

**AUGUST**  
**El Colegio Board Minutes**  
**8/18/2015**

**Present:** Jennifer Godinez, Norma Garces, Thomas Ramirez, Mary Fran Warner, Alejandro Maya, Michael Dueñes, Kristy Snyder, Ann Zukowski and Mayra Barrera

**Guests:** Matt Wylie (CLA) and David Greenberg (ECCS Building Company)

**Started:** 5:00 pm

Topic	Discussion	Votes
<p><b>Approval of July Minutes</b></p>		
<p><b>Financial Update</b></p>	<ul style="list-style-type: none"> <li>• The annual Audit is scheduled around Mid-October</li> <li>• SO far minimal activity, July is calmest end and beginning of the year FY15 and FY16.</li> <li>• August expenses will show up until September meeting.</li> <li>• MDe will release hold back money soon, so we will be able to payback the Nonprofits Assistance Fund loan.</li> <li>• Lease aid FY16 will be done soon and will get proposed for approval as soon as possible and there might be a need for another loan to cover our expenses.</li> <li>• Youthprise grant comes in soon.</li> <li>• Update on June 30th from previous years; income for the year is \$151.00 compared to the last 2 yrs, its better.</li> <li>• All quarterly trainings from La Raza are reimbursable. In regards to Norma’s travels and expenses related to the trainings.</li> <li>•</li> </ul>	<p><b>Motion to accept the August Financials</b></p> <p><b>Josey Landrau Motions</b>  <b>Kristy Snyder Seconds</b></p> <p><b>Motion Carries</b></p>
<p><b>Strategic Plan Update</b></p>	<ul style="list-style-type: none"> <li>•</li> </ul>	
<p><b>Board Members</b></p>	<ul style="list-style-type: none"> <li>• Roberto de la Riva has resigned as Social Studies teacher the last week of July.</li> <li>• Roberto de la Riva’s resignation was sudden and he also did not show up to the August board meeting.</li> <li>• Board members should think about what they can commit to this year in regards to committees and volunteering.</li> </ul>	<p><b>Motion to communicate to Roberto De La Riva that his relationship as Teacher Representative with the board has ended. He may request his continued participation in writing</b></p>

	<ul style="list-style-type: none"> <li>• How can the board contribute to add resources to El Colegio. All board members interested should contact Jennifer Godinez about it.</li> <li>• At the September meeting there will update on EC evaluation and coaches.</li> </ul>	<b>as board member for the 2016 elections.</b>
<b>HR and Policies Committee</b>	<ul style="list-style-type: none"> <li>•</li> </ul>	
<b>Academic Committee</b>	<ul style="list-style-type: none"> <li>•</li> </ul>	
<b>Fundraising Committee</b>	<ul style="list-style-type: none"> <li>•</li> </ul>	
<b>ECCS Building Committee</b>	<ul style="list-style-type: none"> <li>• David Greenberg presented the roof issues of El Colegio and some bids that have been proposed.</li> <li>• Big issues to discuss: the roof has been in discussion, portions of the roof have to be changed and fixed over the years.</li> <li>• There are 3 bids that were proposed. Prices range from \$128,000-237,000.</li> <li>• At the same time there is no money to finance the roofing, but La Raza Development Fund (RDF) has submitted a letter of interest to finance the roof with \$250,000.</li> <li>• La Raza can commit up to \$250,000 for the roof with \$30,000 coming from ECCS Building Company.</li> <li>• We can move forward to decide from anyone of the proposal, or hire a project manager to do the entire project search and find the correct one.</li> <li>• David and Norma discussed hiring a project manager to handle the rood bids and managing the actual project.</li> <li>• Option 1-\$6,800- Conduct a site visit and work with existing bids and manage project thereafter.</li> <li>• Option 2- \$9,800- Project manager would take on the roof project from scratch and create an assessment and get 3-4 bids on proposals.</li> <li>• Norma and David can ask RDF if they would cover the project manager fees as well.</li> <li>• David reports that to get roofing done within a good timeframe it would take about 3 weeks on average.</li> <li>• David will give an update at the September board meeting on members of ECCS building Committee and to see if RDF will cover the project manager.</li> <li>• The fences from the soccer field have been damaged from all the soccer balls, and David brought up to get bids to fix the fence.</li> <li>• Norma suggested to maybe remove fence all together, shorter fence or how can we manage the soccer field?</li> </ul>	<p><b>Motion to accept letter of intent from La Raza Development Fund, but first Norma needs to get clarification on what the loan actually covers with La Raza with Jennifer and David cc'd on an email.</b></p> <p>Ann Zukowski motions Mary Fran Seconds</p> <p>Motion Carried</p>

	<ul style="list-style-type: none"> <li>• Because there has been issues from neighbors, climbing on the roof and hanging from the fence and it's always very dirty.</li> <li>• Jennifer would like a recommendation on the insurance issues on how the fence is covered and what EC would be liable for.</li> <li>• Current building loan is due March 2016 total loan \$2.2 million, but new appraisal for the building was around 2.8 million.</li> <li>• David would like some direction on what is the most appropriate plan of action if we want to make loan with La Raza or another Financial institution.</li> <li>• Who will negotiate the loan?</li> <li>• David would like to be done with ECCS by March or April. (Resignation). How will the transition happen? David will be available to train anyone and also as a resource for any help. (Facilities Manual- Job Description)</li> <li>•</li> </ul>	
<p><b>ED Report- Academic Report</b></p>	<ul style="list-style-type: none"> <li>• 97 students for the 1st day of school!</li> <li>• The Dean of students job duties were delegated to staff.</li> <li>• This is the 1<sup>st</sup> year without a Dean of students and without anyone from the old team.</li> <li>• Norma feels very good about the new and returning staff for this 2015-2016 school year</li> <li>• 19 staff total this year with 9 being teachers.</li> <li>• Job Position is open for Science Teacher.</li> <li>• Norma is asking for board approval for a Senior Cap. To not accept any more Seniors for this school year,</li> <li>• Seniors cost about \$300 per senior for graduation, senior presentations and translations.</li> <li>• The question still is how many of the 25 will make it thru to the end of the year and graduate?</li> <li>• The building capacity is 110 students</li> <li>• Cap size can be at 30 students per grade due to size of 10th grade class.</li> <li>• 7 parents have inquired about middle school during open house. EC middle school can be a possibility for next year.</li> <li>• September meeting..... update on EC evaluation and coaches</li> <li>•</li> </ul>	<p><b>Motion to set grade levels cap at 30 and so waiting list starts at 31.</b></p> <p><b>Kristy Snyder Motions Josey Landrau Seconds</b></p> <p><b>Motion Carried</b></p>

**Meeting Adjourned: 6:32pm**

**FUTURE MEETING DATES:**

**September 16<sup>th</sup>, 2015**

**October 21<sup>st</sup>, 2015**

