



## DUAL IMMERSION ACADEMY

### **DIA Board Meeting Minutes**

**April 12, 2022**

Dual Immersion Academy  
Glendale

Meeting opened at 5:34 pm

In-person Meeting & Virtual Attendance Optional

#### **Attendance:**

Board Members: Rich, Teri, Tereza, Mequette Sorensen, Geraldine Harris, Danni Helberg

Board Members Absent: Alice Akunyili, Monica Cuellar and Juan Araya

DIA Staff: Angela Fanjul and Rocio G. Fuentes

Others: Nate Adams from Red Apple

#### **Financial Report**

*Budget Report* by Nate Adams, Red Apple

Nate shared the financial report with the board prior to the meeting. We are 75% into the year as of March and DIA is gearing up to wrap-up the school year. Nate reported that the Finance Committee met and discussed areas of concern. Nate and DIA director also met as well to review the budget and funds available. It was reported that local and state funds are on track. There are some concerns regarding the school federal and state funds related to the lunch program. DIA has not received reimbursements in this area since January. Bill Burch indicated that the reason is due to a compliance review from December where some findings resulted. Response to those findings has been submitted to the state. DIA is waiting on the review from the state and until then the school will receive the funds. The issue is that the forecasted revenue considers the lunch program for the budget and if not received, those funds are not part of the budget's bottom line. Nate and DIA director will be meeting with Bill Burch next week to go over the situation and report back to the board.

Salaries and insurance on track, forecasts and legal services were reviewed. Legal services expenses regarding a work visa, sponsorship for a cultural teacher. Liability insurance should be done for the school year and board expenses are over (most expenses are due to the board retreat), however, no additional spending is expected for the rest of the year. Some areas were shifted around, such as technology. Also, brief discussion regarding the purchase of H-wire – Chromebooks.

At the end of the year, we will review the budget to look for other areas where we can save. In June the budget for 2022-2023 will be presented.

#### **Action Items**

##### **Board Business**

*DIA Building Refinance – Update* by Danni Helberg

DIA director is compiling data and records needed to complete the application. Nate: we've been working on providing numbers. Maybe the committee should hold a call to check-in w each other. A meeting (Rich, Danni, DIA director, Angela and Jordan) will be set up to discuss details of the refinancing application.

*Board Candidates/Membership*

None

*Board Training by Rich Stowell*

FERPA

Family Educational Rights and Privacy Act. The purpose is to set our requirements for the protection of parents and students access to their student records. Provisions do not allow to charge for the records/copies requested. Information also included PII-Personal Identifiable Information, records after student turns 18, violations and overall compliance requirements.

DIA director reported that all DIA staff receives FERPA training every year.

*Board Retreat – Possible Dates and Planning.*

After discussion, tentative date is the evening on September 30 and October 1. All members agreed on tentative date.

**Action Items**

Teri Slaugh will send tentative date invite to all members.

**Administrative Report**

*Director's Report*                      *Angela Fanjul*

SNP Procurement Review Report (discussion & vote) by Bill Burch

Tabled for next meeting

*Enrollhand Agreement – Update*

Enrollhand started a promo this last week and they sent us some statistics that have been shared with the board. They will be sending bi-weekly stats and lifetime activity on social media. DIA has received calls from different organizations and are getting some small traction.

*Enrollment Numbers – Update*

We are at 419 enrolled for next year. The goal is to get more kinder, 6<sup>th</sup>, 3<sup>rd</sup> graders.

*SLCC Day of Caring on April 22nd from 10 am - 2 pm*

Volunteer activity where 3 agencies will be on-site donating their time. A mural will be painted by a muralist, an artist who has done great work in Salt Lake neighborhoods and her work is representative of the school and the community. The mural will have color, symbols representative of all cultures. DIA director will send more information with all the details and volunteer opportunities.

*Easter Event with Radio debrief*

An easter get away was done with a radio station at DIA. They gave away food, clothing and gift baskets. We had 7 applications out of that event.

*DIA 15<sup>th</sup> Anniversary – Possible dates and planning*

After discussion about possible dates, September 17 is a tentative date. Discussion also included to hold a celebration event for parents and community and a fund raiser gala. A committee will be created (including parents and teachers) to discuss the goal and purpose of the events and provide support to DIA director.

*DIA Holiday Party – Possible dates and location*

DIA director indicated the best date will be December 15, 2022.

**Action Items**

Teri Slaugh will send tentative invites to all regarding the DIA 15<sup>th</sup> Anniversary and DIA Holiday Party.

**Closed Session**

Closed meeting under UT 52-4-205 (as needed)

Re-open the meeting for board vote (as needed)

NONE

**Approval of minutes**

*Motion to Approve the March 8 Meeting Minutes*

**Motion by: Teri Slaugh**

**Seconded by: Danni Helberg**

**Motion passed unanimously**

*Motion to Approve the March 25 Meeting Minutes*

**Motion by: Teri Slaugh**

**Seconded by: Danni Helberg**

**Motion passed unanimously**

**Motion to close the meeting**

**Motion by: Teri Slaugh**

**Seconded by: Rich Stowell**

Rich Stowell reminded the board that phone/video meetings will continue, however, he indicated the board needs to hold in-person meetings to comply with the anchor location (DIA school) requirement. He will be physically present at every board meeting at DIA from now on and all members are invited to appear in person as well if possible. Rich will send the board the electronic meetings policy.

The meeting concluded at 6:51 pm

**Next board meeting: May 10, 2022, at 5:30 pm**