

2016-2017  
CABE Board of Directors

*President*  
**Karling Aguilera-Fort**  
San Francisco Unified School District

*President Elect*  
**Elodia Ortega-Lampkin**  
Lodi Unified School District

*Vice President*  
**Dr. Annie Rodriguez**  
San Francisco Unified School District  
(Retired)

*Director of Legislative/State Affairs*  
**Dr. Karen Cadiero-Kaplan**  
San Diego State University

*Director of Community Affairs*  
**Dr. Barbara Flores**  
CSU, San Bernardino

*Director of Financial Affairs*  
**Raul Maldonado**  
Palmdale School District

*Director of Para-Educator Affairs*  
**Rosa Armstrong**  
Palmdale School District

*Director of Parent Relations*  
**Marissa Lazo-Necco**  
San Bernardino County  
Superintendent of Schools

*Director of Secondary & IHE Affairs*  
**Dr. Lettie Ramirez**  
CSU, East Bay

*Region I Representative*  
**Dr. Annie BichLoan Duong**  
San Joaquin County Office of Education

*Region II Representative*  
**Esabel Cervantes**  
Salinas City Elementary SD

*Region III Representative*  
**Olivia Yahya**  
Saddleback Valley  
Unified School District

*Region IV Representative*  
**Norma Sandoval**  
Lakeside Union USD

*Region V Representative*  
**Ana Donovan**  
The Palmdale Aerospace Academy

*Chief Executive Officer*  
**Jan Gustafson-Corea**

*Legal Counsel*  
**Mary T. Hernández**  
García, Hernández,  
Sawhney, LLP

**BOARD MINUTES**  
**September 17, 2016**

Pursuant to a written notice delivered to each member of the Board of Directors on September 14, 2016, the Board of Directors of the California Association for Bilingual Education held a regular Board meeting at Paradise Point Spa and Resort, 1404 Vacation Road, San Diego, CA 92109.

**SESSION ONE: Opening**

- 1.1 Call to Order: Karling Aguilera-Fort called meeting to order at 8:49 a.m.
- 1.2 Roll Call was taken: A. Madison took roll, quorum present
- 1.3 Observer: Norma Sandoval Timekeeper: Lettie Ramirez
- 1.4 Adoption of Agenda
- 1.5 Approval of the Minutes
- 1.5.1 Oath of Office: Karen Cadiero-Kaplan, Director of Legislative/State Affairs was sworn in.
- 1.6 Connecting Activity

**MOTION #1- TO APPROVE THE AGENDA AND ADD AGENDA ITEM 1.5.1-THE SWEARING IN OF NEW BOARD MEMBER, KAREN CADIERO-KAPLAN-Raul Maldonado made a suggestion to have the Pledge of Alliance recited at the beginning of the meeting.**

Moved: Barbara Flores Second: Raul Maldonado Approved: Yes

**MOTION #2- TO APPROVE THE MINUTES OF THE JUNE 24 & 25, 2016, BOARD OF DIRECTORS' MEETING WITH NO REVISIONS.**

Moved: Barbara Flores Second: Rosa Armstrong Approved: Yes

**Board Members Present:**

Karling Aguilera-Fort, President; Elodia Ortega-Lampkin, President Elect; Annie Rodriguez, Vice President; Raul Maldonado, Director of Financial Affairs Barbara Flores, Director of Community Affairs; Lettie Ramirez, Director of Secondary and IHE Affairs; Marissa Lazo-Necco, Director of Parent Relations; Rosa Armstrong, Director of Para-Educator; Karen Cadiero-Kaplan, Director of Legislative Affairs; Olivia Yahya, Region III Representative; Norma Sandoval, Region IV Representative; and Ana Donovan, Region V Representative.

