



**Board of Directors Retreat Minutes**

August 15, 2018 – 9:00 AM – 2:00 PM

**Dr. Aida Ceara**  
**President**

**Carlos Graupera**  
**Vice-President**

**Ted Darcus, Treasurer**

**Kenneth Hammel**

**Víctor Ramos**

**Pam McCarty**

**Abe Borjas**

**Ellen Svrcek**

**Marisol Torres**

**Colleen Wagner**

**Shirley Kosakoski**

**Ommie Rivera**

**Susana Cortina, Esq.**

**Radames Melendez**

**Joseph Morales**

**Non-Voting Members**

**Pam McCartney, IU 13**  
**Representative**

**Salina Almanzar**  
**SDOL Representative**

Present: Dr. Aida Ceara,  
Unable to attend:

**Discussion**

I. Welcome and introductions – Dr. Ceara welcomed everyone. Introductions were made.

II. Discussion and approval of La Academia Strategic Plan

➤ A motion was made to accept the Strategic Plan as written by \_\_\_\_\_, seconded by \_\_\_\_\_. All approved and the motion was passed.

III. Work Session

Identify board driven/ involved tactics within the goals in the strategic priority areas.

IV. Overview of staff driven/involved tactics with the goals in the strategic priority areas.

V. Work Session. Board Committees

List concrete tactics; develop timeline and methods to assess completion within the goals of the strategic priority applicable to each Board committee.



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**Present:** Dr. Aida Ceara, Carlos Graupera, Kenneth Hammel, Ellen Svrcek, Colleen Wagner, Radames Melendez, Joseph Morales, Guillermo Barroso, Ted Darcus, Susana Cortina, Victor Ramos, Kate Gallagher (CoLab)

**Unable to attend:** Abe Borjas, Ommie Rivera, Marisol Torres, Shirley Kosakoski, Pam McCartney, Salina Almanzar

### **I. Welcome and introductions –**

- a. Dr. Ceara welcomed everyone at 9:15.
- b. updated list of board members & meeting dates for new year
- c. Objective: strategies, people responsible, & timelines for strategic planning

### **II. Discussion and approval of La Academia Strategic Plan**

- Kate Gallagher (from CoLab) reviewed the Strategic Plan Overview (See Handout)
- Feedback about vision, mission, and values from board members
  - comments were positive; embraces school & community; plain and easy to understand but specific; radical change for instruction
  - Dr. Ceara notes that board will have a big role in work-based learning
  - these need to be the forefront of the school and needs to be the foundation moving forward
  - discussion ensued about how La Academia ranks last in SDOL, but also face challenges with students (behind academically, EL students, Special Education Students)
- Strategic Priority #1: 21st Century Learning
  - Goal #1: college should move to post-secondary to include trade schools
  - Goal #3: Global Citizenship includes bilingualism (English/Spanish) but also a bigger picture of the world; could include embracing other languages & cultures in the future; marketing for Latino students or all?
  - Goal #4: Add “develop”
- Strategic Priority #2: Community Engagement
  - Goal #2: for consistency, change “higher education” to “post-secondary”
  - Goal #3 & 4: similar with the communication plan; should be separate

because they both include big ideas; 3 - external communication & 4 - internal communication; add the word "external" to goal 3

- Strategic Priority #3: Cultural Leadership
  - Goal #2: adding a tactic about a "friend-raising" activity; have parents teach classes & use as a fundraiser
  - Should goal 2 & 3 be combined and have goal 2 be added as a tactic; use tech centro as an opportunity
  - Goal #2: Change "offer" to "increase"
  - Goal #4: consistency with all other goals -- "staff" includes administration, teachers & other staff; include specifics in tactics
- Strategic Priority #4: Shared Ownership & Trust
  - Goal #1: change "carry out" to "support" and add in "core values" to the list
  - Goal #3: change to "engage internal and external stakeholders to build trust"
- Active Student Recruitment Plan needs to be a goal
  - add as goal 5 to priority #1

### III. Work Session

- Identify board driven/ involved tactics within the goals in the strategic priority areas.
- Groups shared highlights of each group session
- List of tactics written by groups & submitted to Kate Gallagher
- Discussion of other board tactics provided from previous planning sessions with coLab

### IV. Overview of staff driven/involved tactics with the goals in the strategic priority areas.

- Guillermo Barroso provided information about tactics that were created from previous planning sessions with coLab. There are many tactics for staff under 21st Century Learning since this includes the delivery of active learning, which is a newer model of learning. The tactics also incorporate the other parts of mission and vision, such as secondary education opportunities; work-based instruction
- Staff will also play a role in student recruitment in order to help sustain the school; implement an early recruitment plan
- Creating and maintaining an alumni group that will also help track students post-graduation

### V. Organizational Items

- Dr. Ceara handed out La Academia Board of Directors Committees and Membership document and is asking to review current committees
- Dr. Ceara handed out La Academia Board Member Expectations; revision of expectations is needed due to the the new changes
- Executive Committee will take on the duties of the Board Governance committee
  - will also include increasing numbers of board members
  - Ideas for the executive board
    - Carlos Graupera suggests having a corporate advising board
    - Joseph Morales suggests the board complete a survey that will help with identify areas of need on the board

- Radames Melendez suggests having a pastoral committee that would help support the school and could help with recruitment
- Bring board members on that will help us build new connections
- Finance Committee will pair with the Financial Sustainability Plan Ad-hoc Committee
  - Victor Ramos will chair the Financial Sustainability Committee
  - Ted Darcus will chair the Finance committee
  - The committees will work together since the information overlaps
- Personnel Committee
  - staff handbook needs to be updated - assisting & approving
  - Radames Melendez will be the chair of this committee
  - Susana Cortina & Joseph Morales will join the committee
- Academic Excellence Committee
  - The committee is redundant and is not needed
  - Instead, someone will report at the board meeting from the school leadership team that will tell what is happening to move the school forward
  - Have teacher & student presentations at board meetings
- Committees should meet before the September board meeting to plan goals for the upcoming year and present the goals at the September meeting

#### **VI. Work Session. Board Committees**

List concrete tactics; develop timeline and methods to assess completion within the goals of the strategic priority area applicable to each board committee.

#### **VII. Organizational Items**

- all committees should have their goals for 2018-2019 prepared
- set meeting dates for each committee in order to have a calendar of all meetings

#### **Adjournment**

The meeting adjourned at 2:00 p.m.

**The next Board meeting will be on Wednesday, September 26, 2018 at 4:00 PM.**

Respectfully submitted, Jennifer Palow, Dean of Curriculum and Instruction