**March**

**El Colegio Board Minutes**

**3/8/2016**

**Present:** Norma Garces, Jennifer Godinez,Mary Fran Warner,Kristine Snyder, Thomas Ramirez, Heather Rawson, Josey Landrieu, and Michael Dueñes

**Not present:** Alejandro Maya, Marisol Duran, and Ann Zukoski

**Guests:** Matt Wylie (CLA), and Rene Antrop-Gonzalez (Metro State)

**Called to order**: 5:00 pm

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| **Topic** | **Discussion** | **Votes** |
| **Approval of Minutes** | * February Minutes
 | **Josey Landrieu moves to approve February minutes as written.** * **Michael Dueñes seconds**
* **Motion carries**
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| **Financial Update** | * We are currently 67% of the way through the year. We are at 65% of the budgeted revenue and 66% of budgeted expenses.
* Budget is based on a $33 thousand surplus which does not take into account the stronger than projected enrollment.
* This should give El Colegio a positive $15 thousand fund balance at the end of the fiscal year.
* We only budgeted for 96 Average Daily Membership at the beginning of the year. We are averaging higher than that.
 | **Michael Dueñes moves to accept the Financial report.*** **Mary Fran Warner seconds**
* **Motion carries**
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| **Addition of new member** | * Rene Antrop-Gonzalez would be added to the Board for a minimum of a two year term.
 | **Kristine Snyder nominates Rene Antrop-Gonzalez to join the Board.*** **Josey Landrieu seconds**
* **Motion carries**
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| **Update on Refinance** | * There were three possible amounts to refinance the mortgage. The ECCS Building Committee recommends refinancing at the middle dollar amount.
* This would be $2.25 million which would leave enough money above the mortgage to purchase furniture and renovate a few classrooms.
 | **Mary Fran Warner moves to proceed with the conversation to refinance the mortgage with the middle dollar amount.*** **Thomas Ramirez seconds**
* **Motion carries**
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| **Academic Committee Report** | * The committee wants to strengthen the academic team by adding an academic dean and teachers so there is more than one teacher for each subject area.
* The committee created two possible staffing scenarios. One based on an enrollment of 115 students and one based on 121 students. With the passing of the motion to proceed with the staffing scenario based on the budgeted 115 ADMs, the Board decided to take a few next steps to recruit new staff.
* The Board decided to post the job openings for Academic Dean and High School teachers on various job posting websites including idealist.org.
* Job descriptions will also be distributed throughout the Board Member’s various networks.
* Interviews for candidates will occur within the next several weeks.
* We are working toward having every teacher hold a license or working toward their license.
* We are trying to get more parents involved. El Colegio has the weekly parent program. Also, parents are invited into the building during the school day.
* The Board decided to update the Strategic Plan by adding a few sections to the Plan.
* Need to add the Executive Director’s biography and a new list of Board Members to the Strategic Plan.
* Also want to add a new section for Academic Program summary including program development, professional recruitment and development, and the professional learning community model.
* Also include a piece about the goals for Organizational development and financial stability in the Strategic Plan update.

  | **Rene Antrop-Gonzalez moves that the staffing scenario with an enrollment of 115 students be accepted as the preferred academic plan.*** **Thomas Ramirez seconds**
* **Motion carries**
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| **Adjourn** | * The next meeting will be April 19.
 | **Kristine Snyder moves to adjourn at 7:35 pm.*** **Josey Landrieu seconds**
* **Motion carries**
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**FUTURE MEETING DATES:**

**April 19, 2016**