



Board of Directors Meeting Minutes

October 27, 2021

- 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 5:07pm by Dr Jessica Lopez Lyman (Chair).
 - II. Welcome and Roll Call
 - A. Board members present: Dr Jessica Lopez Lyman (Chair), Dr Osiris Gómez (Secretary), Cmdr John Lozoya (Treasurer), David G Stanton (Community), Dusty Lee (Teacher), Mark Ahrens (Community)
 - B. Board members absent: Enrique Estrada (Community), Semita Perez (Teacher)
 - C. Staff and guests in attendance: Diana Morales-Carlson
 - 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 October 27, 2021 board meeting. John seconds the motion. The motion carries unanimously.
 - VII. Approval of Minutes
 - A. David moves to approve the minutes from the September 29, 2021 board meeting. Mark seconds the motion. The motion carries unanimously.
- Discussion Items
- VIII. Finance Committee Update

- A. Dr. Lopez Lyman and the board expressed concern over the lack of communication and promptness from ACC's current accounting firm, BerganKDV. There have been numerous items requested, such as ACC's monthly financials, which have not been received in a timely manner, if at all. This has been an ongoing issue with BerganKDV dating back to over a year.
- IX. Executive Committee
- A. The Executive Committee brought forth ongoing concerns with BerganKDV as noted under the Finance Committee Update. The Board should be prepared to hear different bids in the near future.
 - B. ACC has an audit coming up. They are running behind this year. The Board will review and approve the audit at the next Board meeting.
 - C. The school authorizer, UST, will be visiting the school in November for their annual site visit. They will be meeting with teachers, administration and visiting classrooms during their visit.
 - D. The Executive Director evaluation is coming up. Ms. Norma will share her goals and the board will put together the report in the spring.
 - E. One of the items Eugene from MACS mentioned at last month's board meeting was having policies to help the Executive Director. The board will review these policies in the near future starting with the Tuition Remission policy. All ACC policies will be reviewed through this year as well as the bylaws.
- X. Executive Director Update
- A. Ms. Norma is absent today and there will not be an Executive Director update at this time.
- XI. Board Training and Professional Development
- A. The Board will put a focus on goals this year. There will be Board goals as well as individual Board member goals. Thus far, the Board has received Charter School board training from Eugene at MACS. Last year, the Board received training on bilingual education. Individual board member goals were stated and are listed in a separate document.
 - B. Dr. Lopez Lyman had some concerns regarding the Strategic Plan. The Strategic Plan was updated in the last year and was not voted on by the board. Dr. Lopez Lyman will follow up with the ED.
 - C. The board will look at the following items in upcoming board meetings: Review Dual Language goals in December; Cultural Strategic Plan in January; Facilities Strategic Plan in February; Academic Strategic Plan in March.
 - D. Dr. Lopez Lyman asked for suggestions for Professional Development for the board. The Board would like Finance training and Bilingual Education training. Dr. Osiris Gómez would like to see legal and liability training and how that ties in to board responsibilities.

XII. Announcements

A. There were no announcements made.

XIII. Next board meeting is scheduled for Wednesday, December 8, 2021 at 5pm.

XIV. Meeting Adjournment

A. David moves to adjourn the meeting. Osiris seconds the motion. The meeting adjourned at 6:00pm.

Board Secretary: _____ **Date:** _____