



Meeting of the Board of Directors

Minutes

January 27, 2021

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 5:09 p.m. via Zoom conference call on January 27th, 2021. The meeting was delayed due to the Dual Language presentation that took place prior to the meeting.

2. Welcome

The following Board Members were present for the meeting: Dr. Jessica Lopez Lyman (Community); Mark Ahrens (Treasurer); Dusty Lee (Teacher); Julia Brandes (Teacher/Interim Secretary); David G. Stanton (Community); John Lozoya (Community); Juan Vazquez (Community); Aleida Enriquez (Parent); Malicia Villegas (Parent)

The following Board Members were absent: None

The following staff and guests were present for the meeting: Marita Moran-Wildenauer (Head of Primary School); Lucinda Costilla de Morales and several other staff members from ACC.

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.

2. Grounding and check-in

Different members introduced themselves and shared with the group.

Action Items (for Board Approval):

3. Agenda for January 27, 2021 Board Meeting

There was a correction to the date of the next meeting.

Motion passed 7-0

4. Minutes for December 2, 2020 Board Meeting

A change was proposed by Julia Brandes in the "Head of School Report: Life Skills follows six graders for 6 years CHANGE to 3 years. The change was made.

Motion passed 7-0

5. Parent board member

--We have a new parent member on our board today.

--Aleida Enriquez is a parent of a 5th grader at ACC. She gave an introduction of herself.

--She will be with us until April and then will have to go through re-election in April at a schoolwide vote.

--David moved and Mark seconded to add Aleida to the Board.

--Motion passed 7-0

6. Board Sub-Committee Reports

Executive Committee (Dr. Jessica Lopez-Lyman)

Dr. Lopez Lyman gave an update on vaccine distribution. Nurse [Rachel Westmoreland](#) has been working hard to update the staff and taking precautions.

- *ACC is following the guidelines set forth by the governor.*

ACC has given our tuition reimbursement for 3 people

The Executive Committee is working on the upcoming Budget. The main thing of note here is the Health Plan. It is usually up for renewal in April.

The Building Company needs to do a 5 year assessment of the building for the Bonds that we have.

i. Bylaws discussion

There have been several things brought to the Board Chair regarding the By Laws.

Open for discussion of By Laws

Dusty Lee brought up that there is not anything about the evaluation of the Executive Director.

David Stanton brought up Article VII Section 1 has conflicting language.

Dr. Lopez Lyman proposed that we will put this into a Google Document to solicit changes. Bring those changes to the Feb. Meeting.

ii. ACC Eval Narrative

We got an assessment for UST which is included.

UST did a site visit in the Fall and it went well. They praised the heart and dedication of ACC.

Open for Discussion.

The Administration team and Board Chair are working toward filing the reports with UST.

– Resource Development Committee (Julia Brandes)

i. Met on Monday Jan. 18

ii. Focused on Long Term Planning, fundraising for long term projects

iii. The committee will develop a document of common language that we can use to share with common partners. It will highlight what ACC is and what we do.

– Academic Program Committee (David Stanton)

i. There is a document provided with the notes from the Academic committee.

ii. Technology is improving. ACC is now a 1 to 1 school.

iii. Dual Language set up the presentation for today.

iv. Testing will start in the Spring.

v. UST evaluation. One area of concern was Academic performance. The HOS have worked on focusing on the growth for ACC students. Growth based gives a better representation of how students are doing in ACC.

- **Facilities Committee (Lucinda Costilla de Morales)**
 - i. One area is making sure we have enough HEPA air filters for the building*
 - ii. Update on The Bell Tower*
We are soliciting bids for repair.
 - iii. Mardi is working to buy more PPE for in person learning*

- **Finance Committee (Mark Ahrens)**
 - i. There is come CARES funding to be spent*
 - ii. The school had not been getting the financial reports*
We reached out to Bergan KDV, which handles our finances and they will begin to get financials monthly.
 - iii. 2 large tasks coming up this Spring:*
Budget will need to be revised for the 2020-2021 school year.
We also have to begin to work on the budget for next year.
 - a. We have a challenge of where we are how to budget for these things.*

Discussion:

 - a. Where can we begin to make projections for budget issues?*
Bergan can help and they have projection models.

There is a meeting scheduled with members of Bergan

9. Staff and Other Board Reports

- **Heads of School report Pre-K/elementary and middle school (Marita Moran-Wildenauer)**
 - i. Ms. Moran shared the communication that went out to our families. It is an infographic that is easy to access and read. It covers many topics, but not in depth.*
 - ii. HOS are working to get teachers what they need to prepare for in person learning. This includes time and also personal protective equipment.*
 - iii. We are really hoping to have students back in the building if they feel safe.*

- **Community and Enrollment (Lucinda Costilla de Morales)**
 - i. Lucinda presented the enrollment figures.*
 - ii. We are at 538 right now, but that is lower than the projected budget.*
 - iii. We are still getting applications for enrollment for this year and for next year.*
 - iv. Juan asked about how we are trying to reach more families?*
Many of the community events that we used have been canceled due to Covid.
Dr. Lopez Lyman spoke about challenges of Covid. Our Pre-K numbers are usually robust, but low in Covid. There is

Juan is going to email Ms. Dominguez about getting more out on Social Media.

– **Staffing Update (Patchia Xiong Vang)**

i. ACC currently has 9 open positions.

They are located on the website and posted on Ed Post and applitrack.

ii. ACC is set to participate in two job fairs to help get the word out.

– **COVID-19 Updates**

i. Families first CoronaVirus response policy. It has been extended to March, but the document still says December.

10. Announcements/Public Comment:

Dusty will create folders for upcoming meetings and put documents in there as soon as they are ready.

We need to update the website with Board Bios and contact information.

11. Next Board Meeting: February 24th, 2021 at 5pm via Zoom

12. Meeting Adjournment by Board Chair

--David Motions to adjourn and Juan seconds.

Motion passes 8-0

Approved by Board and Signed by Board Secretary _____ Date _____

Dustin Lee