



EL COLEGIO

Board of Directors Meeting Minutes

August 18, 2021

I. Call to order

A. The regular meeting of the El Colegio Board of Directors was held at 4137 Bloomington Ave, Minneapolis MN 55407.

B. The meeting was called to order at 5:25pm 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), Ann Zukoski (Community), Tamara Ramirez-Torres (Teacher),

B. Board members absent: Brenda Sanchez (Community),

C. Staff and guests in attendance: Katie Aviña (Executive Director), Raquel Arismendez (Project Manager), Landon Nelson (Dean of Operations), Mick Dudero (CLA),

III. Approval of Agenda

A. Kent moves to approve the agenda for the August 18, 2021 board meeting. Ms Tamara seconds the motion. The motion passes unanimously.

IV. Approval of Minutes

A. Jennifer moves to approve the minutes from the June 16, 2021 board meeting. Ms Tamara seconds the motion. The motion passes unanimously.

V. Finance Committee

A. June Preliminary Financial Statement

1. Mick shares that cash on hand is about \$54k. Overall, expenditures look average and what was expected. Revenues also expected at 100%. He will continue to evolve on the CARES revenue with Ms Katie and Mr Landon as the package comes in for FY22.

a) Kent adds that the handout in the board packet has an error that has since been corrected. \$58,634 is the correct ending fund balance for preliminary FY21.

2. Ann moves to accept the June preliminary financial statement.
Bianet seconds the motion. The motion passes unanimously.

VI. Academic Committee

- A. Tony shares that the committee discussed the draft SY22 school schedule in anticipation of the coming fall semester and any possible adaptations that may be needed. Having intentional space for staff and students to process being back in space together in-person, and any socio-emotional needs. There will be a 7-period schedule with advisory, running on A/B days.
- B. The committee also discussed staff professional development, the first day of school on August 27, and generally gearing up for the school year.

VII. Fundraising Committee

- A. Bianet shares that the fundraising committee meets tomorrow, so there is no substantial update from the committee at this time. Ms Katie shares as of July 31, we have raised \$32,633 of philanthropic revenue. Most of this comes from the Escalera programming grant.
- B. Bianet shares a possible dual-language recruitment initiative she has been discussing with Dr Eli, including indigenous languages. This could be a part of the December Breakfast. Highlighting El Colegio's work in incorporating heritage language and indigenous language into the academic program. Possibly inviting Ofelia Garcia and another speaker to the breakfast. Honoring cultural linguistic identity.
- C. Kent moves to assert this effort. Ms Tamara seconds the motion. Motion passes unanimously.

VIII. Governance Committee

- A. Ann shares that the committee discussed the Student/Parent Handbook updates, the Employee Handbook updates, revisions to the school calendar,
- B. SY22 Student/Parent Handbook
 1. Ms Tamara moves to approve the SY22 Student/Parent Handbook. Ann seconds the motion. Ms Tamara suggests amending the handbook to remove item number 1 on page 19 of the handbook under the Clothing Standards policy. Ms Katie shares the feedback from staff and students and reflects and echoes Ms Tamara's suggestion.
 2. Motion passes unanimously to approve the handbook with Ms Tamara's amendment.
- C. SY22 Employee Handbook
 1. Ann moves to approve the SY22 Employee Handbook. Kent seconds the motion. Motion passes unanimously.
- D. Revised School Calendar 2021-2022

1. The calendar is updated to include MEA.
2. Ann moves to approve the revised school calendar. Bianet seconds the motion. Motion passes unanimously.

E. ED Performance Evaluation Update

1. Ann shares that her, Tony, and Bianet are developing the rubric for the ED evaluation and finalizing a survey that will go out to board members, staff, and students. Tony shares how the team is developing a process to synthesize input from the three audiences. The criteria fits together well for developing the rubric per the authorizer contract goal. The process will include identifying professional development goals for Ms Katie for the coming year.

IX. Executive Director Update

A. ED Professional Development Update

1. Ms Katie shares she has been attending the Propel Financial Leadership cohort, and that Kent and Mr Landon each joined at previous sessions. She has also been accepted to the Minnesota Principals Academy through the University of Minnesota, which meets twice a month for two years. The E3 Midwest Institute took place at El Colegio last week, which Ms Katie attended as well.

B. Staffing Update

1. Ms Katie shares that Ms Graciela has resigned from the Academic Dean position. Ms Ikal has resigned from the Educational Partner position.
2. El Colegio has a new teacher to lead the Escalera program, and an AmeriCorps Promise Fellow position. Current open positions are a Kitchen Manager, an Educational Partner, and a Student Support Specialist/Dean of Students.

C. Welcome Back Week

1. Ms Katie shares that staff returned in-person this week on Monday, with an intense two weeks of professional development.

D. MDE Online Learning

1. MDE is encouraging all schools to be Online Learning Providers, so that they can fluidly transition between learning models if necessary as the COVID situation develops in the coming school year. Ms Katie will bring forth an updated Safe Learning Plan to the board for review next month.

E. Building Update

1. Mr Landon shares that the LED lighting project is almost complete: all bulbs and lights have been converted to LED. The outdoor lights

still need to be replaced but are in progress. The rotunda has been painted as well as the hallways. There is a quote for the floors to be renovated but won't be able to be complete before the first day of school.

2. Groups utilizing the building: Baile Folklorico, Flavors of Peru, Danza Azteca.
3. There was an outdoor community event in the parking lot earlier this month. A breakdancing group will now be using the space.
4. A soccer group is interested in utilizing the outdoor space, possibly with an in-kind donation for assisting with landscaping.
5. The HVAC units need to be replaced. Kent and Mr Landon have been discussing financing and/or fundraising options.
 - a) Mick shares that mobile air purifier units could be purchased with CARES dollars.
 - b) Ms Tamara suggests that the school install solar panels.
 - c) Kent states that this is a capital expense for the building company, so connecting with them is important.

X. Announcements

XI. Upcoming Events

- A. La Dona Brewery is hosting LatinoFest on August 21 from 10am-8pm, and August 22, 10am-6pm.
- B. SummerCipher happening on Chicago and Lake on August 21 from 5pm-10pm.

XII. Next board meeting is scheduled for Wednesday, September 15, 2021 at 5pm

XIII. Meeting Adjourned at 6:57pm

Board Secretary _____ Date: _____