



**EL COLEGIO**

## **Board of Directors Meeting Minutes**

April 20th, 2022

- I. Call to order**
  - A. The meeting was called to order at 17:05pm 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), Ann Zukoski (Community), Brenda Sanchez
  - B. Staff and guests in attendance: Katie Aviña (Executive Director), Landon Nelson (Dean of Operations), Mick Dudero (CLA)
- III. Approval of Agenda**
  - A. Tamara makes a motion to approve the agenda for the April 20, 2022, board meeting. Dr. Elizabeth seconds the motion. The motion passes unanimously.
- IV. Approval of Minutes**
  - A. Jennifer moves to approve the minutes from the March 16th, 2022, board meeting. Dr. Elizabeth seconds the motion. The motion passes unanimously.
- V. Finance Committee**
  - A. March Financial Statement
    1. Mick shares the Executive Summary of the financial statement. Expenses are at 77%, revenues are at 77%. Cash on hand is \$61k. Mick pointed out that the \$27K reduction started due to the reduced enrollment in the working budget.
    2. Mick shared with the Board that the Repairs and Maintenance line is showing a large jump and this is due to recognizing the costs of the HVAC units. Which then brings the ending fund balance to a positive \$46,145. Mick shared that the finance committee discussed meeting with the Building Company Board next month to discuss the Building Company recognizing the expense of the HVAC units as opposed to the school, who is currently recognizing the expense.

3. Katie provided an update on the \$300K Propel Loan, which is in the final stages and we are hoping to close on by mid May.
4. Tamara moves to accept the March 2022 financial statement.  
Jennifer seconds the motion. The motion passes unanimously.

**VI. Governance Committee**

- A. Ann updated the board that the committee has two items to bring forward and that during the last meeting policies have been getting organized. The committee has a plan to review and bring forth to the board review for the rest of the year.
- B. First item the committee brought for Board approval was EC's 715 Procurement Policy. There has been an additional item added to the policy; item 3 Purchases Procedures that delegates purchases and contract approvals in the amount of \$124,999 or less can be approved by the Executive Director. Anything more would need Board approval.
- C. Ann moves to accept the addition of Purchasing Procedures to 715 Procurement Policy presented by the Governance Committee. Kent seconds the motion. The motion passes unanimously.
- D. The second item brought to for Board approval was the 2022-2023 School Calendar. Ms Tamara raised questions about possibly having an earlier start date; so the Board advised Katie to bring back and to survey staff about changing the start date that was presented.

**VII. Academic Committee**

- A. Tony gave a summary of the last committee meeting which included reviewing Parent Surveys taken during quarter 3 conferences, 2021 Graduation Rates on the MDE Report Card and discussing expansion of class offerings next year to include Intro to Urban Education and Intro to Basic Statistics . Brenda summarized the committee's discussion about connecting with community partners to offer parent classes which our families expressed interest in. Madelaine summarized the committee's discussion about recreating community events at the pace of families and holding loteria nights to give folks time to reconnect after being disconnected from the pandemic.

**VIII. Executive Director Update**

- A. Katie updated the Board that EC renewed contracts with both Indigo for Special Education Director services and Word of Mouth for Speech services. Indigo's contract increased by 5% and Word of Mouth increased by 8%.
- B. Katie shares Mr. Chad's College Algebra class won 1st place in a recent competition!

- C. Katie shares that there are 12 9th graders enrolled for the 2022-2023 school year.
  - D. Katie shared that during their first Loteria Night one of our parents expressed interest in joining the Board. Katie will meet with the parent this upcoming week to discuss the role and hopefully bring her to the board in May.
  - E. Katie gave the board a fundraising update that for the month of March EC raised \$461 which bring's total unrestricted donations to a total of \$26,736 through the end of March. She reported that there have been no more grants received and that currently EC is running a fundraising Campaign for EC's Class of 2022! Their goal is \$5K and currently they are at \$3,600, Katie asked the Board to please continue to share it with their network since they are very close to reaching their goal!
- IX. Accounting and Financial Service Update
- A. Jennifer informed the board the Finance committee reviewed the contract and Katie and Landon expressed that the meeting with the Designs for Learning team went well and they are looking forward to beginning work with their team.
  - B. Kent moves to accept the Designs for Learning contract. Bianet seconds the motion. The motion passes unanimously.
- X. Announcements
- A. Tony shared that parent teacher conferences are coming up May 6th, Senior Presentations are coming up May 17th - 20th and Wednesday, May 25th there will be STEM Presentations as well as 9th grade Family Night.
  - B. Jennifer shared an announcement that she will begin a new job, working on race equity at a federal level! She shared that May will be her last Board meeting.
- XI. Next board meeting is scheduled for Wednesday, May 25th, 2022 at 5pm
- XII. Public Comment
- A. There was no public comment.
- XIII. Meeting Adjourned at 6:09pm

Board Secretary *Bianet Castellanos* Bianet Castellanos (May 29, 2022 13:45 CDT) Date: May 29, 2022


# \_EC Board Minutes 2022-04-20

Final Audit Report

2022-05-29

Created:	2022-05-26
By:	Katie Groh de Avina (avina@el-colegio.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAs0ISXZnpHd50q1r87KpmoOLgVIDzCWFM

## "\_EC Board Minutes 2022-04-20" History

-  Document created by Katie Groh de Avina (avina@el-colegio.org)  
2022-05-26 - 7:38:01 PM GMT- IP address: 65.144.157.58
-  Document emailed to Bianet Castellanos (bcastellanos@el-colegio.org) for signature  
2022-05-26 - 7:38:59 PM GMT
-  Email viewed by Bianet Castellanos (bcastellanos@el-colegio.org)  
2022-05-29 - 6:44:54 PM GMT- IP address: 74.125.212.192
-  Document e-signed by Bianet Castellanos (bcastellanos@el-colegio.org)  
Signature Date: 2022-05-29 - 6:45:37 PM GMT - Time Source: server- IP address: 75.168.97.104
-  Agreement completed.  
2022-05-29 - 6:45:37 PM GMT