

2015-2016  
CABE Board of Directors

President

Karling Aguilera-Fort  
San Francisco Unified School District

Immediate Past President

Francisca Sánchez  
Provocative Practice

Vice President

Ramón Zavala  
Morgan Hill USD

Director of Legislative/State Affairs

Elodia Ortega-Lampkin  
Lodi USD

Director of Community Affairs

Dr. Barbara Flores  
CSU, San Bernardino

Director of Financial Affairs

Raul Maldonado  
Palmdale School District

Director of Para-Educator Affairs

Rosa Armstrong  
Palmdale School District

Director of Parent Relations

Marissa Lazo-Necco  
SBCSS

Director of Secondary & IHE Affairs

Dr. Lettie Ramirez  
CSU, East Bay

Region I Representative

Regina Piper  
San Francisco Unified School District

Region II Representative

Esabel Cervantes  
Salinas City Elementary SD

Region III Representative

Olivia Yahya  
Saddleback Valley  
Unified School District

Region IV Representative

Sally Fox  
San Diego County Office of Education

Region V Representative

Ana Donovan  
The Palmdale Aerospace Academy

Chief Executive Officer

Jan Gustafson-Corea

Legal Counsel

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

**BOARD MINUTES**  
**March 22, 2016**

Pursuant to a written notice by delivered to each member of the Board of Directors on the Board of Directors of the California Association for Bilingual Education held an open Board meeting Hilton San Francisco Union Square, 333 O'Farrell Street, San Francisco, CA 94102.

**Board Members Present:**

Karling Aguilera-Fort, President; Ramon Zavala, Vice President; Francisca Sánchez, Immediate Past President; 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 Para-Professional Affairs; Marissa Lazo-Necco, Director of Parent Relations; Regina Piper, Region I Representative; Olivia Yahya, Region III Representative; Esabel Cervantes, Region II Representative; Sally Fox, Region IV Representative; and Ana Donovan, Region V Representative

**Staff Members/ Legal Counsel Present:**

Jan Gustafson-Corea, Chief Executive Officer; Enrique Gonzalez, Strategic Partnerships Consultant; Stanley Lucero, Membership Consultant; Laurie Nesrala, Education Consultant; Yvette Chong-Coontz, Accountant; and Aida Madison, Executive Assistant

**Guests Present:**

Mary T. Hernández, Legal Counsel; Rosalinda Quintanar, CTA Liaison; Deborah Escobar, Legal Counsel

**SESSION ONE: Opening**

- 1.0 Call to Order
- 1.1 Roll Call was taken
- 1.2 Selection of Time Keeper
- 1.3 Approval of Agenda

MOTION #1-TO APPROVE THE AGENDA WITH THE ADDITION OF ITEM 5.4-LANGUAGE ARTS.

**Moved:** Lettie Ramirez

**Second:** Ramon Zavala

**Approved:** Yes

MOTION #2-TO APPROVE THE MINUTES OF THE NOVEMBER 21, 2015, BOARD OF DIRECTORS' MEETING WITH NO REVISIONS.

**Moved:** Barbara Flores

**Second:** Elodia Ortega-Lampkin

**Approved:** Yes

### **SESSION TWO: Affiliate, Liaisons and Guests**

**2.1- CTA** – Rosalinda Quintanar stated the CTA supports the Ed G.D. initiative.

**2.2-Two-Way CAFE** – A written report was submitted.

**2.3- CABTE** – no report submitted

### **SESSION THREE: Directors', Region Representative Reports and Staff Reports**

#### **3.1 – President's, Vice President, Director's and Regional Representative Reports and Staff Reports**

Sally Fox, Region 4 representative stated that the Riverside Chapter is having a mini conference coming up in May. Stanley Lucero, Membership Consultant, stated that he and Sally visited the Palm Springs chapter and help them get their bylaws in place. Ana Donovan, Region 5 representative, stated she would like to thank Stanley for the help with getting information to the chapters. Ana stated that the Antelope Valley Chapter 58 will have their mini conference in April 2016. Ramon Zavala, Vice President, stated the region representatives met in January to pre-plan for the JDA meeting and membership meeting at the annual conference.

#### **3.2 – CEO Report**

Jan Corea submitted a written report.

#### **3.3 – Legislative Report**

Jan Corea stated the Ed.G.E. Initiative (California Education for Global Economy) is a proposition on the November 2016 ballot, advances the goals of providing highest quality education for all children. It is an initiative by Senator Ricardo Lara. If passed by the voters, it will repeal the English Only presumptive placement for English Learners and remove the English Learner parent waiver requirement. Barbara Flores proposed that the CAFE counsel write a resolution for the board to take to the school districts. Mary Hernandez, CAFE Legal Counsel stated that CAFE as a nonprofit 501(c) status the organization can disseminate information but cannot campaign. No monies can be accepted by CAFE. Money raised for the initiative must be done through the CAFE PAC. No more than 10% of staff time can be used on the Ed.G.E. Initiative. Mary Hernandez stated that as long as the money raised for the initiative is under \$50,000, to avoid reports to the IRS. CAFE may send information to the members but fundraising for the initiative should be through the CAFE PAC.

