



BOARD MEETING

6:30 – 8:00 PM, Tuesday, September 16, 2014
Esperanza School * 4956 W 3500 S, West Valley City, UT 84119

MINUTES

Members present: Janet Christensen (Chair), Cody Case (Secretary), Patricia Matthews, Steve Winitzky (Treasurer)

Members absent: Robert Heyn, Elena Bensor, Marlon Morales, Marty Banks, Juan Freire

Others present: Challengene Nuwan (PTO representative), Eulogio Alejandre (Principal), Julia Barrientos (Vice Principal), Chrystal Sanchez (School Secretary).

Financial Report

Eulogio and Steve presented the monthly financial report prepared by Trent Maw/Red Apple. They guided the board through a brief explanation of the data and graphs. The revised detailed budgets for both FY14 and FY15 were also presented.

Action Items

1. Approval of prior meeting minutes -- Steve motioned to approve the August 2014 board meeting minutes, Patricia seconded. The vote was unanimous. Janet provided a proxy vote for Juan.
2. Hanover Insurance Group employee and volunteer background checks – Lengthy discussion about the types of criminal backgrounds needed for employees, teaching staff and volunteers. The following actions steps were determined for school administration:
 - a. Obtain clarification from Hanover on the specific types of background checks they require for employees, teachings staff and volunteers.
 - b. Clarify and develop school policy about the type of background checks required for parent volunteers and other volunteers (including people who might be ‘undocumented,’ and the process, sign-in procedures, costs, etc. Acquire the Raptor online security/clearance system.
 - c. Teachers will post their volunteer needs. The school clerical staff will be notified about volunteering parents, when and where they are scheduled to volunteer. It was suggested that a shared volunteer schedule system (Google Drive?) be developed.
 - d. The board asked that Esperanza teachers be clearly reminded that no parent or other volunteers may be left alone with students.
 - e. Clarify to ensure Esperanza is obtaining the proper background checks for its teachers.

Information Items

1. Executive Director/Principal report
 - a. Enrollment – 405 students at present. Openings in 2nd, 5th and kindergarten. Intending to keep the kindergarten classes at 25. Anticipate reaching our goal of 390 by the October 1 student count.
 - b. Employee Update – all staff members are in place except the violin and chess teachers. All students in grades 3-6 will learn violin. Grades k – 2 will be attend choir classes. Recorder will be learned in

2nd grade. Still looking for chess master/teacher/coach – when this staff is on board all students will learn chess. Choir teacher will begin September 30.

- c. Assessment Report -- Julia provided the report, including Esperanza LEA Assessment Plan submitted to USOE: Dibels at the beginning, middle and end of the year in Spanish and English to show literacy growth in both languages; Developmental Reading Assessment (DRA) to be given at beginning, middle and end of the school year in English to show literacy growth in that language. The school is in the process of doing DRA assessments for every student. Some preliminary results:
- 1st grade: 15% are on grade level; 33% do not read at all, yet.
 - 2nd grade: 3.4% on grade level; 12% are two or more grade levels below.
 - 3rd grade: 12.5% on grade level; 17% are two or more grade levels below.
 - 4th grade: 11% on grade level; 20% are two or more grade levels below.
 - 5th and 6th: not yet tested

Esperanza faces great challenges as a result of such a large percentage of students who are below grade level (tier 2 students) in literacy and other areas. This will require reading labs, hands-on interventions and support, teacher training in classrooms and professional development trainings. School staff in the mapping stages of developing educational strategies for its students. As more information is collected and evaluated, more individualized interventions will be developed.

- d. Other – The two copiers are being used non-stop. Eulogio will be acquiring a third copier. Where possible copying is being outsourced to Office Depot because it is less expensive and less labor intensive.

2. PTO report – Challeen Nuvan reported:

- a. The PTO has organized a teacher appreciation breakfast scheduled for 7:30am Tuesday, September 23. Anticipate these will be quarterly.
- b. Luncheon for teachers is scheduled during parent teacher conferences.
- c. Popcorn Friday – kids can buy popcorn to take home. This a fundraiser for PTO. Starts on Friday September 26.
- d. Dress-down Friday based on attendance – or Favorite Clothes Day.
- e. Working on Fall Festival planning, a fun event and fundraiser. Date being considered is the Friday before Halloween.
- f. Halloween Carnival is being discussed.

3. Zions Bank credit application status – Marlon was not present. Steve will communicate with Marlon for more information on status of application which has initially been denied. The school and Generacion Floreciente have been a Zions customer since 2004 and this year alone will bring more than \$2M in revenue through the bank. There was a shared sense that if Zions was not willing to extend a line of credit to Esperanza, then the school should seek a different bank, possibly the school's neighbor America First Credit Union.

4. 90/10 issue – the board determined that the concerns discussed at previous meetings were under control. Eulogio will advise if board discussion or action is needed in the future.

5. GBOT reminder – Janet reminded board members to complete the GBOT trainings and tests.

ADJOURN

ANNOUNCEMENTS:

Next board meeting – Tuesday, October 21, 2014 * 6:30-8:00pm, Esperanza Elementary School