



Regular Meeting of the Board of Directors

Open Meeting

Wednesday, May 26, 2021 at 5 PM

Via Zoom

Executive Committee

Dr. Jessica Lopez Lyman (Chair / community)

Mark Ahrens (Treasurer / community)

David G. Stanton (Secretary / community)

Members

Julia Brandes (teacher)

Aleida Enriquez (parent)

Enrique Estrada (community)

Osiris Gómez (community)

Dusty Lee (teacher)

Comdr. John Lozoya (community)

Semita Perez (teacher)

Juan Vazquez (community)

Malicia Villegas (parent)

Ex-Officio Members:

Staff/Guest(s): Jessica Perry, Head of Middle School; Marita Moran-Wildenauer, Head of Primary School; Martha Dominguez, Family/Community Director; Aaliyah Hodge, UST authorizer

AGENDA

1. Call to order by Board Chair
 - a. *The meeting was called to order at 5:02pm*
2. Attendance (roll call)
 - a. *Quorum was established*
 - b. *Board members present: Julia Brandes, Aleida Enriquez, Osiris Gómez, Dusty Lee, Jessica Lopez Lyman, John Lozoya, Semita Perez, David G. Stanton*
 - c. *Board members absent: Mark Ahrens, Enrique Estrada, Juan Vazquez, Malicia Villegas*
 - d. *Staff/Guests present: Gina Ballina, Lucinda Costilla, Matt Denny, Mardi Dominguez, Diana Lopez, Marita Moran-Wildenauer, Jessica Perry, Betty*

Rodriguez, Vanesa San Jose, Patchia Xiong Vang, 6th grade student from Orange

3. Welcome guests and staff in attendance by Board Chair
4. Recite ACC 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.
5. Grounding and check-in
6. Public Comment Forum
 - a. *no public comments*

Action Items (for Board Approval)

7. Agenda for May 26, 2021 Board Meeting
 - a. *Julia Brandes moved to accept the agenda for the May 26, 2021 Board meeting; Dusty Lee seconded; the motion was adopted by unanimous vote*
8. Minutes for March 24, 2021 Board Meeting
 - a. *Dusty Lee moved to approve the minutes for the March 24, 2021 Board meeting; Aleida Enriquez seconded; the motion was adopted by unanimous vote*
9. Approval of UST amended contract
 - a. *Dusty Lee moved to approve the UST amended contract; Julia Brandes seconded; motion: the motion was adopted by unanimous vote*

Discussion Items and Committee Updates:

10. Update on Executive Director
 - a. *Oscar Uribe resigned as ED for personal reasons*
 - b. *The Executive Committee has reposted the Executive Director position.*
11. Format for Board Retreat in June
 - a. *Jessica Lopez Lyman asked whether the Board retreat should be via Zoom or in-person. All members stated they would be okay with an in-person retreat*
 - b. *The retreat will be at ACC, and we will have food catered by a local business. Anyone with recommendations for a local business please send recommendations to Jessica Lopez Lyman*
 - c. *Board members are asked to wear comfortable clothes for the retreat*
12. Board Committee Reports
 - a. Executive Committee (Dr. Jessica Lopez-Lyman)
 - i. *We are working to finalize the budget to be presented at the retreat.*
 - ii. *Every two years ACC renews its benefits package; this Thursday the Exec. Committee will meet to go over the renewal of benefits packages*
 - iii. *There is enough money in the budget to pay for unused staff PTO*
 - iv. *Long-time treasurer Mark Ahrens will not continue as Treasurer; David G. Stanton will not continue as Secretary. We will vote on new officers at the annual retreat*
 - b. Resource Development Committee (Julia Brandes)
 - i. *The Resource committee has decided to focus on Dual Language and Technology.*