### **SESSION FOUR: Informational and Discussion Items**

#### **4.1- CAFE Book: No Estás Solo: Recetas para Obtener Éxito, de padres para padres**

Lettie Ramirez shared the background of how the CAFE Book: No Estás Solo: Recetas para Obtener Éxito, de Padres para Padres was created.

#### **4.2 – Updates on past board items (ELLLI, CABA Headquarters building, Yerba Buena Proposal)**

Jan Corea stated that the ELLLI (English Learner Leadership and Legacy Initiative) held their first augural retreat which was held at Cal Poly Pomona. There are 20 fellows in the program. ELLLI is a program developed by Californians Together in partnership with CABA to develop new leaders and advocates to support the work for ELs in the future. Jan is on the Steering Committee for this group. Jan Corea stated CABA is looking at a couple of options regarding the CABA Headquarter building. 1. Buy another building and keep the old CABA building. 2. Selling the CABA Headquarter building and buying a new building. Jan will have more information at the June board meeting after looking at the options and working and researching the options with the realtor.

Francisca Sánchez stated she was not able to secure a venue for Saturday for the event proposed with Alameda County Office of Education and Bryonn Bain. The event focuses on Disrupting the School to Prison Pipeline and Impact on English Learners. Barbara Flores proposed that Francisca Sánchez present the proposal to the finance committee then the recommendations will be presented board via a conference call. Karling proposed to please send questions regarding the proposal for Francisca to him and cc Jan Corea and Raul Maldonado, Director of Financial Affairs, and they will be forwarded to Francisca.

#### **4.3 – CABA 2016**

Jan Corea provided the board members with conference schedules, scripts, member t-shirts and member badges. Jan Corea stated that several dignitaries will be attending CABA 2016. Enrique Gonzalez stated that there will be about 35 delegates will be attending CABA 2016. Jan Corea provided an overview and highlights of CABA 2016.

#### **4.4- Investment Plan**

Sean Peake, Financial Advisor, from Morgan Stanley presented an Investment Proposal and investment options (via Skype).

### **SESSION FIVE: Action Items**

#### **5.1 – Budget and Actual Variance Report**

Yvette Chong-Coontz stated that total assets through January 31, 2016 is \$120,190. Liabilities is very flat and is 14% of total assets. Yvette Chong-Coontz stated that the mortgage note balance is approximately \$69,000 will be paid in July 2017. The total liabilities and net assets is \$2,048,811. The total income exceed the budget by \$526,196 or 47.6%. The total income exceed the budget by \$526,196 or 47.6%. Yvette Chong-Coontz stated the budgeted revenue for CABA 2016 is \$1,609,125 and the actual total revenue as of March 18, 2016 is \$1,832,856. A variance of \$233,731 or 114% of budget. Yvette Chong-Coontz presented the revenue comparison for 2014, 2015 and 2016 and the cash flow projections for FY 2015-2016.

**MOTION #3- TO APPROVE THE BUDGET AND ACTUAL VARIANCE REPORT FOR THE PERIOD OF JULY 1 TO SEPTEMBER 30, 2015 AS PRESENTED.**

Moved: Barbara Flores

Second: Raul Maldonado

Approved: Yes

#### **5.2- 2014-15 Audit Report**

Yvette Chong-Coontz stated the auditors Stanislowski and Harrison have merged and are now named CliftonLarsonAllen. Yvette Chong-Coontz stated the auditors are working on the 990 and it will be filed in two weeks after the board approves the audit report. Yvette Chong-Coontz stated the auditors' 2015 finding were: CABA does not have the following policies: a.) Gift acceptance policy b.) Endowment investment and spending policy. Yvette Chong-Coontz stated she drafted a Gift acceptance policy and Endowment policy for the board to approve.

MOTION #4- TO APPROVE THE AUDIT REPORT AS PRESENTED

Moved: B. Flores

Second: L. Ramirez

Approved: Yes

**5.3 – CABE 2018 & 2019 Venues**

Delma Chwilinski presented the possible venues for CABE 2018 and CABE 2019. Delma Chwilinski stated these are possible venues in Northern California are Sacramento Convention Center, Hilton San Francisco Union Square and San Jose Convention Center. The possible venues in So. California are Marriott Anaheim, Hilton Anaheim, Long Beach or Los Angeles Convention Center. Delma Chwilinski presented some of the room rental fees and guest room fees for the venues.

MOTION#5-NO ACTION OR MOTION WAS TAKEN AT THIS TIME

Moved:

Second:

Approved:

5.4 –SB 1145(Hernández) - Language arts: reading, assessments and plans.

Barbara Flores stated she supports Senate Bill 1145 and would like CABE to support the bill as well. Jan Corea suggested to present it to Martha Zaragoza-Diaz for follow up and what the next steps are to move forward.

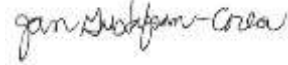
**SESSION SIX: Adjournment**

6.1 – The next regular meeting of the CABE Board of Director meeting will be Saturday, June 25, 2016.

**Attested and Approved,**



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CABE President



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CABE CEO