

The Farmworker's Institute of Education and Leadership Development FIELD BOARD OF DIRECTORS MEETING MINUTES

Location: Cambria Pines
2905 Burton Dr
Cambria, CA 93428

Teleconference Locations:
11844 Bandera Road # 509, Helotes, TX 78023

or by phone: 1-218-339-7800 Access Code 823-5414

September 20 & 21, 2019

I. Pre-meeting Trainings

Friday 2pm Sexual Harassment Training
Friday 4pm Brown Act Training

II. Saturday - 9am-4pm FIELD/EPIC Annual Board Meeting

NOTE: In compliance with the Americans with Disabilities Act if you need special assistance to participate in the meeting, please contact us 48 hours prior to the meeting.

ON THE WEB: Agendas may be viewed at www.farmworkerinstitute.org

1. MEETING CALLED TO ORDER:

Mr. Villarino called the meeting to order at 9:05 am.

2. ESTABLISH A QUORUM

Roll Call: *President Villarino established a quorum.*

David Villarino (*present*)

Anthony Chavez (*not-present*)

Ines DeLuna (*present*)

Dr. Nora Dominguez (*present*)

Dr. Mark Martinez (*present*)

Dr. Jesse Ortiz (*not present*)

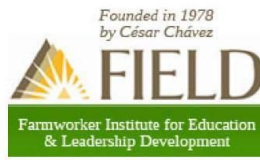
Raji Brar (*not present*)

Nonvoting:

Joseph Casas (General Counsel)(*by phone*)

Patrick Pine, Secretary (*by phone*)

Michael Gomez, Treasurer(*present*)



Staff Present:

Dr. Tamar Asatryan (*present*)
Silva Ohannessian (*present*)

Rosa Ruelas (*present*)
Susana Navarro-Llamas (*present*)

Joseph Torres (*present*)

3. SALUTE TO THE FLAG / FARMWORKER POEM

Salute to the flag/Farmworker Poem done at 9:10 am.

4. ADOPTION OF THE AGENDA

Mr. Villarino asked everyone to review the agenda. There were no comments. Chair entertained a motion to approve the agenda as amended. Nora Dominguez moved and Ines DeLuna seconded the motion. There was no discussion and the motion was approved unanimously by David Villarino, Dr. Nora Dominguez, Ines de Luna, and Dr. Mark Martinez.

5. OPEN PUBLIC FORUM

It is appropriate for the public to address the FIELD Board regarding items of public interest within the jurisdiction of the board before or during the Board's consideration of the items. Time allowed may be limited to three minutes per item. If a large number wish to speak on a specific item, the board may limit total input to 30 minutes on any item. Individuals or groups may address the board on items not listed on the agenda; however, no action can or will be taken on the unlisted items.

Further, Education Code §35145.5 also establishes the right of the public to place items on the agenda directly relating to business of the FIELD/EPIC Board of Directors. Agenda requests must be made in writing ten days prior to board meetings.

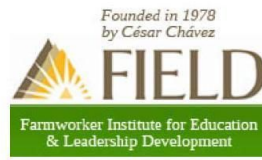
In accordance with the law, the public and Board are hereby given notice that a tape recording of today's meeting is being made. This recording is to assist in the completion of the minutes. It is NOT a transcript of the meeting and may be disposed of in 30 days. The official transcript of this meeting will continue to be the adopted minutes.

Mr. Villarino opened public forum at 9:13 am. He asked if there were any comments by the public.

There were none.

6. CLOSE PUBLIC FORUM

Public forum closed at 9:14 am



7. CLOSED SESSION

The board may call for a closed session to discuss confidential personnel matters, potential litigation, or other matters allowed under the Brown Act.

The board may call for a closed session to discuss confidential personnel matters, potential litigation, or other matters allowed under the Brown Act.

The Board went into closed session at 9:14 am.

8. OPEN SESSION

Mr. Villarino opened session at 10:20 am. No action was taken during closed session and nothing to report.

9. APPROVAL OF THE CONSENT AGENDA:

All consent agenda items for the FIELD BOARD OF DIRECTORS are considered to be routine and will be enacted by one motion unless a board member requests separate action on a specific item. Approval recommended on all items listed:

a.) Approval of minutes from the September 5, 2019 meeting.

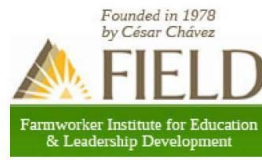
Mr. Villarino asked the Board Members to review Minutes from September 5, 2019. There were no comments. Chair entertained a motion to approve the minutes from September 5, 2019 meeting. Mark Martinez moved and Ines DeLuna seconded. There was no discussion and the motion to approve the minutes was approved by David Villarino, Nora Dominguez, Ines De Luna and Mark Martinez.

