

**CLEAR PASSAGE EDUCATIONAL CENTER
SPECIAL BOARD OF DIRECTORS MEETING
SATURDAY, DECEMBER 19, 2015 – 9:00 A.M.**

MEETING MINUTES

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

Also present via phone: Vivianna Trujillo (Executive Director)

Absent: Fernando Tapia, Joseline Cubas

I. PRELIMINARY

A. Call to Order – Board Chair Saul Sarabia called the meeting to order at 9:15 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 review and approve the revised 2015-2016 school budget.

- a. Executive Director, Vivianna Trujillo presented the revised 2015-2016 school budget and engaged the Board in a discussion.
- b. Ms. Trujillo presented the 1st interim report and engaged the Board in a discussion.
- c. Bobby Butler made a motion to approve the revised 2015-2016 school budget. Marianna Rodriguez seconded the motion. All present were in favor. The motion to adopt the revised 2015-2016 school budget 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 receive a status update on marketing and outreach activities and next steps.

- a. Ms. Trujillo provided an update on CPEC's marketing and outreach campaign which included a review of key implementation strategies (i.e. local canvassing, local promotion, radio promotion and agency referrals).

C. The Board shall receive a briefing and update on key areas of school operations, including CPEC's fund development and outreach.

- a. Ms. Trujillo presented an update regarding CPEC's current enrollment.
- b. Ms. Trujillo and Board engaged in a discussion regarding the status of CPEC's fundraising initiative, fund development activity and possible actions that might escalate and expand donor outreach.

IV. ANNOUNCEMENTS

A. The next regular Board meeting was tentatively scheduled for January 2016 with the actual date to be confirmed.

V. ADJOURNMENT

There being no further business, the meeting adjourned at 9:52 am.

APPROVED: March 26, 2016