**Board Members Absent:**

Annie BichLoan Duong, Region I Representative; and Esabel Cervantes, Region II Representative

**Staff Members/Legal Counsel Present:**

Jan Gustafson-Corea, Chief Executive Officer; Kris Nicholls, Director of CABE PDS; Delma Chwilinski, Director of Programs & Events; Maria Villa-Marquez, Director of Parent and Family Engagement & I3 Parent Program Coordinator; Norma Rocha, IT Coordinator; Enrique Gonzalez, Strategic Partnerships Consultant; Stanley

Lucero, Membership Consultant; Claudia Lockwood, Multilingual Excellence Consultant; Laurie Nesrala, Education Consultant; Yvette Chong-Coontz, Accountant Consultant; Antoinette Hernandez, Parent Specialist/Coaching & Mentor; Laura Diaz, Parent Specialist; Maria Valencia, Parent Specialist; Mary Hernández, Legal Counsel; Martha Zaragoza-Diaz, Legislative Lobbyist and Aida Madison, Executive Assistant.

**Guests Present:**

Rosalinda Quintanar, CTA Liaison; Francisca Sánchez, 2Way CABA Board Member,

**SESSION TWO: CLOSED SESSION**

**SESSION THREE: Reports-Board, CEO and CTA Partners**

**3.1 Board Directors and Region Representatives, CEO-written reports**

**3.2 CTA, CABTE and 2Way CABA-written report**

**3.3 Announcements and Notifications**

3.3.1 Board Meeting Dates

3.3.2 Board Committees

3.3.3 Organizational Chart

3.3.4 Schedule of Events

3.3.5 CABA 2017 brochures

3.3.6 Strategic Plans

**4.1 CABA 2016-2017 FINAL BUDGET**

MOTION # 3- TO APPROVE THE CABA 2016-2017 FINAL BUDGET AS RECOMMENDED BY FINANCIAL COMMITTEE.

Moved: Annie Rodriguez                      Second: Barbara Flores                      Approved: Yes

**4.2 Budget and Actual Variance Report, Investment Report and Audit Prep**

Yvette Chong-Coontz stated the total current assets \$1,633,918; the total assets are \$2,017, 015; the total liabilities are \$366,592. The total expenses \$4,048,30 for net assets at the end of year is \$1,650,423. The total liabilities and net asset for July 31, 2016 is \$1,775,329. For June 30, 2015 is \$2,017, 015 for a variance is (\$241,686).

MOTION #4- TO APPROVE THE BUDGET AND ACTUAL VARIANCE REPORT AS PRESENTED.

Moved: Annie Rodriguez                      Second: Barbara Flores                      Approved: Yes

**4.3 Vacancy in Region 1 Representative position**

Jan Corea stated that Regina Piper, Region 1 Representative, resigned from the board. The board has appointed Dr. Annie BichLoan Duong who works at the San Joaquin County of Education to serve the remainder of Region 1 Representative's term ending in June 2017.

MOTION #5- TO APPROVE THE APPOINTMENT OF DR. ANNIE BICHLOAN DUONG AS REGION 1 REPRESENTATIVE.

Moved: Karen Cadiero-Kaplan                      Second: Lettie Ramirez                      Approved: Yes

#### **4.4 Election Policy**

Jan Corea stated that the Election Committee held a phone conference on 8/9/16. The Election Committee members are: Olivia Yahya, Mary Hernández, Lettie Ramirez, Elodia Ortega-Lampkin and Jan Corea. The committee reviewed the Election Policy and revised and updated the policy for the full Board. Stanley Lucero stated he would like the Election Committee to look at student representative position and to remove the minimum age of 21 years old. Mary Hernández stated that she can write an amendment in the bylaws that the *Election Committee will be charged with the enforcement of this policy and may be disqualify a candidate for failure to comply with full following notice to the candidate and subject to appeal.* Mary Hernández also stated that per the Bylaws an amendment of the Bylaws requires a vote by the membership. A recommendation was also made to remove the selling of membership list to the candidate.

**MOTION #6- TO APPROVE THE RECOMMENDATION OF THE ELECTION COMMITTEE OF THE REVISED UPDATES TO THE ELECTION POLICY AND WITH THE AMENDMENT THAT MARY HERNANDEZ PROPOSED.**

Moved: Barbara Flores                      Second: Olivia Yahya                      Approved: Yes

#### **4.5 CABA 2017 Board Awards**

Jan Corea stated the proposal for CABA 2017 Board Awards the following: Sylvia Mendez and the Plaintiffs of Mendez vs. Westminster (S. MENDEZ, THOMAS ESTRADA, WILLIAM GUZMAN, FRANK PALOMINO AND LORENZO RAMIREZ); Enid Lee, California Mini Corp., and Kevin de Leon and/or Ricardo Lara (IF PROP 58 IS SUCCESSFUL) with Legislative Award.

