

BOARD MINUTES
Confidential –DRAFT
April 1, 2014

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 at the CABE Headquarters at 700 W. Convention Way in Anaheim, CA 92802 on April 1, 2014.

Board Members Present:

Francisca Sánchez, President; Ramón Zavala, Vice President; **Barbara Flores**, Director of Community Affairs; Lettie Ramirez, Director of Secondary & IHE Affairs; Irella Perez, Director of Parent Relations; **Elodia Ortega-Lampkin**; Director of State and Legislative Affairs; Raul Maldonado, Director of Financial Affairs; Rosa Armstrong, Director of Paraprofessional Affairs; Annie Rodriguez, Region I Representative; Olivia Yahya, Region III Representative; Laurie Nesrala, Region IV Representative; Imelda Trinklein, Region V Representative.

Board Members Absent:

Gloria Inzunza-Franco, Immediate Past President and Stanley Lucero, Region II Representative

Staff Members/ Legal Counsel Present:

Jan Gustafson-Corea, Chief Executive Officer; Martha Zaragoza-Diaz, Legislative Advocate; Mary T Hernandez, Legal Counsel

Guests Present:

Rosalinda Quintanar, CTA Liaison, Yvette Chong-Coontz, CABE Accounting Consultant, FMJ; Sandra Anderson; and Elizabeth Jimenez, Consultant, PDS Consultant

SESSION ONE: Opening

- 1.0 Call to Order
- 1.1 Roll Call was taken
- 1.2 Selection of Time Keeper: Lettie Ramirez Observer: Laurie Nesrala
- 1.3 Approval of Agenda

MOTION #1-TO APPROVE THE AGENDA WITH THE FOLLOWING REVISION: REMOVE THE ITEM 3.2. AND MOVE ITEM 5.3 AFTER ITEM 5.6.

Moved: I. Trinklein

Second: I. Perez

Motion passes: Yes

MOTION #2- TO APPROVE THE MINUTES OF FEBRUARY 22, 2014 BOARD OF DIRECTORS' MEETING WITH NO REVISIONS.

Moved: L. Nesrala

Second: I. Perez

Motion passes: Yes

SESSION TWO: Directors', Regional Representatives' and Staff reports

2.1 CEO Report - J. Gustafson-Corea stated that Maria Quezada will not be attending the meeting due to emergency health issues. Gloria Inzunza-Franco will not be attending the conference due to emergency surgery. J. Gustafson-Corea stated that her report is aligned to the strategic plan. A copy of the report is in the board packet. (Item 2.1)

2.2 Legislative Update – M. Zaragoza-Diaz stated the sponsored bill AB 2303 (Bloom) State Recognition & Award Program: Biliteracy Programs is to be heard in Assembly Education Committee on April 30, 2014. This bill would establish the State Recognition and Awards Program in Linguistic Biliteracy to be administered by the State Department of Education for the purpose of recognizing school districts providing and supporting multiple pathways to attaining the state Seal of Biliteracy. A Sample Letter of Support will be placed the conference tote bags. Another supported bill is SB 1108 (Padilla) English Learners: Reclassification. Existing law requires the department by January 1, 2014 to issue a report on its findings, research, analysis, recommendation, and best practices, and by January 1, 2017, to issue an updated report that reflects any changes in analysis and recommendations as a result of the adoption by the state board of common core standards and related English language development standards. This bill is in the Senate Appropriations Committee. M. Zaragoza-Diaz stated that SB 1174 (Lara) English Language Education is also being supported by CABE. This bill would repeal Proposition 227. A Sample Letter of Support will be placed in the conference tote bags. This letters will be forwarded to Assembly Member, Buchanan Chairperson of the Assembly Education Committee by April 10, 2014. The Assembly Education Committee will meet on April 23, 2014 to hear the bill. Another supported bill is the AB 1892 (Bocanegra) LCAP: English Learners. This bill would add as a state priority identification of the serviced provided to pupils of limited English proficiency, as defined, and pupils redesignated as fluent English proficient, as specified. By requiring the governing board of each school district and each county board of education to include additional information the local control and accountability plan, the bill would impose a state-mandated local program. (Item 2.2)

2.3 Director and Regional Representatives' Report – L. Ramirez stated there will be a meeting on April 3 in the Gold Key room at the Marriott for the CABE and teacher educators of higher education. A. Rodriguez stated that SFABE CABE chapter will be participating in the annual dinner and dance scholarship awards on May 16, 2014. L. Nesrala stated that Chapter 65-South San Diego held a superintendent symposium and it went really well. I. Trinklein stated that Chapter 58 is holding its parent conference on Saturday, May 17, 2014. O. Yahya stated that Whittier School District parents finished Project 2INSPIRE training.

SESSION THREE: Affiliate, Liaisons and Guests

3.1 CTA – R. Quintanar stated she is concerned that programs for Bilingual Teacher Education are closing at the universities.

