

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

**Location:** University of La Verne Conference Room  
10800 Stockdale Hwy., Suite 201  
Bakersfield, CA 93311

**Teleconference Locations:**  
352 Bear Mountain Blvd. Arvin, CA 93203

**or by phone: 1-218-339-7800 Access Code 823-5414**

**May 16, 2019 at 1:15 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 1:16 pm.*

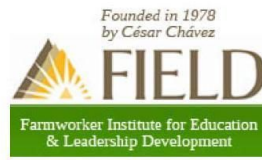
### **2. ESTABLISH A QUORUM**

*Roll call was done by Secretary Patrick Pine and confirmed a Quorum was present.*

### **Roll Call:**

David Villarino (*present*)  
Anthony Chavez (*present*)  
Dr. Mark Martinez (*Present*)  
Ines De Luna (*not present*)  
Raji Brar (*by phone*)

Joseph Casas (*General Counsel – nonvoting*)(*not present*)  
Patrick Pine, Secretary (*non-voting*)(*present*)  
Michael Gomez, Treasurer (*non-voting*)(*not present*)  
Dr. Nora Dominguez (*present*)  
Jesse Ortiz (*by phone*)



**Staff Present:**

Rosa Ruelas (*present*)

Delilah Martinez (*by phone*)

Susana Navarro-Llamas (*present*)

*Mr. Villarino introduced staff present.*

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

*No salute to the flag was taken.*

**4. ADOPTION OF THE AGENDA**

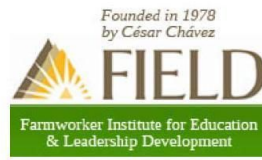
*Mr. Villarino asked everyone to review the agenda. There were no comments. Chair entertained a motion to approve agenda. Mark Martinez moved and Nora Dominguez seconded the motion. The motion was approved by David Villarino, Anthony Chavez, Raji Brar, Mark Martinez, Nora Dominguez, and Jesse Ortiz. Motion carried 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 1:20 p.m. He asked if there were any comments by the public. There were none.*

## **6. CLOSE PUBLIC FORUM**

*Public forum closed at 1:20pm*

## **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 confidential personnel matters or potential litigation pending for closed session.*

## **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 March 13, 2019 meeting.*

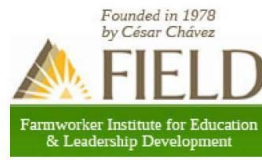
*Mr. Villarino asked the Board Members to review Minutes from March 13th, 2019. There were no comments. Chair entertained a motion to approve minutes from March 13, 2019 meeting. Anthony Chavez moved and Mark Martinez seconded. There was no discussion and the motion to approve minutes was approved by David Villarino, Anthony Chavez, Nora Dominguez, Raji Brar, and Mark Martinez. Jessy Ortiz abstained.*

### **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):**

*Rosa Ruelas reviewed financial information that was shared with Board members on our previous meeting. Rosa discussed FIELD's loss of \$336,990 as of January 2019 and as of March 31st we have a loss of \$61,000. A huge factor that has helped recover most of it is by closing sites, staff furloughs, coordinators reduced their hours, as well as corp members, etc.*



*Also, EPIC closed their P2 report with 330 ADA highest we have ever had in the past 5 years. This had a huge impact on those numbers.*

*Rosa foresees a bit of a positive balance of \$160,000 fund balance at the end of June 2019.*

*Delilah Martinez shared Nevada County Board of Education authorized FIELD/EPIC for another 5 more years 4-1 vote in our favor. We had the support of our superintendent, assist superintendent they were very supportive and let the board know that we should be approved.*

*Mr. Villarino shared that the federal department of education which pre-tests and then post-tests our students after each session surpassed state goals and averages. This is one of the major items that distinguished us and FIELD/EPIC was congratulated by Nevada County.*

