



2018-2019 CABE Board of Directors

President Elodia Ortega-Lampkin Woodland Joint Unified School District

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

President Elect Olivia Yahya Westminster School District

Director of Legislative/State Affairs Dr. Marlene Batista Oxnard School District

Director of Community Affairs Karling Aguilera-Fort El Rancho Unified School District

Director of Financial Affairs Dr. Barbara Flores CSU, San Bernardino

Director of Para-Educator Affairs Marissa Lazo-Necco San Bernardino County Superintendent of Schools

Director of Parent Relations Rosa Armstrong Palmdale School District

Director of Secondary & IHE Affairs Dr. Cristina Alfaro San Diego State University

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 Liberato Figueroa Anaheim Union High School District

Region IV Representative Mary Helen Ybarra Corona Norco Unified School District

Region V Representative Ana Donovan SCVi/ILEAD Charter School

Chief Executive Officer Jan Gustafson-Corea

Legal Counsel Mary T. Hernández Garcia, Hernández, Sawhney, LLP

BOARD MINUTES December 7-8, 2018

Pursuant to a written notice be delivered to each member of the Board of Directors of the California Association for Bilingual Education held an open Board meeting on December 7-8, 2018 at CABE Headquarters, 20888 Amar Road, Walnut, CA 91789.

Board Members Present:

Elodia Ortega-Lampkin, President; Annie Rodriguez, Vice President; Barbara Flores, Director of Financial Affairs; Olivia Yahya, President Elect; Karling Aguilera-Fort, Rosa Armstrong, Director of Parent Relations; Director of Community Affairs; Marissa Lazo-Necco, Director of Para-Educators; Marlene Batista, Director of State and Legislative Affairs; Annie Duong, Region I Representative; Liberato Figueroa, Region III Representative; Esabel Cervantes, Region II Representative; Mary Ybarra, Region IV Representative; and Ana Donovan, Region V Representative

Board Member Absent:

Cristina Alfaro, Director of IHE Affairs

Staff Members & Newly Elected Board Members Present:

Jan Gustafson-Corea, Chief Executive Officer; Cynthia Vasquez-Petitt, Deputy Director; Kris Nicholls, Director of PDS, Delma Chwilinski, Director of Programs and Events; Maria Villa-Marquez, Director of Parent and Family Engagement; Norma Rocha, Director of IT and Creative Design; Joshua Jauregui, Administrative Systems Manager; Yvette Chong-Coontz, Accounting and Financial Management Consultant; Enrique Gonzalez, Strategic Partnerships Consultant; Laurie Nesrala, Education Consultant and Membership Liaison; Antoinette Hernandez, Coach/Mentor P2I; Laura Diaz, Parent Specialist; and Aida Madison, Executive Assistant

Legal Counsel Present/Guests:

Rosalinda Quintanar, CTA Liaison; Martha Zaragoza-Diaz, Lobbyist;

SESSION ONE: Opening

- 1.1 Call to Order: Elodia Ortega-Lampkin
1.2 Roll Call: Aida Madison
1.3 Observer: Marissa Lazo-Necco Timekeeper: Rosa Armstrong
1.4 Adoption of Agenda
1.5 Approval of the Minutes for September 15, 2018

MOTION #1-TO APPROVE THE AGENDA FOR DECEMBER 7-8-2018

Moved: Barbara Flores Second: Karling Aguilera Approved: Yes

MOTION #2-TO APPROVE OF MINUTES FOR SEPTEMBER 15, 2018

Moved: Karling Aguilera-Fort Second: Annie Rodriguez Approved: Yes

SESSION TWO- CEO'S, Directors', Region Representatives' and Affiliates' Reports (some reports available on website)

- 2.1 President's Report- E. Lampkin attended CALSA, La Cosecha, & CLSBA
2.2 CEO's Report- Jan stated we hired a full-time conference assistant, Celina Corona. A web developer will be hired soon.

