



**The Farmworkers Institute of Education and Leadership Development, Inc
FIELD BOARD OF DIRECTORS QUARTERLY MEETING
EPIC de Cesar Chavez Board of Trustees Meeting**

MINUTES

Location: Farmworkers Institute of Education & Leadership Development
CTE Operations Center
2240 S. Union Ave
Bakersfield, CA 93307

Zoom Meeting/Teleconference Location:
<https://us02web.zoom.us/j/82635346841>

Meeting ID: 826 3534 6841
By phone (669) 900-9128

Saturday, December 10, 2022 at 9:00 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 & Minutes may be viewed at www.farmworkerinstitute.org

- 1. MEETING CALLED TO ORDER:** *Mr. Villarino called the meeting to order at 9:20 am*
- 2. ESTABLISH A QUORUM** *Secretary Patrick Pine established quorum at 9:21 am*

Roll Call:

David Villarino <i>(present)</i>	Dr. Nora Dominguez <i>(present)</i>
Dr. Mark Martinez <i>(present)</i>	Dr. Jesse Ortiz <i>(present)</i>
Ines De Luna <i>(present, by video conference)</i>	Nadia Villagran <i>(present, by video conference)</i>

Nonvoting:

Patrick Pine, Secretary *(present)*
Michael Gomez, Treasurer *(present)*
Joseph Casas *(General Counsel) (present, by video conference)*

Staff Present:

Rosa Ruelas <i>(present)</i>	Dr. Tamar Asatryan <i>(present)</i>
Vanessa Gutierrez <i>(present)</i>	Maria Rawls <i>(present, by video conference)</i>
Silva Ohannessian <i>(present, by video conference)</i>	Raquel Villarino <i>(present)</i>

Gustavo Olvera (*present, by video conference*)
Susana Navarro-Llamas (*present*)

Adonis Galarza-Toledo (*present*)

3. SALUTE TO THE FLAG / FARMWORKER POEM

Farmworker Poem was recited by Dr. Jesse Ortiz

4. ADOPTION OF THE AGENDA

Mr. Villarino asked everyone to review the agenda, there were no comments. Chair entertained a motion to adopt the Agenda. Ines De Luna moved, Mark Martinez seconded the motion. There was no discussion and the 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 wishes 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 the public forum at 9:41am. He asked if there were any comments by the public. There were none.

6. CLOSE PUBLIC FORUM

Public forum closed at 9:42 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) *Potential Litigation*

Closed Session began at 2:35pm

8. OPEN SESSION

*Open session resumed at 3:19 pm
No report out of Closed 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 September 24, 2022*

Minutes were not reviewed, no action taken

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.

11. INFORMATION ITEMS (nonvoting)

1. David Villarino - President/CEO
2.
 - a) Executive Summary
 - b) Legislative Update
 - c) Administrative Update
 - d) Program Update
 - e) Charitable Purposes Act - Audit Committee, Public Records, Brown Act by John Lemmo

John Lemmo shared a presentation relating to Brown Act changes beginning Jan, 2023 with the board of trustees.

2. Rosa Ruelas - Financial Management

- a) 1st Interim Report
- b) Financials

Rosa Ruelas gave the board of trustees an update on financials and went over the First Interim Report including the draft form of the 2021-22 Audit to be approved in the next board meeting. First Interim Report reflects Revenues, Expenditures & Fund Balance as well as a projection of what the rest of the year will look like.

Teh Fiscal Audidt was reviewed ina draft form to be approved inthe next board meeting.

- 3. Silva Ohannessian - Human Resources
 - a) Human Resources Report

Silva Ohannessian, Human Resources shared the Human Resources Report with the board of trustees.

- 4. Dr. Tamar Asatryan - Strategic Initiatives
 - a) Strategic Initiatives Report; Plan & Results
 - b) Presentation of EPIC de Cesar Chavez High School's Arts, Music, and Instructional Materials Block Grant Plan
 - c) FIELD Grant Resolution

Dr. Tamar Asatryan, Strategic Initiatives shared the Strategic Initiatives Report; Plan & Results, the Presentation of EPIC de Cesar Chavez High School's Arts, Music, and Instructional Materials Block Grant Plan and the FIELD Grant Resolution with the board of trustees.

- 5. Maria Rawls - FIELD Advancement
 - a) Real Estate Report
 - Construction & Development
 - b) Marketing
 - General Update
 - Campaigns

Maria Rawls, FIELD Advancement shared the Real Estate & Marketing updates and reports with the board of trustees.

- 6. Raquel Villarino - EPIC Instructional Services Assistant Director
 - a) EPIC Plan & Results
 - b) Updated EPIC High School Bell Schedule 2022-2023

Raquel Villarino, EPIC Instructional Services Assistant Director shared the EPIC Plan & Results & the Updated EPIC High School Bell Schedule 2022-2023 with the board of trustees.

