

The Farmworker's Institute of Education and Leadership Development, Inc
Special Meeting Minutes
FIELD BOARD OF DIRECTORS MEETING
EPIC de Cesar Chavez Board of Trustees Meeting

Location: 106 S. Robinson Street
Tehachapi, CA 93561

Teleconference Locations:

22405 Mariposa Road, Tehachapi, CA 93561
107 Oak Place, Tehachapi, CA 93561
2710 Terry Street, Bakersfield, CA 93304
1290 Bello Avenue, St Helena, CA 94574
1608 Midway, Woodland, CA 95695
319 Driftwood Road, Corona Del Mar, CA 92625
15504 Via Bassano Drive, Bakersfield, CA 93306

or by phone: 1-425-436-6260 Access Code 823-5414

March 30, 2020 at 2:00pm

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 2:06 pm*

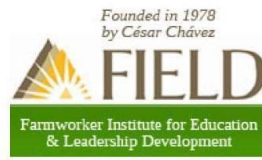
2. ESTABLISH A QUORUM *Secretary Patrick Pine established a quorum at 2:08 pm*

Roll Call:

David Villarino (*Present by phone*) Dr. Nora Dominguez (*Present by phone*)
Dr. Mark Martinez (*Present by phone*) Dr. Jesse Ortiz (*Present by phone*)
Ines DeLuna (*Present by phone*)

Nonvoting:

Patrick Pine, Secretary (*Present by phone*)
Michael Gomez, Treasurer (*Present by phone*)
Joseph Casas (*General Counsel*)(*Not present*)



Staff Present:

Rosa Ruelas (*Present by phone*)

Dr. Tamar Asatryan (*Present*)

Susana Navarro-Llamas (*Present*)

3. SALUTE TO THE FLAG / FARMWORKER POEM

No salute to the flag/Farmworker Poem

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 Jesse Ortiz seconded. There was no discussion and motion was approved unanimously.

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 2:10 pm. He asked if there was any comments by the public. There were none.

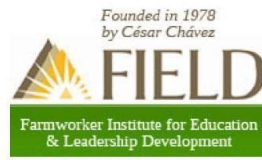
6. CLOSE PUBLIC FORUM

Public forum closed at 2:10 pm.

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.

No closed session items



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 February 28, 2020 meeting.

Mr. Villarino asked the Board Members to review Minutes from February 28, 2020. Jesse Ortiz moved and Ines DeLuna seconded. There was no discussion and the motion to approve the minutes was approved by David Villarino, Jesse Ortiz, Mark Martinez, Nora Dominguez and Ines DeLuna.

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:

President David Villarino shared with the board FIELD's the most recent changes that we have introduced to our delivery of our program and asked Dr. Tamar Asatryan to give a report of current events.

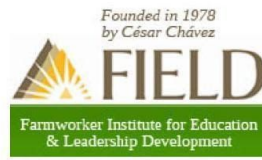
11. INFORMATION ITEMS (nonvoting):

Dr. Tamar Asatryan, Operations Officer shared with the board the transition of EPIC instruction to Google Classroom, Google Hangouts, Cyber High as well as independent study packets. Teachers are also on track to submitting Quarter 3 grades and we have 5 EPIC teachers who volunteer to provide technical assistance to teachers who need it.

High School meals will be provided by the corpsmembers and will be delivered on a weekly basis during which time they will be collecting and handing out packets as needed. Full time ESL Instructors are providing instruction 4 times a day to make sure students have a timeframe that works best for them. Our ESL students are using Mango, homework packets, textbooks and zoom lectures, they have enough homework in their packets to last them to April 17, 2020, at that time new packets will be delivered.

Dr. Asatryan also shared we are in the process of adopting a new online curriculum for multimedia CTE instruction to 490 students starting the end April and beginning of May, this will include Early Childhood Education, Natural Resources, Business Cooperative, Solar and Recycling.

Ongoing training to teachers and students through technology and providing information on free or low cost internet. We are also in the process of acquiring laptops and Chromebooks to help students connect with the online CTE classes which will be taught through Zoom or Webex.



Dr. Asatryan continued to share that in order to keep our staff and students safe, we have consolidated some sites. Kern sites are now at 5 locations down from 11. The North and Coastal areas are down to 4 sites from 8, in the South we are at 3 sites down from 5. This will also help us save some costs. As part of the cost savings, we are laying off 17 individuals this week with the understanding that they will tentatively be called back to work on August 15.

Rosa Ruelas, Financial Manager shared information regarding our new auditor Hodges & Hammons, Certified Public Accountants, inc. Mr. Paul R Hammonds, CPA will audit the statement financial position of FIELD for the year 2019-2020 and related statement of activities, statement of net assets, statement of cash flows for the years ended with an estimated amount of return to be between \$24,000 and \$30,000.

The Engagement Letter was shared with the board providing insight of the audit procedures which includes evaluating the appropriateness of management, as well as evaluating the overall presentation of the financial statements.

12. OLD BUSINESS:

13. NEW BUSINESS:

FIELD/EPIC:

- 1. Action Item:** Shall the FIELD/EPIC Board of Directors approve the auditor for the 2019-2020 fiscal financial audit?

Chair entertained a motion to approve the auditor Paul R. Hammond to conduct the audit for the 2019-2020 fiscal financial. Jesse Ortiz moved, Mark Martinez seconded. No discussion, motion carried unanimously.

14. ADJOURNMENT:

Meeting adjourned at 2:35pm.

Next Meeting Date: Regularly Scheduled FIELD Board Meeting; Saturday, June 27, 2020, time and location to be determined.

This Meeting Agenda was posted at least 24 hours in advance of the meeting at Farmworker Institute of Education and Leadership Development (FIELD) 106 Robinson Street, Tehachapi, CA 93561, online on the website, and at the meeting location.