

ACSA Region 16  
Meeting  
8/2/14  
MINUTES

The meeting came to order at 1:57p.m.

Secretary's Report: Frances Baez presented the Minutes from May 29, 2014. Renee Fuentes Campa made a motion to approve the minutes with additions and corrections. Angel Barrett second, the motion. All approved.

**Question on #13** Regarding ACSA covering travel costs. We said we would table the item for today will we be covering it? Victor asked whether a new motion was made to add this agenda item today. No motion was made.

Discussion ensued about postponing the issue to a certain time? Move it to a committee? Did we ever get the information from State ACSA? Who was that assigned to? The president? Victor stated it was not assigned.

Victor: Angel will follow up with Lori Allred, Wes's Admin Assistant.

Victor: We'll postpone the issue to the next meeting.

Angel stated that she would resolve this by August 21.

**Treasurer's Report:**

Victor reviewed the report in Nellie's absence. There is a single sheet regarding Legislative Action the 14000 Code related to meals on the other side are banquet expenses and revenue.

The other reports are the Code 7000 expenses, the executive board meals as well as the Code 14000 expenses. Those are the expenditures from 13-14.

Questions: Headings-Legislative Action, what is Café Bizou? That was not a legislative action. V: follow up at next meeting, was this a actual dinner in Sacramento? Let's get clarification

Madeline: The Stone Fire Grill and the Orange Grove Bistro was not under Legislative Action. It should go under banquet and social.

Victor: We don't have a code for socials, so we put it under Legislative Action.

Victor: 14-15 proposal will simplify and provide additional specificity.

Barbara: The scholarship is missing under the banquet.

Lisa: We can get donations, it would be good to have the spreadsheet as the report.

Victor presented the budget for the 2014-2015 school year.

- Printing-\$650.00
- Phone was taken out
- Misc.-\$2,100
- Meals \$16,000

Scott paid 62.93 for binders and 552.00 for copies

We pay for every scholarship, under conference attendance.

Leadership meetings are like the Retreat executive board, rep council. \$8,800 for leadership meetings and Lisa and will work with Nellie.

Legislative action, travel lodging and meals increased slightly to take into account adding an event with the Legislators.

Overall, it's a budget. These are the parameters we are setting up and throughout the year we can make adjustments.

Jack: In looking at the pie chart, it makes us look at our priority. We want more Legislative Action presence, scholarship for end of year or for our members to attend leadership/conferences.

Budgets reflect priorities and if we are going to be transparent it says a lot of what our priorities are.

Victor: I agree, that's why it's important to show.

Angel: When you look at the amount of money for meals and for legislative action, most of it is going to executive board dinners.

Lisa: Total cost was 27% last year and to outreach it's 6% although we budget in advance. We started reducing the cost and we limited the menu, and negotiated coffee, tea and water for free. We also eliminated the Lawry's meal. We took steps last year and it was a huge decrease from the year before.

Angel: This is important because for the same price we paid for Café Bisou we can have a public meeting, it comes down to the what? Why? and Who?

Barbara: The Banquet should be separate in the 14-15 budget and should not be included in meals. It's shocking to see 60% but the Banquet is most of that.

Madeline: how much is the Banquet?

Barbara: We make \$2,000.00.

Madeline: We can't say we're spending more when we are getting support to pay.

Lisa: Sometimes we use donations as an offset; it's slightly misleading because we have donations. We need to include the offset in the report.

Renee: Is there PD provided for ACSA members?

Victor: State ACSA provides it but not as a region.

Renee: It's a good way to attract members.

Victor: This budget accounts for all of our assets. We can increase the scholarship but identify where we are taking it from. These are expenditures. We spent \$6,000.00 in Banquet but we recouped it. We have to report it to State ACSA. We budget and throughout the year we get rebates and 15-16 we'll have assets to budget for the following year.

Victor: Legislative Action, conference attendance travel and lodging. Most is spent on travel in Legislative Action.

Debra: Is anyone presenting at the Leadership Conference? We would be able to budget and provide incentives.

Angel is presenting.

