



EL COLEGIO

Board of Directors Meeting Minutes

December 13th, 2023

- I. Call to order**
 - A. The meeting was called to order at 5:15pm by Tony Aarts (Chair)
- II. Welcome and Roll Call**
 - A. Board members present: Tony Aarts (Chair), Kent Fordyce (Treasurer), Tamara Ramirez-Torres (Teacher), and Madelaine Cahuas (Community), Ann Zukoski (Vice Chair), Dr. Elizabeth Sumida Huaman (Community)
 - B. Board members absent:
 - C. Staff and guests in attendance: Katie Aviña (Ex-Officio), Landon Nelson (Dean of Operations), Raquel Arismendez (Project Manager), Niel Ritchie (Fundraising Committee), Carlos Mariani (Academia Cesar Chavez), Norma C. Garcés (Academia Cesar Chavez),
- III. Approval of Agenda**
 - A. Tamara moves to approve the agenda for the December 13, 2023 board meeting. Dr Eli seconds the motion. The motion passes unanimously.
- IV. Approval of Minutes**
 - A. Ann moves to approve the minutes from the October 25, 2023 board meeting. Tamara seconds the motion. The motion passes unanimously.
- V. Finance Committee**
 - A. Kent shares some observations in accounting, where the previous financial service provider had an accrual basis, whereas the current service provider accounts on a cash basis. The board discusses the trends with fund balance growth in the past five years.
 - B. The audit is on track to be completed by December 30th. The audit will be presented to the board at the January board meeting.
 - C. November Financial Statement
 1. Right now, FY24 is projecting a \$22k surplus for end-of-year. So far, we have a \$4.8k surplus this fiscal year. Discussion at the Finance Committee found sound logic in the current projections.
 2. Tamara moves to accept the November 2023 Financial Statement. Ann seconds the motion. The motion passes unanimously.
- VI. Academic Committee**
 - A. Tony and Ms Katie share that the committee met and discussed contract goals in the QSR process.
- VII. Executive Director Update**
 - A. Fundraising Committee Update

1. Ms Katie shares the current grants the school has this year and the associated programming.
 - a) UnidosUS - Escalera (10th Grade)
 - b) UnidosUS - Padres Comprometidos
 - c) Hennepin County Recycling Program
 - d) MDE Intro to Teaching Grant
 - e) 21st Century CLC via Children's Defense Fund
2. We submitted a grant application to offer Escalera to grades 9, 11, and 12 as well.
3. We were waitlisted on the BARR Grant, as they had more applications than anticipated.
4. The YTD total for individual donations is \$4,510 so far. We have also raised \$54,566 in grants so far this year. With this, we are 59% to our annual fundraising goal!
5. We have also received several in-kind donations, such as the catering support from La Tortilla Catering.

B. Enrollment

1. Ms Katie shares that the ADM is 94.5, and current enrollment is 93 students.

C. Quality School Report

1. Ms Katie shares that we submitted the Quality School Report to PUC, which is completed every contract renewal period. PUC visits classrooms, interviews teachers, meets with families, and compiles the information.
2. The board reviews the charter contract goals and the progress that El Colegio has made in the goals from the authorizer.

D. World's Best WorkForce

1. Ms Katie shares that the report was submitted to MDE this week, and the goals in WBWF are intentionally aligned to our authorizer contract goals.
2. The board reviews the information and discusses the reports and the data contained therein.

VIII. Identified Official with Authority (IOWA) Resolution

- A. Ann moves to approve Ms Katie Aviña as the IOWA designee for El Colegio. Tamara seconds the motion. The motion carries by majority vote with one abstention (Dr Madelaine stepped away momentarily).

IX. Board Officer Positions

- A. The board discusses the officer positions for 2024.
- B. Tamara moves to accept the nominations for the officer positions of: Tony (Chair), Ann (Vice Chair), Kent (Treasurer), Dr Eli (Secretary). Kent seconds the motion. The motion carries by majority vote with one abstention (Dr Madelaine stepped away momentarily).

X. ACC/EC Partnership Committee

- A. Both the ACC board members and EC board members attended the joint retreat on December 2, 2023. Ms Tamara shares that it was a very powerful retreat where she felt great and confident at the conclusion of it. Ann shared it was a very open dialogue amongst all members.

- B. Tony shares that the EC members of the Partnership Committee attended the ACC board meeting on December 7. The committee has scheduled two upcoming meetings for January 6 and January 27. The commitment of the two boards meeting on a Saturday for an all-day retreat is unprecedented. The commitment of committee members from both boards meeting every other Saturday for five months is unprecedented.
- C. Ms Katie shares that she and Ms Norma met with Raza Development Fund to discuss ACC's building bonds in more detail.

XI. Announcements

- A. Caregiver Teacher Conferences:
 - 1. Thursday, Dec. 14th from 4:30-7pm
 - 2. Friday, Dec. 15th from 9am-12pm
- B. Winter Break: Dec. 18th - Jan. 1st, 2024
- C. School Resumes: January 2nd, 2024
- D. MLK Day (No School): Monday, January 15th, 2024

XII. Next Board Meeting: Wednesday, January 17, 2023 at 5:00 PM

XIII. Public Comment

- A. No public comment submitted.

XIV. Meeting Adjourned at 7:16pm.

Board Secretary Dr. Elizabeth Sumida Huaman Date: 02/09/2024
[Dr. Elizabeth Sumida Huaman \(Feb 9, 2024 15:30 CST\)](#)