**September**

**El Colegio Board Minutes**

**9/20/2016**

**Board Members Present:** Jennifer Godinez,Kristine Snyder, Josey Landrieu, René Antrop-González, Tamara Ramirez, and Michael Dueñes

**Board Members Not Present (excused):** Ann Zukowski, Mary Fran Warner

**Not Present (unexcused): none**

**Guests:** Norma Garces**,** Matt Wylie (CLA), Landon Nelson, Brenda Ascencio

**Called to order**: 5:12 pm

**Adjourned:** 7:05pm

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| **Topic** | **Discussion** | **Votes** |
| **Opening Items****Minutes** | 1. June 2016 Minutes

 1. August 2016 Minutes

Rene would like a distinction between excused and unexcused absences of board members | Motion to approve minutes:JenniferMotion seconded:Josey Motion carries |
| **Academic Committee Update** | School CalendarMs. Tamara will translate calendar by October 18th, 2016 | Motion to approve school calendar:Josey Motion seconded:KristineMotion carries |
| **Strategic Plan Committee** | 1. Resignation of Heather Rawson and Thomas Ramirez from the school and therefore off the board2. Alejandro Mayas and Marisol Duran voted off the board3. Vote to include Tamara Ramirez | 1. Motion to dismiss members: JoseyMotion seconded: MichaelMotion carries2. Motion to dismiss members: JenniferMotion seconded: JoseyMotion carries3. Motion to include member: Josey Motion seconded: ReneMotion carries |
| **Finance Committee Update** | Board understands critical status of finances and offered the following suggestions for improvement:* Increase finance committee involvement & number of members
* Schedule future meetings in advance
* Support/maintain business manager
* Oversight by Bruce Biser, CFO for Metro State, possibly new chair of finance committee
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| **Building Committee****Refinance update lease approval** | **Lease Agreement** Lease amount changedECCS needs to present final lease within 2 weeks | Vote is being tabled for next board meeting |
| **Executive Director Report** | **1. Staff Handbook**Board needs Human Resources Specialist and Attorney in order to review/develop employee policiesPTO accruals need to be revised and approved by the board within 60 daysStaff Handbook needs to have an acknowledgement of receipt and understanding form signed by all staff**2. Student/Parent Handbook**Discipline Policy – “disruptive behavior” is no longer accepted language by Civil Rights officeAny hint of sexism in handbook should be removedHandbook needs to be translated to SpanishHandbook needs to be finalized by October 18th**3. Enrollment Policy**Corrections made:Needs to be clear to public\*Case studies used include other schools’ policies“Flexibility” changed to “Enrollment Capacity”Order of Headlines changed**4. BMO Harris Resolution**Remove Daniel Ittner from authorized signers and keep Norma Garces as the only authorized signer**5. Hennepin County Resolution****-**Refer to the terms of the contract | 1 & 2 Motion to approve upload of staff staff & student/parent handbooks to Epicenter pending revisions: JoseyMotion seconded: JenniferMotion carries3. Motion to approveenrollment policy: JenniferMotion seconded:KristineMotion carries4. Motion to approve document submitted for signature: Rene Motion seconded: TamaraMotion carries5. Motion to accept resolution: ReneMotion seconded: JoseyMotion carries |

**Notes:** Board members would like calendar invites for the following upcoming events:

November 1, 2016 Dia de los muertos

November 17, 2016 Annual Celebration and Board Elections

February 10, 2017 Mira Mi Corazon

May 16-18, 2017 Senior Presentations