



## Board of Directors Meeting Minutes

April 27, 2023

- I. Call to Order
    - A. The regular meeting of the Academia Cesar Chavez Board of Directors was held at 1801 Lacrosse Ave, Saint Paul MN, 55119
    - B. The meeting was called to order at 5:09pm by Dr Jessica Lopez Lyman (Chair).
  - II. Welcome and Roll Call
    - A. Board members present: Dr Jessica Lopez Lyman (Chair), Mark Ahrens (Treasurer), Maria Vallejo (Parent), Analita Silva-Evans (Community),
    - B. Board members absent: Diana Lopez-Diaz (Teacher), Carlos Mariani (Community), Cmdr John Lozoya (Secretary),
    - C. Staff and guests in attendance: Norma C. Garcés (Executive Director), Raquel Arismendez (Project Manager),
  - III. Recite ACC Mission Statement
    - A. *Academia Cesar Chavez is dedicated to providing a quality dual-language education that prepares critically thinking, socially competent, values driven, and culturally aware bilingual and bi-literate learners by advocating Latino cultural values in an environment of familia and community.*
  - IV. Grounding and Check-in
    - A. All those present each check in with a personal anecdote.
  - V. Public Comment Forum
    - A. No public comment was submitted to the board.
- Action Items for Board Approval
- VI. Approval of Agenda
    - A. Mark moves to approve the agenda for the April 27, 2023 board meeting. Analita seconds the motion. The motion carries unanimously.
  - VII. Approval of Minutes
    - A. Mark moves to approve the minutes from the March 23, 2023 board meeting. Maria seconds the motion. The motion carries unanimously.
- Discussion Items
- VIII. Executive Committee Update
    - A. Jessica shares that the bulk of the work that happened this month was contract negotiations with UST. The committee continued the conversation of the partnership with El Colegio,

which is still in the exploratory phase at this time. Jessica is reaching out to MACS for more information.

IX. Finance Committee Update

A. March Financial Statement

1. Mark directs the board to review the summary on the first page of the financial statement. Cash on hand is healthy, which is a requirement of the bond covenants. The fund balance will be addressed with facilities repair and renovations.
2. Analita moves to accept the March financial statement. Mark seconds the motion. The motion carries unanimously.

B. FY24 Budget Update

1. Ms Norma shares that herself and David Greenberg were strategizing for next fiscal year's budget. The goal is to have a draft ready for the Finance Committee to review at the June 7 committee meeting, and then present to the board at the June Board Meeting.

X. UST Authorizer Contract

- A. Jessica presents the contract drafted by the University of Saint Thomas. This would be the first contract Academia has had with graduated, incremental targets in the contract goals contained within the evaluation framework. The targets are based on current data, aligned to both the mission and vision of the school as well as UST's criteria for schools in its portfolio.
- B. The board discusses the elements of the contract, and thanks Dr Lopez Lyman and Ms Norma for stewarding the contract negotiation process with UST.
- C. Maria moves to approve the University of Saint Thomas authorizer contract for Academia Cesar Chavez. Analita seconds the motion. The motion carries unanimously.

XI. Financial Service Provider Candidates

- A. The board reviews each proposal provided by BerganKDV (BKDV), School Management Services (SMS), and Charter School Business Management (CSBM).
- B. Mark moves to not move forward with the proposal from BerganKDV. Analita seconds the motion. The motion carries unanimously.
- C. The board discusses more deeply the proposals from SMS and CSBM.
- D. Mark moves to approve the contract with Charter School Business Management for one fiscal year. Maria seconds the motion. The motion carries unanimously.
- E. Mark shares that for historical purposes, the first five to six years of Academia had all of its financial services performed in-house. It was considered to be bad form at that time because then there are no checks and balances, and not as much oversight. At that time, the board was shocked at the initial price of the financial service provider, but the founder was eased by having a provider do this work, and it is Mark's hope that this new provider eases Ms Norma as well.

XII. SPED Contracts

- A. Analita moves to approve all contracts presented. Mark seconds the motion. The motion carries unanimously.

XIII. Executive Director Update

A. Enrollment Update

1. The board discusses the attendance policy, and will reaffirm the policy at the Annual Meeting in May.

- B. Intent to Return
  - 1. Ms Norma shares that 78% of teachers intend to return to ACC in the fall.
- C. Academics
  - 1. Ms Norma shares updates to middle school programming, MCA state testing, and the visit to Mexicayotl Academy.
- D. Community Engagement
  - 1. Ms Norma shares an overview of the various celebrations ACC hosts for families throughout the school year.
- XIV. El Colegio & Academia Cesar Chavez Relationship
  - A. The board discusses the relationship between the two schools, and makes a plan to meet with El Colegio board members for further conversation.
- XV. Announcements
  - A. The XITO Summer Institute will be from June 28 to July 3, if board members are interested in attending with Ms Norma.
- XVI. Annual Meeting on Friday, May 19, 2023 at 12:30pm at Academia Cesar Chavez.
- XVII. Meeting Adjournment
  - A. Analita moves to adjourn the meeting. Mark seconds the motion. The meeting adjourned at 7:30pm.

**Board Secretary:** \_\_\_\_\_ **Date:** \_\_\_\_\_