

**MINUTES OF QUARTERLY MEETING
OF BOARD OF DIRECTORS OF
TECHNICAL EMPLOYMENT TRAINING, INC.**

A California Nonprofit

November 16th, 2021

9:30am

The Board of Directors of the above-named Corporation held its quarterly meeting on the above date via zoom conference call.

The following Directors, constituting a quorum of the Board of Directors were:

| <u>Director</u> | <u>Absent</u> | <u>Present</u> |
|------------------|---------------|----------------|
| Michael J. Gallo | [X] | |
| Don Averill | | [X] |
| Bill Waddingham | | [X] |
| Michael Gialluly | | [X] |
| Kimberly Clarke | | [X] |
| Jason Fletcher | | [X] |

| <u>Guests</u> | <u>Present</u> |
|-------------------|----------------|
| Bill Clarke | [X] |
| Virginia Martinez | [X] |
| Monica Lache | [X] |

1. Approval of Prior Minutes: A motion to accept and approve the minutes from the July meeting was seconded and approved as presented.
2. Treasures Report: Financial statements for the first three quarters of 2021 were presented. Financials statements were received.

New Business:

3. Financial Aide Update:
 - a. Conference Overview: Virginia provided an update on the recent Federal Student Aide conference and the requirements for applying for Federal Student Aide on behalf of TET.
 - b. FSA Road Map:
 - i. Virginia presented the FAS Consultants to support the application, approval process for Federal Student Aide and back office support of processing Federal

Student Aide. The board moved to approve FAS Consultants for Federal Student Aide application and back office support.

- ii. Virginia provided the board with a timeframe for the process of the Federal Student Aide from the moment the application is submitted. She also provided a timeframe for financials in order to support submitting the application on behalf of TET.
- iii. A budget was presented along with the costs of the consultants and donations needed to move forward. TET is seeking 150K in donations to position it's self for submission of the Federal Student Aide application.

4. President's Report:

- a. Grants: Dr. Clarke presented two grants that TET has received for student tuition. The first one was received from Algiers in the amount of \$7,700. The second grant was received from the Gene HAAS Foundation in the amount of \$20,000.00.
- b. SBCUSD Contract: Dr. Clarke presented the final contract for school year 2021-2022. TET has been contracted for the remaining school year to provide student support, technical assistants and classroom maintenance to the manufacturing pathway at San Bernardino City Unified School District various school sites.
- c. TET Student Enrollment: Dr. Clarke reviewed the current enrollment status of TET and the forecasted enrollment based on the county COVID19 guidelines. Currently TET is facing the lowest enrollment quarter thus far, and is actively working with other partners to increase enrollment efforts.

5. Closed Session:

6. New Board Members:

- a. Two new board members were presented. Current Board members voted on the acceptance of the board members via email. All votes were in favor of adding the following two individuals to the TET Board of Trustees.
 - Gary Hill
 - David Dragnich

7. Other: No other items were presented.

Meeting adjourned at 10:45am.

Donald F. Averill, Ed.D. Secretary of the Board