

El Colegio Board Minutes
10/21/2014

Present: Norma Garcés, Jennifer Godinez, Mary Fran Werner, Ann Zukoski, Michael Dueñes, Mayra Barrera

Started: 4:40

Topic	Discussion	Votes
Approval of September minutes	No discussion	<p>Motioned to approve minutes- Mary Fran Ann seconded</p> <p>Motion carried</p>
Financial Update	<ul style="list-style-type: none"> • EC needs a new bank to open a line of credit. • Mike has some suggestions, but we need to look at costs, benefits, pros and cons. • Mike from TAG will be looking at the Grants and integrating them to budget to get more accurate numbers for budget. • Proposed to move Mayra Barrera (Office Manager) from Hourly to Salary. • Payroll; EC wants to move to electronically. • To better keep track of PTO and possibly switching to a paying bi-monthly. • Staff will be surveyed to see if they prefer to get paid once a month or twice a month. • EC need to first research for following questions. • When is a good time to change payroll frequency? • What are the benefits? • Norma will go through all the grants and budgets to see how much is left, how much was used and have a more transparent view of a final budget. 	<p>Motion to move Mayra from Hourly to Salary- Michael motions Megan seconds</p> <p>Motion carried</p>
Strategic Plan Update	<ul style="list-style-type: none"> • Employee Manual has been updated and handed out to the board for review. • Jennifer will review the strategic plan and do any final edits. • EC is in search of board members who are available, hands on, willing to help and send people to EC to learn more and connect with EC. • December is Board Elections • Positions will be renewed • How long terms will be, will also be reviewed. • Sarah Schaefer is a possible candidate as a board member. 	

Fundraising Committee	<ul style="list-style-type: none"> • The Chino Latino fundraiser will no longer happen due to Chino Latino’s political stand. • November 18th- Pizza Luche will hold a fundraiser where a percent of the sales for that day will go to El Colegio. • EC board plans on going to Pizza Luche after meeting. • Mary Fran was able to get a meeting with Gloria Perez Executive Director of the Jeremiah Program. • October 27th, 2014- Norma, Jennifer and Michael will attend that meeting. • Meeting with Gloria may open the possibility to connect with Mark Dienheart – who is a grant advisor and knows grant writers and has many connections. • Amazon is offering customers to sign up a percentage of all purchases from users are donated to El Colegio. • Give to the Max is November 13, 2014 • We will encourage parents and EC contacts to donate. • 	
ECCS Building Committee	<ul style="list-style-type: none"> • Committee members- Landon Nelson, Michael Dueñes, David Greenberg and Thomas Ramirez. • Committee needs to communicate when they will be meeting. • Work that needs to be done in the building • Norma’s office needs to be improved (warmer). • Norma will have Monthly meetings with David Greenberg. • Ann wants to be informed of any issues with La Raza Fund and ECCS Building. And of anything that needs to be signed. 	<p>Motion to add Thomas Ramirez to the ECCS Building Committee- Michael Motions Mary Fran seconds</p> <p>Motion carries</p>
ED Report- Academic Report	<ul style="list-style-type: none"> • Ann and Norma interviewed 2 possible candidates to do E.D. Coaching. • Laura Johansen was selected as best candidate. • Well qualified, focuses on short term goals, • Focus on the management team. • \$125/hr not to exceed \$1,500. • She will work on how to better communicate to the board. • It will consist of 2 sessions; one with the management team and one with Norma. • Laura will help meet immediate and short term 	<p>Motion to approve funds \$1500 for contract with Laura Johansen for Executive Coaching.</p> <p>Ann motions and Michael seconds.</p> <p>Motion Carried funds \$1,500 for E.D. Coaching</p>

	<p>needs</p> <ul style="list-style-type: none"> • Student Enrollment is 95.35 (YES!!) • We had budgeted for 90 which we surpassed • Attendance is at 96.7% • The fall check off comparison report has been reported to MDE. Regarding Population and funding. • EC is now 100% Latino school • It's important to see yearly changes. • Parent Teacher meetings with 9th, 10th and 12 grades was a success. • Conferences 10/15 was the best turn out in years. • Staff have felt very supported. • EC made it to the 2nd round of the United Way Grant • EC has received \$20,000 grant from Youthprise • We need to look for a grant writer, Ann knows of someone who could possibly help. • CLUES is looking into a possible partnership with EC. • Norma shared her experience on her trip to Chicago. • NCLR has encouraged board members to participate in Board Training. Norma plus 2 more members will attend. Due October 31st. 	
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Started: 4:40 pm

Meeting Adjourned: 6:04 pm

FUTURE MEETING DATES: November 18th, 2014 and December 16th, 2014