

**Clear Passage Educational Center
Regular Board of Directors Meeting
Sunday, November 17, 2019 – 10:00 a.m.**

MEETING MINUTES

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

Present Onsite: Vivianna Trujillo (Executive Director)

Absent: Joseline Cubas

I. PRELIMINARY

A. Call to Order – Board chair Saul Sarabia called the meeting to order at 10:14 a.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 receive a status update on key areas of school operations, including enrollment, fund development and other related activities.
- a. Executive Director, Vivianna Trujillo, presented the following updates on key areas of school operations:
 - i. Ms. Trujillo informed the Board that CPEC’s current enrollment is 61 students and is expected to increase.
 - ii. Ms. Trujillo provided the Board with an update on CPEC’s graduating class.
 - iii. Ms. Trujillo provided an update regarding CPEC’s College Partnership Program which included continuing college campus visits.
- B. The Board shall review and approve CPEC’s partial credit policy.
- a. Executive Director, Vivianna Trujillo provided an overview of CPEC’s partial credit policy.
 - b. Fernando Tapia made a motion to approve CPEC’s partial credit policy. Marianna Rodriguez seconded the motion. All present were in favor. The motion passed with the following vote:
AYES: 4 (Bobby Butler, Marianna Rodriguez, Saul Sarabia, Fernando Tapia)
NOES: 0
ABSTAIN: 0
ABSENT: 1 (Joseline Cubas)
- C. The Board shall set the regular board meeting dates for 2020.
- a. Marianna Rodriguez made a motion to set the 2020 regular board meeting dates as follows: January 26, March 29, May 21, June 28, September 27 and November 22. Bobby Butler seconded the motion. All present were in favor. The motion passed with the following vote:
AYES: 4 (Bobby Butler, Marianna Rodriguez, Saul Sarabia, Fernando Tapia)
NOES: 0
ABSTAIN: 0
ABSENT: 1 (Joseline Cubas)
- D. The Board shall review and approve the minutes of the March 10, 2019, May 5, 2019, June 23, 2019 and June 30, 2019 board meetings.

- a. Fernando Tapia motioned to approve the minutes of the March 10, 2019, May 5, 2019, June 23, 2019 and June 30, 2019 board meetings. Bobby Butler seconded the motion. All present were in favor. The motion was passed with the following vote:
 - AYES: 4 (Bobby Butler, Marianna Rodriguez, Saul Sarabia, Fernando Tapia)
 - NOES: 0
 - ABSTAIN: 0
 - ABSENT: 1 (Joseline Cubas)

IV. Announcements

- A. No Special Announcements.

V. ADJOURNMENT

There being no further business, the meeting adjourned at 10:42 a.m.

APPROVED: January 26, 2020