- ii. *The committee will meet with other committees (including Exec. Comm.) to see what resources/materials are needed that the ACC budget won't cover.*
 - iii. *The committee has drafted two letters, one for DL and one for Tech, that can be used to reach out to possible partners and/or donors.*
 - c. *Academic Program Committee (David G. Stanton)*
 - i. *After working for the last year to look at ACC's implementation of Dual language the Academic Program committee makes the following recommendation to the Board:*
 - 1. *The Academic Program Committee recommends that the Board pass a resolution that directs the Executive Director to expand the Dual Language Program, starting with 2nd grade in Fall 2022. In order to prepare for the implementation of dual language in 2nd grade we also recommend that the Executive Director hire a full-time Dual Language Coordinator in Fall 2021. This would be an ongoing position. The DL Coordinator will develop a long-term dual language implementation plan and oversee the preparation for Fall 2022 and the growth of dual language.*
 - d. *Facilities Committee (Mardi Dominguez)*
 - i. *The bell tower has been repaired, and we are working with the insurance company to complete payment to the contractor*
 - ii. *ACC is reviewing bids for needed building repairs: painting windows, repairing radiators in PreK wing.*
 - iii. *ACC's regular contractors are working to maintain the grounds*
 - iv. *In the next few years we ACC will have significant capital expenses, including replacing the very old boiler*
 - e. *Finance Committee (Mark Ahrens)*
 - i. *BerganKDV provides us with monthly statements. ACC is in excellent financial health: ACC's cash flow is strong and our reserves are nearly 30% of our general expenditures.*
 - ii. *Dusty Lee asked if we were able to recapture and reallocate funds not spent on the Executive Director since we have not had an ED for most of this past year. Jessica Lopez Lyman will check with finance and report back in June.*
13. *Staff and other Board reports*
- a. *Heads of School updates (Marita Moran-Wildenauer and Jessica Perry)*
 - i. *HOS shared a letter from a "Happy mom in St. Paul" whose son met an ACC student at the park. The mom was grateful for how well ACC prepared our scholar to be generous and outgoing and helpful.*

- ii. *ACC received \$18k in library grants which was used to increase our library holdings in Spanish, as well as purchase high-interest books and books for middle school*
 - iii. *ACC has a number of staff openings for the fall. Please share with your networks.*
 - iv. *HOS shared progress on ACC's growth-based Academic Goals. One example of ACC's progress is that the use of Bridges for math in K-2 was successful, so it will be implemented in 3-5 next year.*
 - v. *The authorizer, UST, hosts a leaders forum. HOS participated this year and were able to meet with leaders from other schools. HOS report that the experience of being listened to and having conversations with other school leaders was exciting and helpful.*
- b. **Community and Enrollment (Mardi Dominguez)**
- i. *We are working to recruit students. Unfortunately we are low in enrollment, in part due to COVID and distance learning*
 - ii. *We are making calls everyday to families to confirm that they will return next year, all ACC staff and Board are asked to please help spread the word about ACC to your networks.*
 - iii. *Mardi has started giving one-on-one tours for families who request it*
 - iv. *ACC's enrollment numbers may seesaw over the next month, but we hope to have firm numbers sometime in June*
 - v. *Dusty Lee asks if we can use distance learning next year to increase enrollment. Could we have a dedicated class for distance learning? And what about families who travel out of country for extended periods. Jessica Lopez Lyman says we would have to apply for an online instruction certification from MDE. David G. Stanton asked if, for families who travel to Mexico for weeks-long visits, there could be a home study agreement that would allow the student to continue work, and also to count for attendance purposes. David and Dusty will research that, and Mardi will ask at the weekly MACS call for administrators.*
- c. **COVID-19 Updates**
- i. *none*

14. **Announcements**

- a. *none*

15. Next Board Meeting will be the annual Board Retreat: June 23 4-8pm at ACC

- a. *Jessica Lopez Lyman will send an email to board members to ask their food preferences and to ask for nominations/self-nominations for board secretary and board treasurer*

16. **Meeting adjournment (Board Chair)**

- a. *Osiris Gómez moved to adjourn the meeting; Aleida seconded. The motion was passed with a unanimous vote. The meeting was adjourned at 6:11pm.*

Approved and Signed by ACC Board Secretary David G. Stanton
Date _____