- 2.3 Region Representatives' Report (Region 1,2,3,4 & 5)-A. Duong stated she has been in contact with three chapters; E. Cervantes had two very successful chapters that had conference-Bakersfield.; L. Figueroa stated they have five chapters-Pepperdine had a successful event that he attended.; M. Ybarra stated that San Diego chapter had a parent and teacher conference and there were several scholarship presented. Riverside chapter is having a Christmas CABE meeting and 70 people have signed up. On April 5, there will be a fundraising event.; and A. Donovan stated that chapter 58 will be meeting in January to plan the annual spring conference.
- 2.4 CABTE Report- Ivannia Soto stated bilingual authorization "refreshed" of standard formed a small group that are working on the standards.
- 2.5 CTA Report- Rosalinda Quintanar stated that CTA is having their CTA 2019 Human Rights award. The deadline to apply is January 9, 2019.
- 2.6 Legislative Report – Martha Zaragoza-Diaz stated the democrats are the majority in the assembly and senate after the November elections. Gavin Newsome is the Governor Elect.

SESSION THREE-Action Items

3.1 – Financial Package and Budget Variance Report for September 30, 2018

Yvette Chong-Coontz stated that the total current assets through September 30, 2018 are: \$5,223,012 (includes property and equipment). Total revenue: \$522,393; Net assets at the end of year: \$2,552,539. Yvette Chong-Coontz stated the registration has increased from \$531,745 in 2018 and \$752,305 2019, an increase of 51%.

MOTION #3 -TO APPROVE THE FINANCIAL PACKET AND BUDGET VARIANCE REPORT FOR SEPTEMBER 30, 2018

Moved: Mary Ybarra Second: Liberato Figueroa Approved: Yes

3.2 – Audit Report

Bared Dilacar from Clifton Larson Allen provided the audit report. B. Dilacar stated the highlights are: Increase in total assets of approx. \$3.7M driven by increase in property and equipment of \$3.5M and contributions receivable of \$429K. The Statement of Activities: Increase in total revenue of approx. \$1.4M driven by increase in grants and contributions of \$790K driven by increase of payroll related expenses \$205K, outside services \$397K, facility rental of \$186K and interest expense of \$75K. Program expenses are %76 of total FY18 expenses (78% FY17)

MOTION #4 – TO APPROVE THE AUDIT REPORT AS PRESENTED

Moved: Barbara Flores Second: Mary Ybarra Approved: Yes

3.3 – CABE Board Award

Jan Corea proposed an additional Board award nomination of the Visionary Leadership to the California Teacher Association.

MOTION#5-TO APPROVE THE CABE BOARD AWARD – CABE Board Award, Visionary to California Teacher Association, (CTA).

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

SESSION FOUR – Discussion Items

4.1 – Peru Trip

Jan Corer stated the CAFE trip to Peru. The proposed dates are July 11-23, 2019 and visiting cities: Lima, Inca, Cusco, Trujillo, Machu Pichu. Jan stated there are still items pending: cost of trip, looking for travel agent, lodging and travel details in Peru, registrations, international insurance, etc.

4.2 – National EL Roundtable

Jan Corea proposed if CAFE should participate in the 2019 ED Symposium. The purpose of the symposium is to highlight the contributions and accomplishments of EL's. The expected outcomes: to ensure commitment (within the government agencies and nationally) to advance opportunities for educational excellence and equity for ELs and their families. The location would be at the LBJ auditorium at the Department of Education.

4.3 – Mexico Update

Jan Corea presented an update on the transition of the administration of President Andrés Manuel López Obrador in Mexico. There are several positions that are not filled yet. Jan Corea stated we are working with establishing relations with the new administration.

4.4 – Investment Update

Jan Corea stated that at the last board meeting the full board agreed to invest \$500K of the surplus. Yvette Chong-Coontz stated that the strategy for investing the money is with the updated CD rates. The Finance Committee met October 31, 2018 and recommended investing \$250,000 in the Morgan Stanley promotion 2.4% APY 6-month CD that matures in 5/2019 and \$250,000 in either of the two CD's that mature 11/29/2019 paying 2.65%.

4.5 – CCEE Community Engagement Initiative

Jan Corea stated a proposal is submitted for a community engagement initiative lead agency consortium. Jan Corea stated that the consortium is San Bernardino County Superintendent of Schools and Families in Schools and CAFE.

Adjournment of Part 1 of Board meeting at 8:35 p.m.

