



EL COLEGIO

Board of Directors Meeting Minutes

February 16th, 2022

- I. Call to order**
 - A. Per MN Open Meeting Law Statute section 13D.02 i , the regular meeting of the El Colegio Board of Directors was held via teleconference due to the health pandemic.
 - B. The meeting was called to order at 17:10 pm 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), Brenda Sanchez (Community), Dr. Madelaine Cahuas (Community)
 - 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 February 16th, 2022, board meeting. Jennifer seconds the motion. The motion passes unanimously.
- IV. Approval of Minutes**
 - A. Tamara moves to approve the minutes from the January 19th, 2022, board meeting. Bianet seconds the motion. The motion passes unanimously.
- V. Finance Committee**
 - A. January Financial Statement
 1. Mick shares the Executive Summary of the financial statement. Expenses are at 54%, revenues are at 59%. Cash on hand is \$110k.
 2. Mick shared El Colegio received two large deposits in January. One from National Council of La Raza for \$22k [Escalera Grants] and one from Center for Energy and Environment for \$19K. There was also \$19K coded from the Gen Ed budget to CARES and Title II. Mick confirmed that El Colegio was up to date with CLICS claims. Mick reminded the Board that El Colegio will not receive the cash from

Title II until after March when the amendment window opens and we are able to revise the application. Once MDE approves the change then EC can draw on the Title II professional development fund reimbursement.

3. Jennifer moves to accept the January 2022 financial statement.
Tamara seconds the motion. The motion passes unanimously.

VI. Governance Committee

- A. Tony updated the board that the committee reviewed the Emergency Succession Plan and made edits based on staffing changes from last year to this year. Kent noted that Jennifer and Bianet's Board positions were incorrect and needed to be edited.
- B. Kent moves to accept the updated Emergency Succession Plan with the corrected Board positions presented by the Governance Committee.
Tamara seconds the motion. The motion passes unanimously.

VII. Executive Director Update

- A. Katie shares that enrollment is currently at 88 and students continue to enroll and drop. Katie shared recruitment as a priority, working on social media ads, working on a letter to send to other school support staff who may have students who are looking for a different program and also continues to attend 8th grade recruitment fairs to recruit for next school year.
- B. Since the last board meeting Katie has been meeting with RDF and Propel to finalize the loan items; meetings with Metro State University and Julie Ristau for partnerships and future funding opportunities. Katie updated the board on the Language Arts Classes since Mr. Cesar resigned and shared that 3 current teachers are covering those classes on Out of Field Permission licensures.
- C. Katie informed the board that students are continuing to join both virtually and in person and they will be evaluating if offering the synchronous virtual opportunities for students who are sick is helping. Katie updated the board that there are 3 seniors in the final stages of ACTSix Scholarship.
- D. Katie gave the board a fundraising update since the committee is still trying to find time to meet with Karl Sevig who will give a presentation overview on Capital Campaigning. Katie shared that combined with grants and unrestricted donations El Colegio has met its Fundraising goal of \$100,000. Currently El Colegio has raised \$118,500, and 20% of that is unrestricted donations.

VIII. Accounting and Financial Service Update

- A. Jennifer informed the board that EC did a request for bids with three financial firms, and 2 were unable to bring on more clients and EC did receive a proposal from Designs for Learning with the start date of July 1st, 2022. Jennifer also said Katie will follow up with CLA to request they finish out their current contract for a smooth transition. Jennifer shared that there was a reference check by other schools and our auditor that was taken into consideration and Katie and the team agreed this transition would be a good fit for El Colegio.
- B. Kent moves to accept the new financial firm contract with Designs for Learning starting July 1st, 2022. Tamara seconds the motion. The motion passes unanimously.

IX. Announcements

- A. Katie reminded everyone to join EC's annual Virtual Mira Mi Corazón on Friday, Feb. 18th; and there was no school scheduled for Monday, Feb. 21st and that Parent Teacher conferences were scheduled for Friday, Feb. 25th.

X. Next board meeting is scheduled for Wednesday, March 16, 2022 at 5pm

XI. Public Comment

- A. There was no public comment.

XII. Meeting Adjourned at 6:00pm

Board Secretary *Bianet Castellanos* Bianet Castellanos (Mar 21, 2022 14:46 CDT) Date: Mar 21, 2022