.00

Finance Committee

In the past, the budget and finances have been heavily vested with the ED with the board being more of a sounding board. Without an ED now, the Finance Committee is comprised of more admin staff and there are more eyes on the budget than in the past. Our enrollment is lower than expected so we will have to review our budget and create a budget for next fiscal year. The Finance Committee would also like to offer board training on how the budget works. This is something that BerganKDV can help with and they have helped with in the past. This gives the board an opportunity to ask

questions and better understand the budget. Mark will reach out to BerganKDV to see if this is something we can schedule for a future board meeting. Another item discussed was the change in staffing and how that affected our accounts payable with BMO. The authorizers on our account now will be Mark Ahrens, Jessica Lopez Lyman and Jessica Perry. Authorizers have the authority to write checks and make resolutions. For the ACC Building Company, it will be the same people to include their board treasurer and Joline Raymond from BerganKDV. At the next Finance Committee, they will start the salary discussion and look at the options for healthcare. There will also have to be a special session this month to approve the audit as this has to be approved by December.

7. Staff and other board reports

a. Heads of School Report

ACC started the Values Awards last month for staff. Staff are selected for this award by their peers. The 4 values are Unity, Respect, Familia, Hard Work and the Cesar Chavez Award. The Heads of School are also working on prevention groups as opposed to intervention. We are also starting the first session of afterschool enrichment as this was something highly requested by families. Julia Brandes also gave an update on the Life Skills Grant where ACC is one of 3 schools implanting this in our middle school advisory. This grant follows our current 6th graders for 3 years. This program talks about substance abuse, anxiety, anger management, and a few other topics that will build up to 8th grade. We have three, 6th grade advisors this year and they will get to follow 90 scholars. This will begin in December. Ms. Brandes is the fidelity monitor/site coordinator for this program and will ensure we are tracking our scholars and following the program.

b. Community and Enrollment

The ACC Holiday Help is off to a good start. We have staff, parents, friends and supporters that will be providing us with gift cards for ACC families that are in need of help for the Holidays. The MN Twins were not able to help this year but one of Ms. Julia Brandes' friend's gave a very generous donation that helped fill the MN Twins funds that were missing this year. ACC will also receive toys from the Minneapolis Police Department who have contributed plenty of toys over the last 3 years. Due to COVID-19, these are the only gifts we will receive and pass out to families along with gift cards. We have until Friday, December 11th to collect. If you know of anyone who can help please tell them to call Mardi Dominguez at 651-294-4643.

8. Announcements/Public Comment:

9. Next Board Meeting: January 27th, 2020

10. Meeting Adjournment

Dr. Jessica Lopez Lyman called for a motion to adjourn the meeting. The first motion was made by David Stanton and the second motion was made by Mark Ahrens. The motion to adjourn was approved by a roll call and the meeting was adjourned at 6:06 PM.

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