

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

**Location: 106 Robinson St
Tehachapi, CA 93561**

Google Meets Location:
meet.google.com/ryu-jewz-qzw
or via Phone
(617) 675-4444
PIN: 762 965 358 4716

Saturday, August 15, 2020 at 10 am

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 10:06am*

2. ESTABLISH A QUORUM *Secretary Patrick Pine established a quorum at 10:13am*

Roll Call:

David Villarino (*Present, by video conference*)

Patrick Pine, Secretary (*Present, by video conference*)

Michael Gomez, Treasurer (*Present, by video conference*)

Dr. Nora Dominguez (*Present, by video conference*)

Dr. Mark Martinez (*Present, by video conference*)

Ines De Luna (*Present, by video conference*)

Dr. Jesse Ortiz (*Not present*)

Nadia Villagran (*Present, by video conference*)

Nonvoting:

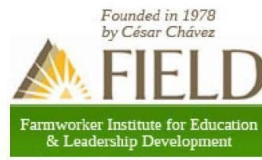
Joseph Casas (General Counsel) (*Not present*)

Staff Present:

Rosa Ruelas (*Present, by video conference*)

Delilah Martinez (*Present, by video conference*)

Jaime Villalobos (*Present, by video conference*)



3. SALUTE TO THE FLAG / FARMWORKER POEM

No salute to flag or farmworker poem

4. ADOPTION OF THE AGENDA

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 10:09 am. He asked if there was any comments by the public. There were none.

6. CLOSE PUBLIC FORUM

Public forum closed at 10:10 am.

7. CLOSED SESSION

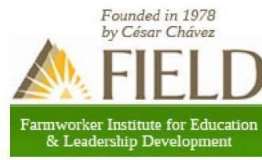
The board may call for a closed session to discuss confidential personnel matters, potential litigation, or other matters allowed under the Brown Act.

- a) Update on pending litigation

Mr. Villarino: We have heard from a former employee who is filing lawsuit because of termination; Mr. Guzman's attorney is asking for depositions to begin in November; there is a trial date set for sometime in April; That is all we know. My attorney will let me know if there are any updates. Because of CoVid, getting a deposition is really difficult, but we will keep you posted. I felt I could talk about the personal matter since it is just general notice in terms of the calendar.

8. OPEN SESSION

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 June 27, 2020 meeting.

Mr. Villarino entertained a motion to approve the minutes; Nora Dominguez moved, Mark Martinez Seconded. There was no discussion, the motion carried; Nadia Villagran abstains.

10. REPORTS 2019-2020: 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:

a) Governance and Legislative: David Villarino

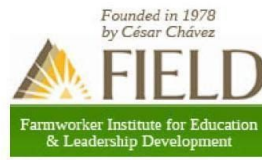
Mr. Villarino stated we finalized the purchase of the property in Tehachapi. We started talks with three construction firms to get bids; and we will start negotiations on whoever is giving us the best proposals. Nadia I will probably need your help on how to move forward, since you are a part of the housing coalition. We have about \$120,000 in grant money left over after having purchased the property. We actually have a licensed architect on staff who had a business for 20 years in Mexico. He is with us as a teacher. I took him off the teaching job, and I put him on this job. So we will be moving forward with that.

Mr. Villarino continued discussing the county just approved the building in S. Bakersfield, and we have to decide if we want to keep leasing it, or buy it. But that is for our classes. this other building would be to incubate our businesses, and our conservation Corps. Especially our recycling. We do want to try and purchase the property at Rexland Acres, but I have to get with Rosa to see if that is something we want to pursue.

In order to balance their budget, they will withhold apportionment. We will have to use our leftover funds to be sure we can cover our expenses, despite the withheld apportionment. The good news is we are in good shape. We have the excess in general funds we can use, and we just paid off our debt, so we have \$700,000 of credit to pull from. So we have a plan to get through the withholding from the state.

b) Finance: Rosa Ruelas

Financial Manager Rosa Ruelas shared our financials ending on June 30, 2020. Total assets, FIELD ended the year with \$5.6M. As far as liabilities \$4M. We have a fund balance carried over from the previous year of 817,000. 835,932 giving us a new fund balance of \$1.652m. We closed with a



very healthy financial status. Our projected expenses were under. These might change, because we are going through the audit process, but I do not see them changing that much.

Mr. Villarino stated that despite COVID our attendance didn't decrease but increased. We attributed it to the planning process, we were able to identify the critical issues, and make some decisions to align our programs to adjust to COVID. This coming year, we may borrow \$100,000 from our reserves to balance the budget.