7. Vanessa Gutierrez - EPIC Student Services Director
 - a) Student Services Plan & Results

Vanessa Gutierrez, EPIC Student Services Director shared the Student Services Plan & Results with the board of trustees.

8. Gustavo Olvera - EPIC Workforce Development Director
 - a) EPIC Workforce Development Report & Plan
 - I. CTE Plan & Results
 - II. CCEC Plan & Results
 - III. Procurement Policy Amendment to raise the limit to \$5k
 - IV. Resolution to change the name to the Tehachapi ECE Center

Gustavo Olvera, EPIC Workforce Development Director shared the EPIC Workforce Development Report & Plan, CTE Plan & Results, CCEC Plan & Results, Procurement Policy Amendment to raise the limit to \$5k, Resolution to change the name to the Tehachapi ECE Center.

12. OLD BUSINESS:

13. NEW BUSINESS:

FIELD/EPIC:

1. **Action Item:** Shall the FIELD Board of Directors/EPIC Board of Trustees approve the Interim Report?

Chair entertained a motion to approve the Interim Report. Nora Dominguez moved, Jesse Ortiz seconded. Item discussed during information Items, motion was approved unanimously.

2. **Action Item:** Shall the FIELD Board of Directors/EPIC Board of Trustees approve to establish an Audit Committee?

Action Item was not reviewed, no action was taken.

3. **Action Item:** Shall the FIELD Board of Directors/EPIC Board of Trustees approve the Procurement Policy Amendment to raise the limit to \$5k?

Chair entertained a motion to approve the Procurement Policy Amendment to raise the limit to \$5k. Jesse Ortiz moved, Nora Dominguez seconded. Item discussed during information Items, motion was approved unanimously.

4. **Action Item:** Shall the FIELD Board of Directors/EPIC Board of Trustees approve the updated EPIC High School Bell Schedule 2022-2023?

Chair entertained a motion to approve the updated EPIC High School Bell Schedule 2022-2023. Jessy Ortiz moved, Nora Dominguez seconded. Item discussed during information Items, motion was approved unanimously.

5. **Action Item:** Shall the FIELD Board of Directors/EPIC Board of Trustees approve EPIC de Cesar Chavez High School's plan for the A-G Completion Improvement Grant Program FY 2021-2022 which includes the A-G Access Grant and the A-G Learning Loss Mitigation Grant as presented on September 24, 2022?

Chair entertained a motion to approve EPIC de Cesar Chavez High School's plan for the A-G Completion Improvement Grant Program FY 2021-2022 which includes the A-G Access Grant and the A-G Learning Loss Mitigation Grant as presented on September 24, 2022. Jessy Ortiz moved, Nora Dominguez seconded. Item discussed during information Items, motion was approved unanimously.

6. **Action Item:** Shall the FIELD Board of Directors/EPIC Board of Trustees approve EPIC de Cesar Chavez High School's Arts, Music, and Instructional Materials Block Grant Plan?

Chair entertained a motion to approve EPIC de Cesar Chavez High School's Arts, Music, and Instructional Materials Block Grant Plan. Jessy Ortiz moved, Nora Dominguez seconded. Item discussed during information Items, motion was approved unanimously.

7. **Action Item:** Shall the FIELD Board of Directors/EPIC Board of Trustees approve the resolution titled "FIELD Grant Resolution" which reiterates that Mr. David M. Villarino has the authority to apply for and enter into any agreements for any and all grants on behalf of FIELD?

Chair entertained a motion to approve the resolution titled "FIELD Grant Resolution" which reiterates that Mr. David M. Villarino has the authority to apply for and enter into any agreements for any and all grants on behalf of FIELD. Jessy Ortiz moved, Nora Dominguez seconded. Item discussed during information Items, motion was approved unanimously.

8. **Action Item:** Shall the FIELD Board of Directors/EPIC Board of Trustees approve the Resolution to change the name of the ECE Center in Tehachapi from FIELD Childcare Center Tehachapi to Helena Chavez Early Childhood Education Center?

Chair entertained a motion to approve the Resolution to change the name of the ECE Center in Tehachapi from FIELD Childcare Center Tehachapi to Helena Chavez Early Childhood Education

Center. Jessy Ortiz moved, Nora Dominguez seconded. Item discussed during information Items, motion was approved unanimously.

14. ADJOURNMENT:

Chair entertained a motion to adjourn, Jesse Ortiz moved, Ines De Luna seconded. No discussion, motion was approved unanimously. Meeting adjourned at 3:23pm.

Next Meeting Date: Regularly Scheduled FIELD Board Meeting; Saturday, March 25, 2023 time and location to be determined.

Meeting Date moved to Saturday, March 11, 2023.

This Quarterly Meeting Agenda was posted at least 72 hours in advance of the meeting at FIELD, CTE Operations Center, 2240 S. Union Ave. Bakersfield, CA 93307 online on the website, and at the meeting location.