



2023-2024

CABE Board of Directors

President

Dr. Raúl Maldonado

Palmdale School District

Immediate Past President

Dr. Bárbara Flores

CSU San Bernardino

Vice President

Dr. MariaElena Esquer

Palmdale School District

Director of State/Legislative Affairs

Mary Helen Ybarra

Corona-Norco Unified School District

Director of Community Affairs

Marissa Lazo-Necco

San Bernardino County

Superintendent of Schools

Director of Financial Affairs

Dr. Karling Aguilera-Fort

San Francisco Unified School District

Director of Paraprofessional Affairs

Rosa Armstrong

Palmdale School District

Director of Parent Relations

Dr. José Hugo Moreno

Rosemead School District

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

Dr. Zenaida Aguirre-Muñoz

UC Merced

Region III Representative

Manuel Colón

(Retired Educator)

Region IV Representative

Angélica Hurtado

San Bernardino County

Superintendent of Schools

Region V Representative

Dr. Sarah Zepeda

Palmdale School District

Chief Executive Officer

Dr. Edgar Lampkin

CABE

Legal Counsel

Mary T. Hernández

Garcia, Hernández, Sawhney, LLP

“Biliteracy, Multicultural Competency & Educational Equity for All”

Board Minutes

September 16, 2023

Pursuant to a written notice was delivered to each member of the Board of Directors of the California Association for Bilingual Education held a hybrid Board meeting on Saturday, March 24, 2023, at 20888 Amar Road, Walnut, CA 91789.

Board Members Present

Dr. Raúl, President; Dr. Elena Esquer, Vice President, Dr. Bárbara Flores, Immediate Past President; Dr. Lettie Ramirez, Director of IHE Affairs; Dr. Karling Aguilera-Fort, Director of Financial Affairs: Rosa Armstrong, Director of Paraprofessionals Affairs; Mary Helen Ybarra, Director of State/Legislative Affairs; Dr. Hugo Moreno, Director of P:aren’t Relations; Marissa Lazo-Necco, Director of Community Affairs; Dr. Annie BichLoan Duong, Region 1 Representative; Dr. MariaElena Esquer, Region V Representative; Dr. Zenaida Aguirre-Muñoz, Region II Representative; Dr. Sarah Zepeda, Region V Representative.

Staff Members and Consultants

María Villa, Deputy Director; Delma Chwilinski-Sheridan, Director of Programs and Events; Rubí Flores, Director of Professional Learning Services; Dr. Alma Castro, Director of Multilingual California Project; Joshua Jauregui, Director, Administrative Systems Manager; Norma Rocha, Director, ITCD; Yvette Chong-Coontz, Accounting and Financial Management Consultant, Laurie Miles, Communication Coordinator; Aida Madison, Executive Assistant.

Legal Counsel/Partners/Guests: Mary T. Hernández, Legal Counsel (GHS LLP); Jennifer Baker, Legislative Advocate( Murdoch, Walrath, Holmes); Martha Zaragoza-Diaz, Senior Advisor; Sally Fox, Educational Policy Analyst, Dr. Rosalina Quintanar.

SESSION ONE: OPENING

- 1.1 Raúl Maldonado, President
1.2 Roll Call – Aida Madison
1.3 Observer: Dr. Karling Aguilera-Fort
1.4 Adoption of the Agenda

MOTION #1- TO APPROVE THE AGENDA FOR NOVEMBER 18, 2023.

MOVE: DR. BÁRBARA FLORES SECOND: DR. ANNIE BICHLOAN DUONG APPROVED: YES

- 1.5 Approval of Minutes

MOTION #2 – APPROVAL OF THE MINUTES OF SEPTEMBER 16, 2023

MOVE: DR. LETTIE RAMÍREZ SECOND: DR. KARLING AGUILERA-FORT APPROVED: YES

- 1,6 CONNECTING ACTIVITY

- 1.7 CLOSED SESSION

SESSION TWO: REPORTS

- 2.1 President’s Report – Dr. Raúl Maldonado stated he attended the CABE staff retreat on August 16-17, 2023.
2.2 Vice Presidents’ Report – Dr. Elena Esquer stated the Fall JDA meeting will be held on Wednesday, September 27 (virtual).

