



2016-2017 CABE Board of Directors

President

Karling Aguilera-Fort

San Francisco Unified School District

President Elect

Elodia Ortega-Lampkin

Lodi Unified School District

Vice President

Dr. Annie Rodriguez

San Francisco Unified School District

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Director of Legislative/State Affairs

Dr. Karen Cadiero-Kaplan

San Diego State University

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

San Bernardino County

Superintendent of Schools

Director of Secondary & IHE Affairs

Dr. Lettie Ramirez

CSU, East Bay

Region I Representative

Dr. Annie BichLoan Duong

San Joaquin County Office of Education

Region II Representative

Esabel Cervantes

Salinas City Elementary SD

Region III Representative

Olivia Yahya

Saddleback Valley

Unified School District

Region IV Representative

Norma Sandoval

Lakeside Union USD

Region V Representative

Ana Donovan

SCV/iLEAD Charter School

Chief Executive Officer

Jan Gustafson-Corea

Legal Counsel

Mary T. Hernández

García, Hernández,

Sawhney, LLP

BOARD MINUTES January 21, 2017

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 on January 21, 2017 at Courtyard Marriott Los Angeles, 14635 Baldwin Park, Towne Center, Baldwin Park, CA 91706.

Board Members Present:

Karling Aguilera-Fort, President; Elodia Ortega-Lampkin, Vice President; Annie Rodriguez, Vice President; Lettie Ramirez, Director of Secondary and IHE Affairs; Karen Cadiero-Kaplan, Director of State and Legislative Affairs; Raul Maldonado, Director of Financial Affairs; Barbara Flores, Director of Community Affairs; Rosa Armstrong, Director of Para-Professional Affairs; Marissa Lazo-Necco, Director of Parent Relations; Annie Duong, Region I Representative; Esabel Cervantes, Olivia Yahya, Region III Representative; Ana Donovan, Region IV Representative and Norma Sandoval, Region V Representative.

Staff Members Present:

Jan Gustafson-Corea, Chief Executive Officer; Kris Nicholls, Director of Professional Development Services; Delma Chwilinski, Director of Programs and Events; Maria Villa, Parent and Family Engagement Coordinator; Norma Rocha, IT Coordinator; Joshua Jauregui, Administrative Systems Manager; Laura Diaz, Parent Specialist; Claudia Lockwood, Multilingual Excellence Consultant; Enrique Gonzalez, Strategic Partnerships Consultant; Stanley Lucero, Membership Consultant; Laurie Nesrala, Education Consultant; and Aida Madison, Executive Assistant

Legal Counsel Present/Guests:

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

SESSION ONE: Opening

- 1.1 Call to Order
1.2 Roll Call - A. Madison
1.3 Selection of Time Keeper: M. Lazo-Necco Observer: R. Armstrong
1.4 Adoption of Agenda
1.5 Oath of Office: Annie BichLoan Duong, Region 1 Representative was sworn in.

MOTION #1-TO APPROVE THE AGENDA OF JANUARY 21, 2017 AS PRESENTED WITH NO REVISIONS.

Move: Barbara Flores Second: Raul Maldonado Approved: Yes

- 1.5 Approval of the Minutes

MOTION #2-TO APPROVE THE MINUTES OF SEPTEMBER 17, 2016 WITH NO REVISIONS.

Move: Raul Maldonado Second: Barbara Flores Approved: Yes

- 1.6 Connecting Activity

## **SESSION TWO: CLOSED SESSION**

### **SESSION THREE: Affiliates, Liaisons and Guests**

3.1 CTA Affiliate Rosalinda Quintanar acknowledged the hard work that CABA and others did during the campaign to pass Prop 58.

### **SESSION FOUR:**

#### **4.1 2015-2016 Audit Report**

Mr. Bared Dilacar from Clifton Larson Allen, LLP firm presented the audit report to the board. The management letter stated, "Accordingly, we do not express an opinion on the effectiveness of CABA's internal control." Mr. Dilacar stated that there was an area identified during the audit stated in the management letter that had to do with member count along with recommendations.

#### **MOTION #3- TO APPROVE THE AUDIT REPORT AS PRESENTED**

**Move:** Barbara Flores                      **Second:** Raul Maldonado      **Approved:** yes

#### **4.2 Budget and Actual Variance Report for the period of September 2016 to November 30, 2016**

Yvette Chong-Coontz stated the total unrestricted revenue through November 30, 2016 is \$788,986; compared to November 30, 2015 \$678,091 variance \$110,895 or 3% of budget. The total expenses are \$1,368,92; Net cash used in operating activities (\$170,836). Yvette Chong-Coontz stated the total registered for the conference as of January 18, 2017 is 2,193 compared 1,530 at the same time last year, a variance of 663.

