Mariposa Dual Language Academy
3875 Glen Street
Reno, Nevada
Notice of Board Meeting
MINUTES

January 27, 2020 Board Meeting

CALL TO ORDER at 5:33 pm.

1. ROLL CALL/DETERMINATION OF QUORUM
Board Members Present: *Rick Borba, Courtney Forster, Gary Kraemer, Niviam Lucas, Juan Palacios, Jr., Philip Ramirez -* ***Quorum Established.***
Staff Present: *Jenny Hunt, Director; Rick Harris, Consultant*
Guests Present: *Darcy Burton*

2. ADOPT THE AGENDA FOR THE JANUARY 27, 2020 MEETING
Motion by Courtney Forster to adopt the agenda. Motion seconded by Gary Kraemer. Motion passed – Agenda adopted.

3. APPROVAL OF THE NOVEMBER 18, 2019 BOARD MEETING MINUTES
Motion by Rick Borba to adopt the November 18, 2019 Board meeting minutes. Motion seconded by Juan Palacios, Jr. Motion passed – Minutes approved.

4. PUBLIC COMMENT
None.

5. FINANCIAL REPORT
Mr. Palacios presented the Treasurer's report. He distributed the financial statement and reviewed it along with the current budget. We are projected to end the year with a $90,000 surplus over the approved budget. This excess will carry over for the next year.

Mr. Palacios also reported that Mr. Burton and Director Hunt have been interviewing new banks to transfer our accounts. They have selected First Independent Bank due to outstanding customer service and the packages offered, including very low fees. This decision will be up for a Board vote and confirmation in due course. Mr. Palacios and Director Hunt also discussed the need for new signatories on the bank account. Mr. Gutierrez will likely be a signatory for the account when he becomes available. In the meantime, Philip Ramirez will be a signatory in his role as Vice President. Mr. Palacios as treasurer and Director Hunt will also be signatories.

Mr. Palacios also distributed proposed revisions to the Financial Policies and Procedures Manual. During the audit, it had been suggested that the manual be reviewed so we have accepted that advice and undertook that review. The Board is asked to review these proposed changes and be prepared to discuss (and possibly vote to approve) at the March meeting.

6. DIRECTOR'S REPORT

Facilities: Director Hunt has been reviewing our general supplies budget to see if any expenses could be reduced. She has hired Cintas as a contractor to provide paper towels, toilet paper, floor mats, cleaning rags, mop heads, and regular servicing. There will also be new dispensers for soap, paper towels, cleaning products, etc. There will be hospital-grade cleaning disinfectant included in this contract as well. This should reduce overall costs and student absences due to illness. Cintas will start in March.

Personnel: No report.

Academics: Enrollment for next year is currently open. We will be attending the school choice fair and are running recruitment information on social media. There is currently a waitlist for every grade except for fourth grade.

Technical Updates: Director Hunt provided the charter renewal narrative and requested board feedback in the next several days. This will be submitted to the school district next week. There will be a Q&A session with the Washoe County School District on February 24 and the vote to renew will follow. It will probably be a 3-4 year charter renewal period. Director Hunt feels that our application shows strong progress and development.

7. AMIGOS REPORT

Mr. Ramirez had been in contact with Ed Miller regarding Amigos. Mr. Miller reported that the Amigos account was steady and he would be in contact regarding additional fundraising.

8. COMMITTEE REPORTS

Finance (Philip Ramirez): None beyond Mr. Palacios's report.

Academic (Michael McKemy): None.

Personnel (Rick Borba): None.

9. Meeting adjourned at approximately 6:21 pm.

Next Meeting is February 10, 2020 at 5:30 pm.