

**REGULAR MEETING OF THE FOUNDATION FOR HISPANIC EDUCATION
CHARTER SCHOOL COMMITTEE**

**March 4, 2020
3:00 p.m.**

MINUTES

1) CALL TO ORDER

The meeting of the Board of Trustees of The Foundation for Hispanic Education was called to order at 3:02 p.m. at the Sobrato West Building.

1.01 ROLL CALL OF COMMITTEE MEMBERS

Dr. Ramon Jimenez	Present
Eva Blanco	Present
Maria Schabbing	Present
Jose Iglesias	Present
Sarah Valencia	Present

1.02 The announcement of the resignation of Ray Ruiz as of December 19, 2019

1.03 The appointment of board member Eva Blanco Masias

ACTION: Motion: Iglesias	Second: Valencia	Absent: 0
VOTE: Yes: 4	Nays: 0	Abstentions: 0
		Vote: 4-0-0

1.02 APPROVAL OF THE AGENDA

Approve the Agenda for the March 4, 2020, Regular meeting

ACTION: Motion: Schabbing	Second: Iglesias	Absent: 0
VOTE: Yes: 5	Nays: 0	Abstentions: 0
		Vote: 5-0-0

1.03 APPROVAL OF MINUTES

Approve the minutes for the December 5, 2019, Regular meeting

ACTION: Motion: Iglesias	Second: Schabbing	Absent: 0
VOTE: Yes: 5	Nays: 0	Abstentions: 0
		Vote: 5-0-0

2) SPOTLIGHT – School Site Update

LCPA Principal Rios introduced 3 LCPA students and a parent; they shared how the Pathway team has guided them through the college application process which resulted in many acceptance letters for each student. Brittany Alvarez and Angel Oronia provided support by sharing a variety of resources and workshops, this assisted students to manage the college application process with ease and success.

LVLA Principal Gonzalez introduced Mr. Valdez, LVLA Visual/Performing Arts Teacher. Mr. Valdez shared the 2020 VPA programs which include Visual Arts, Digital Arts II, Chicano Theater, Digital Arts III Filmmaker Studio and Advanced Theater Film. Chicano Arts include performances: Dos Caras, La Conquista de Mexico, No Saco Nada de La Escuela, and Novio Boy. The Spring Theatrical Production of “Stand and Deliver” Tentative Public Performance May 1st, 2020. Board members Jose Iglesias, Ramon Jimenez and Eva Blanco commented on the presentation.

RCLA Principal Moreno shared the recent WASC visit which took place the 1st week of March. RCLA is waiting with great anticipation for the results which will be available sometime in June 2020. 2020-21 registration looks positive with an upward trend. RCLA’s senior class 2020 college admission to date is 22 students that received acceptance to one or more universities and colleges. Principal Moreno announced her upcoming transition from RCLA principal to The Foundation for Hispanic Education Director of Academics.

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3) PUBLIC COMMENT

4) PUBLIC COMMENT REGARDING ITEMS TO BE DISCUSSED IN CLOSED SESSION

5) CLOSED SESSION – Executive Conference room

5.01 Negotiations

5.02 Contract Review and Facilities Use Agreement

Starting time: 3:40 Ending time: 4:26

6) CHAIRMAN REPORT

6.01 Chairman Jimenez announced the 6th Annual Sawbones Workshop which will take place early May 2020 for LCPA, LVLA and RCLA students. The sawbones workshop is a live, hands-on, surgeon-led lecture and instrumentation rotation exercise meant to expose young males and females to an exciting career in Orthopaedics, approximately 60-70 students will be in attendance from the 3 high schools.

7) CEO REPORTS

7.01 Brittany Alvarez presented the Pathway to College Program and Career Readiness update. The Pathway team offers college application support which includes Advisory Lessons every week, Google Classroom, College Center open hours & optional workshops, and Saturday & after school workshops. There is also the targeted writing support option available to students; Application Boot Camp, Quetzal Mama PIQ workshop (HFSV), Berkeley PIQ workshop (Mr. Melena), Abby Sobrato Scholarship Writing Workshop (Ms. Alanis & Ms. Topete). Approximately 95% of the seniors from the 3 schools have submitted at least 1 application. The numbers of acceptance letter are as follows LCPA at 33, LVLA at 29 and RCLA at 23 acceptances. The Pathway team hosted the TFHE Alumni Mixer event in August and another date in December. Board members Jose Iglesias, Sarah Valencia, Ramon Jimenez and Eva Blanco commented on the presentation.

7.02 Juan Manriquez and Roberto Cruz II presented the recruitment cycle and student activities update for the 2018-19 and 2019-2020. Mr. Manriquez reported registration to date numbers are trending ahead with positive increases from the same time last year. There is a moderate decrease with LVLA's numbers but as we get close to the next school year we anticipate recruitment numbers will meet and/or exceed our registration goal. Historically families are not accustomed to open registration in January, typically registration occurs during orientation August. There is a competitive trend within the charter, public and private schools' happening in the community and the priority registration in January has increased our numbers significantly. Interest week is part of our branding awareness where we reach out to the community by the cultivation of middle school partners at feeder schools, attend high school "Options Nights" at middle schools, tabling at lunchtime on school sites and in the community, Priority Registration Days, Shadow Days on campus, classroom presentations at middle schools and evening presentations to parents. Our Kick-off events showcase to our community, partnerships and legacy families we are a viable option as a public institution.