**MOTION #7-TO APPROVE THE CABA 2017 BOARD AWARDS NOMINEES PRESENTED. WITH THE ADDITION OF MARIA QUEZADA TO BE PRESENTED THE "LEGACY AWARD".**

Moved: Norma Sandoval                      Second: Marissa Lazo-Necco                      Approved: Yes  
Abstain: Rosa Armstrong

#### **4.6 CABA 2019**

Delma Chwilinski presented the possible venues for the CABA 2019. The Anaheim Hilton/Marriott is not available. The San Diego Hyatt did not submit a proposal. The Long Beach Convention Center which include surrounding area hotels is available. The rental cost is \$62,792. Also, the Convention Visitors Bureau will contribute \$5,000. The dates are 2/27-3/2/2019.

**MOTION #8-TO APPROVE THE LOCATION FOR CABA 2019 AT THE LONG BEACH CONVENTION CENTER WITH SURROUNDING HOTELS, HYATT, RENAISSANCE, AND WESTIN.**

Moved: Lettie Ramirez                      Second: Ana Donovan                      Approved: Yes

#### **4.7 Consent Calendar**

**MOTION #9-TO APPROVE THE CONSENT CALENDAR: PARTNERSHIPS WITH CALIFORNIA MATH COUNCIL, CALIFORNIA MINI CORPS, AND BILINGUAL FOUNDATION FOR THE ARTS.**

Move: Barbara Flores                      Second: Marissa Lazo-Necco                      Approved: Yes

## **SESSION FIVE: Information and Discussion Items**

### **5.1 Report on Closed Session**

Jan Corea stated Elizabeth Jiménez has resigned as the Administrative Systems Manager. Joshua Jauregui, Administrative Systems/Membership Relations Manager was hired to fill this position.

### **5.2 CABA 2017**

Delma Chwilinski stated a couple of new items for the conference next year. 1. There will be a Mendez vs. Westminster historical tour on Saturday, April 1, 2017. 2. A \$50 fee will be applied for registrations that are mailed, faxed or emailed. Jan Corea stated that the planning committee members are Anaheim Elementary SD, Anaheim Union High SD, CCSESA Arts Initiative, Chapman University, Garden Grove USD, Long Beach USD, LACOE, LAUSD, Loyola Marymount University, Orange COE, Palmdale SD, Saddleback Valley USD, San Bernardino City USD, SBCSS and Westminster SD. The Extra Early Bird deadline is November 15, 2016. The leads for the Administrator of the Year, Norma Sandoval; Para-Educator of the Year, Rosa Armstrong; Teacher of the Year, Ana Donovan; Parent of the Year, Marissa Lazo-Necco; Student Writing-Planning Committee; and Seal of Excellence, Olivia Yahya and Jan Corea.

### **5.3 Legislative and Prop 58 Update**

Jan Corea, Karen Cadeiro-Kaplan and Martha Zaragoza-Diaz presented an update on legislation and a board member action plan for Prop 58.

### **5.4 Observer Report**

Norma Sandoval presented a brief report.

## **SESSION SIX: Adjournment**

Move: Raul Maldonado                      Seconded: Karen Cadeiro-Kaplan  
Meeting adjourned: 3:19 p.m.

6.1 – The next regular meeting of the CABA Board of Directors meeting will be January 21, 2017 at Baldwin Park, CA

**Attested and Approved,**

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CABA President

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CABA CEO

**ADDENDUM** to California Association for Bilingual Education (CABE) Board Minutes for the board meeting held on September 17, 2016, San Diego, CA.

- 1) The following officers will be listed as authorized account signers on the Citizen Business Bank- Account no. 233158712, effective immediately.
  - a. Karling Aguilera-Fort, CABE President
  - b. Elodia Ortega-Lampkin, President Elect
  - c. Raul Maldonado, Director of Financial Affairs
  - d. Jan Gustafson Corea, CABE CEO
  
- 2) Please remove the following from account no.233158712:
  - a. Maria S. Quezada
  - b. Francisca Sánchez