



RIVERSIDE COUNTY OFFICE OF EDUCATION FOUNDATION

REGULAR MEETING MINUTES

Thursday, January 19, 2023, 2:30 p.m.

Riverside County Office of Education

Virtual – Online

The RCOE Foundation Board of Directors meeting will only be available for viewing online to members of the public. The meeting will be conducted via Zoom and displayed on YouTube. Only authenticated users will have access to participate in the Zoom proceedings. Public comments must be emailed to dmsmith@rcoe.us to be read into the record.

Live Streaming Link via YouTube: <https://youtu.be/ro8FJqJaZ2s>

REASONABLE ACCOMMODATION FOR ANY INDIVIDUAL WITH A DISABILITY

With at least 48-hours' notice, any individual with a disability who requires reasonable accommodation to participate in a Board meeting may request assistance by contacting the Administrative Assistant to the Foundation Board at (951) 826-6478 or email at dmsmith@rcoe.us

Riverside County Office of Education Foundation Board of Directors

Mr. Jack Clarke

Dr. Ruth Pérez

Mr. Eric Eckstrom

Mr. Lucio Perez Jr.

Mrs. Ana Farfan

Mr. Kevin Sherrell, Secretary

Mr. Keith Figgins

Mr. Pete Serbantes

Dr. Edwin Gomez

Mr. Andrew Thompson

Mr. Paul Jessup

Mrs. Suzanne Trowbridge, Vice Chair

Ms. Diana Kot

Mr. Fred Wolf

Mr. Lou Monville, Chair

Foundation Treasurer

Mr. Eugene Villa

Foundation Director

Mr. Ed Lewis

1.0 PROCEDURAL

1.1 Call to Order

The Meeting was called to order at 2:31 p.m. Roll call was completed.

1.2 Pledge of Allegiance

Director Trowbridge led the Pledge of Allegiance.

1.3 Establishment of a Quorum

Directors Jack Clarke, Erik Eckstrom, Keith Figgins, Diana Kot, Lucio Perez Jr., Dr. Ruth Pérez, Kevin Sherrell, Pete Serbantes, Suzanne Trowbridge, and Fred Wolf were present.

Directors Ana Farfan, Dr. Edwin Gomez, Paul Jessup, Lou Monville, and Andrew Thompson were absent.

A quorum was established for this meeting.

1.4 Action: Approval of the Agenda

Subject: Request approval of the November 17, 2022 and January 19, 2023 meeting agendas.

Document(s): Meeting agendas for November 17, 2022 and January 19, 2023.

Motion: It was motioned by Director Kot and seconded by Director Sherrell that the agenda be approved as presented.

Vote: 10 ayes, 5 absent. Motion passed.

1.5 Public Comments

There were no public comments.

2.0 CONSENT

2.1 Action: Approval of Minutes

Subject: Request approval of the draft minutes of the regular meetings of the Riverside County Office of Education Foundation (RCOEF) Board held on September 15, 2022 and November 17, 2022.

Document(s): Draft minutes from the September 15, 2022 and November 17, 2022 meetings.

Motion: It was motioned by Director Wolf and seconded by Director Clarke that the minutes for both meetings be approved as presented.

Vote: 10 ayes, 5 absent. Motion passed.

3.0 INFORMATION/DISCUSSION ITEMS

3.1 Career Technical Education (CTE)

- Presentation by Mirna Pierce, Program Coordinator (CTE Community Classroom /Cooperative Vocational Education Presentation)

Mirna Pierce provided an overview of the CTE programs offered to students and the various industries in which CTE trains. CTE has been training students to work in specific occupations and helping them to make the transition into the world of work has been the main purpose of the Riverside County Career Technical Education (CTE) over the past 40 years.

The community site training is utilized in two types of structures. The Community Classroom (CC), which provides students an unpaid job experience and at least six weeks in a classroom setting, then is placed with a business/industry site. The Cooperative Vocational Education (CVE) is a paid job experience for students employed by the training site. Often a CC training site supervisor finds, while a student is training, they wish to hire that student as an employee. Then the student will transition from the unpaid to the paid status.

