

**REGULAR MEETING
MINUTES**

March 17, 2016

2:30 p.m., Riverside County Office of Education, 3939 Thirteenth St., Riverside, CA 92501

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 3939 Thirteenth St., Riverside or by calling (951) 826-6473.

OPENING PROCEDURES

1. **CALL TO ORDER**

The Organizational Meeting of the Riverside County Office of Education Foundation was called to order by Director Kot at 2:37 p.m.

2. **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Director Kot.

3. **ESTABLISHMENT OF A QUOROM**

a. **RCOE Foundation Directors**

Mr. Jack Clarke
Mr. Mark Hawkins
Ms. Teresa Hyden
Ms. Diana Kot
Mr. Ron Miller
Mr. Kenneth M. Young (Designee Ana Farfan)
Vacant

4. **PUBLIC COMMENTS**

This item is placed on the Agenda so that members of the audience have an opportunity to speak to any item on the Agenda or regarding subjects or concerns that do not appear on the Agenda. Any person wishing to speak is requested to complete the "Request to Address the Board" form and bring it forward to the Board Secretary. Each person wishing to address the Board will be limited to **five minutes** for public input on each item, subject, or concern not to exceed 20 minutes.

5. **APPROVAL OF AGENDA**

It is moved by Director Hawkins and seconded by Director Clarke that the agenda be approved as presented.

6 Ayes

Motion adopted

CONSENT AGENDA

1. APPROVAL OF MINUTES

Minutes of the Regular Meeting of the Riverside County Office of Education Foundation, January 21, 2016.

It is moved by Director Hyden and seconded by Designee Farfan that the minutes be approved.

6 Ayes

Motion adopted

ACTION ITEMS

1. **APPROVE BUDGET FOR THE 5K FUN RUN/WALK:** The annual budget included expenditures for both the Annual 5K Fun/Run Walk and the golf tournament. The board will be given a more detailed draft of the 5K Fun Run/Walk budget for approval. Presented by Director Hyden.

It is moved by Director Clarke and seconded by Director Miller that the budget for the 5K Fun Run/Walk be approved.

6 Ayes

Motion adopted

DISCUSSION/POSSIBLE ACTION ITEMS

1. **EXPANSION OF THE NUMBER OF BOARD OF DIRECTOR POSITIONS:** As part of the donor stewardship discussion at the January 21, 2016, meeting facilitated by Dr. Jim Erickson, the board will discuss the option to increase the number of director positions in accordance with provisions of their bylaws. Bylaws may be revised accordingly as determined. (Motion to be made at meeting if applicable.)

A motion was made to increase the members of the board incrementally by having the President of the Board assign a subcommittee and meet with them and report back with a list of possible additions to the Board at the next meeting.

It is moved by Director Clarke and seconded by Director Hyden that the number of director positions be increased.

6 Ayes

Motion adopted

2. **SPECIAL FUND DESIGNATED FOR STUDENT/FAMILY FINANCIAL HARDSHIP:** The board has been approached by one of the operating programs of RCOE to provide a special fund for emerging needs of particular students in a financial hardship circumstance. The board will discuss the pros/cons of setting up a special fund to address these needs. (Motion to be made at meeting if applicable.)

A motion was made to gather criteria that can be used to evaluate the requests and to bring this matter back to the Board.

It is moved by Director Clarke and seconded by Designee Farfan that criteria for evaluating requests for assistance from a special fund be developed to address financial hardship circumstances.

6 Ayes

Motion adopted

INFORMATION/DISCUSSION ITEMS

1. STEM Scholarship Process Update
2. Update on 5K Fun/Run Walk – April 9, 2016
3. Annual Audit Report
4. Introduction of items to be discussed at future meetings
5. Board of Directors Comments

ADJOURNMENT

Time: The meeting adjourned at 3:45 pm.

PUBLIC VIEWING OF DOCUMENTS

As per Government Code Section 54957.5, all documents related to this meeting are available for public viewing at each Riverside County Office of Education Foundation Meeting and at 3939 Thirteenth St., Riverside, CA 92501.