

2016-2017
CABE Board of Directors

President Elect
Elodia Ortega-Lampkin
Lodi USD

Immediate Past President
Karling Aguilera-Fort
San Francisco Unified School District

Vice President
Dr. Annie Rodriguez

Director of Legislative/State Affairs
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
Ontario Montclair School District

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

Region I Representative
Regina Piper
San Francisco Unified School District

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 & Bermudez LLP

BOARD MINUTES
Confidential –DRAFT
June 24 and 25, 2016

Pursuant to a written notice delivered to each member of the Board of Directors on _____, the Board of Directors of the California Association for Bilingual Education held an open Board meeting at the Renaissance Los Angeles Airport Hotel, 9620 Airport Blvd. Los Angeles, CA, 90045 on June 24 & 25, 2016.

June 24, 2016 2:00 p.m. -4:00 p.m.

SESSION ONE: Opening

- 1.1 Call to Order:
- 1.2 Roll Call was taken

Board Members Present:

Karling Aguilera-Fort, President; Francisca Sánchez, Immediate Past President; Ramon Zavala, Vice President; 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; Elodia Ortega-Lampkin, Director of Legislative Affairs; Regina Piper I Representative; Olivia Yahya, Region III Representative; and Esabel Cervantes, Region V Representative

Board Members Absent:

Raul Maldonado, Director of Financial Affairs. Sally Fox, Region IV Representative, and Ana Donovan, Region V Representative

2:15 p.m. SESSION TWO: CLOSED SESSION

June 25, 2016 -8:00 a.m.-4:00 p.m.

SESSION THREE: Reconvene and Continuation of Board Meeting

- 3.1 Call to Order
- 3.2 Roll Call was taken

Board Members Present:

Karling Aguilera-Fort, President; Francisca Sánchez, Immediate Past President; Ramon Zavala, Vice President; 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; Elodia Ortega-Lampkin, Director of Legislative Affairs; Regina Piper I Representative; Olivia Yahya, Region III Representative; and Esabel Cervantes, Region V Representative

Board Members Absent:

Raul Maldonado, Director of Financial Affairs. Sally Fox, Region IV Representative, and Ana Donovan, Region V Representative

Staff Members/Consultants/ Legal Counsel Present:

Jan Gustafson-Corea, CEO Executive Officer; Elizabeth Jimenez, Administrative Services Manager; Maria Villa-Marquez, Director of Parent and Family Engagement; Delma Chwilinski, Director of Programs and Events; Norma Rocha, IT Coordinator; Yvette Chong-Coontz, Accounting Consultant; Aida Madison, Executive Assistant; Martha Zaragoza-Diaz, Legislative Lobbyist; and Mary T. Hernandez, Legal Counsel; Laurie Nesrala, Education Consultant; Stanley Lucero, Membership Consultant; and Claudia Lockwood, Multilingual Excellence Consultant

Guests Present:

Rosalinda Quintanar, CTA Liaison; Peggy Morrison, 2Way Board Member; and Lyn Scott, CABTE Board Member

- 3.3 Selection of Time Keeper: Lettie Ramirez Selection of Observer: Regina Piper
- 3.4 Approval of Agenda
- 3.5 Approval of Minutes

MOTION #1-TO APPROVE THE AGENDA WITH THE ADDITION OF CONSENT CALENDAR ITEM 7.4-A Proposal from Francisca Sánchez was added to Action Item

Moved: Esabel Cervantes **Second:** Ramon Zavala **Motion passes:** Yes

MOTION #2- TO APPROVE THE MINUTES OF MARCH 22, 2016, BOARD OF DIRECTORS’ MEETING WITH NO REVISIONS.

Moved: Elodia Ortega-Lampkin **Second:** Esabel Cervantes **Motion passes:** Yes

Welcome and Introduction

OATH OF OFFICE TOOK PLACE AT THE BOARD INSTALLATION RECEPTION ON JUNE 24, 2016. THE FOLLOWING WERE SWORN IN AT THE BOARD RECEPTION: Elodia Ortega-Lampkin, President Elect, Annie Rodriguez, Vice President, Rosa Armstrong, Director of Para-Professional Affairs; Esabel Cervantes, Region 2 Representative; Marissa Lazo-Necco, Director of Parent Affairs and Norma Sandoval, Region IV Representative.

