
Arco-Iris Quarterly Report

SITUATION:

As outlined in the approved Charter (Section 12.3), each quarter, AISICS must deliver to the District a report including:

- 12.3.1 A list of any students expelled;
- 12.3.2 Documentation of any changes in any certificate of occupancy, or other health- or safety-related permits, applications, or filings;
- 12.3.3 Any correspondence, notices, or determinations from the Internal Revenue Service related to maintenance of AISICS' tax-exempt status;
- 12.3.4 Any correspondence, notices, or determinations from the Oregon Secretary of State or the Oregon Department of Justice Charitable Activities Section related to AISICS's status as an Oregon nonprofit corporation;
- 12.3.5 A copy of any changes made to AISICS' articles of incorporation or bylaws;
- 12.3.6 A list, including name and contact information, of any individuals leaving or joining AISICS' board of directors;
- 12.3.7 A list of any newly hired employees, including the names of the employees, the position or description of the employees' duties, the date of the initiation of the criminal background investigation required by Oregon law, and the employees' licenses, endorsements, certifications, degrees, and qualifications;
- 12.3.8 AISICS' balance sheet, a statement of revenues and expenditures for the quarter ended, a statement of revenues and expenditures year-to-date, a budget projection summary, all financial statements must reflect all funds, including grants, and must provide separate reports for each fund and must be in a format provided or approved by the District; and
- 12.3.9 A list, including name and contact information, of any individuals who resigned from or were terminated as employees of Arco Iris.

STATUS:

The required information has been received by the District and is summarized on the attached pages.

ACTION:

(11-109) It is recommended that the Board review the submitted information.



For the quarter: July 1, 2011 – September 31, 2011

Date submitted: November 1, 2011

Submitted by: Maureen Childs

12.3.1 A list of any students expelled

None

12.3.2 Documentation of any changes in any certificate of occupancy, or other health- or safety-related permits, applications, or filings

See attached “Certificate of Occupancy” and “Tualatin Valley Fire Department Inspection”.

12.3.3 Any correspondence, notices, or determinations from the Internal Revenue Service related to maintenance of AISICS' tax-exempt status.

None

12.3.4 Any correspondence, notices, or determinations from the Oregon Secretary of State or the Oregon Department of Justice Charitable Activities Section related to AISICS's status as an Oregon nonprofit corporation.

None

12.3.5 A copy of any changes made to AISICS' articles of incorporation or bylaws.

None

12.3.6 A list, including name and contact information, of any individuals leaving or joining AISICS' board of directors.

None

12.3.7 A list of any newly hired employees, including the names of the employees, the position or description of the employees' duties, the date of the initiation of the criminal background investigation required by Oregon law, and the employees' licenses, endorsements, certifications, degrees, and qualifications.

- Perla Sangiovanni, Teacher's Assistant;
- Nikki Falbo, PT Teacher, 4/5th grade and PT English Language Arts Teacher;
- Maria Toscano, Teacher, 1/2nd grade;
- Mercedes Martinez, Teacher, 2/3rd grade;
- Rosa Sangiovanni, Teacher, 2/3rd grade.

Please see attached “Staff and Qualifications” document for the above required information.



WASHINGTON COUNTY
OREGON

Washington County
Building Division

CERTIFICATE OF OCCUPANCY

This Certificate has been issued pursuant to the applicable requirements of the current Building Codes. The below-described project has been inspected for compliance with the requirements of the building codes for the group division of occupancy and the use for which the proposed occupancy is classified.

