



Meeting of the Board of Directors
Minutes
January 27th, 2016

1. Call to order

Dr. Charles Keffer, Board chair, called the regular meeting of the Academia Cesar Chavez Board of Directors to order at 5:06 p.m. on January 27th, 2016, held at 1800 Ames Avenue, Saint Paul, MN.

2. Welcome

The following Board Members were present for the meeting: Dr. Charles Keffer (Board Chair); Mark Ahrens (Treasurer); Armando Camacho (Secretary); Nate Johnson – by phone (Community); Elizabeth Rodriguez (Teacher); Jennifer Villella (Teacher); Linette Manier (Community); Juan Vazquez (Community).

The following Board Members were absent: Rita Garcia (Community); Felipe Illescas (Parent); Antonio Orrosteita (Parent).

The following staff and guests were present for the meeting: Bondo Nyembwe, (Executive Director); Hernan Moncada, (Principal); Katie Avina (Executive Associate); Mardi Dominguez, (Family and Community Director); Jenna Stiegler (Senior Executive Administrative Assistant).

Action Items (for Board Approval):

3. Approval of Minutes for November 18th, 2015 Board Meeting (Dr. Charles Keffer)

The first motion to approve the Minutes was made by Betty Rodriguez and the second motion was made by Armando Camacho. The Minutes for the meeting held on November 18th, 2015 were approved by the Board of Directors.

4. Approval of Agenda for January 27th, 2016 Board Meeting (Dr. Charles Keffer)

The first motion to approve the agenda was made by Jennifer Villella and the second motion was made by Armando Camacho. The Agenda for the meeting held on January 27th, 2016 was approved by the Board of Directors.

5. Review ACC Health and Wellness School-Wide Policy

The first motion to approve the policy was made by Betty Rodriguez and the second motion was made by Jennifer Villella. The ACC Health and Wellness School-Wide Policy was approved by the Board of Directors. Nurse Kim Miles and Michael Moran helped contribute to the appendix.

6. Review ACC Inclusion Education Plan

The first motion to approve the policy was made by Linette Manier and the second motion was made by Nate Johnson. The ACC Inclusion Education Plan was approved by the Board of Directors.

7. Review ACC Internet Safety Policy

The first motion to approve the policy was made by Armando Camacho and the second motion was made by Linette Manier. The ACC Internet Safety Policy was approved by the Board of Directors.

8. Accepting of 2015 Annual Audit

The first motion to accept the 2015 Annual Audit was made by Mark Ahrens and the second motion was made by Linette Manier. The 2015 Annual Audit has been accepted by the Board of Directors.

Discussion Items and Committee Updates:

9. Board Sub-Committee Reports

a. Executive Committee (Dr. Charles Keffer)

Dr Keffer reported that the Executive Committee met before the Board meeting and discussed Cindy Lavorato's work with the Desegregation issue for Charter Schools. The executive committee suggests that ACC contribute \$1000 to her for her work and would like to take a vote to see if the board agrees. The first motion to approve payment to Cindy Lavorato in the amount of \$1000 was made by Mark Ahrens and the second motion was made by Jennifer Villella. The Board of Directors has approved to pay Cindy Lavorato \$1000 for her Desegregation work.

The committee also reviewed three policies that will be brought to the next board meeting in January. They discussed the maintenance department assessment as well as tapping into the fund balance to support the teacher retention plan. The executive committee plans to meet with Judith Darling regarding the Fund Balance, teacher salary increase and the Middle School. They then discussed the Dual Immersion program and Middle School plan which will be presented later in the meeting by Mr. Nyembwe.

b. Academic Program Committee (Linette Manier)

Ms. Manier discussed that teachers are in the middle of administering F & P assessment and will be shared at the February meeting.

c. Facilities Committee (Katie Avina)

Mrs. Avina mentioned that we lost some days due to weather. We are hoping to make up those days by giving our cafeteria for the month of May. The second floor in the new building is in and pictures will be up soon. We are losing our parking lot for a day to allow movement of large construction equipment. The completion of the new building is scheduled for mid-June. We are feeling the effects of owning the building vs. renting because of repairs..

d. Finance Committee (Mark Ahrens)

Mark Ahrens reiterated that the executive committee is meeting as soon as possible with Judith to discuss the budget for next year, salaries, facilities and Middle School potential.

e. Resource Development Committee (Rita Garcia)

Mr. Nyembwe reported for Ms. Garcia that we have raised over \$4000 through GiveMN. There are two more GiveMN options: Math and Literacy. We applied for the Shavlik grant in December for about \$100,000 towards our media center. February 1, the Spencer Foundation grant is due for professional development for teachers. We are working on a grant thorough Good Sports for PE funds that will be a 3 year funding. February 15th, the Andersen grant is due for money towards the science lab.

We will receive the Pathway II Pre-K grant again next year, we just need to fill out the application again. Ms. Dominguez mentioned that Cargill has an opportunity for another application. Dr. Keffer handed out a list of some foundations with grants available and asked for board members to identify any foundations with which they might have a connection.

10. Other Board/Staff Reports

a. Update from the Executive Director (Bondo Nyembwe)

i. WBWF Summary

MDE asked ACC to submit a summary of the WBWF and follow their rubric.

ii. Meeting with UST

Mr. Nyembwe requested to administer NWEA two times a year instead of three. UST submitted a letter approving this request.

iii. Meeting with McKnight Foundation

We are waiting for the Board Meeting in February to see if the McKnight foundation will invite us to apply again.

b. Dual Immersion Presentation

Mr. Nyembwe presented a slide show on Dual Immersion. He reported on ACC 3rd grade achievement data, the benefits of bilingualism, DI at ACC –present and future, and left time for questions and answers. Mr. Nyembwe had three recommendations for the program and the board agreed with recommendation one that we convene a group of teachers and a consultant to develop a plan for ACC Dual language immersion based on the population we serve and select a model that meets the academic needs of scholars in Pre-K – 2nd grade.

c. Middle School Presentation

Mr. Nyembwe presented a slide show on Middle School options. He presented on the history of ACC Middle School, goals, reasons for opening a Middle School in 2016-17 and time for questions and answers. Several opinions were offered for and against opening in 2016-17. The board will revisit Middle School at the February board meeting. Dr. Keffer noted that a memo should be sent out to all staff with the information regarding the DI program and Middle School options that were discussed today.

d. UST (Q3) Quarterly Report

Quarterly Report was submitted to UST.

11. Announcements/Public Comment:

12. Upcoming Events:


- February 15th, 2016: Presidents Day Holiday, No Staff or Scholars

13. Next Board Meeting: February 24th, 2016 at 5 PM

14. Meeting Adjournment

Dr. Keffer called for a motion to adjourn the meeting. The first motion was made by Betty Rodriguez and the second motion was made by Nate Johnson. The motion to adjourn was approved by the Board of Directors and the meeting was adjourned at 6:56 PM.

This meeting was conducted in accordance with MN Statues 13D.01, Open Meeting Law.

Approved by Board and Signed by Board Secretary  Date 2-24-16
Armando Camacho