SESSION THREE: Affiliates Liaisons and Guests

3.1 CTA- Rosalinda Quintanar stated CTA is supporting Prop 58 and the Prop 30 Extension. Rosalinda also shared the CTA magazine “California Educator” with the board.

3.2 TwoWay CABE- Peggy Morrison stated the 2Way CABE has created an Action Plan is meeting once a month via phone or video conference. Peggy stated that Patricia Wolf-Kincade has left the board. The new board members are: Peggy Morrison, Francisca Sanchez, Alyce, Jennifer Martinez and Estella Patel.

3.3 CATBE- Lyn Scott, CABTE Treasurer, stated that CABTE is working on a website and getting a membership list in order.

SESSION FOUR: Director, Region Representative and Staff Reports

4.1 –President’s, Director’s and Regional Representatives’ Reports

Region 1- Regina Piper stated that they are partnering the Confucius Institute and support each other and support Chinese language colleagues, and professional development for bilingual teachers in Chinese. Region 2- Esabel Cervantes stated that there is an interest in starting a chapter including a Moong chapter, Santa Maria is interested in starting a chapter and Gilroy, and the Madera chapter may expand as well.

Region 3-Olivia Yahya stated there is a new Mandarin chapter. Whittier chapter is on fire! They had an interview television program and promoted CABA Project 2Inspire,

Region 4 – Norma Sandoval stated she just became a region representative but has talked to Stanley Lucero about reactivating some chapters in region 4.

Region 5-Ana Donovan was absent, however, Rosa Armstrong read a report that Ana submitted to the board. The Palmdale chapter had a very successful mini-conference. Ventura chapter will hold their annual conference on September 23, 2016.

Director of Parent Relations, Marissa-Lazo-Necco, thanked the P2Inspire team for their work with parents.

Director of Secondary and IHE Affairs, Lettie Ramirez, stated she would like to see the Seal of Biliteracy extended from high school to college.

4.2 – CEO Report- Jan Corea stated that Libi Gil, Director of OELA, will be presenting at lunch on federal updates on ESSA.

SESSION FIVE: Strategic Plan Annual Summary Reports/Café Tables

5.1- Jan Corea gave a brief overview of the documents: Strategic Plan Annual Summary Report. Project Managers presented their strategic plan area at the Café tables.

SESSION SIX- Action Items

6.1 Budget and Actual Variance Report (Item 6.1)

Yvette Chong-Coontz stated the current total assets are \$ 1,852,034; total property and equipment, net is \$ 2,221,836; total current liabilities are \$ 498,451. The total liabilities and net assets are \$ 2,221,836. Total revenue for CABA 2016 budgeted is \$1,609, 125; Actual is \$1,922,171; Variance is \$313,046; Accomplished 119% of budget. Yvette Chong-Coontz stated the number of attendance for CABA 2016 is 5,029, Sponsors-21; exhibitor booth/career-199.

MOTION #4 – TO APPROVE THE BUDGET AND ACTUAL VARIANCE REPORT FOR THE PERIOD OF JULY 1, 2015 TO APRIL 30, 2016. (ITEM 6.1)

Moved: Regina Piper

Second: Elodia Ortega-Lampkin

Motion passes: yes

6.2 – CABA 2016-2017 Proposed Budget

MOTION # 5-THE BOARD APPROVED THE CABA 2016-2017 PROPOSED BUDGET IN CLOSED SESSION HELD ON JUNE 24, 2016.

