



**EL COLEGIO**

## **Board of Directors Meeting Minutes**

March 16th, 2022

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

A. The meeting was called to order at 17:07 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), Dr. Madelaine Cahuas (Community)

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

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

A. Kent makes a motion to approve the agenda for the March 16th, 2022, board meeting. Tamara seconds the motion. The motion passes unanimously.

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

A. Bianet moves to approve the minutes from the February 16th, 2022, board meeting. Dr. Elizabeth seconds the motion. The motion passes unanimously.

### **V. Finance Committee**

A. February Financial Statement

1. Mick shares the Executive Summary of the financial statement. Expenses are at 66%, revenues are at 68%. Cash on hand is \$62k. Mick pointed out that the \$27K reduction started due to the reduced enrollment in the working budget.
2. Mick shared with the Board that he, Katie and Mr. Landon have met to discuss next year's budget, as well as working on a revised budget with the goal to bring it to the April or May board meeting for approval.
3. Dr. Elizabeth asked questions about CARES funding and if there is going to be a gap without the funding. Mick gave a summary of the 7 year projection that has been prepared for Raza Fund Development and Propel. He explained that there has been great discussion and

intention of how the budget will be built after that funding is gone, and Katie explained that student recruitment is a high priority to fill that gap as well as higher fundraising goals.

4. Dr. Elizabeth moves to accept the February 2022 financial statement. Bianet seconds the motion. The motion passes unanimously.

**VI. Governance Committee**

- A. Tony updated the board that the committee will be meeting next week. They did however want to bring the annual IWoA Resolution Renewal to the board to again appoint Katie as Executive Director the IWoA rights for the Minnesota Department of Education.
- B. Kent moves to accept the IWoA Resolution appointing Katie as the school's IWoA presented by the Governance Committee. Tamara seconds the motion. The motion passes unanimously.

**VII. Academic Committee**

- A. Tony gave a summary of the last committee meeting which included reviewing PUC's academic reporting goals. Katie provided the committee a summary of how the school was doing in terms of the specific academic goals. During quarter 4 NWEA assessments will be taken to review overall growth in both math and reading. Families during the parent teacher conferences took both the Parent Satisfaction and and Parent Information surveys and currently the data is being reviewed. The Minnesota Student Survey will be taken during quarter 4. Quarter 3 parent teacher conferences had about 50% parent participation.

**VIII. Executive Director Update**

- A. Katie shares that last week Ms. Joselin and Mr. Steve held a parent meeting through our UnidosUS grant for Escalera. We had a group of 11th graders present to families the different universities they have been researching and Mr. Steve provided a presentation about FAFSA, grants and scholarships. During that same event families also had the opportunity to visit Mr. Gary's classroom and see the projects students have been working on in partnership with CodeSavvy.
- B. 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.
- C. Since the last board meeting Katie has been meeting with RDF and Propel to finalize the loan items with a rich discussion about our projections and

ensuring we meet the 1.2 covenant; submitted 3 grants: Concurrent Enrollment and Early Escalera and Escalera to begin new cohorts; worked with Regional Centers of Excellence to lead the last professional learning circles with all staff around El Colegio's Multiple Tiers of Systems of Support.

- 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 total, and 26% of that is unrestricted donations. Katie also shared that Mira Mi Corazón raised \$5,416 and it was overall a successful event! Katie informed the board that the committee is looking to increase fundraising goals with the intention to set unrestricted goals aside from grant goals that support programming.
  - E. Bianet shared that we received the Imagine Fund Special Events Grant for a total of \$25,137 which includes a series of workshops, an RA [intern] to support the work and also funds to purchase materials for and books.
- IX. **Accounting and Financial Service Update**
- A. Jennifer informed the board El Colegio did receive a contract from Designs for Learning and the committee will be reviewing it at the next Finance Committee meeting and will then bring it for board approval during the April board meeting. Katie shared that she and Landon both met with Heidi from CLA who agreed to finish our current contract through June 30th, 2022 with the agreement that June will be the month both firms meet for a smooth transition. Katie and Landon also met with Nikki from Designs for Learning who also agreed that while the contract is dated for July 1st, they agreed to work with CLA during June for a smooth transition.
- X. **Announcements**
- A. Tony shared that Spring Interim is next week, there is no school on Friday, March 25th for Record Keeping Day and Spring break is April 4th - April 8th.
- XI. **Next board meeting is scheduled for Wednesday, April 20, 2022 at 5pm**
- XII. **Public Comment**
- A. There was no public comment.
- XIII. **Meeting Adjourned at 5:57pm**

Board Secretary *Bianet Castellanos*  
Bianet Castellanos (Apr 23, 2022 07:41 CDT)

Date: Apr 23, 2022