



2014-2015
CABE Board of Directors

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Provocative Practice

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Director of Parent Relations

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Director of Secondary & IHE Affairs

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Region II Representative

Stanley Lucero
Retired

Region III Representative

Olivia Yahya
Saddleback Valley
Unified School District

Region IV Representative

Laurie Nesrala
San Diego County Office of Education

Region V Representative

Imelda Trinklein
Antelope Valley High School District

Chief Executive Officer

Jan Gustafson-Corea

Legal Counsel

Mary T. Hernández
García, Hernández,
Sawhney & Bermudez LLP

BOARD MINUTES
DRAFT
September 13, 2014

Pursuant to a written notice by delivered to each member of the Board of Directors on September 3, 2014. The Board of Directors of the California Association for Bilingual Education held an open Board meeting at the Hyatt Regency San Francisco, 1333 Bayshore Highway, Burlingame, CA 94010 on September 13, 2014.

Board Members Present:

Francisca Sánchez, President; Ramon Zavala, Vice President; Karling Aguilera-Fort, President Elect; Raul Maldonado, Director of Financial Affairs; Lettie Ramirez, Director of Secondary and IHE Affairs; Elodia Ortega-Lampkin, Director of State and Legislative Affairs; Barbara Flores, Director of Community Affairs; Rosa Armstrong, Director of Paraprofessional Affairs; Marissa Lazo-Necco, Director of Parent Relations; Annie Rodriguez, Region I Representative; Stanley Lucero, Region II Representative; Olivia Yayha, Region III Representative; Laurie Nesrala; Region IV Representative.

Board Members Absent:

Imelda Trinklein, Region V Representative

Staff Members/ Legal Counsel Present:

Jan Gustafson-Corea, Chief Executive Officer; Elizabeth Jimenez, Administrative Services Manager; Maria Villa, Director of Parent and Family Engagement; Delma Chwilinski, Director of Programs and Events; Norma Rocha, IT Coordinator, Aida Madison, Executive Assistant; Martha Zaragoza-Diaz, Legislative Lobbyist; and Mary T. Hernandez, Legal Counsel.

Guests Present:

Rosalinda Quintanar, CTA Liaison; Claudia Lockwood, Strategic Plan Consultant

SESSION ONE: Opening

- 1.0 Call to Order
- 1.1 Roll Call was taken
- 1.2 Selection of Time Keeper: R. Armstrong Observer: K. Aguilera-Fort
- 1.3 Approval of Agenda

MOTION #1- TO APPROVE THE AGENDA WITH NO REVISIONS

Moved: R. Maldonado Second: B. Flores Motion passes: Yes

MOTION #2- TO APPROVE THE MINUTES OF JUNE 28, 2014 BOARD OF DIRECTORS' MEETING WITH NO REVISIONS.

Moved: B. Flores

Second: R. Armstrong

Approved: Yes

SESSION TWO: CEO's Report, Legislative Report, Directors' and Representatives Report

2.1 Welcome – Board members participated in an activity.

SESSION THREE: Directors', Representatives' and Staff Reports

3.2 Legislative Update– M. Zaragoza-Diaz stated the sponsored bill AB2303 (Bloom) State Recognition Program: Multiple Pathways to Multiliteracy Amended July 2, 2014. The program was to be administered annual by the State Department of Education beginning 1, 2016, for the purposes of recognizing school districts and county offices of education that voluntarily demonstrate excellence in providing and supporting multiple opportunities for pupils to attain high achievement and linguistic biliteracy in grades 1 to 12, inclusive, through biliteracy programs. M. Zaragoza-Diaz stated that unfortunately, the bill did not get out of the Senate Appropriations Committee and will need to be reintroduced next year. M. Zaragoza-Diaz stated the SB 1174 (Lara) English Language Education, Amended August 26, 2014, passed the legislature and is on the Governor's desk. If signed, the bill will put the repeal of Proposition 227 on the 2016 General Election ballot. The bill provides explicit mandates for the development of programs for English Learners; will repeal the English Only presumptive placement for English Learner programs through the LCAP process; encourages dual language acquisition programs and other bilingual programs and provides a trigger for establishing such programs, which replaces the trigger for getting out of English Only. M. Zaragoza-Diaz stated the next immediate step is to send letters to the Government requesting his signature on SB 1174 (Lara). M. Zaragoza-Diaz stated that the LCFE statute requires that on or before October 1, 2015, the SBE adopt evaluation rubrics. The SBE has contracted with WestEd to coordinate and facilitate a process for development rubrics that take into account stakeholder input, relevant application to the diverse range of LEAs that will be using the rubrics and "fidelity" to the LCFE design principals as identified in the LCRR statute. WestEd has scheduled regional meetings in Los Angeles on 9/15/14, in Fresno on 9/16/14 in Sacramento on 9/17 and in the Bay Area on 9/22/14. An "invite only" meeting has been scheduled with Stakeholders on October 15, 2014 at WestEd facilities. CAFE and Californians Together will be attending this meeting.