Building Project Number: *P0125502* Permit Number: *05190449*

Address: *18865 SW JOHNSON ST AL*

Description: *BETHLEHEM LUTHERAN CHURCH - MULTIPURPOSE BLDG
PHASE 2*

Owner Name and Address: *BETHLEHEM LUTHERAN CHURCH OF ALOHA
18865 SW JOHNSON*

Washington County Building Official: *John McAllister*

Design Occupancy Load for Portion of Structure Permitted: *1328*

Type of Construction: *VA / IV HT* Occupancy group: *A3 & E Nonseparated*

Fire Sprinklers (Provided/Required): *Yes*

Code Edition Under Which Building Permit Was Issued: *2007 OSSC*

Post in a Conspicuous Location

Department of Land Use & Transportation * Building Services Division
155 North First Avenue, Suite 350, MS-12, Hillsboro, OR 97124-3072
Phone: (503) 846-3470 * Residential Fax: (503) 846-3993 * Commercial Fax (503) 846-8111

12.3.8 AISICS' balance sheet, a statement of revenues and expenditures for the quarter ended, a statement of revenues and expenditures year-to-date, a budget projection summary, all financial statements must reflect all funds, including grants, and must provide separate reports for each fund and must be in a format provided or approved by the District.

See attached.

12.3.9 A list, including name and contact information, of any individuals who resigned from or were terminated as employees of Arco Iris.

None.



STAFF AND QUALIFICATIONS

This section provides a list of our teachers, staff members, and administrators at Arco Iris, including qualifications, description of duties, etc.

We have 3 administrators at Arco Iris:

- Maureen Childs, Principal
- Mercedes Gomez, Curriculum Director, as well as PT Teacher for 4/5th grade.
- Stacy Inman, Admissions and Operations Manager
- Perla Sangiovanni, Teacher's Assistant

We have 6 teachers at Arco Iris:

- Mercedes Gomez, Part-time 4/5th grade
- Nikki Falbo, PT 4/5th grade and PT English Language Arts
- Rosa Sangiovanni, 2/3rd grade
- Stephanie McClain, 1/2nd grade
- Maria Toscan, 2/3rd grade
- Mercedes Martinez, 2/3rd grade

The details are as follows:

Teachers:

Name: Mercedes Gomez

Position: Teacher, 4/5th Grade Teacher; Curriculum Development Director

Compensation: \$47,500

Description of Duties:

- Teaches reading, language arts, social studies, mathematics, science, art, health, physical education, music, and other appropriate learning activities to students in a classroom through the Spanish language.
- Instructs students in citizenship and basic subject matter.
- Accountable for students' mastery of academic standards.
- Works with the Director of Curriculum to develop lesson plans and instructional materials and provide individualized and small group instruction in order to adapt the curriculum to the needs of each student.

Date of Initial criminal background investigation: 6/9/2010

Date of initial licenses: 6/9/2010-6/9/2013

License/Endorsements/Certifications: Charter School Registry, Multiple Subjects Self Contained

Degrees: Bachelors in Teaching

Qualifications:

Mercedes has extensive experience in teaching language immersion and directing schools. She comes to us from Mexico City where she was a teacher and administrator. For 6 years, Mercedes was a Principal overseeing the opening of an English Immersion School and Music Conservatory which included an elementary, middle, and high school. One of her greatest accomplishments was when her school was named one of the top three private schools in the state, in only two years. For three years she served as the State Coordinator for the Federal High Schools in the Mexican state of Colima. Mercedes holds a Bachelor's Degree in Teaching and Pedagogy. She brings her vast experience and knowledge of language immersion, administration of schools, and teaching to Arco Iris.

Name: Stephanie McClain

Position: 1/2nd grade Teacher

Compensation: \$33,305



Degrees: BA in Elementary Education & Human Development
 Description of Duties:

- Teaches reading, language arts, social studies, mathematics, science, art, health, physical education, music, and other appropriate learning activities to students in a classroom through the Spanish language.
- Instructs students in citizenship and basic subject matter.
- Accountable for students' mastery of academic standards.
- Works with the Director of Curriculum to develop lesson plans and instructional materials and provide individualized and small group instruction in order to adapt the curriculum to the needs of each student.

