

**CEO REPORT TO THE BOARD OF DIRECTORS—APRIL-JUNE, 2013
SUBMITTED BY JAN GUSTAFSON COREA
JUNE 29, 2013**

ORGANIZATION AND STAFF SUPPORT

- Meet twice a month with CABE managers through the CABE Coordinating Council
- Meeting weekly or biweekly on an individual basis to learn about work and how to best provide support.
- Attended Project 2 INSPIRE graduations and sessions
- Continue to learn about and attend to the daily operations at CABE
- Finalized the 2013 EDD Audit
- Supported staff and board in conducting the 2013 Board Elections
- Troubleshoot and support the resolving of issues
- Monitor CABE fiscal situation with Marie Younger.
- Attended and participated in three regional CABE Conferences—Palmdale, Sacramento and Ontario
- Met with i3 Team to discuss staffing and budget
- Renewed and updated health insurance policies for staff
- Attended P2i TOT in Natomas
- Met with Marta Montafur, Maria Valencia and Liz Jimenez re part time and full time staffing positions
- Attended Hayward P2I graduation
- Worked with staff to update job descriptions and evaluation process

ADVOCACY

- Meet biweekly with Martha Zaragoza Diaz via phone or in person
- Visited legislative offices and subcommittee meetings in Sacramento with Martha Zaragoza Diaz specific to the LCFF
- Participated in Legislative Committee Conference Calls
- Supported the drafting of a number of responses to Gov. Brown's budget with Cal Tog and for CABE
- Fielded request for print and radio interviews with support from Elodia and Ramon.
- Attended BCN
- Disseminated Urgent Action letters re LCFF to members and Facebook viewers
- Conducted interview on TV Azteca
- Key note presentation and student voice facilitation for SBCUSD
- Attended Compton USD Board Meeting

FUND DEVELOPMENT

- Finalized planning with Elizabeth Jimenez on a proposal for the CABE Professional Development Group to expand our fund raising and professional development capacity.
- Signed contract with Promise Neighborhood Grant in San Francisco for services
- Worked closely with Business Manager Marie Younger on management and control of CABE budget
- Created a list of potential funders and sponsors

CABE 2014

- Met with each staff team to debrief and plan forward for the CABE 2014 Conference
- Facilitated April 10 all staff debrief day in combination with visit to the Anaheim Marriott
- Collaborated with President Elect and CABE Staff on plans for 2014.
- Recruited districts and COEs for CABE 2014 planning committee
- Facilitated CABE 2014 Co-Chair meeting
- Facilitated process for CABE 2014 Artwork
- Supported staff with development of Exhibitor and Nomination forms
- Site Visit to Town And Country

PARTNERS

- Communicated regularly with Cal Tog and Shelly Spiegel Coleman
- Attended Cal Tog full meetings and sub committee meetings
- Attended BCN and presented on CABE PDS
- Attended LACBD dinner, retirement for Carla Herrera, Retirement for Antonio Camacho-- AMAE President, City Club reception with Arthur Chao, Event for Hilda Solis
- Met with NABE Board member Yee Wan (in persona and via phone and NABE ED, Santiago Wood (via phone)
- Exhibited at PTA Conference
- Attended meeting sponsored by CLSBA and African America educational Leaders
- Attended the Latino Community Foundation symposium
- Attended NCLR State Advocacy Days
- Met with CDE
- Met with Teachers from Twin Rivers SD
- Met with Confucius Institute at SDSU
- Formed partnerships with OCDE and Yolo COE for CABE PDS training
- Attended Compton USD board meeting
- Keynote at SBCUSD bilingual teacher staff development
- Short presentation to UCR BCLAD Cohort Luncheon
- Attended Moving Forward with A-G, Sponsored by Alliance for a Better Community, UCLA, United Way and LAUSD

BOARD ACTIVITIES

- Met with Francisca Sanchez and Frank Carbajal
- Held several phone call meetings with Francisca Sanchez regarding strategic plan and CAFE 2013 and 2014
- Met with Maria Morales re her position on the board
- Met with Rosa Armstrong, new CAFE Director of Para Educator Affairs
- Communicated with Francisco Flores re his position on the board
- Continued work on Strategic Plan development during and after Fall Board retreat
- Met with Exec Committee
- Communicated with Board Members on different matters.
- Met with Laurie Nesrala
- Met with Lettie Ramirez

SOCIAL MEDIA

- Post and regularly update CAFE Facebook page—over 6000 hits a week and over 1800 “likes” on our page!
- Worked with Norma Rocha on updating CAFE Webpage

TRAVEL

- Sacramento—BCN, Leg visits, NCLR State Advocay Day, Natomos P2I TOT, CDE, PTA, Hayward

¡Siempre agradecida por su apoyo!