Angel: We are talking about what we spent but how much are we making. We have assets in money making account. How big is the pot?

Victor: \$28,000/annually

Angel: We want to see what we want and change the budget. We can put money forward for example in scholarships. It's expensive to go to the Leadership Summit. What if you have 30 people who want to do it? What are our priorities?

Scott: Do you want to be at zero at the end?

Angel: Yes because the money made is generated by members. Monthly is \$2,000. What are we saving it for?

Victor: We get paid once a year. In 2013-2014 we spent every nickel and overspent and this year we have less money. We could budget by spending all our money and future money will be unknown because rebates are based on membership. Practice is we make a budget so the following year we spend what's in our budget. We can budget.

Madeline: We should save some money set aside, but do we want to keep \$28,000.00 in the budget? We shouldn't have \$24,000.00 on reserve?

That's our income.

Angel: Rolling over year after year we have \$24,000.00 in money making account not touched. We don't need that.

Barbara: We have that sitting money.

Madeline: We have to determine how much money in reserve and how much for something we stand in.

Jack: Do we have a 5 year period budget? What do we get from ACSA? As a region to we receive money in July or monthly?

Barbara: monthly

Madeline: Where is our income statement from ACSA?

Victor: we don't have that here.

Angel: Since 2007 we have not touched the account if we want to hold an event and increase membership, we can use it. Like with the co-administrators.

Lisa: Nellie has placed socials under marketing, we need a separate category for member outreach. We should do a leadership outreach and this requires extra funds about \$200.00 per event. Also, think about PD but we don't want to compete with ACSA Academies we should promote those. We can do mixers. Set up a separate category so we can solicit income for and it can be an income generator. We don't have a lot of events to get revenue. We need an event that is revenue producing.

Renee: ACSA members pay a lot.

Lisa: We should try to budget for outreach.

Victor: OK

Debra: Does that fall under PD? That falls under Professional Development Committee, it's a way to develop our administrators.

Scott: There should be talking points at the administrative meeting but the mentoring part is a good hook. I wouldn't want to put that out there unless it's in place.

Renee: The round table is not mentoring it's a topic.

Scott: Can we connect that when we have meetings at schools?

Angel: Anymore ideas about handbook to use for principals?

Victor: Let's bring us back on agenda.

Renee: On that day we can do something at the same time so everyone doesn't need to be there. It can happen simultaneously.

Victor: refer back to committee. Nelly will call the committee together and hash out how they want to create the budget.

Scott: I remember doing this before but don't remember. We need to put in the policies and procedures manual.

Victor: Scott will work with me.

At the end of the Minutes there should be bullets with decisions.

### **Committee Reports:**

#### **Directors' Report**

John Ford: No report.

#### **Legislative Action Update:**

Madeline: Angel came up with some talking points about technology being additionally funded. New Business: Decision on friendly endorsements. We make a recommendation to State ACSA, they will make a safe endorsement.

AD 39 Bocanegra-All in favor

AD 45 Debabneh-All in favor

AD 46 Nazarian- All in favor

Victor: State recognizes that at Region 16 we should have a say on recommendations. If there was someone we had a question about we could interview them.

AD 50 Bloom-all in favor

AD 51 Gomez-All in favor

#### **AD 54 Ridley Thomas: NAY**

Victor: We can say we are going to recommend or no, we are not or to refer back to the interview committee.

#### **Recommendation to not support Ridley Thomas.**

AD 59: Sawyer-All in favor

SD 22 Hernandez- All in favor

Madeline: Interviews pending for:

- AD 53-Mendoza/Santiago

- AD 64 Gipson/Walker
- SD 20 Layva/Munson
- SD 26 Allen/Fluke

Madeline made a motion that after interviews are conducted August 5, a vote be done electronically of AD 53 and 64 and SD 20 and 26 based on the Interview Committee recommendation for a friendly endorsement.

Bob Weinberg second.

All in favor, motion carried.

Madeline will post the interview questions and send a copy to the Legislative Committee.

Budget: if we want to do more, we need to increase budget because what is budgeted for legislation is for Legislative Action Day.