3.3 President, Director and Regional Representatives' Report

F. Sánchez stated she was invited to be part of a meeting of the White House Initiative on Educational Excellence focused on music and the arts for Latino students. S. Lucero reported on the number of members per chapters for each region. S. Lucero stated that the data shows a lot of members at large or not associated with any particular chapters. A. Rodriguez stated Sacramento is reactivating the chapter. S. Lucero stated KAFE chapter is reactivating. Region 3- nothing to report. Region 4-nothing to report. Region 5-nothing to report.

3.4 – CEO Report

J. Corea stated the CEO report will be aligned to the strategic plan. It is available on the Board website.

SESSION FOUR: Affiliates, Liaisons, and Guests

4.1 CTA – R. Quantanar stated that CTA has sponsored one bill this year for mandatory kindergarten and it is going to the governor for signature.

4.2 2-Way CAFE – F. Sánchez stated that 2-Way CAFE has elected their new board. Kris Nicholls, President, Yolanda Lucero, Secretary; Patricia Wolf Kincade, Vice President; Adeline Blasingame, Treasurer and Adrienne Machado, Member at Large. L. Ramirez asked the board members if anyone had received the Si Magazine. L. Ramirez stated she would follow up on the complimentary magazine for the board members and CAFE members.

SESSION FIVE: Information and Discussion Items

5.1 – Strategic Plan Update

J. Corea introduced the board to the candidates for the strategic plan consultants. Claudia Lockwood, Multilingual Excellence; Stanley Lucero, Membership; and Fred Dobb, Design for Success Website.

5.2 – CABE Staffing and Consultants

J. Corea introduced the Administrative Service Manager, Liz Jiménez; and stated we hired seven P2I part-time facilitators: Imelda Martin, Alfonso Alvarez, Brenda Romero, Guadalupe Orozco, Israel Portillo, Gricelda Perez, and Yolanda Lucero. J. Corea stated there are several positions pending: Digital Media Assistant, Marketing Assistant-CABE PDS, part-time I3 Data Technician, Two part-time conference assistants, half-time education consultant and two strategic plan consultants=Partnership and Data Dash board.

5.3 – CABE 2015 Report

D. Chwilinski presented the draft conference registration brochure. J. Corea stated the CABE 2015 conference is by artist, Laura Lacámara. D. Chwilinski stated that new this year will be university visits. J. Corea stated that this year a teacher institute will be offered at the regional conference.

5.4 – CABE 2015 Board Awards

J. Corea proposed three board award categories: CABE Legacy- Jim Cummins and Steve Krashen; CABE Founders Award and CABE Promoting Multilingual Dream Award. F. Sánchez asked that everyone give a brief description of what “legacy” means to them so that a conscious can be gathered. “significant milestone that propelled us to provide services for our kids and”, “a format of looking at different areas, the political arena and bring in individuals that made this whole thing happen”; “someone whose courage and dedication helped build CABE’s foundation”, “left his or her legacy” “heirloom”, “inheritance” “birth right”, “someone who left something sustainable”, “continue support for bilingualism”, “gift”, “continues support for bilingualism”, “continue to be make an impact past and continue even if they are not here”, “someone who representative of the grassroots”, “someone who is made a difference even if they are not here anymore”, “ someone who would be “an event, person who has significantly impacted our current status with bilingual education”, “a person who is a champion and defender of bilingual education “walked the talk” through constant work and action”, “who is still working or worked all their life for bilingual education”, “unsung heroes”, “someone that would be a draw and someone that people would want to come to see and hear”, “person or event or group who has done significant work that has an impact our current status”, “dreamers”, “someone that has made an impact” J. Corea stated that the voting may have to take place online.

5.5 – CABE PDS Update

J. Corea stated and shared that Elizabeth Jimenez (PDS) created a Daily Tracker to take a look at the first three quarters of the year showing the different contracts acquired with SBCUSD, Palmdale SD, ACSD, Stockton (Lincoln USD), Shoreline USD, Del Norte USD and others.

