



EL COLEGIO

Board of Directors Meeting Minutes

August 17th, 2022

- I. Call to order**
 - A. The meeting was called to order at 17:20 by Tony Aarts (Chair)
- II. Welcome and Roll Call**
 - A. Board members present: Tony Aarts (Chair), Kent Fordyce (Treasurer), Tamara Ramirez-Torres (Teacher), Ann Zukoski (Community)
 - B. Staff and guests in attendance: Katie Aviña (Executive Director), Landon Nelson (Dean of Operations)
- III. Approval of Agenda**
 - A. Tamara makes a motion to approve the agenda for the August 17, 2022, board meeting with the amendment to change item 6 to Board Retreat Review. Kent seconds the motion. The motion passes unanimously.
- IV. Approval of Minutes**
 - A. Kent moves to approve the minutes from the June 15th, 2022, board meeting. Ann seconds the motion. The motion passes unanimously.
- V. Finance Committee**
 - A. May Financial Statement
 1. Kent shares that the Finance committee reviewed the June Financials which provide a preliminary outlook to El Colegio's year ending and we are projected to have a fund balance close to \$130K. He also shared there was a conversation with Designs for Learning about how we would like to see financials moving forward during our transition.
 2. Tamara moves to accept the June 2022 financial statement. Ann seconds the motion. The motion passes unanimously.
- VI. Governance Committee**
 - A. Family Handbook

Katie shared the 2022-2023 Student/Family Handbook and that the following items had been updated:

The word "Parent" has been replaced with Family to be more inclusive of our students' household reality.

- Pg8 Academic Warning and Academic Contract
 - El Colegio added the processes in which our Student Engagement Specialists work with our students for targeted interventions.
- Pg9-10 PSEO
 - El Colegio added the language required by MDE about PSEO options, it had been on our website for compliance and now it is in our handbook.
- Pg11 Restitution
 - El Colegio updated our restitution circle to be more specific around our shared practices with Academia Cesar Chavez.
- P21 Electronic Device Policy
 - After discussion with El Colegio staff the school added more language about usage and if devices are seen during class time. As well as adding students will turn in their phones before getting a pass to the restroom.

Kent made a motion to approve the 2022-2023 School Student/Family Handbook. Tamara seconded the motion. The motion passed unanimously.

B. Employee Manual

Katie provided an update that the following items had been updated in the Employee Manual:

- All changes were minor edits such as current dates and titles.
- Section 7.3 a paragraph about suggestions and a suggestion box was removed since that practice no longer exists.

Tamara made a motion to approve the 2022-2023 School Staff Manual. Kent seconded the motion. The motion passed unanimously.

C. Executive Director Review:

Tony provided a summary of the Executive Director review that included feedback through surveys from students, families, staff and board members and focused on strengths and areas for growth in 4 areas. All groups averaged meets to exceed expectations. Ann shared that since El Colegio's Executive Director is not licensed she does attend professional development throughout the year, Principals Academy through the University of Minnesota being one of them.

VII. Board Retreat Summary

- A. Tony opened the summary as a discussion since all attending were present at the Board Retreat. All agreed that it felt like a good start to creating actual 1 year goals for the school to reach for.
- B. Kent made a motion to establish a strategic committee within the fundraising committee for the school year. Ann seconded the motion. The motion passed unanimously.

VIII. Executive Director Update

- A. Katie shared that they are still looking for a science teacher, two EP positions, Kitchen manager and promise fellow. Katie shared they hired a plus coordinator/parent liaison, and an English language arts teacher.
- B. Katie shared that currently enrollment is at 83 students and they are continuing to get students enrolling every day.
- C. Katie also shared to save the date and that October 13th will be El Colegio's first Loteria Night for the school year.


IX. Announcements

- A. Thursday, August 18th, 2022: Open House and 9th Grade Orientation 5:30pm - 7:30pm
- B. Wednesday, August 24th, 2022: First Day of School
- C. Thursday, September 1st, 2022: 12th Grade Family Orientation Night 5pm
- D. Monday, September 5th, 2022, No School and Building Closed for Labor Day
- E. Thursday, September 8th, 2022: 11th Grade Family Orientation Night
- F. Thursday, September 15th, 2022: 9.5/10th Grade Family Orientation Night

X. Next Board Meeting: Wednesday, September 21, 2022 at 5:00 PM

XI. Public Comment

XII. Meeting Adjourned at 6:06pm

Board Secretary  _____ Date: 21 Sept. 2022