10. REPORTS: THE BOARD MAY, IF TIME PERMITS, TAKE BOARD REPORTS AND SUPERINTENDENT'S REPORT AT ANY TIME DURING THE MEETING AND NOT AT A SPECIFIC TIME.

There is very limited board discussion, between the board, except to ask questions or refer matters to staff, and no action will be taken unless listed elsewhere on the agenda or on a subsequent agenda:

Mr. David Villarino president/CEO shared his Corporate Executive Summary 2019-2020 covering summarizing the operational plan which shares continuing with the implementation of our 3 year strategic plan to serve 40,0000 people.

Mr. Joaquin Paratore was invited as a guest to discuss the transition from Rabobank to Beneficial State Bank. Mr. Paratore also shared the banks background, history and the vision to create a sustainable, meaningful community development bank and supporting nonprofit organizations.



11. INFORMATION ITEMS (nonvoting):

a) *Financial Management Report, Budget and financial report -Rosa Ruelas*

Rosa Ruelas Financial Manager reviewed FIELD's Balance sheet as of June 30th 2019, Revenue & Expense report and Proposed Budget for 2019-2020 Combined. Rosa shared the Administrative Action Plan which covers the regional costs by procuring and implementing a timely budgetary review systems to assist the regions to achieve \$400,000 increase in fund balance by June 30, 2020.

b) *Operations Officer Report, CTE Report - Dr. Tamar Asatryan*

Dr. Asatryan shared FIELD's Operational Plan Summary 2019-2020, Operational Analysis as well as the Action Plan for 2019-2020 which details how FIELD will Serve 12,000 students through two new educational programs, social marketing and student leadership engagement by June 30, 2020 at a cost not to exceed the budget.

Dr. Asatryan reviewed the CTE Annual Plan 2019-2020 and Action Plan which covers to plan, organize and deliver five (natural resources, recycling, ag-greenhouse, early childhood education & Entrepreneurship) at a cost of \$432K CTE \$950K match by June 30, 2020.

c) *EPIC Report - Dr. Tamar Asatryan*

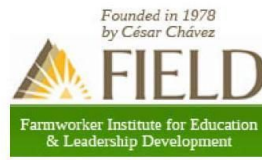
Dr. Tamar Asatryan reviewed the EPIC report with the board. She reviewed the Executive Summary of Data for the 2018-2019 School Year which covers graduations rates, average daily attendance, academic achievement and Teacher Credentialing. She also shared CASAS Data Portal & Executive Summary for 2019-2020 school year which will integrate three of the FIELD Educational programs. These three are EPIC, English as a second language Classes and Career Technical Education programs.

d) *Conservation Corps report, Plan and Budget Report*

Mr. Villarino shared the Cesar Chavez Environmental Corps Annual Plan Summary which main focus is Natural Resources and recycling. He also reviewed CCEC Recycling Action Plan with the board of trustees.

12. OLD BUSINESS:

No old business



13. NEW BUSINESS:

FIELD/EPIC:

1. **Action Item** - Shall the FIELD/EPIC Board approve FIELD's budget?
2. **Action Item** - Shall the FIELD/EPIC Board approve the Corporate plan?
3. **Action Item** - Shall the FIELD/EPIC Board approve CTE plan?
4. **Action Item** - Shall the FIELD/EPIC Board approve the Conservation Plan?
5. **Action Item** - Shall the FIELD/EPIC Board of Trustees direct the EPIC staff to integrate CTE courses that would count toward graduation this academic year?
6. **Action Item** - Shall the FIELD/EPIC Board approve the Ag CTE curriculum for EPIC graduation credit?
7. **Action Item** - Shall the FIELD/EPIC Board approve the tuition reimbursement proposal?
8. **Action Item** - Shall the FIELD/EPIC Board approve the stipend for CTE instructors who clear their CTE credentials?

Mr. Villarino made motion to approve Action Items excluding Action Item # 7 which was not ready for board approval.

Board of trustees Ines DeLuna moved to accept action items 1-6 and 8 Inclusive, Nora Dominguez seconded. No discussion motion carried unanimously.

14. ADJOURNMENT:

Next Meeting Date: Regularly Scheduled FIELD Board Meeting; Saturday, December 14, 2019, time and location to be determined.

This Meeting Agenda was posted at least 72 hours in advance of the meeting Cambria Pines, 2905 Burton Dr. Cambria, CA 93428, online on the website, and at the meeting location.