Madeline made a motion to request \$100.00 for food for the interview panel. Scott modified the motion, "not to exceed \$200.00." Debra second. NO discussion, call for the question: The motion is to request \$100.00 not to exceed \$200.00 for food for the interview panel. The motion carried.

**Region Calendar:**

August 25 Executive meeting location TBD

September 18 Rep Council moving to October 2 same location

October 22 Fall Membership Social moved to October 23 same location.

February 11-12 Delegate Assembly in Ontario location to TBD

February 19 5:30 at Hesby Oaks Leadership Charter School

March 26 should be March 25 at Orange Grove Bistro

Brian made a motion to move Thursday meetings to Monday to avoid as much overlap as possible

Victor: We need a motion to approve the calendar and then address the second motion by Brian. Bob Kladifko made a motion to approve calendar. Barbara second. The motion passed.

Brian made a motion to move Thursday meetings to Monday. Renee second the motion. Edward: We need to review the dates. Barbara instead, keep the 21<sup>st</sup> meeting and adopt a new calendar. Barbara: if you move to move the dates to Monday I am off the board. Lisa cannot make Monday meetings, it would be difficult to move meetings to Monday. Very difficult to make Monday meetings. It's a worthwhile discussion we should have looked at that before.

Brian: Can we make a motion for next year?

Barbara I have something every Monday and Tuesdays it's been like that for two years and onward.  
Barbara if it works for everyone.

Brian if our president can't do it than we can't.

Angel: It can be a systemic issue.

Brian withdrew the motion.

V: Once the motion is on the table we proceed.

Amendment: All those in favor of moving Thursday meetings to Monday? Motion was lost.

Motion: to adopt the calendar with changes. All in favor. Angel abstained.

Angel: Motion to consider any systemic changes in to the calendar in May. It was second?

All in favor, the motion passed.

#### **Executive Director's Report:**

Scott: Maybe an ACSA member can go to the EPO can stay at the EPO meeting. Valencia Blue can be the contact.

Valencia: there was a change in the calendar should be at the end.

Victor presented the contract for the Executive Director for the upcoming year.

Bob Kladifko made a motion to approve the contract for Scott Schmerelson as the Executive Director for the upcoming year.

Lisa second the motion.

Madeline: What are the \$4,800.00 expenses?

Lisa: organization president meetings

Madeline: mileage? What are the expenses in \$4,800.00?

Edward what expenses did Jack have?

Victor: Those expenses were budgeted, not above and beyond

Scott has been the Interim Executive Director. Receipts were reimbursed and have been budgeted.

Angel: Jack had an expense account. Expenses he's incurring are under another entity. Ask if there were other expenses like printing other than mileage and see what that is. We need to find out if there were any other budget items.

Lisa: We were itemizing everything.

Angel: we just need to ask, what is the \$4,800 for?

Victor would anybody like to speak for the opposition for the motion?

Edward I'm ok because it says up to. Victor: Any other discussion?

All those in favor of adopting the contract say ay the motion passed.

Victor: I have asked Frances and Jack to lead the policies and procedures committee but needs a motion to create a committee.

Angel made a motion to create a Policies and Procedures committee. Second by Valencia. Any discussion? Pros or cons, all those in favor of having Frances and Scott chair the Policies and Procedures Committee say ay. Motion passed.

Angel made a motion to adjourn the meeting at 3:18 p.m. the motion was second.

#### **Follow Up Items**

Victor: We'll postpone the issue of ACSA covering travel expenses to the next meeting.

Victor will follow up at the next meeting regarding the expense for Café Bisou. Was this an actual dinner in Sacramento? Let's get clarification.

Victor referred back to the budget committee. Nelly will call the committee together and hash out how they want to create the budget.

What does the \$4,800 expense in the Executive Director's contract consist of?

#### **Motions passed:**

1. Approval of the Minutes
2. Friendly Endorsements
3. Funding for food for the Interview Committee not to exceed \$200 for the August 5 interviews.
4. Adopted the calendar.
5. Review systemic issues in the calendar in May.
6. Scott Schmerelson's contract for Executive Director for the 2014-2015 year.