Date of Initial criminal background investigation: 8/6/2009
 Date of initial licenses: 8/6/2009-8/5/2012
 License/Endorsements/Certifications: Initial I Teaching License, Multiple Subjects Self Contained
 Qualifications:
 Stephanie is a licensed teacher with a dual degree in Human Development and Elementary Education and is a fluent Spanish speaker. In addition to serving as our first grade teacher last year, her teaching experience includes serving as second, third, and fourth grade teacher in Colegio Argentino, Ensenada, Baja, California, Mexico. She has additional experience as an English teacher at Chung Dahm Institute in Seoul, South Korea. She has also taught in the Early Learning Center at Warner Pacific College in Portland, Oregon.

Name: Nikki Falbo
 Position: Teacher, 4/5th grade; English Language Arts Teacher
 Compensation: \$32,282
 Description of Duties:

- Teaches reading, English language arts, social studies, mathematics, science, art, health, physical education, music, and other appropriate learning activities to students in a classroom through the Spanish language.
- Instructs students in citizenship and basic subject matter.
- Accountable for students' mastery of academic standards.
- Works with the Director of Curriculum to develop lesson plans and instructional materials and provide individualized and small group instruction in order to adapt the curriculum to the needs of each student.

Date of Initial criminal background investigation: 5/18/2011
 Date of initial licenses: 5/18/2011-12/2/2014
 License/Endorsements/Certifications: Initial I Teaching License, Multiple Subjects Self Contained
 Degrees: MA in Elementary Education; BA in Social Science
 Qualifications:
 Nikki is a licensed teacher and fluent Spanish Speaker. She'll have a dual-role serving as part-time English Language Arts teacher and 4th/5th Grade teacher. Nikki has over six years of elementary teaching experience serving as a teacher in the Dual-Immersion Program, 5th grade at Beach School in Portland, Oregon. In addition she has taught Kindergarten at Atkinson Elementary School in Portland, Oregon. She served as Lead Teacher at the Portland Jewish Academy and taught fourth grade at Mayatan Bilingual School in Copan Runias, Honduras. Nikki has a Master of Arts in Elementary Education; Advanced Spanish Studies, Guacamaya School, Copan Runias, Honduras; and a Bachelor of Arts in Social Sciences.

Name: Maria Toscano
 Position: Teacher, 1/2nd grade
 Degrees: MA in Teaching; BA in Social Science, Spanish
 Compensation: \$32,282
 Description of Duties:

- Teaches reading, language arts, social studies, mathematics, science, art, health, physical education, music, and other appropriate learning activities to students in a classroom through

the Spanish language.

- Instructs students in citizenship and basic subject matter.
- Accountable for students' mastery of academic standards.
- Works with the Director of Curriculum to develop lesson plans and instructional materials and provide individualized and small group instruction in order to adapt the curriculum to the needs of each student.

Date of Initial criminal background investigation: 7/29/2011

Date of initial licenses:7/29/2011-3/2/2015

License/Endorsements/Certifications: Initial I Teaching License, Multiple Subjects Self Contained Qualifications:

Maria is a licensed teacher and holds a Master of Arts in Elementary Education and a Bachelor of Arts in Social Science and Spanish. She is a native Spanish speaker. She has spent her career working with children. Her teaching experience includes completing her practicum and student teaching in Kindergarten and third grades at Archbishop Howard School in Portland, Oregon. For three years, she served as an Educational Assistant for the Parkrose School District. In addition, she has taught Spanish as a foreign language to children three to ten years of age and has served as a teacher abroad in Seville, Spain. For the past nine years, Maria's ongoing summer job is as a swimming instructor for the Parkrose School District where she teaches children ages 6 to 12 to swim!

Name: Rosa Sangiovanni

Position: Teacher, 2/3rd grade

Degrees: MA in Bilingual Education; BA in Psychology

Compensation: \$47,500

Description of Duties:

- Teaches reading, language arts, social studies, mathematics, science, art, health, physical education, music, and other appropriate learning activities to students in a classroom through the Spanish language.
- Instructs students in citizenship and basic subject matter.
- Accountable for students' mastery of academic standards.
- Works with the Director of Curriculum to develop lesson plans and instructional materials and provide individualized and small group instruction in order to adapt the curriculum to the needs of each student.

