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**The Farmworkers Institute of Education and Leadership Development, Inc  
EPIC DE CESAR CHAVEZ BOARD OF TRUSTEES QUARTERLY MEETING  
MINUTES**

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

**Teleconference Location:**  
319 Driftwood Rd. Corona Del Mar, CA 92625

**Zoom Meeting/Teleconference Location:**  
<https://us02web.zoom.us/j/82105068643>  
Meeting ID: 821 0506 8643 **By Phone (669) 900-9128**

**Saturday, June 24, 2023 at 12:30 pm**

**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 1:30 pm*
- 2. ESTABLISH A QUORUM:** *Mr. Villarino established quorum at 1:31 pm*

David Villarino ( <i>present</i> )	Dr. Nora Dominguez ( <i>present, by video conference</i> )
Dr. Mark Martinez ( <i>present</i> )	Dr. Jesse Ortiz ( <i>not present</i> )
Ines De Luna ( <i>not present</i> )	Nadia Villagran ( <i>Present</i> )
Greg Cervantes ( <i>present, left meeting after approval of the consent agenda</i> )	

**Nonvoting:**

Patrick Pine, Secretary (*present*)  
Michael Gomez, Treasurer (*present, joined through zoom*)  
John C. Lemmo, General Counsel (*not present*)

**Staff Present:**

Rosa Ruelas ( <i>present</i> )	Dr. Tamar Asatryan ( <i>present</i> )
Roxanna Villasenor ( <i>present by video conference</i> )	Vanessa Gutierrez ( <i>present</i> )

Maria Rawls (*not present*)

Gustavo Olvera (*present*)

Carolyn Coffey (*present*)

Steven Watkins (*present*)

Doug Criddle (*present by video conference*)

Lily Mendez (*present*)

Christopher Blood (*present*)

Adonis Galarza-Toledo (*present*)

David Chavez Villarino (*not present*)

Susana Navarro-Llamas (*present*)

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

*Pledge of Allegiance recited by David Villarino*

*Farmworker Poem was recited by David Villarino*

### **4. ADOPTION OF THE AGENDA**

*Mr. Villarino made a motion to amend the Agenda to remove the Cadiz Report (f) on section 12 of Information Items under David Villarino, President/CEO. This item was added to the FIELD Agenda.*

*Mr. Villarino asked everyone to review the agenda with the amended list of information Items, section 12. Chair entertained a motion to adopt the Agenda for EPIC. Nadia Villagran moved, Greg Cervantes seconded the motion. There was no discussion and the motion was approved by Mark Martinez, Nora Dominguez, Nadia Villagran, David Villarino and Greg Cervantes.*

*Ayes: 5*

*Absent: 2*

*Abstain: 0*

### **5. OPEN PUBLIC FORUM**

*It is appropriate for the public to address the FIELD's EPIC 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's EPIC Board of Trustees. 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 1:35 pm. He asked if there were any comments by the public. There were none.*

## **6. CLOSE PUBLIC FORUM**

- *Public forum closed at 1:36 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 items for closed session*

## **8. OPEN SESSION**

## **9. APPROVAL OF THE CONSENT AGENDA**

*All consent agenda items for FIELD's EPIC BOARD OF Trustees 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 March 11, 2023*

*Mr. Villarino asked the Board Members to review Minutes from March 11, 2023. Chair entertained a motion to approve the minutes. Nadia Villagran moved, Mark Martinez seconded. There was no discussion, motion approved by David Villarino, Nora Dominguez, Mark Martinez, Nadia Villagran. Greg Cervantes abstains.*

*Ayes: 4*

*Abstain: 1*

*Absent: 2*

## **10. PUBLIC HEARING: LOCAL CONTROL ACCOUNTABILITY PLAN (LCAP) EPIC DE CESAR CHAVEZ CHARTER HIGH SCHOOL.**

- i) *The Purpose of the Public Hearing is to present the 2023-24 Local Control and Accountability Plan and to address any public comments and questions (EC § 42127(a)(1))*

- *Chair opened public hearing at 1:40 pm to present the 2023-24 Local Control and Accountability Plan (LCAP) and to address any public comments and questions. No comments or questions from the public.*

