

**Clear Passage Educational Center
Special Board of Directors Meeting (via phone conference)
Monday, August 25, 2014 – 8:00 p.m.**

MEETING MINUTES

Present via phone: Saul Sarabia, Bobby Butler, Marianna Rodriguez, Fernando Tapia

Present on Location: Vivianna Trujillo (Executive Director)

Absent: Joseline Cubas

I. PRELIMINARY

A. Call to Order – Board Chair Saul Sarabia called the meeting to order at 8:05 p.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 review and take action on the amended Memorandum of Understanding proposed by Long Beach Unified School District.

- a. Executive Director, Vivianna Trujillo, provided the board with an overview of the amendments to the MOU. The only significant changes are the dates which have been adjusted based on CPEC's new launch date (Fall 2015).
- b. During our next meeting we will take action on our revised Bylaws and adopt a new conflict of interest policy that meets Long Beach Unified School District's MOU requirements. The deadline for this is October 1, 2014.
- c. Bobby Butler made a motion to approve the amended MOU. Fernando Tapia seconded the motion. All were in favor. The motion to approve the MOU passed with the following vote:
YES: 4 (Bobby Butler, Marianna Rodriguez, Saul Sarabia, Fernando Tapia)
NO: 0
ABSTAIN: 0
ABSENT: 1 (Joseline Cubas)

B. The board shall receive a briefing and update on key areas of Clear Passage Educational Center's launch activities and next steps.

- a. We received an initial disbursement of the Public Charter School Grant. The initial disbursement is for pre-launch activities (i.e. location procurement, staffing, policy and procedure development, etc.).
- b. The executive director is working towards establishing an advisory committee. Ms. Trujillo has met with a senior banking executive who has been invited to join the advisory committee.
- c. Mr. Sarabia mentioned that he will be creating a document for board members to provide contact information for people or organizations who can help CPEC with funding, outreach or specific expertise in working with our targeted population.

IV. Announcements

A. The board secretary will be sending out a Doodle poll in order to schedule the September board meeting.

V. ADJOURNMENT

There being no further business, the meeting adjourned at 8:23pm.

APPROVED: November 15, 2014