Mr. Villarino explained that the reason we had to re-do the EPIC budget was because when we originally submitted our budget to Nevada County with growth. But we were notified that our ADA would stay at our P2 number. Since we thought it was too late, they gave us a 45 day notice to revise our budget, at this point we will not be paid for any additional growth. So whatever our P2 was closed with, is what we will be paid in apportionment. We ended up closing with 438 ADA, the good news is they did not decrease the apportionment amount, that stayed at \$13,358 per ADA. It reduced our funding. It was a loss of almost 700,000 so we had to make some revisions. The new budget reflects \$6.975m in revenue, and a cost of \$6.970m. It was only \$1,500 in the positive which is very little, but at least it was a positive balance. We are still above the recommended 5% from the authorizer.

11. Information Items

12. Old Business:

13. New Business:

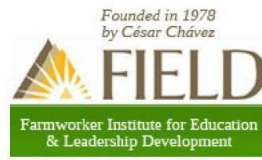
a) EPIC Revised Calendar and updated Health and Safety Policies: Delilah Martinez

EPIC Executive Delilah Martinez pointed out that while we had already approved the EPIC calendar, we had to make changes due to switching to distance education due to COVID. We had to push back the start date to September 14. Teacher's professional development days will now be 8 straight days upfront so they can create their courses, and get Canvas training. We are still offering 180 instructional days, so the fall semester will start Sept. 14 and end on January 29th. The spring will start Feb. 1, and end June 23rd.

President stated the delay of the opening of EPIC will save us cash. This will help on the back end when we get those deferrals from the state. I informed Nevada County of these changes. They sent a letter to the board, as an informational piece. It was not an action item, but they were made aware of the changes.

b) Corporate Calendar

Corporate Calendar was shared with the board via email.



c) RLC 33 Full Grant Summary: Rosa Ruelas

Financial Manager Rosa Ruelas received Cal Grant #33 from CalRecycle the current cycle went from July 1, 2018- to June 30, 2020. The grant closed on that date, and a report was due to them. The grant monies are broken up into 4 funds: Beverage containers, E-waste, oil, and tires. The conservation corp participated in a handful of events such as Relay for Life in Bakersfield, Women's March in Bakersfield, and Rabobank to collect CRV tonnage. Not much activity in E-waste, but we did establish a partnership with Alliance Recycling. Anything with CalRecycle is measured in tonnage as part of the grant. Oil signage is one of the projects that we can easily move forward with. We check for oil signage at establishments. There was not that much activity in tires for this cycle, but we did establish a memorandum with Kern County in order to pick up tires. In Cal City, they picked up 957 tires. The conservation corps was granted \$700,00; we spent \$271,000. So that is just a brief report of what that report consists of. We will be turning this into CalRecycle, and closing out the cycle.

President stated the subsequent grant we received was from June of 2019 known as RLC #34. We just began to expend money from there. It goes from June 2019-2021. They gave us an advance of \$800,000. It is a 20% reimbursement grant, but they do prime the pump with an advance. We were just given notice for grant cycle #35 which started this year. It will be \$1.7m for our recycling. We are going to need the board's help to take a philanthropic approach and get our "conocidos" to invest in our program by participating by Gathering CRV, E-waste; getting with farmers and having them pick up tires, etc.

14. Action Items

1. Shall the FIELD/ EPIC Board approve the revised calendar for the 20-21 School Year?

David Villarino entertains a motion to approve action item #1

Nora Dominguez moves, Nadia Villagran seconded; no discussion, motion carried unanimously

2. Shall the FIELD/ EPIC Board approve the revised Health and Safety Policies to include wording on electronic cigarettes and the like, per Ed Code requirements?

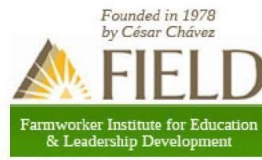
David Villarino entertains a motion to approve action item #2

Nora Dominguez moves, Nadia Villagran seconded; no discussion, motion carried unanimously

David Villarino calls for the following action items to be added: Approval of Revised EPIC Budget, and RLC #33. These items will also be included in the next meeting, so they are provisional items.

Chair entertains a motion for provisional approval of the revised EPIC Budget, and RLC #33, pending our September meeting.

Nadia moves, Ines seconded, motions carried unanimously.



ADJOURNMENT:

David Villarino entertains motion to adjourn the meeting; there is no discussion, motion carried unanimously. Meeting adjourned 10:15am.

Next Meeting Date: Regularly Scheduled FIELD Board Meeting; Saturday, September 19, 2020, time and location to be determined.

This Meeting Agenda was posted at least 24 hours in advance online on the website, and at the meeting location.