*Public hearing closed at 1:44 pm.*

**11. EPIC DE CESAR CHAVEZ 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.*

**12. EPIC INFORMATION ITEMS**

**1. David Villarino - Superintendent EPIC**

- a. Executive Reports
- b. Proposed Quarterly Board Meeting Dates for Fiscal Year 2023-2024
- c. College Concept Presentation by Dr. Mitchel Seal & Dr. Baba Adam
- d. Re-election of Officers and Trustees for 2023-2024
- e. CTE as a Graduation Requirement- First Review
- f. Cadiz Report
- g. Consulting Services Agreement between McCabe & Company (Consultant) & FIELD

*Cadiz report was removed from EPIC Agenda, this item to be listed under the FIELD Agenda. Consulting Services Agreement between McCabe & Company(Consultant) & FIELD was not discussed during the EPIC meeting.*

*Mr. Villarino shared his Executive report, Proposed Quarterly Board Meeting Dates for Fiscal Year 2023-2024, College Concept Presentation by Dr. Mitchel Seal & Dr. Baba Adam, Re-election of Officers and Trustees for 2023-2024, CTE as a Graduation Requirement- First Review.*

**Rosa Ruelas - Financial Management**

- a. EPIC 2023-24 Adopted Budget
- b. EPIC 2023-24 Salary Schedule

*Rosa Ruelas, Manager shared the EPIC 2023-24 Adopted Budget projecting the total revenue of \$10,414,784 with a projected enrollment of 525 ADA and ADA of 413, in which includes Federal Revenues and other State and local revenues. It also covers Expenditures and other financial uses such as Certificated Salaries, Non-Certificated Salaries, Employee Benefits, etc. Overall expenditures total \$10,221,096 with a Net Increase in fund balance of \$193,688.*

*As of July 1, 2023 the fund balance is \$9,130,189 with a projected fund balance of \$9,323,877 by June 30, 2024. This report includes the numbers of the EPIC 2023-24 Salary Schedule.*

*Rosa Ruelas also shared the Multi-Year Projection covering totals for 3 years 2022/2025 which covers Revenues, Expenditures and fund balance.*

**2. Dr. Tamar Asatryan/Roxanna Villasenor - Educational Services, Director**

- a. Local Control Accountability Plan (LCAP) Presentation
- b. Review of Local Indicators
- c. EPIC School Calendar & Teacher Work Days
- d. CTE Early Childhood Education Course approval
- e. WASC Report
- f. ESL Plan and Results

*Dr. Tamar Asatryan shared the review of Local Control Accountability Plan (LCAP), review of Local Indicators, EPIC School Calendar, CTE Early Childhood Education Course approval, WASC Report and the ESL Plan and Results with the board of Directors.*

**3. Vanessa Gutierrez - EPIC Student Services Director**

- a. Student Services Plan & Results

*Vanessa Gutierrez shared the Student Services Plan & Results with the board of directors.*

**4. Gustavo Olvera - EPIC Workforce Development Director**

- a. EPIC Workforce Development Report & Plan
  - i. CTE Plan & Results
  - ii. Early Childhood Education Plan & Results
  - iii. Fire Fighting Plan & Results
  - iv. Social Businesses Plan & Results
  - v. CCEC Plan & Results
    - a) Recycling
    - b) Natural Resources

*Gustavo Olvera and his staff shared the CTE Plan & Results, Early Childhood Education Plan & Results, Fire Fighting Plan & Results, Social Businesses Plan & Results, CCEC Plan & Results; Recycling & Natural Resources.*

**13. OLD BUSINESS:**

**14. NEW BUSINESS:**

**EPIC:**

1. **Action Item:** Shall FIELD's EPIC Board of Trustees approve the Proposed Quarterly Board Meeting Dates for Fiscal Year 2023-2024?

*Chair entertained a motion to approve the Proposed Quarterly Board Meeting Dates for Fiscal Year 2023-2024. Nadia Villagran moved, Mark Martinez seconded. There was no discussion, motion approved by David Villarino, Nora Dominguez, Mark Martinez, Nadia Villagran.*

*Ayes: 4  
Absent: 3  
Abstain: 0*

2. **Action Item:** Shall FIELD's EPIC Board of Trustees approve re-election of Officers and Trustees for **2023-2024**?

