



The Farmworkers Institute of Education and Leadership Development, Inc EPIC DE CESAR CHAVEZ BOARD OF TRUSTEES QUARTERLY MEETING MINUTES

Location: Farmworkers Institute of Education & Leadership Development
FIELD CTE Operations Center
2240 S. Union Ave
Bakersfield, CA 93307

Teleconference Location:
433 Soscol Ave. Suite B151, Napa, CA 94559

Zoom Meeting/Teleconference Location:
<https://us02web.zoom.us/j/81160788851>
By phone: (669) 900-9128 **Meeting ID:** 811 6078 8851

Friday, December 8, 2023 at 12:30 pm

NOTE: In compliance with the Americans with Disabilities Act if you need special assistance to participate in the meeting, please contact us 48 hours prior to the meeting.

ON THE WEB: Agendas may be viewed at www.farmworkerinstitute.org

- 1. MEETING CALLED TO ORDER:** *Mr. Villarino called the meeting to order at 12:35 pm*
- 2. ESTABLISH A QUORUM:** *Secretary Patrick Pine established a quorum at 12:36 pm*

Roll Call:

| | |
|------------------------------------|-------------------------------------|
| David Villarino <i>(present)</i> | Dr. Nora Dominguez <i>(present)</i> |
| Dr. Mark Martinez <i>(present)</i> | Ines De Luna <i>(not present)</i> |
| Nadia Villagran <i>(Present)</i> | Greg Cervantes <i>(present)</i> |
| Jesse Ortiz <i>(not present)</i> | |

Nonvoting:

Patrick Pine, Secretary *(present)*
Michael Gomez, Treasurer *(not present)*
John C. Lemmo, General Counsel *(present, via teleconference)*

Staff Present:

| | |
|------------------------------------|--|
| Rosa Ruelas <i>(present)</i> | Dr. Tamar Asatryan <i>(present)</i> |
| Vanessa Gutierrez <i>(present)</i> | Susana Navarro-Llamas <i>(present)</i> |

3. SALUTE TO THE FLAG / FARMWORKER POEM

Chair dispensed the Salute of the Flag/Farmworker Poem

4. ADOPTION OF THE AGENDA

Mr. Villarino asked everyone to review the agenda, there were no comments. Chair entertained a motion to adopt the Agenda for EPIC. Greg Cervantes moved, Dr. Mark Martinez seconded the motion. There was no discussion and the motion was approved by David Villarino, Dr. Mark Martinez, Nadia Villagran, Dr. Nora Dominguez, and Greg Cervantes.

Ayes: 5 (all Trustees in attendance)

Abstain: 0

Absent: 2

5. OPEN PUBLIC FORUM

It is appropriate for the public to address the FIELD's EPIC Board regarding items of public interest within the jurisdiction of the board before or during the Board's consideration of the items. Time allowed may be limited to three minutes per item. If a large number wishes to speak on a specific item, the board may limit total input to 30 minutes on any item. Individuals or groups may address the board on items not listed on the agenda; however, no action can or will be taken on the unlisted items.

Further, Education Code §35145.5 also establishes the right of the public to place items on the agenda directly relating to business of the FIELD's EPIC Board of Trustees. Agenda requests must be made in writing ten days prior to board meetings.

In accordance with the law, the public and Board are hereby given notice that a tape recording of today's meeting is being made. This recording is to assist in the completion of the minutes. It is NOT a transcript of the meeting and may be disposed of in 30 days. The official transcript of this meeting will continue to be the adopted minutes.

- *Mr. Villarino opened the public forum at 12:39 pm. He asked if there were any comments by the public. There were none.*

6. CLOSE PUBLIC FORUM

- *Public forum closed at 12:40 pm.*

7. CLOSED SESSION

The board may call for a closed session to discuss confidential personnel matters, potential litigation, or other matters allowed under the Brown Act.

- *No Closed Session*

8. OPEN SESSION

- *Open session resumed at 12:40 pm*

9. APPROVAL OF THE CONSENT AGENDA

All consent agenda items for FIELD's EPIC BOARD OF Trustees are considered to be routine and will be enacted by one motion unless a board member requests separate action on a specific item. Approval recommended on all items listed:

- a) *Approval of Minutes from June 24, 2023*

Chair made a motion to approve the Minutes from June 24, 2023. Dr. Mark Martinez moved, Dr. Nora Dominguez seconded. There was no discussion and the motion was approved by David Villarino, Dr. Mark Martinez, Nadia Villagran, Dr. Nora Dominguez, and Greg Cervantes.

Ayes: 5 (all Trustees in attendance)

Abstain: 0

Absent: 2

10. EPIC DE CESAR CHAVEZ REPORTS: THE BOARD MAY, IF TIME PERMITS, TAKE BOARD REPORTS AND SUPERINTENDENT'S REPORT AT ANY TIME DURING THE MEETING AND NOT AT A SPECIFIC TIME.

There is very limited board discussion, between the board, except to ask questions or refer matters to staff, and no action will be taken unless listed elsewhere on the agenda or on a subsequent agenda.

11. EPIC INFORMATION ITEMS

1. David Villarino - Superintendent EPIC

- a. Program Reports
- b. Jesse Ortiz Requested his Resignation from EPIC Board of Trustees
- c. Oscar Gonzales, EPIC Board Trustee Applicant for Jesse Ortiz vacancy

Dr. Jesse Ortiz formally gave his resignation to continue as a board Director, Mr. Villarino asked our board to review Oscar Gonzales' resume for approval to join our board.

