**February**

**El Colegio Board Minutes**

**2/16/2016**

**Present:** Norma Garces, Jennifer Godinez,Mary Fran Warner,Kristine Snyder, Thomas Ramirez, Heather Rawson, Marisol Duran, Ann Zukowski, and Josey Landrieu

**Present by phone**: Michael Dueñes

**Not present:** Alejandro Maya

**Guests:** Matt Wylie (CLA), Jim Eichten (MMKR), and Renee Antrop-Gonzoles (Metro State)

**Started**: 4:45 pm

|  |  |  |
| --- | --- | --- |
| **Topic** | **Discussion** | **Votes** |
| **Audit Report** | * Jim Eichten from MMKR presented two reports as a part of the audit.
* He brought a management review and a financial statement
* First part of management review shows how we comply with laws while the second shows the financials
* We are in an inclining enrollment, but a declining financial position over the last 5 years.
 | **Kristine Snyder moves to approve the audit of 2015.*** **Josey Landrieu seconds**
* **Motion carries**
 |
| **Approval of Minutes.** | * January Minutes
 | **Thomas Ramirez moves to approve January minutes as written.** * **Michael Dueñes seconds**
* **Motion carries**
 |
| **Authorizer Updates** | * We end the relationship with Augsburg June 30.
* Start with PUC July 1
 |  |
| **Financial Update** | * The school is in a lot better financial position at this time this year than last year.
* Currently at 55% of budgeted expenses and 57% of budgeted revenue which is exactly where we should be.
* The remodel costs will be grouped with the mortgage refinance to get a better rate.
* The Theater and Advisory are the cheapest areas to remodel to get more students in the building.
* Goal is to have more space for more students.
* Could possibly have $50,000 over the budgeted revenue because the school budgeted for only 96 Average Daily Membership. We are averaging higher.
 | **Mary Fran Warner moves to accept the Financial report.*** **Josey Landrieu seconds**
* **Motion carries**
 |
| **Executive Director report** | * The goal number for enrollment in 117 because that is 96 students if we have a 85% attendance rate.
* We have 16 true 9th graders and 15 who may be in their second or third year of high school but only have enough credits to be 9th grade.
* Board asked the Chair to write a letter to Augsburg asking not to be charged the Authorizer fees because several issues with the Authorizer have put undue stress on the Executive Director and the Board.
* Executive Director asked the Board to consider creating a position for a Dean of Instruction.
* We have a crisis plan that needs to be better communicated.
* We have a successful parent program which has meetings Wednesday morning and Thursday evening.
* We had 50% attendance at Parent-Teacher Conferences. Attendance is down, but that is expected because there are a lot of students who do not live with their parents.
 |  |
| **Adjourn** | * The March meeting will be on March 8th. The meeting will be extended until 8 pm to discuss programing needs.
 | **Josey Landrieu moves to adjourn at 6:15 pm.*** **Thomas Ramirez seconds**
* **Motion carries**
 |

**FUTURE MEETING DATES:**

**March 8, 2016**

**April 19, 2016**