

## El Colegio Board Minutes

8.27.13

Present: George Sands, Norma Garces, Jennifer Godinez, Ana Vasquez, Ann Zukowski

Started: 4:50 p.m.

Topic	Discussion	Votes
Approval of July minutes		<ul style="list-style-type: none"> <li>- George Motions</li> <li>- Ann Seconds</li> <li>- Motion is carried</li> </ul>
<p><b>E.D. report- Opening of School update</b></p> <p>Purpose: To let board know about school activities, updates, staff news</p>	<p>First Day: August 19, 2013 Most successful opening with 55 returning students (90% retention rate) and 75 students are enrolled (goal: 85) 40% of students attended the open house New staff: Rudy Aguilar, Alejandra Cruz, Mr. Brunell, Ms. Nagel, Mr. Ramirez</p> <p>STAT: Student Teacher Action Team, team for detecting students that should be referred to SPED</p> <p>Teachers are encouraged to use the GANAG method. Students are dismissed early on Fridays and that time is used for professional development/staff meetings.</p> <p>Credit system has been fixed and has helped students identify where they stand in terms of credits. 8 seniors this year who are expected to graduate (credit-wise)</p> <p>ACTION ITEMS: To come up with a list of Exec. Director's needs (i.e. building leadership capacity)</p>	--
<p><b>Strategic Planning Update</b></p> <p>Purpose: To let the board know where we are in the strategic planning process</p>	<p>Previous strategy plan was more of a needs-assessment, more general than specific We need to clarify organization structure, roles and responsibilities.</p> <p>We need to recognize the difference strategic planning versus operational planning (mission reevaluating vs. "who's on first, who's on second").</p>	--

<p><b>Strategic Planning (cont.)</b></p>	<p>We need an operations plan because we have our mission/vision but we don't know how to get there. We need to call this an operations plan instead of strategic planning. We can document things and solve case-specific issues.</p> <p>ACTION ITEMS: Colleen summarize the data and synthesize it and explain the financial implications.</p>	<p>--</p>
<p><b>Financial Update</b></p> <p>Purpose: Discuss financials from summer 2013</p>	<p>We are in a holding pattern. We met with our vendor and are still trying to get financial statements from last year. There are pending receivables so we should be breaking even in the end. This is not critical at this point, but our budget is based on 85 students and we currently are at 75. Recruitment is going on through September but it is costly especially when you consider that we have staff working on Sundays and the amount that we are investing.</p>	<p>- Ana moves to approve finances for the fiscal year ending on June 30 - Ann seconds - Motion Carries</p>
<p><b>Board Recruitment, Training, Committees and Calendar</b></p> <p>Purpose: To propose board work for the year</p>	<p>The board will be used to foster skills for emerging leaders. 2 senior established professionals (possibly Latin@) Hispanic Bar association, Hispanic MBA All board members need financial training. We need to start recruiting so that when we are making these big decisions these people are already brought on and can help in the decision-making process. Possible HR Committee, PR Committee, Fundraising Committee? Board maximum is 11 members Goal: 6 board members.</p> <p>ACTION ITEMS: George will contact Cindy for financial training on October 5<sup>th</sup>. Additionally, roles and responsibilities, and best practices will be discussed. Executive Committee will develop a letter to send for board recruitment</p>	<p>- Agreed on October 5<sup>th</sup> for financial training</p>

**FUTURE MEETING DATES: September 17, October 15, November 19**