Date of Initial criminal background investigation: 3/5/2010

Date of initial licenses:3/5/2010-4/15/2012

Endorsements/Certifications: Initial I Teaching License, Multiple Subjects and Spanish Qualifications:

Rosa is a licensed teacher with 29 years of experience as a teacher, specializing in language immersion. A native Spanish speaker, Rosa holds a Master's Degree in Bilingual Education and a Bachelor's Degree in Clinical Psychology. Her extensive experience includes teaching Spanish at Neil Armstrong Middle School in Forest Grove, Oregon. Additionally she served as a Bilingual teacher and English Department Coordinator at the Palms Academy in Humaco, Puerto Rico. She also has over 20 years teaching experience as an elementary and middle school teacher in the Dominican Republic.

Name: Mercedes Martinez

Position: Teacher, 2/3rd grade

Degrees: Bachelor of Arts Degrees in Interdisciplinary Studies and Education with a Minor in English.

Compensation: \$33,000

Description of Duties:

- Teaches reading, language arts, social studies, mathematics, science, art, health, physical education, music, and other appropriate learning activities to students in a classroom through the Spanish language.
- Instructs students in citizenship and basic subject matter.



- Accountable for students' mastery of academic standards.
- Works with the Director of Curriculum to develop lesson plans and instructional materials and provide individualized and small group instruction in order to adapt the curriculum to the needs of each student.

Date of Initial criminal background investigation: 8/31/11

Date of initial licenses: Charter School Registry in process

License/Endorsements/Certifications: Charter School Registry in process,

Qualifications:

Mercy is a senior-level Spanish and ESL teacher with over 30 years of experience teaching students in a second language and culture. She has extensive experience in curriculum design and development; differentiated instruction (which is key to our blended classroom model); multicultural awareness (a major part of our mission); and student assessment (crucial to our continuous growth model). Her career includes serving as the Spanish teacher at the SEI Academy in Portland, Oregon; serving as the Lower School Spanish teacher at Catlin Gabel School in Portland, Oregon, where she taught for eleven years; as first grade teacher at the International School in Portland, Oregon for five years; and as a Pre-Kindergarten through 8th grade teacher at Academia Cristo Rey: Rios Piedras, Puerto Rico where she taught English as a second language to Spanish speaking students for eleven years. She is a native Spanish speaker and has Bachelor of Arts Degrees in Interdisciplinary Studies and Education with a Minor in English.

Administrative staff:

Name: Maureen Childs

Position: Principal

Compensation: \$42,670

Degrees: BA, Elementary Education

Description of Duties:

- Hire and manage staff appropriately to support school needs.
- Actively participate as a member of the Management Team. Support the goals and fulfill the functions and responsibilities as defined in the Management Team role description
- Represent the charter school at local, state and national events.
- Manage, evaluate and supervise effective and clear procedures for the operation and functioning of the school. Insure compliance with all laws, board policies and civil regulations.
- Supervise in a fair and consistent manner effective discipline and attendance systems with high standards, consistent with the philosophy, mission, values and goals of the school.
- Oversee development and delivery of school curriculum.
- Ensure students meet or exceed state standards on the OAKs tests.

Date of Initial criminal background investigation: 5/19/2010

Date of initial licenses: 5/19/2010-10/17/2013

Endorsements/ Certifications: Initial I Teaching License, Multiple Subjects Self Contained, Charter Administrative Registry in Process

Qualifications:

Maureen Childs serves as our Principal and English Language Arts Teacher. She is a licensed teacher with a Bachelor's Degree in Elementary Education. Her experience includes Kindergarten/1st grade and 3/4th grades blended classrooms. She has six years of experience as Site Director for afterschool enrichment programs serving children in 1st to 5th grades. She understands how children learn and strives to reach her students through their individual learning styles and interests, where she uses multi-age strategies and techniques. Maureen's administrative experience comes from serving as Board Chair and Director for her local school board for 12 years. Before entering into education, she had a 20 year career as a Marketing Manager in the Environmental/ Engineering Industry. Her educational and professional

experience makes her a valuable part of our administrative team.