*Chair entertained a motion to approve re-election of Officers and Trustees for **2023-2024**. Mark Martinez moved, Nadia Villagran seconded. There was no discussion, motion approved by David Villarino, Nora Dominguez, Mark Martinez, Nadia Villagran.*

*Ayes: 4  
Absent: 3  
Abstain: 0*

3. **Action Item:** Shall FIELD's EPIC Board of Trustees approve the Consulting Services Agreement with McCabe & Company for the Water Technology?

*Motion made to approve this Action Item under FIELD Agenda.  
Chair entertained a motion to approve to move the consulting services agreement with McCabe & Company to the FIELD Agenda. Mark Martinez moved, Nadia Villagran seconded. There was no discussion, motion approved by David Villarino, Nora Dominguez, Mark Martinez, Nadia Villagran.*

*Ayes: 4  
Absent: 3  
Abstain: 0*

4. **Action Item:** Shall FIELD’s EPIC Board of Trustees approve the EPIC 2023-24 Adopted Budget?

*Chair entertained a motion to approve the the EPIC 2023-24 Adopted Budget. Proposed Quarterly Board Meeting Dates for Fiscal Year 2023-2024. Nadia Villagran moved, Mark Martinez seconded. There was no discussion, motion approved by David Villarino, Nora Dominguez, Mark Martinez, Nadia Villagran.*

*Ayes: 4  
Absent: 3  
Abstain: 0*

5. **Action Item:** Shall FIELD’s EPIC Board of Trustees approve the EPIC 2023-24 Salary Schedule?

*Chair entertained a motion to approve the the EPIC 2023-24 Adopted Budget. Proposed Quarterly Board Meeting Dates for Fiscal Year 2023-2024. Mark Martinez moved, Nadia Villagran seconded. There was no discussion, motion approved by David Villarino, Nora Dominguez, Mark Martinez, Nadia Villagran.*

*Ayes: 4  
Absent: 3  
Abstain: 0*

6. **Action Item:** Shall FIELD’s EPIC Board of Trustees approve the Local Control Accountability Plan (LCAP) for the 2023-24 School Year?

*Chair entertained a motion to approve the Local Control Accountability Plan (LCAP) for the 2023-24 School Year. Mark Martinez moved, Nadia Villagran seconded. There was no discussion, motion approved by David Villarino, Nora Dominguez, Mark Martinez, Nadia Villagran.*

*Ayes: 4  
Absent: 3  
Abstain: 0*

7. **Action Item:** Shall FIELD’s EPIC Board of Trustees approve the 2023-24 EPIC School Calendar & Teacher Work Days?

*Chair entertained a motion to approve the the 2023-24 EPIC School Calendar & Teacher Work Days. Mark Martinez moved, Nadia Villagran seconded. There was no discussion, motion approved by David Villarino, Nora Dominguez, Mark Martinez, Nadia Villagran.*

*Ayes: 4  
Absent: 3  
Abstain: 0.*

8. **Action Item:** Shall FIELD's EPIC Board of Trustees approve CTE Early Childhood Education Concentrator Course?

*Chair entertained a motion to approve the CTE Early Childhood Education Concentrator Course. Mark Martinez moved, Nadia Villagran seconded. There was no discussion, motion approved by David Villarino, Nora Dominguez, Mark Martinez, Nadia Villagran.*

*Ayes: 4  
Absent: 3  
Abstain: 0*

### **13. ADJOURNMENT:**

*Chair entertained a motion to adjourn the meeting. Nadia Villagran moved, Greg Cervantes seconded. There was no further business for discussion, motion approved by David Villarino, Nora Dominguez, Mark Martinez, Nadia Villagran. Ayes: 4, Absent: 3, Abstain: 0*

*Meeting adjourned at 4:13pm*

Next Meeting Date: Regularly Scheduled EPIC Board Meeting; Saturday, August 26, 2023 time and location to be determined.

Chair enter

*This Quaterly 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.*