Moved: Olivia Yahya

Second: Marissa Lazo-Necco

Motion passes: Yes

Abstained: 1-L. Ramirez

6.3- 2017 Theme and Artwork

MOTION # 6-TO APPROVE THE 2017 THEME AND ARTWORK – TO APPROVE THE 2017 THEME-- *CABA 2017: Connecting Communities Through Our Languages, Cultures and Stories*

Moved: Rosa Armstrong

Second: Marissa Lazo-Necco

Motion passes: Yes

6.4-MOU with IME

MOTION #7-TO APPROVE THE MEMORANDUM OF UNDERSTANDING WITH INSTITUTE OF MEXICANOS ABROAD/INSTITUTO DE MEXICANOS EN EL EXTERIOR (IME)

Moved: Elodia Ortega-Lampkin

Second: Ramon Zavala

Motion passes: Yes

6.5 – CONSENT CALENDAR

MOTION #8-TO APPROVE THE CONSENT CALENDAR WITH THE EXCEPTION OF 6.5.2 WHICH WILL BE MOVED TO ACTION ITEM

- 6.5.1 Contract with Velazquez Press for the translation and publishing of “No Estás Solo” into English.
- 6.5.2 Fundraising Guidelines under CABA’s 501(c) 3 status for CABA Chapters/Affiliates
- 6.5.3 Work calendar for 2016-2017
- 6.5.4 Complimentary Membership for CABA Full-Time Staff
- 6.5.6 Board Meeting Dates 2016-2017
- 6.5.7 Auditor Engagement Letter

Moved: Marissa Lazo-Necco

Second: Rosa Armstrong

Motion passes: Yes

6.6- MINI-CORPs Proposal to celebrate 50 Anniversary at CABA 2017 (Item 6.6)

MOTION #9-TO APPROVE THE PROPOSAL OF PARTICIPATION OF MINI-CORPS AT THE CABA 2017 TO CELEBRATE THE 50TH ANNIVERSARY AT THE CONFERENCE WITH THE OVERVIEW OF LEGAL COUNSEL.

Moved: Ramon Zavala

Second: Lettie Ramirez

Motion passes: Yes

6.7- Fundraising Guidelines under CABA 501 (c)3 status for CABA chapters/affiliates

Karling Aguilera-Fort stated that more information will be worked on by staff, legal counsel and accountant to identify the limit for the chapters, to get chapter feedback and to bring the information to the board prior to the board meeting before board approves this item. No Motion was made on this item.

SESSION SEVEN: Information and Discussion Items

7.1 -Investment Report

Sean Peake, Morgan Stanley, gave an update on the CABA Investment. Sean stated that the investment is making progress. The year-to-date 01/01/16-06/10/16 total income: \$865.92.

7.2-Election Policy

Karling Aguilera-Fort stated that the Election Committee will update election policy. The Election Committee will meet and will bring the recommendation to the board at the next board meeting.

7.3-International Education Tours

Karling Aguilera-Fort stated that he and Jan Corea are exploring the possibility CABA sponsoring an annual international trip (fee based) open to members, Board Members and Staff. More specific details will be presented to the Board at next board meeting. Karling Aguilera-Fort will also be looking for feedback

7.4- The Proposal: Disrupting the School to Prison Pipeline: A Request for Support and Partnership (ACTION ITEM)

Francisca Sánchez stated this proposal is to be a co-sponsor an educational event with Alameda County Office of Education. This event would be held in the fall, and it would be targeted to CABA members, other English Learner educators, and youth/community advocates. Francisca Sánchez stated this proposal is being presented for a second time. A support of \$5,000 is being requested from CABA (Alameda COE would give \$4,000) for this event. Alameda COE has also committed to using its influence to identify foundation funders to support the event. The event would consist of a showing a film and it would be followed by a panel. Jan Corea stated this request was submitted to the Finance Committee and the

Finance Committee asked that more information be provided. The Finance Committee reviewed and there were more questions regarding this event including how the funds requested would be used.

Moved: Ramon Zavala

Second: Francisca Sánchez

Motion passes:

Yes-2

Oppose: 6

Abstain: 1

SESSION EIGHT: Policy and Advocacy Update and Action

Martha Zaragoza-Diaz presented a legislative update. Martha Zaragoza-Diaz stated the legislature forwarded to the Governor a 2016-2017 State Budget and trailer bills. The Governor should sign the budget since it was negotiated with his staff, the Department of Finance. The Legislature forwarded a \$171 billion dollar package starting July 1, 2016.

SESSION EIGHT: Adjournment at 3:35 p.m.

The next regular CAFE Board of Directors Retreat and meeting is scheduled September 16-17, 2016.

Attested and Approved,

CABE President

CABE CEO