Name: Stacy Inman

Position: Admissions & Operations Manager

Degrees: BS in Education

Compensation: \$34,420

Description of Duties:

- Manages enrollment, attendance; schedules substitutes, arranges trainings, and supports general student wellness (ie. Ice packs, band-aids, sick child parent calls. Instructs students in citizenship and basic subject matter.
- Supervise effective and clear procedures for the operation and functioning of the school dealing with building maintenance, personnel communication, office operations, and emergency procedures. Ensures compliance with all laws, board policies and civil regulations.
- File required reports with local, state and federal educational agencies and the school advisory board.

Date of Initial criminal background investigation: 8/18/11

Date of initial licenses:

Endorsements/Certifications: OCCD's Directors Certification

Qualifications:

Stacy serves as our Admissions and Operations Manager. She holds a Bachelor's Degree in Education from University of Oregon and completed the OCCD's Director's Certification Program through PSU. She has spent the better part of her career working with children. In college, she worked for the campus center for children, and carried out her internship with the Relief Nursery in Eugene. She also served as the On-Site Director for a Spanish Immersion school for three years, prior to joining us at Arco Iris. She has experience and knowledge in immersion education, managing admissions, compliance with state licensing procedures, and all aspects of running day-to-day operations of school.

Name: Perla Sangiovanni

Position: Teacher's Assistant

Degrees:

Compensation: \$15/hour

Description of Duties:

- Supervises students during lunch and recess.
- Manages afterschool program.

Date of Initial criminal background investigation: 8/31/11

Date of initial licenses: n/a

Endorsements/Certifications: n/a

Qualifications:

Perla is an experienced Teacher's Assistant and is currently working towards her teaching degree at Portland State University. She is a native Spanish speaker and most recently served as a Teacher's Assistant for the Forest Grove School District where she tutored elementary school students in math, reading, and writing. She will assist our teachers in the classroom, and supervise children at lunch and recess.



Below are the Q11-12 Updates for Arco Iris Spanish Immersion School.

- Arco Iris Spanish Immersion School has secured a municipal auditor, Pauly Rogers and Co CPA's. This is the same CPA used by BSD.
- We have interviewed and hired True Blue Accounting to do our bookkeeping.
- The attached Profit & Loss statements show 1 month ended Sept. 30th and our year-to-date Sept. 30th (Q1'11).

Please let us know if you have any questions.

Sincerely,

Maureen Childs
Principal
Arco Iris Spanish Immersion School
Maureen.childs@arcoirisschool.org

Arco Iris Spanish Immersion Charter School
Balance Sheet
As of September 30, 2011

	Total
ASSETS	
Current Assets	
Bank Accounts	
USNB- Ck	115,243.92
Total Bank Accounts	\$115,243.92
Accounts Receivable	
Accounts Receivable (A/R)	-0.20
Receivable Admw- BSD	60,452.00
Total Accounts Receivable	\$60,451.80
Other Current Assets	
Recievable- Day care	0.00
Total Other Current Assets	\$0.00
Total Current Assets	\$175,695.72
Fixed Assets	
Furniture and Equipment	
Computers	16,152.30
Data & Phones	7,184.59
Desks & Furniture	7,776.22
Leasehold Improvements	652.50
Total Furniture and Equipment	31,765.61
Total Fixed Assets	\$31,765.61
Other Assets	
Prepaid rent	3,882.50
Total Other Assets	\$3,882.50
TOTAL ASSETS	\$211,343.83
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	0.60
Total Accounts Payable	\$0.60
Other Current Liabilities	
Payroll Liabilities	0.00
PERS Payable	7,203.90
Total Other Current Liabilities	\$7,203.90
Total Current Liabilities	\$7,204.50
Total Liabilities	\$7,204.50
Equity	
Unrestricted Net Assets	58,287.17
Net Income	145,852.16
Total Equity	204,139.33
	Total
TOTAL LIABILITIES AND EQUITY	\$211,343.83

