

RIVERSIDE COUNTY OFFICE OF EDUCATION FOUNDATION  
3939 THIRTEENTH STREET • P.O. BOX 868 • RIVERSIDE, CA 92502-0868

**ANNUAL ORGANIZATIONAL MEETING  
AGENDA**

July 29, 2015

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** Time: \_\_\_\_\_

2. **PLEDGE OF ALLEGIANCE** Director: \_\_\_\_\_

3. **ESTABLISHMENT OF A QUOROM**

a. RCOE Foundation Directors

- Dr. Damon Castillo
- Mr. Jack Clarke
- Mr. Robert Frost
- Ms. Teresa Hyden
- Ms. Diana Kot
- Mr. Ron Miller
- Mr. Kenneth M. Young

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 \_\_\_\_\_ and seconded by Director \_\_\_\_\_ that the agenda be approved as presented.

Clarke \_\_\_\_\_ Frost \_\_\_\_\_ Hyden \_\_\_\_\_ Kot \_\_\_\_\_ Miller \_\_\_\_\_ Young \_\_\_\_\_  
 Motion adopted,  Not adopted.

**ACTION ITEMS**

1. **DIRECTOR TERMS**

The following initial director terms expire in 2015: Director Frost and Director Clarke. Per the RCOEF Board Bylaws, all initially appointed directors are entitled to serve at least one four-year term after the term of their initial appointment.

It is moved by Director \_\_\_\_\_ and seconded by Director \_\_\_\_\_ that Director Frost's term extend four years to expire in fiscal year 2018-19, at which time we will follow RCOEF bylaw provisions accordingly.

Clarke \_\_\_\_\_ Frost \_\_\_\_\_ Hyden \_\_\_\_\_ Kot \_\_\_\_\_ Miller \_\_\_\_\_ Young \_\_\_\_\_  
 Motion adopted,  Not adopted.

It is moved by Director \_\_\_\_\_ and seconded by Director \_\_\_\_\_ that Director Clarke's term extend four years to expire in fiscal year 2018-19, at which time we will follow RCOEF bylaw provisions accordingly.

Clarke \_\_\_\_\_ Frost \_\_\_\_\_ Hyden \_\_\_\_\_ Kot \_\_\_\_\_ Miller \_\_\_\_\_ Young \_\_\_\_\_  
 Motion adopted,  Not adopted.

2. **ANNUAL ORGANIZATIONAL MEETING**

A. **Election of 2015-16 Officers:**

a. **Chair:** It is moved by Director \_\_\_\_\_ and seconded by Director \_\_\_\_\_ that Director \_\_\_\_\_ serve as Chair for the 2015-16 fiscal year.

Clarke \_\_\_\_\_ Frost \_\_\_\_\_ Hyden \_\_\_\_\_ Kot \_\_\_\_\_ Miller \_\_\_\_\_ Young \_\_\_\_\_  
 Motion adopted,  Not adopted.

b. **Vice-Chair:** It is moved by Director \_\_\_\_\_ and seconded by Director \_\_\_\_\_ that Director \_\_\_\_\_ serve as Vice-Chair for the 2015-16 fiscal year.

Clarke \_\_\_\_\_ Frost \_\_\_\_\_ Hyden \_\_\_\_\_ Kot \_\_\_\_\_ Miller \_\_\_\_\_ Young \_\_\_\_\_  
 Motion adopted,  Not adopted.

c. **Secretary:** It is moved by Director \_\_\_\_\_ and seconded by Director \_\_\_\_\_ that Director \_\_\_\_\_ serve as Secretary for the 2015-16 fiscal year.

Clarke \_\_\_\_\_ Frost \_\_\_\_\_ Hyden \_\_\_\_\_ Kot \_\_\_\_\_ Miller \_\_\_\_\_ Young \_\_\_\_\_  
 Motion adopted,  Not adopted.

d. **Treasurer:** It is moved by Director \_\_\_\_\_ and seconded by Director \_\_\_\_\_ that Director \_\_\_\_\_ serve as Treasurer for the 2015-16 fiscal year.

Clarke \_\_\_\_\_ Frost \_\_\_\_\_ Hyden \_\_\_\_\_ Kot \_\_\_\_\_ Miller \_\_\_\_\_ Young \_\_\_\_\_  
 Motion adopted,  Not adopted.

**DISCUSSION/POSSIBLE ACTION ITEMS**

1. **NOMINATIONS FOR A NEW DIRECTOR TO FILL VACANT SEAT:** Dr. Damon Castillo will no longer be available to serve on the RCOEF Board of Directors. Therefore, the board will discuss/accept nominations for a replacement.