3.2 2-Way CABE (item 3.2 removed)

3.3 CABTE – nothing reported

3.4 ABLE Fund – J. Gustafson-Corea presented a fund development proposal, ABLE, Advancing Biliteracy Leadership to Education. The ABLE Fund is being presented by Sandra Anderson, past Executive Director of CABE. Ms. Anderson has a vision to create and build a fund for the future work of CABE and Californians Together and to promote the vision of biliteracy. The premise of this proposal would be for CABE and Californians Together to grow the fund (via donations, planned giving, fund raisers, etc.) and after a period of 3 years, to be able to start using the interest gained on the investment for

approved projects. A CCF Donor Advisory Board would be created and would have final say on funding projects. (Item 3.4)

3.5 FMJ LLP – Yvette Chong-Coontz stated she will be working with CABE as a consultant accountant through FMJ, LLP. A new system called bill.com will be implemented to pay bills electronically. Y. Chong-Coontz stated the CABE staff will be trained on bill.com and remote access by FMJ, LLP.

SESSION FOUR – Action Items

4.1 Budget and Actual Variance Report for the period of February 1, 2013 to March 31, 2014 (Item 4.1)

Y. Chong-Coontz stated the total income to date is \$2,371,568 vs. YTD budget \$2,248,523. The total Expenses YTD actual is \$1,500,826. The net income is \$868,010. Y. Chong-Coontz stated that we will have a better picture of the expenses after the annual conference. The daily cash flow as of March 28, 2014 is \$454,483; scholarship funds is \$76,026; CDs is \$397,490; scholarship (Penichet) is \$47,689; for a total cash & cash equivalents and investments \$975,687.

MOTION # 3-TO APPROVE THE BUDGET AND ACTUAL VARIANCE REPORT FOR THE PERIOD OF FEBRUARY 1, 2013 TO MARCH 31, 2014

Moved: B Flores

Second: R. Zavala

Motion passes: yes

SESSION FIVE: Information and Discussion Items

5.1 – CABE 2014 Registration Report- J. Gustafson-Corea stated the budgeted number of attendees was 2,700. The actual number attendance as of March 28, 2014 is 3,424 or 247% of the budget. Budgeted sponsors, \$65,00, actual is 92,500; budgeted advertisement \$4,500, actual \$8,375; budgeted award luncheon- 500, actual 610; budgeted Seal of Excellence dinner-500, actual 486; school site visits-140, actual 176; and intensive two-day institutes-202, actual 169. J. Gustafson-Corea stated that 200 registrants are projected on-site. The hotel pick up: Marriott- 95% and the Hilton-92%. Currently estimated rebate revenue is \$40,164.

5.2- Annual Conference – J. Gustafson-Corea reviewed the conference program. J. Gustafson-Corea also highlighted some new technology features such as the CABE conference mobile app. J. Gustafson-Corea stated that the board member that sells the most raffle tickets will win a mini iPad. J. Gustafson-Corea briefly reviewed the schedule of activities that each board member received in their packets.

5.3 – Finalizing Planning for JDA and Membership at CABE 2014 – F. Sánchez stated she is facilitating the morning and R. Zavala will facilitate in the afternoon. F. Sánchez reviewed the JDA agenda. The board participated in an activity: Membership Drive Launch – Speed Brainstorming

5.4 – CABE PDS Consultants – Elizabeth Jimenez stated district consultant completed a feasibility study in Garden Grove School District on how to start the dual immersion program. E. Jimenez stated that on Saturday, April 5, there will be a session for anyone who is interesting in becoming a CABE consultant. Mary Hernandez stated to the board members the following: “To authorize CABE’s CEO to retain members of CABE’s Board of Directors as part of the PDS program provided that (1) consistent with CABE’s Bylaws, no more than 33% of the CABE Board can be considered “interested” persons at any one time; (2) CABE Directors will be given contracts only where, after reasonable investigation, the CEO concludes that CABE could not obtain a more advantageous arrangement with reasonable effort under the circumstances; and (3) CEO bring the contracts to the Board for ratification (unless they are

approved in advance)”. Test: if someone else just as qualified or more qualified would do it for less, you can’t use CABE Board member.

MOTION # 5 – TO APPROVE THE RESOLUTION FOR CONSULTANTS AS PRESENTED.

Moved: L. Ramirez

Second: L. Nesrala

Approved: Yes

5.5 – i3 Grant Update – M. Villa stated the first year report for i3 was successfully submitted to the feds. M. Villa stated the first year report of the i3 grant and the numbers were met. M. Villa stated that part of the grant is to provide professional development to the principals of the schools being served and there will be a workshop at the conference for principals to attend.

MOTION #4: - TO RATIFIED THE i3 REPORT AS PRESENTED BY MARIA VILLA.

Moved: L. Ramirez

Second: I. Trinklein

Motion passes: yes

5.6 – Strategic Plan – F. Sánchez reviewed the CABE Strategic plan and “next steps” discussed at the February 22, 2014, board meeting. The completed charters and work plans for the priorities were going to be submitted on March 20, 2014. F. Sánchez stated she had not received any of the charters and work plans. F. Sánchez stated that from March 20- April 1, 2014, she, Ramon and Jan were going to review these charters and work plans and by the end of April the budgets would be worked on. F. Sánchez stated that if project managers had any questions or need any help to please contact Ramon and Jan.

SESSION SIX - Closed Session

SESSION SEVEN - Adjournment

The next regular meeting of the CABE Board of Directors meeting will be Saturday, June 28, 2014 at CABE Headquarters in Covina, CA

Attested and Approved,

Francisca Sánchez, CABE President

Jan Gustafson-Corea, CABE CEO