

**Clear Passage Educational Center
Regular Board of Directors Meeting
Saturday, November 15, 2014 – 9:00 a.m.**

MEETING MINUTES

Present at Location: Saul Sarabia, Joseline Cubas, Marianna Rodriguez, Fernando Tapia, Bobby Butler

Also Present at Location: Vivianna Trujillo (Executive Director)

Absent: None

I. PRELIMINARY

A. Call to Order – Board Chair Saul Sarabia called the meeting to order at 9:47 a.m.

B. Roll Call – Roll call was heard.

II. COMMUNICATIONS

A. ORAL COMMUNICATIONS:

- a. There were no speaker requests

III. ITEMS SCHEDULED FOR INFORMATION/ ACTION

- A. The Board shall adopt Long Beach Unified School District's conflict of interest code for Clear Passage Foundation.
 - a. Executive Director, Vivianna Trujillo, reviewed the conflict of interest code.
 - b. Joseline Cubas made a motion to adopt the conflict of interest code. Marianna Rodriguez seconded the motion. All were in favor. The motion to adopt the conflict of interest code passed with the following vote:
AYES: 5 (Bobby Butler, Joseline Cubas, Marianna Rodriguez, Saul Sarabia, Fernando Tapia)
NOES: 0
ABSTAIN: 0
ABSENT: 0
- B. The Board shall receive a briefing and update on key areas of Clear Passage Educational Center's launch activities and next steps.
 - a. Vivianna Trujillo reviewed recent efforts to identify and secure a suitable location. Vivianna Trujillo also shared that the school's realtor is scheduling site visits to possible locations during the week of November 17th.

Ms. Trujillo shared that she has been in contact with the school's advisory team (Wells Fargo and Broadway Federal contacts). The advisory team will focus its effort on providing counsel related to fundraising strategy.

Ms. Trujillo shared that she and Saul Sarabia will be meeting with a grant writer that Saul recommended.

Ms. Trujillo provided an update on the Community Outreach and Awareness Campaign in collaboration with Centro CHA.

Ms. Trujillo shared that she participated in a community outreach event. During the event Ms. Trujillo made a connection with the Long Beach Rotary Club.

Ms. Trujillo reviewed CPEC's shared fundraising goal. The fundraising initiative will be a collaborative school and community effort, and will be used to strengthen supplemental programs and activities.

Saul Sarabia reviewed CPEC's Pre-Launch Action Plan and presented various ways the board can be involved.

- C. The Board shall review and approve the minutes of the August 25, 2014 and September 25, 2014 board meetings.
- a. Bobby Butler made a motion to approve the board minutes for the August 25, 2014 and September 25, 2014 meetings. Fernando Tapia seconded the motion. All were in favor. The motion to approve the previously stated board minutes passed with the following vote:
- AYES: 5 (Bobby Butler, Joseline Cubas, Marianna Rodriguez, Saul Sarabia, Fernando Tapia)
- NOES: 0
- ABSTAIN: 0
- ABSENT: 0

IV. Announcements

- A. The next regular board meeting is scheduled for January 24, 2015 at 9am.

V. ADJOURNMENT

There being no further business, the meeting adjourned at 10:55am .

APPROVED: January 24, 2015