Accrual Basis

Arco Iris Spanish Immersion Charter School
Profit & Loss
September 2011

	Total
Income	
Indirect Public Support	
Fundraising	1,122.93
Total Indirect Public Support	1,122.93
Program Income	
Program Service Fees	10,942.03
Total Program Income	10,942.03
State of Oregon support	
Admw- Bvtn Sch Dist	211,236.00
Total State of Oregon support	211,236.00
Total Income	\$223,300.96
Expenses	
Business Expenses	0.00
Contract Services	
Outside Contract Services	315.95
Total Contract Services	315.95
Facilities and Equipment	
Equip Rental and Maintenance	518.90
Rent	2,388.75
Software	261.23
Utilities	222.03
Total Facilities and Equipment	3,390.91
License & Taxes	190.00
Operations	
Bank Fees	4.98
Books, Subscriptions, Reference	1,683.95
Equip lease	259.30
Printing and Copying	225.32
Security	732.95
Staff Development	3,500.00
Supplies	
Class room	1,238.07
School supplies	1,125.17
Total Supplies	2,363.24
Telephone, Telecommunications	127.09
Total Operations	8,896.83
Other Types of Expenses	
Health Ins	3,716.60
Insurance - Liability, D and O	832.00
Total Other Types of Expenses	4,548.60
Payroll Expenses	700.00
Paychex fees	203.64
	Total
Payroll Taxes	2,980.19
PERS Contribution	3,601.95
Wages- Admin Staff	3,129.09
Wages- Teachers	23,999.65
Workmans comp ins	509.00
Total Payroll Expenses	35,123.52
Textbooks	154.34
Travel and Meetings	
Meals	64.47
Total Travel and Meetings	64.47
Total Expenses	\$52,684.62
Net Operating Income	\$170,616.34
Net Income	\$170,616.34

Accrual Basis

Arco Iris Spanish Immersion Charter School
Profit & Loss
 July - September, 2011

	Total
Income	
Indirect Public Support	
Fundraising	1,122.93
Total Indirect Public Support	1,122.93
Program Income	
Membership Dues	-120.00
ODE Grant	19,978.33
Program Service Fees	16,149.03
Total Program Income	36,007.36
State of Oregon support	
Admw- Bvtn Sch Dist	226,009.81
Total State of Oregon support	226,009.81
Total Income	\$263,140.10
Expenses	
Business Expenses	
Business Registration Fees	50.00
Entertainment Meals	7.56
Total Business Expenses	57.56
Community Outreach	681.00
Contract Services	
Outside Contract Services	449.35
Total Contract Services	449.35
Facilities and Equipment	50.00
Cleaning & Maint	450.00
Equip Rental and Maintenance	518.90
Rent	10,689.39
Software	311.13
Utilities	674.70
Total Facilities and Equipment	12,694.12
License & Taxes	190.00
Operations	
Advertising	25.00
Bank Fees	4.98
Books, Subscriptions, Reference	1,683.95
Dues & Publications	100.00
Equip lease	777.60
Postage, Mailing Service	19.29
Printing and Copying	450.64
Security	732.95
Staff Development	3,500.00
Supplies	
Class room	2,432.06
School supplies	1,301.30

	Total
Total Supplies	3,733.36
Telephone, Telecommunications	374.27
Total Operations	11,402.04
Other Types of Expenses	
Health Ins	7,715.72
Insurance - Liability, D and O	4,536.25
Other Costs	133.60
Total Other Types of Expenses	12,385.57
Payroll Expenses	1,375.50
Paychex fees	301.84
Payroll Taxes	6,853.51
PERS Contribution	7,203.90
Wages- Admin Staff	15,409.51
Wages- Teachers	47,556.23
Workmans comp ins	509.00
Total Payroll Expenses	79,209.49
Textbooks	154.34
Travel and Meetings	
Meals	64.47
Total Travel and Meetings	64.47
Total Expenses	\$117,287.94
Net Operating Income	\$145,852.16
Net Income	\$145,852.16

Accrual Basis