It is moved by Director \_\_\_\_\_ and seconded by Director \_\_\_\_\_ that \_\_\_\_\_ be nominated and approved for the board of director position vacated by Dr. Damon Castillo.

Clarke \_\_\_\_\_ Frost \_\_\_\_\_ Hyden \_\_\_\_\_ Kot \_\_\_\_\_ Miller \_\_\_\_\_ Young \_\_\_\_\_  
 Motion adopted,  Not adopted.

2. **EXPANSION OF THE NUMBER OF DIRECTORS FOR THE RCOEF BOARD:** At the June 11, 2015 meeting, the RCOEF board discussed the possibility of expanding the number of directors on the board. In order to maintain an odd number of directors, the board will consider adding at least two more directors.

It is moved by Director \_\_\_\_\_ and seconded by Director \_\_\_\_\_ that the RCOEF board be expanded by two additional board seats for a total of nine directors.

Clarke \_\_\_\_\_ Frost \_\_\_\_\_ Hyden \_\_\_\_\_ Kot \_\_\_\_\_ Miller \_\_\_\_\_ Young \_\_\_\_\_  
 Motion adopted,  Not adopted.

3. **ANNUAL CALENDAR OF MEETINGS:** Adopt an annual calendar of meetings for the 2015-16 fiscal year. It is proposed that these meetings be held every other month, beginning in September, on the 3<sup>rd</sup> Thursday of that month.

It is moved by Director \_\_\_\_\_ and seconded by Director \_\_\_\_\_ that the annual calendar for RCOEF board meetings be adopted by the board.

Clarke \_\_\_\_\_ Frost \_\_\_\_\_ Hyden \_\_\_\_\_ Kot \_\_\_\_\_ Miller \_\_\_\_\_ Young \_\_\_\_\_  
 Motion adopted,  Not adopted.

4. **ANNUAL SPONSOR RECOGNITION:** It is recommended that the RCOEF Board determine a date/time, a sponsorship dollar threshold for recognition, and a venue to hold a sponsor recognition event in the fall, 2015.

Date/Time: \_\_\_\_\_  
Sponsorship Threshold \_\_\_\_\_  
Venue: \_\_\_\_\_

It is moved by Director \_\_\_\_\_ and seconded by Director \_\_\_\_\_ that the RCOEF Board approve the specific date/time, sponsorship threshold for recognition, and venue as determined above.

Clarke \_\_\_\_\_ Frost \_\_\_\_\_ Hyden \_\_\_\_\_ Kot \_\_\_\_\_ Miller \_\_\_\_\_ Young \_\_\_\_\_  
 Motion adopted,  Not adopted.

5. **SCHOLARSHIPS FOR THE SCHOOL OF CAREER EDUCATION (SCE):** A subcommittee of the RCOEF Board originally determined that successful SCE scholarship recipients would receive a \$1,700 scholarship for entry into the applicable program of the SCE. The RCOEF Board may now wish to adjust the dollar level of these scholarships based upon greater than anticipated revenue receipts from the recent fundraisers.

It is moved by Director \_\_\_\_\_ and seconded by Director \_\_\_\_\_ that the RCOEF Board approve increasing the \$1,700 scholarship award to \_\_\_\_\_ for successful scholarship recipients.

Clarke \_\_\_\_\_ Frost \_\_\_\_\_ Hyden \_\_\_\_\_ Kot \_\_\_\_\_ Miller \_\_\_\_\_ Young \_\_\_\_\_  
 Motion adopted,  Not adopted.

6. **DETERMINE NEXT RCOEF FUNDING INITIATIVE:** The RCOEF Board's recently adopted strategic plan identifies a few initiatives that were created during the strategic planning session with LF Leadership. The board will discuss and possibly determine the next funding priority as it relates to our overarching goal(s) in the strategic plan.

It is moved by Director \_\_\_\_\_ and seconded by Director \_\_\_\_\_ that the next funding initiative be \_\_\_\_\_.

Clarke \_\_\_\_\_ Frost \_\_\_\_\_ Hyden \_\_\_\_\_ Kot \_\_\_\_\_ Miller \_\_\_\_\_ Young \_\_\_\_\_

Motion adopted,  Not adopted.

### INFORMATION/DISCUSSION ITEMS

1. Introduction of Issues To Be Addressed At Future Meetings
2. Board of Directors Comments

### ADJOURNMENT

Time: \_\_\_\_\_

### 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.