**1. Special Education MOU with Nevada County-Delilah Martinez**

*Delilah Martinez shared information on Special Education MOU with Nevada County and why we need an agreement. Delilah shared we utilize Nevada county special education Services to assist us with any special education students between 18-21 years old. These are students that come to us with an existing (IEP) Individual Education Plan which is part of the k-12 system and we have to serve them.*

*Nevada county met with Delilah and put together an MOU based on what they used with other Charter Schools and the main thing is that we don't pay for services unless it exceeds the revenue that they collect based on our enrollment. The petition has been approved by Nevada County and now to be approved by the board.*

**2. CTE Course Approvals-Delilah Martinez**

*Delilah Martinez shared 2 new courses that were introduced with the CTE program which are Computer application with Microsoft and Office Communication in the workplace. Students are to enroll to take CTE classes through EPIC.*

**3. First Reading of 2019-2020 LCAP-Delilah Martinez**

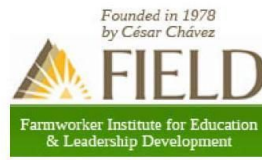
*Delilah Martinez asked the Board to review the 2019-2020 LCAP. Board Members followed what was written in the LCAP, what it entitles and what is used for.*

**4. First reading 2019-2020 EPIC Calendar-Delilah Martinez**

*Delilah Martinez reviewed the EPIC calendar with the board. Coordinating the EPIC calendar with the public school calendar in the regions and districts that we serve because most of the students have school-aged children. The 2 options for the first day of school for students is August 20th or August 27th ending June 12th or June 19th depending on the start date. This is important because we need to make sure children have already started school before parents do. The calendar calls for 186 instructional days, teacher contract dates are 201 workdays including professional development.*

**5. First reading of Initial Draft of the Safety Plan-Delilah Martinez**

*Delilah Martinez shared FIELD/EPIC is required to have a safety plan in place along with policies and*



*procedures and to submit by June 30th, 2019 to Nevada County. Reviewed rough draft on disaster plan, how to handle communications, student and teacher release procedures, fire drills, evacuation, earthquake, etc.*

**6. First reading of the Student Discipline-Delilah Martinez**

*Delilah Martinez discussed Student Discipline Policy Draft 1 Suspension and Expulsion. These procedures are printed and are distributed as part of the school's student handbook and clearly describes FIELD/EPIC's expectations regarding attendance, mutual respect, substance abuse, violence, safety, and work habits.*

**12. OLD BUSINESS:**

*No old business.*

**13. NEW BUSINESS:**

**14. FIELD/EPIC:**

**1. Action Item-Shall the FIELD/EPIC Board approve Special Education MOU with Nevada County?**

*Chair Villarino entertained a motion to approve Special Education MOU with Nevada County which renewed for 5 additional years. Anthony Chavez moved and was seconded by Mark Martinez. Motion carried unanimously.*

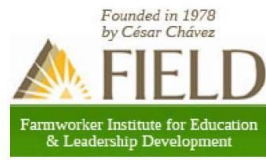
**2. Action Item-Shall the FIELD/EPIC Board approve CTE Course Approvals?**

*Chair Villarino entertained a motion to approve the 2 CTE Course Approvals accompanied in the packet. Mark Martinez Moved and was seconded by Jessy Ortiz. Motion carried unanimously.*

**ADJOURNMENT:**

*Chair Villarino entertained a motion to adjourn, Anthony Chavez moved and seconded by Mark Martinez. Motion carried unanimously by David Villarino, Anthony Chavez, Mark Martinez, Nora Dominguez, Jesse Ortiz. Raji Brar left meeting at 2:42pm. Meeting adjourned at 2:52 pm.*

*Next Meeting Date: Regularly Scheduled FIELD Board Meeting; Saturday, June 8, 2019, this date was rescheduled for June 29, 2019, time and location to be determined.*



*This Meeting Agenda was posted at least 72 hours in advance of the meeting at the University of La Verne, 10800 Stockdale Hwy., Suite 201, Bakersfield, CA 93311, online on the website, and at the meeting location.*