



**EL COLEGIO**

## **Board of Directors Meeting Minutes**

December 15, 2021

### **I. Call to order**

A. The regular meeting of the El Colegio Board of Directors was held at 4137 Bloomington Ave, Minneapolis MN 55407.

B. The meeting was called to order at 5:10pm by Tony Aarts (Chair).

### **II. Welcome and Roll Call**

A. Board members present: Tony Aarts (Chair), Jennifer Godinez (Vice-Chair), Kent Fordyce (Treasurer), Bianet Castellanos (Secretary), Dr Elizabeth Sumida Huaman (Community), Tamara Ramirez-Torres (Teacher), Ann Zukoski (Community), Brenda Sanchez (Community), Dr. Madelaine Cahuas

B. Staff and guests in attendance: Katie Aviña (Executive Director), Landon Nelson (Dean of Operations), Mick Dudero (CLA), Samantha Diaz (PUC)

### **III. Approval of Agenda**

A. Kent makes a motion to amend the agenda for the December 15, 2021 board meeting by correcting December Financials to say November Financials and to add another item to agenda - a discussion of CLA. Tamara seconds the motion. The motion passes unanimously.

### **IV. Approval of Minutes**

A. Tamara moves to approve the minutes from the October 20, 2021 board meeting. Dr. Elizabeth seconds the motion. The motion passes unanimously.

### **V. Finance Committee**

#### **A. August Financial Statement**

1. Kent updates the Board about the recent Finance meeting with Mick and his supervisor Nichole Schmit, CFO. He explained the change in the FY21 Fund balance, and how it was significantly lower than what had been previously reported.

2. Mick shares the Executive Summary of the financial statement. Expenses are at 39%, revenues are at 39%. Cash on hand is \$33k. The draw on the line of credit was paid off at the end of November.

The State has updated the enrollment number and the Cashflow Projection has been updated based on the new IDEAS schedule.

3. Kent moves to accept the November 2021 financial statement. Ann seconds the motion. The motion passes unanimously.
4. Kent led the Board in a discussion about the grossly misrepresented financials from the previous fiscal year. The full board engaged in a discussion about next steps. Kent makes a motion for the board to write a letter to CLA asking for financial restitution seeking 80% of what El Colegio paid to CLA last fiscal year. Ms. Tamara seconds the motion. The motion is further discussed and Ann asks the board to reconsider asking for a 100% return. After discussion, Kent amends his motion to seek 100% in return. Tamara seconds the motion. The motion passes unanimously.

VI. Fundraising Committee

- A. Ms. Katie updates the board on current grants and total fundraising. El Colegio raised a total of \$9,590 during the month of November, and a total of \$25,370 year to date of unrestricted donations. Ms. Katie shares that El Colegio did receive a \$15,000 grant from PELSB for Teacher Mentor and Retention.

VII. Governance Committee

- A. Ann shares that the Executive Director Performance Review was completed and the committee used a rubric to provide feedback to Ms. Katie that was collected from staff, Board members, and students. Ann shared there is a professional development plan being developed for Ms. Katie as an outcome from the review.
- B. Ms. Katie shared the COVID-19 Onsite Policy & Protocol proposed updates which included the screening and temperatures taken when all staff, students or visitors come to El Colegio, and anyone with symptoms is tested onsite with an approved Rapid Test. Ms. Katie also shared updated language as to when the school would shift into Remote Learning, and when 10% of El Colegio's population will [staff/students] are positive for COVID-19, granting the power to the Executive Director to make decisions regarding switching learning models based on factors include the specific needs, situation and best interests of the El Colegio community.
- C. Kent makes a motion to accept the changes to the COVID-19 Onsite Policy & Protocol. Dr. Elizabeth seconds the motion. The motion passes unanimously.

VIII. Executive Director Update

- A. Ms Katie shares that enrollment is currently at 93 and ADM is at 90.77. El Colegio's Annual Report has been submitted to the authorizer, is posted on the website and provided in the Board Members Meeting Packets. El Colegio's World's Best Workforce also was submitted and the report will be shared during the January meeting. Ms. Katie shared Quarter 2 Family / Teacher conference had 52% attendance, 7% less than Quarter 1. El Colegio's Annual December Breakfast Fundraiser raised a total of \$2,065!
- IX. Board Officer Positions Discussion
  - A. Tony reminded Board members that January officers need to be re-elected.
- X. Facilities Update
  - A. Landon updated the board about the sewage back-up damages and that our insurance paid the school \$10K. HVACs will be replaced over winter break. Landon shared the initial feedback from the Fire Inspection and that EC needs to get fire doors replaced in the next 60 days, and get the theater curtains fire tested or remove them.
  - B. Once the school gets the additional loan for \$300K Mr. Landon has a list of must dos and then will hold listening sessions with staff, students and families to get input on what upgrades they would like to see.
  - C. Mr. Landon shared that El Colegio partnered with MIRAC to collect coats and other winter gear for EC students and other community members.
- XI. **Announcements**
  - A. Kent expressed the need for the Board to pull together and hold a retreat specifically to discuss a Capital Campaign and looking at our strategic plan and developing the next steps to creating our community center and replicating our model.
- XII. **Next board meeting is scheduled for Wednesday, January 19, 2022 at 5pm**
- XIII. **Meeting Adjourned at 6:40pm**

Board Secretary *Bianet Castellanos*  
Bianet Castellanos (Jan 28, 2022 13:08 CST)

Date: Jan 28, 2022






# EC Board Minutes 2021-12-15

Final Audit Report

2022-01-28

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