CTE has over 300 Business Affiliates that they work with, although not all Business Affiliates will have students placed with them at all times. All businesses must sign the Affiliation Agreement and Student Training Agreement.

Director Sherrell asked how has the program grown over the years. Mirna shared that it has declined a little bit, but up and down. We serve the school districts and they decide which courses to offer through the labor market.

Director Serbantes asked, do you think the down tick is due to COVID. Mirna said yes, during COVID we pulled everyone back.

Foundation Director Lewis asked, if the students receive interview training. Mirna said yes, that is part of every one of the CTE classes. Resume, interview skills, there is a whole curriculum for students in this area. Today, Mirna received a call that one of the students was hired by their internship site.

Director Trowbridge shared that she is a graduate of two Regional Occupational Program (ROP) classes and received jobs through that experience.

3.2 Foundation Director's Report

- ***Partner Sponsorship Program Update***

Brought in \$15,500, but this month of January we will be closer to another \$50,000 in this program. Will be able to report this in March. When Dr. Pérez came on board, she wanted some of these sponsorships at the various events going through the Foundation to help fund the student scholarship programs. For the companies this gives them visibility for a particular event with an advertisement in the program, etc. Thank you to Dr. Pérez for that, it really opened up another revenue door for us. The current list of sponsors was shared. We set the budget at \$80,000 for this year and are confident that we will meet that revenue line and hopefully exceed it.

- ***Business Partners Program Update***

We now have 74 members, which is producing \$68,500. Had a great bit of help from Keith and Andy who provided some good prospect leads. Also, Paul Jessup put in a good word with the University of Redlands, which helped clinch that membership as well. The outreach that we have made to the educational community has resulted in the following new members. As I mentioned the University of Redlands, California Baptist University, all three Riverside Community Colleges, Lake Elsinore USD, Moreno Valley USD, Temecula Valley USD and Palm Springs USD. Foundation Director Lewis stated he was pleased when Dr. Pérez said he could gently reach out to the school districts. The school districts are aware that each year we rotate school districts for student scholarships. We budgeted \$125,000, as we build revenue in this program we hope to open up the scholarship program countywide.

- **Grants/Sponsorships Update**

Thanks to Keith Figgins, who introduced Foundation Director Lewis to a representative that is on the Charitable Board of Stater Bros. We were able to submit an application today and asked them for a \$5,000 grant. Submitting STEM applications to both Sony and Motorola.

We have the Student Success Fund for high school seniors that need a little help. Can get up to \$500 for a desk, laptop, etc. to help them graduate high school. We just launched this program to the following districts: Beaumont USD, Coachella Valley USD, Desert Sands USD, Palm Springs USD, and Palo Verde USD. Budgeted \$25,000 to give to seniors that need some additional support to help them graduate high school. This scholarship program connects well with our Scholarship Program for college enrollment.

- **Foundation Budget Update**

The budget was sent out to everyone on Tuesday. To date we have received \$240,772 in revenue. Our overall revenue budget for 2022-2023 is \$377,500. I anticipate that we will meet or exceed our approved budget. Our total net cash assets are now \$555,264. The monthly interest received on the account is now larger than the monthly service charge. We just did a big promotional pitch for AmazonSmile and SchoolsFirst provided a \$300 gift card for the winner. Then today we received notification that Amazon is ending the program.

Foundation Director Lewis stated that this ends his report and can answer any questions. Director Trowbridge asked if there were any questions. Let the record show there were no questions.

- Upcoming Events:
 - March 16, 2023 Board Meeting

3.3 Board of Directors' Comments

Director Trowbridge asked if there were any comments or questions.

Director Lucio Perez asked if he could get the address for the Swearing-in event for the Superintendent at 4:00 p.m. today. Foundation Director Lewis shared the address.

ADJOURNMENT

Director Trowbridge adjourned the meeting at 3:05 p.m.