

**Clear Passage Educational Center
Regular Board of Directors Meeting
Saturday, January 24, 2015 – 9:00 a.m.**

MEETING MINUTES

Present at Location: Saul Sarabia, Marianna Rodriguez, Bobby Butler

Also Present at Location: Vivianna Trujillo (Executive Director)

Absent: Joseline Cubas, Fernando Tapia

I. PRELIMINARY

A. Call to Order – Board Chair Saul Sarabia called the meeting to order at 9:35 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 extend Fernando Tapia's term two additional years. Fernando Tapia's term will expire on January 31, 2017.

- a. Bobby Butler made a motion to extend Fernando Tapia's term on the board for two additional years. Marianna Rodriguez seconded the motion. All present were in favor. The motion to extend Fernando Tapia's term passed with the following vote:

AYES: 3 (Bobby Butler, Marianna Rodriguez, Saul Sarabia)

NOES: 0

ABSTAIN: 0

ABSENT: 2 (Joseline Cubas, Fernando Tapia)

B. The Board shall elect officers.

- a. Bobby Butler made a motion to elect Saul Sarabia as Board Chair, Marianna Rodriguez as Board Secretary and Aurora Rodriguez as Board Treasurer. Marianna Rodriguez seconded the motion. All present were in favor. The motion passed with the following vote:

AYES: 3 (Bobby Butler, Marianna Rodriguez, Saul Sarabia)

NOES: 0

ABSTAIN: 0

ABSENT: 2 (Joseline Cubas, Fernando Tapia)

C. The Board shall set the regular board meeting dates for 2015.

- a. The Board proposed three options for 2015 regular Board meeting dates as follows:
 - Option 1 : Board meetings to be scheduled for the third Saturday of every other month at 9 a.m. The time of the March Board meeting would be adjusted to 1 p.m.
 - Option 2: Board meetings to be scheduled on the third Monday of every other month at 5:30 p.m.
 - Option 3: Board meetings to be scheduled on the third Monday of every other month at 8:00 p.m.

Vivianna Trujillo will coordinate with the Board to confirm one of the options.

D. 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. Ms. Trujillo also shared that the school's realtor is scheduling site visits to possible locations. The Willow site is looking promising. She shared a proposed floor plan for the Willow site. The goal is to secure a site by the third week of February.

Ms. Trujillo shared that a fundraising team has been secured. The fundraising team will focus its efforts on applying to some pre-identified grants as well as helping develop CPEC's fundraising materials.

Ms. Trujillo provided an update on the Community Outreach and Awareness Campaign in collaboration with Centro CHA. Community outreach meetings will start in mid February.

Ms. Trujillo is working on applying for the Charter School Revolving Loan which is due toward the end of February. If granted CPEC will receive approximately \$250,000. The funds are expected to be disbursed in late July or August.

Ms. Trujillo shared that she has been in contact with the Occupational Therapy Training Program. They are aligned with CPEC's mission and are interested in providing CPEC students with mental health services.

Ms. Trujillo shared that she met with the UCLA Community Programs Office and will continue to nurture that relationship.

E. The Board shall review and approve the minutes of the November 15, 2014 Board meeting.

- a. Bobby Butler made a motion to approve the Board minutes for the November 15, 2014 Board meeting. Marianna Rodriguez seconded the motion. All present were in favor. The motion to approve the previously stated board minutes passed with the following vote:

AYES: 3 (Bobby Butler, Marianna Rodriguez, Saul Sarabia)

NOES: 0

ABSTAIN: 0

ABSENT: 2 (Joseline Cubas, Fernando Tapia)

IV. Announcements

A. CPEC received a \$500 donation from Central Desktop.

B. Saul Sarabia announced that he works with a group called Action Civics L.A. and they will be holding an informational event on February 19th at the Los Angeles Library. The organization helps teachers develop alternative curriculums that tie into civic engagement opportunities.

C. Saul Sarabia wants CPEC to implement a system for tracking CPEC's outreach efforts and CPEC's effectiveness in securing student interest.

V. ADJOURNMENT

There being no further business, the meeting adjourned at 10:40 a.m.

APPROVED: June 4, 2015