#### **MOTION #4 – TO APPROVE THE BUDGET AND ACTUAL VARIANCE REPORT FOR THE PERIOD OF SEPTEMBER 30, 2016 TO NOVEMBER 30, 2016**

**Move:** Raul Maldonado                      **Second:** Barbara Flores      **Approved:** yes

#### **4.3(a) By Laws Changes**

Mary Hernandez stated there were some minimal changes made to the CABA Bylaws ARTICLE VIII ELECTIONS OF DIRECTORS SECTION 1. NOMINATIONS AND ELECTIONS PROCESS (i) Be at least 21 years of age. (ii) Support the vision of CABA  
Mary Hernandez stated the wording regarding the CAPTE affiliate will be removed and the responsibilities for the Director of Financial Affairs, (i) Be the Board member responsible for working with staff to organize the financial matters of the corporation, including, but not limited to development of an annual budget; (ii) Review and submit, in collaboration with staff, quarterly financial reports to the Board; and (iii) Facilitate minimally quarterly meeting with Board Finance Committee. The Director of professional affairs (iii) develop relations with professional organizations and unions

that work with and support paraprofessionals (iv) Assist with the selection of para-educator of the year for Regional and Annual Conferences. For the Director of Legislative and State Affairs, (iv) Coordinate attendance and participation at state level meetings with CABE Advocate; and (v) Facilitate monthly meeting with Board Legislative Committee

**MOTION #5-TO APPROVE THE BYLAWS CHANGES BE PRESENTED TO THE CABE MEMBERSHIP**

**Move:** Barbara Flores                      **Second:** Marissa Lazo-Necco                      **Approved:** yes

#### **4.3(b) Elections**

Jan Corea stated the Election Committee has made the revisions to the Election policy and presented the revisions to the Board.

**MOTION#6-TO APPROVE THE REVISIONS TO THE ELECTION POLICY**

**Move:** Annie Duong                      **Second:** Norma Sandoval                      **Approved:** yes

#### **4.4 NABE Nomination Candidate**

Karling Aguilera-Fort stated the NABE Board will hold its election in March 2017 and the position of Western Region Representation is one of the open positions and two CABE members have expressed interest in running for this position—Francisca Sánchez and Anaida Colon-Muñiz. NABE requires that candidates are endorsed by their state affiliate to be able to be included on the ballot.

**A WRITTEN VOTE WAS TAKEN AND THE SELECTION OF THE NOMINEE--DR. ANAIDA COLON-MUÑIZ AS A CANDIDATE FOR THE NABE BOARD WAS APPROVED.**

### **SESSION FIVE: Information and Discussion Items**

#### **5.1 Strategic Plan Update**

The Strategic Plan leads gave a 90-second update/highlight of their areas. 2.3- Design for Success Website-Laurie Nesralla, 2.2-Program and Events-Delma Chwilinski, 2.1-Professional Development-Kris Nicholls, 3.1-Family and Community Engagement—Maria Villa-Marquez, 3.3-Strategic Partnerships-Enrique Gonzalez, 3.4-Advocacy—Martha Zaragoza-Diaz, 3.5-Membership and Chapters—Stanley Lucero, 4.1-Multilingual Excellence—Claudia Lockwood and 4.6-Budget and Fund Development—Jan Corea.

#### **5.2 CABE 2017**

Delma Chwilinski presented the highlights for CABE 2017. Delma Chwilinski stated this year the badges will not be mailed to the attendees this year. They will print their badges on site using their confirmation letters or mobile device. A third hotel, Sheraton Park, will be contracted as an overflow hotel. Delma also went over the speakers and events that will take place at the conference.

### **5.3 JDA Planning**

Annie Duong and Annie Rodriguez presented the highlights of the JDA planning meeting held at the CABE office.

### **5.4 Report on Meeting with Sobrato Family Foundation**

Jan Corea presented an update on the meeting held with Karling Aguilera-Fort and Sobrato Family Foundation. Jan Corea presented the information that was provided to the Sobrato Family Foundation's CEO. The board discussed and asked questions about the potential of receiving \$750,000 to \$800,00 over 2-3 years for CABE.

### **5.5 Report on Post Prop 58—We Won!!!**

Jan Corea presented a report on the Prop 58 Education Partner Meeting on January 18, 2017. The meeting was facilitated by CABE and Californians Together and sponsored by Sobrato Family Foundation. Some of the outcomes of the meeting were: Engage organizational constituencies in the implementation of Prop58; identify challenges for implementation, and to develop collective strategies for next steps

### **5.6 Report from National EL Roundtable**

Jan Corea presented a report on the National English Learner Roundtable held in Washington DC on January 9, 2017.

### **5.7 Legislative Update**

Martha Zaragoza-Diaz and Karen Cadiero-Kaplan presented a legislative update. Martha Zaragoza-Diaz stated that "Governor Brown proposes a very cautious and "prudent" state budget for 2017-2018 in light of the shortfall in the state's revenue and projected future economic downturn coupled with unpredictable federal funding under President Trump".

### **6.1 Directors', Region Representatives' and CEO Report**

Written reports were provided.

### **SESSION SEVEN: Adjournment**

### **7.0 The meeting was adjourned**

**Attested and Approved,**



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CABE President



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CABE CEO