

## The Farmworker's Institute of Education and Leadership Development FIELD BOARD OF DIRECTORS SPECIAL MEETING MINUTES DRAFT

Location: Location: 1201 24<sup>th</sup> St Suite D  
Bakersfield, CA 93301  
Phone Conference  
(218) 339-7800  
Participant Access Code  
431-4064

January 27, 2017 12:00 PM- 2: 00 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
2. ESTABLISH A QUORUM

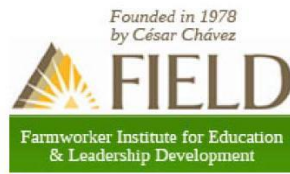
**Roll Call:** David Villarino - President **(Present)**  
Jenny Freeman, Secretary-Treasurer (nonvoting) **(Not Present)**  
Anthony Chavez **(Present)**  
Dr. Mark Martinez **(Present as of 12:20 PM)**  
Rick Najera **(Present by phone)**  
Inez DeLuna **(Present by phone as of 12:25 PM)**  
Dr. Nora Dominguez **(Present)**

Joseph Casas (General Counsel – nonvoting) **(Not Present)**

**Staff Present:** Dr. Tamar Asatryan **(Present)**  
Rosa Ruelas **(Present)**  
Rick Alvarez **(Present)**  
Delilah Martinez **(Not Present)**

3. SALUTE TO THE FLAG / FARMWORKER POEM

Mr. Villarino called the meeting to order at 12:10 PM and welcomed everyone. He also took roll. Dr. Nora Dominguez led the flag salute. Rosa Ruelas read the Farmworker Poem.



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

Anthony Chavez moved to adopt the agenda and Dr. Nora Dominguez seconded the motion. Richard Alvarez said that a few items were not ready yet and they need to be removed from the agenda. He said the items that needed to be removed were item 11) C) 1) c, d, and e and item 13) 5. So, the Professional Development Plan, the SARC report, and the LCAP report were taken off the agenda and the approval of the SARC report was also taken off the agenda.

Anthony Chavez made a motion to amend the agenda as stated and Dr. Nora Dominguez seconded. There was no discussion and everyone was in favor. No abstentions and motion carried.

#### **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.*

Public forum was opened at 12:18 PM. No comments were made by the public.

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

Public forum was closed at 12:19 PM.

#### **7. CLOSED SESSION**

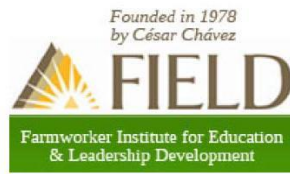
*The board may call for a closed session to discuss confidential personnel matters, potential litigation, or other matters allowed under the Brown Act.*

- a) Pending litigation and personnel matters
- b) Pending Labor Negotiations

Closed session began after the reports under section 10 were given. Closed session started at 12:45 PM and finished at 1:40 PM.

#### **8. OPEN SESSION**

*No action was taken during closed session and thus nothing to report out.*



## 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 December 14, 2016 meeting.

Rick Najera made a motion to accept the consent agenda. Dr. Nora Dominguez seconded. No abstentions, and motion was carried 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:*

Dr. Nora Dominguez reported on the meeting with Dean Smith at the University of La Verne about a partnership with FIELD and La Verne University.

Anthony Chavez gave a brief report of KSACC. He said it is a busy time of the year as grants are due. He spoke about the Joshua Tree National Park and another grant. He also spoke about a meeting with River Partners about co-ops for students. Mr. Villarino reported that David C. Villarino might join FIELD to help with KSACC.

Dr. Mark Martinez gave a report about his meeting with School of Education Dean Bacon and possible partnership with CSUB for interns for FIELD's EPIC. He also brought up an upcoming event on February 21<sup>st</sup> in Bakersfield about the undocumented student population in Bakersfield.

Mr. David Villarino gave a report on needing to make decisions regarding learning centers. He spoke about a grant from the USDA and the loan approval of \$210,000. This grant was not pursued last year but we need to make decisions about it for this year. The loan is on the table. Mr. Villarino has an appointment with the Chancellor of Community Colleges along with the Vic President of Siskiyous.