- 2.3 CEO's report – Dr. Edgar Lampkin stated the Board retreat was held on September 15, 2023, at the Pacific Palms Resort. Dr. Lampkin also attended an IME meeting in Mexico City on Friday, August 18. Dr. Lampkin attended
- 2.4 Director of Paraprofessional report – Rosa Armstrong stated she attended the DLI institute and recommended that paraprofessionals be offered this type of institute.  
 Director of Parent Relations – Dr. Hugo Moreno stated he attended the Seal of Biliteracy promotion of Asian Languages in San Gabriel.  
 Director of Secondary and IHE Affairs – Dr. Lettie Ramírez stated CABE and CABTE will hold annual meeting at CABE 2024. Dr. Ramírez stated that the book, “You Are Not Alone” profits will go to parent scholarship.  
 Director of Financial Affairs – Dr. Karling Aguilera-Fort stated he is actively reviewing financials. Dr. Aguilera-Fort attended the UNIDOS US in Chicago along with Dr. Edgar Lampkin.
- 2.5 Region I Representative- Dr. Annie Duong stated that three chapters are active. SALSA is dormant chapter.  
 Region II Representative – Dr. Zenaida Aguirre-Muñoz stated Atwater started a new chapter. Met with Tri-KABE chapter members.  
 Region III Representative – Manuel Colón introduced himself as this is the first board meeting as a board member.  
 Region IV Representative – Angélica Hurtado stated that chapter(s) want to have a meet and greet with Dr. Lampkin.  
 Region V Representative – Dr. Sarah Zepeda stated that Ventura chapter will have their mini conference on October 13. Dr. Lampkin is invited to attend.
- 2.6 Dr. Clara Amador-Lankster, CABTE President-Elect, stated opportunity to collate with CABE. Dr. Amador-Lankster presented areas CABTE working on: Prepare bilingual teachers, meet bilingual credentials, technology assistance, support to field, and advocate for social justice.
- 2.7 Legislative Update- Jennifer Baker presented budget updates-“The Senate and Assembly Budget Committee met on August 30<sup>th</sup> to hear final budget changes and related budget trailer bills. Jennifer Baker provided updates on co-sponsored legislation: Bilingual Teacher Professional Development Program: AB 1127 (Reyes)/Budget; AB 370 (Addis), State Seal of Biliteracy; AB 393 (L. Rivas): and Child Care; Dual Language Learners. More information is found in the written report.
- 3.1 Financial Package and Budget Variance report for the period ending June 30, 2023  
 Yvette Chong-Coontz stated the Total liabilities and net assets are: \$6,758,531; Total revenue \$84,462; Total expenses: \$547,297; net assets at end of year \$3,883,132. Yvette Chong-Coontz stated the FY 2024 proposed budget total expense is \$8,979,554. Investments: (MMF, Savings, CD)=\$268.832 at Bank of the West (BOW). (MMF, four CD's)=\$1,472,893 at Morgan Stanley (MS).  
 MOTION #3-APPROVAL OF FINANCIAL PACKAGAE AND BUDGET VARIANCE REPORT FOR PERIOD ENDING JUNE 30, 2023. APPROVED: UNANIMOUS
- 3.2 Dr. Edgar Lampkin proposed the mileage rate be increased from \$58.5 to the federal standard rate of \$65.5 effective September 15, 2023.
- 3.3 Convert Budget item from consultant to employee/approve new job descriptions.  
 Dr. Edgar Lampkin proposed to convert a PROMESA consultant line item to an employee salary position (no change to budget amount).

MOTION #4- APPROVAL OF CONVERTING BUDGET ITEM FROM CONSULTANT TO EMPLOYEE AND APPROVAL OF NEW JOB DESCRIPTION AS STATED. APPROVED: UNANIMOUS

- 3.4 Additional funds to support Seal of Excellence School Awards  
Dr. Edgar Lampkin has recommended an increase in funds to the Seal of Excellence School Awards budget from this year's surplus in order to help pay for banners, travel, meals, and lodging for site visits by committee members. MOTION #5-APPROVAL OF ADDITION OF FUNDS TO SEAL OF EXCELLENCE SCHOOL AWARD AS PRESENTED; APPROVED: UNANIMOUS
- 4.1 Integration of Services Assessment Direction  
Dr. Edgar Lampkin recommended that the CABE Board provide direction on which option to go to bid on. Option 1: Contract for a CRM (centralized data and communications management system), requires conducting an assessment analysis of need, vendor vetting, CRM selection, purchasing and implementation support; or Option 2: Organizational assessment of current technologies used in each department, integration assessment, roadmap development of technology needs, and timeline for implementation over a number of years. NO MOTION-BOARD RECOMMENDED TWO PROPOSALS OR BIDS BE CONSIDERED.
- 4.2 Western Association of Schools and Colleges (WASC) Accreditation Information Brief  
Dr. David Calvo and Dr. Edgar Lampkin presented a WASC Accreditation brief.
- 4.3 Ethnic Studies Proposal -CDE  
Dr. David Calvo presented the Ethnic Studies Proposal. Dr. Calvo shared he is in pursuit of CABE to receive Ethnic Studies Certification from the California Department of Education (CDE).
- 4.4 Proposal to restructure and include general membership in the conference registration cost.
- 4.5 CABE 2024  
Delma Chwilinski-Sheridan presented CABE 2024 updates. Cynthia presented an overview of the Seal of Excellence School Award process and timeline.
- 4.6 Department Updates- Team leads provided updates for each department. FACE, PLS, ITCD, MCAP/EWIG, Administration Services and P&E. PPT provided.
- 4.7 CABE 2024 Board Award  
Dr. Edgar Lampkin and Dr. Raúl Maldonado proposed Board award categories to the board for consideration.
- 4.8 Announcements  
A brief announcement was provided of upcoming CABE events.
- 4.9 Observer: Dr. Karling Aguilera-Fort provided observer's report.
- 4.10 Next Board meeting: Saturday, November 18, 2023 (virtual).