

**Clear Passage Educational Center
Special Board of Directors Meeting (via phone conference)
Saturday, October 15, 2016 – 9:00 a.m.**

MEETING MINUTES

Present via phone: Bobby Butler, Marianna Rodriguez, Joseline Cubas, Fernando Tapia

Present Onsite: Vivianna Trujillo (Executive Director)

Absent: Saul Sarabia

I. PRELIMINARY

A. Call to Order – Executive Director Vivianna Trujillo called the meeting to order at 9:15a.m.

B. Roll Call – Roll call was heard. A quorum was present.

II. COMMUNICATIONS

A. Oral Communications: Non-agenda items; no individual presentation shall be for more than three (3) minutes and the total time for this purpose shall not exceed fifteen (15) minutes. Ordinarily, Board members will not respond to presentations and no action can be taken. However, the Board may give direction to staff following a presentation.

There were no public comment requests.

III. ITEMS SCHEDULED FOR INFORMATION/ ACTION

A. The Board shall review and approve the Charter School Capital Acknowledgement Resolutions.

a. Executive Director, Vivianna Trujillo presented information to the Board regarding Charter School Capital's services. The Board discussed the sale of receivables to Charter School Capital and reviewed the Charter School Capital Acknowledgement Resolutions.

b. Joseline Cubas made a motion to approve the Charter School Capital Acknowledgement Resolutions. Bobby Butler seconded the motion to approve the Charter School Capital Acknowledgement Resolutions. All present were in favor of the approval. The motion to approve the Charter School Capital Acknowledgement Resolutions passed with the following vote:

AYES: 4 (Bobby Butler, Marianna Rodriguez, Joseline Cubas, Fernando Tapia)

NOES: 0

ABSTAIN: 0

ABSENT: 1 (Saul Sarabia)

c. Upon motion duly made, seconded and unanimously approved, the resolutions attached to these minutes and incorporated herein by this reference are hereby adopted.

B. The Board shall review and approve the CPEC Internet Safety Policy.

a. Executive Director, Vivianna Trujillo provided the Board with an overview of why it is important for CPEC to update and expand its Internet Safety Policy. The Board reviewed the Internet Safety Policy.

b. Bobby Butler made a motion to approve the CPEC Internet Safety Policy. Marianna Rodriguez seconded the motion to approve the CPEC Internet Safety Policy. All present were in favor of the approval. The motion to approve the CPEC Internet Safety Policy passed with the following vote:

AYES: 4 (Bobby Butler, Marianna Rodriguez, Fernando Tapia, Joseline Cubas)

NOES: 0

ABSTAIN: 0

ABSENT: 1 (Saul Sarabia)

C. The Board shall receive a status update on enrollment and related activities.

Executive Director, Vivianna Trujillo informed the Board that CPEC's enrollment has significantly increased as compared to this time last year. Ms. Trujillo attributed CPEC's sustained and continual growth in enrollment to a collective outreach effort on the part of the school's staff, parents, teachers and community partners.

D. The Board shall receive a briefing and update on CPEC's fund development.

- a. Executive Director, Vivianna Trujillo informed the board that CPEC's CrowdRise campaign has raised close to four thousand dollars to date, toward the school's fundraising goal of seventy-five thousand dollars. CPEC's Board members were asked to generate and present additional strategies that can be adopted to assist CPEC in meeting its fundraising goal. The Board and the Executive Director will engage in a follow-up brain storming session regarding fundraising strategy during the next Board meeting.

IV. Announcements

A. No Special Announcements.

V. ADJOURNMENT

There being no further business, the meeting adjourned at 9:37 a.m.

APPROVED: March 23, 2017