

# FEBRUARY

## El Colegio Board Minutes

02/17/2015

**Present:** Norma Garcés, Jennifer Godinez, Mary Fran Werner, Ann Zukoski, Kristine Snyder, Roberto de la Riva, Thomas Ramirez and Mayra Barrera

**Guests:** CliftonLarsonAllen Matt Wylie and Chris Brown Augsburg Authorizer.

**Started:** 4:50 pm

Topic	Discussion	Votes
<b>Approval of January minutes</b>	No Discussion	Motion to Approve January Minutes  Ann Zukoski motions Roberto de la Riva Seconds  Motion Carried
<b>Financial Update</b>	<ul style="list-style-type: none"> <li>• CLA will have an Audit presentation and revised Budget for March meeting.</li> <li>• Cash balance is higher than its been in a long time.</li> <li>• Due to LOC and the approval Lease Aide.</li> <li>• EC will be able to pay back LOC sooner or make a higher payment than anticipated.</li> <li>• Total expenditures through January is 62% of the total budget.</li> <li>• Not a concern as of right now because revenue's are high.</li> <li>• 2 grants are now being recognized as current revenue.</li> <li>• When sending out payroll we will send a total amount of payroll included in the email.</li> <li>• When sending out accounts payables we will send a total amount included in the email.</li> </ul>	Motion to approve February Financials  Thomas Motions  Mary Fran Seconds
<b>Strategic Plan Update</b>	<ul style="list-style-type: none"> <li>•</li> </ul>	
<b>Board Members</b>	<ul style="list-style-type: none"> <li>• Board Member classes offered by MN Charter School Associations.</li> <li>• Board members are to send to Mayra:</li> <li>• What classes have you taken?</li> </ul>	Motion to pass Board Resolution to renew membership with Minnesota Association of

	<ul style="list-style-type: none"> <li>• Who needs what classes?</li> <li>• All board members have to be trained.</li> <li>• Board members are recommended to do all day training.</li> <li>• Also we can have a possibility to have trainings here at El Colegio Charter School.</li> <li>• New board members that need classes, Thomas Ramirez, Roberto de la Riva and Ruben Vazquez</li> <li>• Norma will send out to board members start dates and positions.</li> <li>• We need to know what positions are open and in case a board member resigns or can no longer be a member.</li> </ul>	<p>Charters Schools (MACS)</p> <p>Kristy Snyder Motions Thomas Ramirez Seconds</p> <p>Motion Carried</p> <p>Motion to approve Alejandro Maya as Board member of El Colegio (2yr Term 2/17/15-2/17/17)</p> <p>Ann Motions Kristy Seconds</p> <p>Motion Carried</p>
<p><b>HR and Policies Committee</b></p>	<ul style="list-style-type: none"> <li>• Ann brought financial policies to be reviewed and updated.</li> <li>• Please see attachment for the following policy updates.</li> </ul> <p><u>715 PROCUREMENT</u></p> <p><u>725 GENERAL FUND BALANCE POLICY:</u></p> <p><u>726 DEFICIT BUDGET POLICY</u></p> <p><u>729 FIXED ASSETS POLICY</u></p> <p><u>730 DESIGNATION OF DEPOSITORIES</u></p> <p><u>731 PETTY CASH</u></p> <p><u>732 AUTHORIZATION TO MAKE ELECTRONIC FUND TRANSFERS:</u></p> <p><u>732A AUTHORIZATION TO ACCESS ONLINE BANK STATEMENTS</u></p> <p><u>732B AUTHORIZATION TO APPROVE AP AND CASH REGISTER REPORTS</u></p> <p><u>735 FUNDRAISING</u></p> <p><u>759 FOOD SERVICE FUND BALANCE</u></p>	<p>Motion to approve the following policies:</p> <p>Mary Fran Warner motions</p> <p>Thomas Ramirez seconds</p> <p><b>Policies Updated February 17,2015</b></p>
<p><b>Academic Committee</b></p>	<ul style="list-style-type: none"> <li>• Introduction by Chris Brown, El Colegio Authorizer from Augsburg College.</li> <li>• Chris Brown reviewed the Re Authorization process. (Please refer to hand out for details)</li> <li>• Contract will now be for 5 years.</li> <li>• Goals should be turned in to Chris Brown as soon as board has approved goals at March</li> </ul>	<p><b>Action:</b> EC will bring a draft of goals to board for approval to send out to Chris Brown.</p>

	<p>board meeting.</p> <ul style="list-style-type: none"> <li>• May board meeting will be day to sign contract.</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>•</li> </ul>	
<b>ED Report- Academic Report</b>	<ul style="list-style-type: none"> <li>• Executive Director Assessment can happen in April.</li> <li>• Staff and student survey will be revised in April.</li> <li>• To have a report done by July.</li> <li>• Mira Mi Corazon 2015 has been partnered with the Chicano studies program and this 4<sup>th</sup> year a heart was sold for \$2,500!</li> <li>• A total of \$6,600 was raised.</li> </ul>	

**Started:** 4:50 pm

**Meeting Adjourned:** 6:45 pm

**FUTURE MEETING DATES:**

**March 17, 2015**

**April 21, 2015**

**May 19<sup>th</sup>, 2015**