SATURDAY, DECEMBER 8, 2018

8:30 a.m. – 9:30 – CLOSED SESSION

4.6 – CAFE 2019

Jan Corea presented the highlights of the annual conference. Delma Chwilinski stated that registration is doing well and over 1,000 have registered so far. Delma stated that the board members' hotel reservations for the conference will be arrival on Monday, March 18, 2019 and departure on Sunday, March 24, 2019. Early or later arrival dates will be at member's own expense. Annie Rodriguez, Vice President, stated there will

be a JDA planning meeting on Monday, March 18 at 4 p.m. for region representatives. Delma stated the board meeting will be on Tuesday, March 19 at 8:30 a.m.-1:00 p.m. On Wednesday, March 20, the Exhibit Hall A opens at 12 p.m. but request that board members be there at 11:45 a.m.; Keynote at 4:30 p.m.; Night at the Exhibits at 6-7:30 p.m. A new feature will be a prize hunt with participating exhibitors to encourage attendees to visit the exhibit hall. The Membership reception will start at 7:30 p.m. instead of 6:00 p.m. on Wednesday, March 20, at the Hyatt. On Thursday, March 21, there will be a new attendee orientation from 7:30-8:00 a.m. At 8:30-10 a.m. the General Session will take place; the Awards Luncheon is from 12-1:30 p.m. 5:30-11 p.m.- Partnership and Sponsors reception, and 7-9 p.m.-President's Reception. On Friday, March 22, 10:30 a.m. – 2:30 p.m. -ALS; at the LBCC, room 201A-B; 7-9 p.m.- Seal of Excellence banquet and program; 9-12 a.m.-Dance. On Saturday, March 23, workshops start at 8:30 a.m.; 12:00-12:30 p.m.-Sing along.

MOTION#6-TO APPROVE THAT FOR CABE 2019 THE BOARD MEMBERS RECEIVE ONE COMPLIMENTARY REGISTRATION FOR A GUEST.

Moved: Karling Aguilera-Fort Second: Annie Duong Approved: Yes

4.7 – Strategic Plan

Elodia Ortega-Lampkin presented a review of the work on the strategic plan process that began at the Board Retreat in September 2018. The meetings with priority area leads met on October 31 and December 5, 2018. -Reviewed process and charge from Board; Reviewed content, charts, and edits; Discussed and explored systems for inputting and tracking strategic plan; and identified fields to be included in the strategic plan. Jan Corea stated the Priority Areas: Multilingual Excellence, Design for Success Website, Professional Development, Family/Community Engagement, Strategic Partnerships, Advocacy, Fund Development, and Membership/Chapter Development. Breakout-Strategic Priority Leads will meet with individual board members.

4.8 – Research Proposal

Jan Corea stated that Cristina Alfaro has proposed that CABE board consider making an investment in the area of Bilingual Education Research. Cristina Alfaro proposed that CABE strategically begin to establish a research agenda; proposed that we establish a research committee to determine areas of priority. Additionally, Cristina would like to request that the CABE board approve a minimum of \$15,000 to launch a CABE research agenda.

MOTION#7-TO APPROVE THE RESEARCH PROPOSAL AND \$15,000 TO LAUNCH A CABE RESEARCH AGENDA.

Moved: Barbara Flores Second: Mary Helen Ybarra Approved: Yes

4.9 – CABE Video and Media Project

Elodia Ortega Lampkin presented a summary of the Board Film/Video Committee meeting held on October 29, 2018, 4:30-6:00 p.m. The committee reviewed the proposal presented by Barbara Flores from Autografo Films.

4.10 – CABE Connections

Cynthia Vasquez Petitt stated some of the highlights of the CABE programs in the areas of Parent, Family Engagement, Advocacy, Professional Development (PDS),

Binational, Outreach, Partners such CAL Tog/ELLI, CCEE/CEI, Ed trust West, SBCSS, CALSA, CSBA and others.

Adjournment at 1:05 p.m.

1 p.m. -3:30 p.m. Board subcommittees meeting

Attested and Approved



CABE President, Elodia Ortega-Lampkin



CABE CEO, Jan Gustafson-Corea