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

**Location: Farmworkers Institute of Education & Leadership Development**  
**Tehachapi UCC**  
**(Friendship Hall)**  
**100 East E. Street**  
**Tehachapi, CA 93561**

**Zoom Meeting/Teleconference Location:**

<https://us02web.zoom.us/j/85637950707>

**Meeting ID: 856 3795 0707**

**By phone (669) 900-9128**

**Saturday, September 24, 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 may be viewed at [www.farmworkerinstitute.org](http://www.farmworkerinstitute.org)

**1. MEETING CALLED TO ORDER:** *Mr. Villarino called the meeting to order at 9:03 am*

**2. ESTABLISH A QUORUM:** *Secretary Patrick Pine established quorum at 9:04 am*

**Roll Call:**

David Villarino (*present*)

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

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

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

Dr. Jesse Ortiz (*not present*)

Nadia Villagran (*present, by video conference*)

**Nonvoting:**

Patrick Pine, Secretary (*present*)

Michael Gomez, Treasurer (*not present*)

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

**Staff Present:**

Rosa Ruelas (*present*)

Dr. Tamar Asatryan (*present*)

Vanessa Gutierrez (*present*)  
Silva Ohannessian (*present*)  
Susana Navarro-Llamas (*present*)

Maria Rawls (*present, by video conference*)  
Raquel Villarino (*present*)  
Gustavo Olvera (*present, by video conference*)

### **3. SALUTE TO THE FLAG / FARMWORKER POEM**

*Salute to the flag and farmworker prayer by Rosa Ruelas*

### **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 DeLuna 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 9:08 am. He asked if there were any comments by the public. There were none.*

### **6. CLOSE PUBLIC FORUM**

*Public forum closed at 9:09 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) Pending Litigation*

*Closed session began at 9:15 am.*

## **8. OPEN SESSION**

*Open session began at 9:30am. No items 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 June 25, 2022*
- b) Approval of Minutes from September 12, 2022*

*Mr. Villarino asked the Board Members to review Minutes from June 25, 2022 & September 12, 2022. Chair entertained a motion to approve the minutes Nadia Villagran moved & Nora Dominguez seconded. There was no discussion and the motion to approve the minutes was approved unanimously.*

## **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.*

*Fiscally we have procured \$8M through the efforts of Assemblyman Rudy Salas, and bridge loans until we can replenish our reserves amounting to \$3M to obtain title to the union Street 12 acres and to help with operational cash.*

*Mr. Villarino continued saying that we will be closing low performing EPIC classes, and we will be pursue new market tax credits which will help us get an additional \$3M due to our job development of fire, solar, agriculture, child care, recycling and water.*

## **11. INFORMATION ITEMS (nonvoting)**

- 1. David Villarino - President/CEO
  - a) Executive Report

2. Rosa Ruelas - Accounting Manager
  - a) Quarterly Financials

*Rosa Ruelas Accounting Manager*

*Rosa Ruelas, Accounting Manager shared FIELD's Balance Sheet through August 31, 2022 and Financials with a projection of september 30, 2022.*

*FIELD's Balance Sheet reflects total Assets of \$9,064,344, total Liabilities of \$7,187,789 with a rollover fund balance of \$2.5MM. Total Liabilities and Net Assets reflect \$9,064,344.*

*The combined Revenue and Expense Statement reflects actuals for June and July and a projection of what September 30, 2022 is going to look like. Our Apportionment is 285 ADA we budgeted 405 ADA.*

*Total revenue is \$1,997,899 budget \$2,122,754 with a loss of \$124,855*

*Total Expenditure \$3,380,487 budget was \$3,175,965 with a loss of \$204,521*

*Excess Revenue over (under) Expenditures Actual (\$1,382,588) Budget (\$1,053,211) with a variance of (\$329,377)*

*Rosa Ruelas, Accounting Manager also shared the FIELD Proposed Budget 2022-2023. Combined overall FIELD reflecting a total revenue of \$22,671.857, Total Expenses \$16,379,252 with a Net Revenue of \$6,292,605.*

3. Raquel Villarino - EPIC Assistant Director
  - a) EPIC Report & Plan
  - b) Long Term Independent Study Policy

*Raquel Villarino shared the EPIC Report & Plan as well as the long term Independent Study Policy to the board of Directors.*

4. Vanessa Gutierrez - Student Services Manager
  - a) Student Services Report & Plan

*Vanessa Gutierrez, Student Services Manager shared the Student Services Report with the board of directors.*

5. Dr. Tamar Asatryan - Strategic Initiatives
  - a) Strategic Initiatives Report
  - b) EPIC de Cesar Chavez High School's plan for the A-G Completion Improvement Grant FY 2021-22 for the A-G access grant and the A-G learning loss mitigation grant

*Dr. Tamar Asatryan shared the Strategic Initiaves report and the EPIC de Cesar Chavez High School's plan for the A-G Completion Improvement Grant FY 2021-22 for the A-G access grant and the A-G learning loss mitigation grant.*

6. Gustavo Olvera - EPIC Workforce Development Director
  - a) EPIC Workforce Development Report & Plan
    - I. CTE Report
    - II. CCEC Report

*Gustavo Olvera, EPIC Workforce Development Director shared the CTE Report & CCEC Report to the board of directors as well as shared the board resolution.*

7. Maria Rawls - Asset and Development
  - a) Marketing & Real Estate Report
  - b) Acquisition & Construction

*Maria Rawls shared the Marketing & Real Estate Report and the Acquisition & Construction report with the board of directors.*

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

*Silva Ohannessian shared the Human Resources Report to the Board of Directors.*

## **12. OLD BUSINESS:**

## **13. NEW BUSINESS:** **FIELD/EPIC:**

1. **Action Item:** Shall the FIELD Board of Directors/EPIC Board of Trustees approve FIELD's Reports and Plans?

*Chair entertained a motion to approve the FIELD's Reports and Plans. Ines De Luna moved, Nora Dominguez seconded. There was no discussion, motion was approved unanimously.*

2. **Action Item:** Shall the FIELD Board of Directors/EPIC Board of Trustees approve the Long Term Independent Study Policy?

*Chair entertained a motion to approve the Long Term Independent Study Policy. Ines De Luna moved, Nora Dominguez seconded. There was no discussion, motion was approved unanimously.*

## **14. ADJOURNMENT:**

*Chair entertained a motion to adjourn, Ines De Luna moved, Nora Dominguez seconded. No discussion, motion was approved unanimously. Meeting adjourned at 1:32pm*

Next Meeting Date: Regularly Scheduled FIELD Board Meeting; Saturday, December 3, 2022 time and location to be determined.

*This Quarterly Meeting Agenda was posted at least 72 hours in advance of the meeting at Tehachapi UCC, (Friendship Hall) 100 E. Street, Tehachapi, CA 93561 online on the website, and at the meeting location.*