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Roberto Cruz II reported the current recruitment status within the community and how TFHE schools compare in this extremely competitive environment. Summit Rainer middle school has recently closed, TFHE and 3-4 comprehensive high school administration teams attended this recruitment event competing for the same students.

As a charter school we have improved our quality of customer service and recruitment strategies to showcase what our schools have to offer that stand out against our competitors. Public relation and interaction is our focus to promote the idea of “3 schools, 1 foundation” throughout our community, families and partnerships. In close collaboration with TFHE, recruitment and the administrative teams from all 3 schools, all have been working hard to raise the idea of not only our 3 schools but TFHE has been well received. Collectively our reach out approach and personal touch cultivates middle school contacts to build enrollment between all schools equally. Campus visits is an example of our personal touch and have been very successful, our school student ambassadors, staff and administrative teams participate in very unique ways to welcome visits schools.

8) FINANCE REPORT

8.01 Cynthia Tapia presented the 2019-20, Second Interim report which includes the budget cycle, 1st Interim Budget-to-Actuals and comments and the LCPA/RCLA Nutrition Request for proposal update. The 2nd Interim Report progress report from 7/1/19 through 1/31/20 has been submitted to East Union High School District as scheduled. The 2nd interim projections from the current year will be used to forecast for the upcoming school year and based on the January 2020 Governor’s budget. The current remaining budget expenses for each school is as follows and is very close to what was projected, 44% LCPA, 46% LVLA and 48% RCLA. The percentage of revenue received is relatively slower due to the fund distribution timeline and cash flow is at its peak therefore gives a false indication of our financial instability.

The ADA assumption for the year is in flux but shows we are on target as anticipated. The finance team is working diligently over the next few weeks to sustain a plan for a 3% reserve recommended by East Side Union High School District. The timeline of the revenue received affects our cash flow, Title funding is received in March, and SB 740 Facility funds received in April/May and the nutrition program reimbursement is approximately 2 months behind schedule. We are currently in the process with permission from the CDE, seeking a new nutritional vendor for the 2020-2021 school year all stakeholders are encouraged to participate in this process.

9) PUBLIC HEARING

9.01 Chairman Jimenez acknowledged the submitted UFE Sunshine of Articles for Negotiation

9.02 Chairman Jimenez acknowledged the submitted TFHE Sunshine of Articles for Negotiation

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10) ACTION ITEMS

- 10.01** Discussion and/or Action to appointment of the TFHE Negotiations Team
ACTION: Motion: Iglesias **Second: Schabbing** **Absent: 0**
VOTE: Yes: 5 Nays: 0 Abstentions: 0 Vote: 5-0-0
- 10.02** Discussion and/or Action to approve the School Site Council Handbook Action
ACTION: Motion: Iglesias **Second: Schabbing** **Absent: 0**
VOTE: Yes: 5 Nays: 0 Abstentions: 0 Vote: 5-0-0
- 10.03** Discussion and/or Action to adopt the Assembly Bill 34, the Safe Place to Learn Act
ACTION: Motion: Iglesias **Second: Schabbing** **Absent: 0**
VOTE: Yes: 5 Nays: 0 Abstentions: 0 Vote: 5-0-0
- 10.04** Discussion and/or Action to approve the School Sponsored Activity Programs
ACTION: Motion: Iglesias **Second: Schabbing** **Absent: 0**
VOTE: Yes: 5 Nays: 0 Abstentions: 0 Vote: 5-0-0
- 10.05** Discussion and/or Action to Approve the School Calendar LCPA, LVLA, RCLA.
a. LCPA Approval
ACTION: Motion: Iglesias **Second: Schabbing** **Absent: 0**
VOTE: Yes: 5 Nays: 0 Abstentions: 0 Vote: 5-0-0
b. LVLA Approval
ACTION: Motion: Iglesias **Second: Schabbing** **Absent: 0**
VOTE: Yes: 5 Nays: 0 Abstentions: 0 Vote: 5-0-0
c. RCLA Approval
ACTION: Motion: Iglesias **Second: Schabbing** **Absent: 0**
VOTE: Yes: 5 Nays: 0 Abstentions: 0 Vote: 5-0-0
- 10.06** Discussion and/or Action to approve the 2019-2020 Eide Bailey LLC auditors contract
ACTION: Motion: Valencia **Second: Schabbing** **Absent: 0**
VOTE: Yes: 5 Nays: 0 Abstentions: 0 Vote: 5-0-0

11) STAFF/INFORMATION ITEMS.

- 11.01** UFE Representative would like to determine the negotiation date for March and seek approval to conduct UFE discussions on a Monday to avoid substitute costs. Any day in March is requested, April/May will have a negative impact on student and teacher 2nd semester schedule.

12) OTHER BUSINESS

13) ADJOURNMENT - Motion at 5:26 p.m.

ACTION: Motion: Iglesias **Second: Schabbing** **Absent: 0**
VOTE: Yes: 5 Nays: 0 Abstentions: 0 Vote: 5-0-0

Jose Iglesias, Secretary