5.6 – CABE Project 2 I NSPIRE Update

M. Villa provided a report and stated that some of the districts P2I is working with are Compton USD, Palmdale SD, Pasadena USD, SBCUSD, McFarland SD, and Anaheim Union High SD.

5.7 – Technology Update

N. Rocha and J. Corea showcased new features on the CABE website. Many forms such as the Request for Reimbursement, Travel and Lodging Requests, Board of Directors’ meeting dates, and strategic plan are on the CABE website under “Board Member Area”. J. Corea shared that the staff has laptops, monitors, iPad Minis are available for check out, Smart-Registration is now 90% paperless. Accounts payable is now fully online. Payroll process with ADP is now full online.

5.8 – Membership

J. Corea stated that through partnership with Norma Rocha, Delma Chwilinski, and Executive and Finance Committees, some ideas to increase CABE membership are part of the CABE 2015 registration form: continue to offer both member and non-member fees (this is necessary for financial solvency of conference revenues); offer all attendees a special promotion of CABE 2015; all registrants will be provided with complimentary CABE membership for one year; provide buttons at CABE 2015; and increase CABE 2015 fees by \$25 in each category to compensate for inclusive membership (\$75,000). D. Chwilinski stated that the full membership process (online, credit card payments, annual renewals, online database, etc.) will be handled through Smart Reg. CABE will be phasing out use of IMIS and our older, more complex system for membership. The Strategic Plan Consultant will be given access to online data

to facilitate their work and monitoring of membership. Irma will continue providing business team support to Membership, Aida will provide administrative/clerical support to Strategic Plan Membership Consultant.

MOTION #3 – TO APPROVE THE INCREASE OF \$25.00 TO THE CONFERENCE REGISTRATION FEE FOR CABE 2015.

Moved: B. Flores

Second: S. Lucero

Approved: Yes

SESSION SIX: Action Items

6.1 – Budget and Actual Variance Report for the period of April 1, 2014 to June 30, 2014 (Item 6.1)

Yvette Chong-Coontz stated the Total Current Assets: \$2,035,296; Total current liabilities \$424,155, plus note payable \$134,382 for total liabilities: \$558,537. The total liabilities and net assets: \$2,035,296. Total unrestricted revenue: \$3,256,429; Total Expenses: \$2,758,222; Net assets at end of year: \$1,476,759. Cash and cash equivalents at end of this period: \$1,260,033.

MOTION # 4-TO APPROVE THE BUDGET AND ACTUAL VARIANCE REPORT FOR THE PEIROD OF APRIL 1, 2014 TO JUNE 30, 2014.

Moved: R. Maldonado

Second: B. Flores

Approved: Yes

6.2- 2014-2015 Budget

(Item 6.2)

Yvette Chong-Coontz stated the additional items added for FY 14-15 Budget were increase in conference revenue and increase in personnel costs, anniversary supplies, PDS travel expenses, translation fees and travel expenses for BOD and JDA.

R. Maldonado stated the Finance Committee recommends the board approve the 2014-2015 Budget.

MOTION # 5-TO APPROVE THE FINAL BUDGET FOR 2014-2015 AS PRESENTED

Moved: L. Nesrala

Second: R. Maldonado

Approved: Yes

MOTION #6- TO APPROVE THE ACCOUNTING POLICIES & PROCEDURES AS PRESENTED

Moved: B. Flores

Second: A. Rodriguez

Approved: Yes

6.3 – CABE 2017 Venues

(Item 6.3)

D. Chwilinski presented the possible venues for CABE 2017: Hilton Anaheim, Marriott Anaheim, Hilton and Marriott partnership, Long Beach Convention Center and Town and Country Resort & Convention Center. D. Chwilinski reviewed the rental fees, dates, total meeting rooms and guest room rates for each venue.

MOTIONS #7-TO AUTHORIZE THE STAFF TO MOVE FORWARD WITH THE NEGOTIATIONS FOR A PROPOSAL WITH MARRIOTT ANAHEIM AND HILTON ANAHEIM PARTNERSHIP FOR CABE 2017.

Moved: B. Flores

Second: L. Ramirez

Approved Yes

CLOSED SESSION

SESSION SEVEN: Adjournment

7.1 - The next regular meeting of the CABE Board of Directors meeting will be November 15, 2014.

Attested and Approved,

CABE President

CABE CEO