2. Rosa Ruelas - Financial Management

- a. Financials
- b. 1st Interim Report

Rosa Ruelas, Accounting Manager shared the EPIC de Cesar Chavez 1st Interim Report FY 2023-2024. This report reflects total \$10,859,631 Revenues, \$10,834,880 Expenditures, \$24,751 net, and

\$11,760,034 Fund balances. Totals were projected on a 420 ADA.

Rosa also reviewed the Multi-Year Projection Form and the 2023-24 1st Interim Report Cashflow Projection.

3. Dr. Tamar Asatryan/ Strategic Initiatives - Educational Services, Interim

- a. Strategic Initiatives Plan & Results
- b. Educational Services Plan & Results
- c. CTE Plan & Results
- d. LCAP Mid-Year Update
- e. Bell Schedule Revision Proposal
 - a) Indio, Cathedral City & South Bakersfield Class Schedule
 - b) Professional Learning Communities Schedule

Dr. Tamar Asatryan shared the Strategic Initiatives Plan & Results, Educational Services Plan & Results, CTE Plan & Results, LCAP Mid-Year Update, Bell Schedule Revision Proposal, Indio, Cathedral City & South Bakersfield Class Schedule, & Professional Learning Communities Schedule with the Board of Trustees.

4. Vanessa Gutierrez - EPIC Student Services Director

- a. Student Services Plan & Results
- b. Bullying and Harassment Policy Approval

Vanessa Gutierrez shared the Student Services Plan & Results, as well as the Bullying and Harassment Policy to the board of Trustees.

12. OLD BUSINESS:

- *No old business*

13. NEW BUSINESS:

EPIC:

1. **Action Item:** Shall the FIELD's EPIC Board of Trustees approve Oscar Gonzales to replace Jesse Ortiz as EPIC Trustee?

Chair entertained a motion to approve Oscar Gonzales to replace Jesse Ortiz as EPIC Trustee.

Dr. Nora Dominguez moved, and Dr. Mark Martinez seconded. Item discussed during information items, the motion was approved by David Villarino, Dr. Mark Martinez, Nadia Villagran, Dr. Nora Dominguez, and Greg Cervantes.

Ayes: 5 (all Trustees in attendance)

Abstain: 0

Absent: 2

2. **Action Item:** Shall the FIELD's EPIC Board of Trustees approve the 1st Interim Report?

Chair entertained a motion to approve the 1st Interim Report. Dr. Mark Martinez moved, Greg Cervantes seconded. Item discussed during information items, the motion was approved by David Villarino, Dr. Mark Martinez, Nadia Villagran, Dr. Nora Dominguez, and Greg Cervantes.

*Ayes: 5 (all Trustees in attendance)
Abstain: 0
Absent: 2*

3. **Action Item:** Shall the FIELD's EPIC Board of Trustees approve the revisions to the Bell Schedule for the sites including but not limited to Indio, Cathedral City, & South Bakersfield?

Chair entertained a motion to approve the revisions to the Bell Schedule for the sites including but not limited to Indio, Cathedral City, & South Bakersfield. Greg Cervantes moved, Dr. Nora Dominguez seconded the motion. Item discussed during information items, the motion was approved by David Villarino, Dr. Mark Martinez, Nadia Villagran, Dr. Nora Dominguez, Greg Cervantes.

*Ayes: 5 (all Trustees in attendance)
Abstain: 0
Absent: 2*

4. **Action Item:** Shall the FIELD's EPIC Board of Trustees approve the changes to the Professional Learning Communities day bell schedule?

Chair entertained a motion to approve the changes to the Professional Learning Communities day bell schedule. Dr. Nora Dominguez moved, Oscar Gonzales seconded. Item discussed during information items, the motion was approved by David Villarino, Dr. Mark Martinez, Nadia Villagran, Dr. Nora Dominguez, Greg Cervantes.

*Ayes: 5 (all Trustees in attendance)
Abstain: 0
Absent: 2*

5. **Action Item:** Shall the FIELD's EPIC Board of Trustees approve the Bullying and Harassment Policy?

Chair entertained a motion to approve the Bullying and Harassment Policy. Dr. Nora Dominguez moved, Oscar Gonzales seconded. Item discussed during information items, the motion was approved by David Villarino, Dr. Mark Martinez, Nadia Villagran, Dr. Nora Dominguez, Greg Cervantes.

Ayes: 5 (all Trustees in attendance)

Abstain: 0

Absent: 2

14. ADJOURNMENT:

Chair entertained a motion to adjourn. Greg Cervantes moved, Nadia Villagran seconded. There was no discussion and the motion was approved by David Villarino, Dr. Mark Martinez, Nadia Villagran, Dr. Nora Dominguez, Greg Cervantes. The meeting adjourned at 2:41 pm

Ayes: 5 (all Trustees in attendance)

Abstain: 0

Absent: 2

Next Meeting Date: Regularly Scheduled EPIC Board Meeting; Friday, March 8, 2023 time and location to be determined.

This Quarterly Meeting Agenda was posted at least 72 hours in advance of the meeting at FIELD, CTE Operations Center, 2240 S. Union Ave. Bakersfield, CA 93307 online on the website, and at the meeting location.