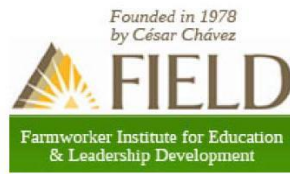
## 11. INFORMATION ITEMS (nonvoting):

### a) Review of Financial Statements- Rosa Ruelas (Accounting Manager)

- 1) FIELD Financials as of 12/31/16

### b) Review of Corporate Plan and Results – David Villarino (CEO)

- 1) Human Resource:
  - Approval of EPIC hires.
  - Approval of EPIC separations



### c) Presentations

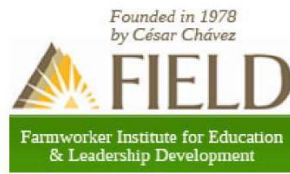
- 1) Academic Services presented by Rick Alvarez (EPIC Executive Director)
  - a) EPIC de Cesar Chavez High School Charter School: enrollment, attendance, staffing, hiring, new sites  
Rick Alvarez gave a presentation on where we are in terms of attendance for ESL and EPIC. Shafter and McFarland are problem areas in terms of ESL. Growth occurring through new outreach and recruitment efforts. EPIC goal was 200 for ADA and we are making that. Low sites in terms of attendance have been Grass Valley, McFarland (we are seeing an increase there), Tehachapi, Indio, and Mecca. We are considering opening up EPIC in East Bakersfield and Lamont. Twenty students are waiting for Lamont and fourteen for East Bakersfield.
  - b) NEVCO MOU Implementation  
Attendance data has been submitted on time. Teacher credentialing is on track. Bakersfield ADA was in budget and we are following the Brown Act with oversight by NevCo's liason Roxanne- we are on track.
  - c) Professional Development Plan (Moved to next time)
  - d) SARC Report (School Accountability Report Card) (Moved to next time)
  - e) LCAP report (Local Control Accountability Plan) (Moved to next time)
  - f) Textbook adoption schedule  
Rick Alvarez shared the curriculum adoption schedule with the board.
  - g) EPIC course proposed  
Rick Alvarez shared information about the Spanish 1 and Spanish 2 courses and the teacher assistant course. We are holding off on action item for courses.
  - h) LEA plan of College Readiness Block Grant Funds
- 2) AERIES (Student Information System) Implementation  
Dr. Tamar Asatryan gave a brief update on the progress of the Aerie's Student Information System and the implementation. Everything is running smoothly.
- 3) ESL enrollment, attendance, staffing and new sites  
Brief report was given on these items.

12. OLD BUSINESS: None at this time.

### 13. NEW BUSINESS:

#### FIELD/ EPIC:

1. Action Item- Shall the FIELD/EPIC Board Approve the proposed EPIC courses? (Tabled)
2. Action Item-Shall the FIELD Board approve Claire McGinnis Dunphey to FIELD/EPIC as Treasurer?  
This item was withdrawn.
3. Action Item-Shall the FIELD Board approve David Chavez Villarino as part time Supervisor II?



Rick Najera moved for approval and the motion was seconded by Dr. Mark Martinez. No discussion and everyone was in favor. President David Villarino and Director Anthony Chavez abstained. Motion carried.

4. Action Item- Shall the FIELD Board EPIC give the CEO approval to decide new sites including, but not limited to Lamont and East Bakersfield?

Dr. Mark Martinez moved for approval and the motion was seconded by Anthony Chavez. Everyone in favor. Motion carried unanimously.

5. Action Item-Shall the FIELD/EPIC Board Approve the SARC Report? (Moved to a later date)

#### **14. ADJOURNMENT:**

Next Meeting Date: Regularly Scheduled FIELD Board Meeting; Saturday March 11, 2017 at 9 AM.

Location to be determined

*This Meeting Agenda was posted at least 24 hours in advance of the meeting at the FIELD Main Office, 410 West J. Street, Suite A, Tehachapi, CA 93561, online on the website, and at the meeting location.*

Chair made a motion to adjourn. Rick Najera moved and it was seconded by Dr. Nora Dominguez. Motion carried and meeting adjourned at 2:17 PM.