



**Western Association of Educational Opportunity Personnel
President Report
2020 – 2021
October 9, 2020 Chapter Meeting**

Name:	Angie Alvarez
Position:	Chapter President
Committees to Oversee:	COE Fair Share Membership & Elections Technology Resource Development
Committee Chairs/Co-Chairs:	Ana Prado Victoria Garcia Amel Khan Valeria Rizo
<p>Position Description: Provide executive leadership and ensure that all programmatic and fiscal operations of the Chapter are functioning properly. Conduct periodic Chapter meetings to facilitate a two-way flow of information between the WESTOP Board and SoCal Chapter.</p> <p>Key Responsibilities:</p> <ol style="list-style-type: none"> 1. Prepare and submit a revised Chapter budget at the May/June WESTOP Board meeting for approval. Budget must include both projected revenue and expenses for the calendar year. Review the current budget and consult with the Chapter Executive Committee as necessary. 2. Provide a Chapter report, to include Chapter activities and financial status at each WESTOP Board meeting and submit annual and other reports as required. 3. Serve on the WESTOP Board of Directors Fiscal Affairs Committee and the WESTOP conference awards/scholarship committee. 4. Ensure that Chapter Board reports are submitted to the WESTOP president seven days prior to each Board meeting. 5. Make arrangements for any WESTOP Board meeting held within the region of the Chapter, to include meeting room space, hotel and/or ground transportation. The Chapter, at its discretion, may provide continental breakfast(s) and/or refreshments during Board meetings and may inform Board members in advance as a courtesy. 6. Ensure that all financial information is forwarded to the WESTOP Chief Financial Officer in a timely manner for tax reporting purposes. 	

Goals & Priorities

2020-2021 Goals and Priorities

- a) Create a communication plan (i.e. email, social media) to better inform members in virtual setting
- b) Increase membership by engaging Student Equity/Access programs
- c) Create Public Relations campaigns to have to demo when fundraising and soliciting donations
- d) Continue to create quality professional development for the membership and students
- e) Develop clear processes for accounting in alignment with the FAC manual

Updates

Fair Share:

- We met our personal contributions goal last year, waiting for instruction on goals for 2020-2021
- CA did not meet the goal for last year. Make sure to renew your COE membership if it's due.
- More details provided by our Fair Share Chairs, Ana Prado.

Resource Development:

- Support our efforts by participating in opportunity drawings and scheduled member networking events/activities.
- Chapter Polo – suggested donation \$40, Straight Out of SoCal T-Shirt – suggested donation \$20. We will be moving to an online shop. Stay tuned for that.
- More details/opportunities provided by our Resource Development Chair, Valeria Rizo.

Student Development:

- The Student Development Chair position is still vacant. If anyone is interested in helping develop a virtual student conference, please let me know.

Technology:

- Amel is leading a team in developing a plan to host our virtual PDS at the end of the month. Excited to make this happen!
- More details to be provided by Tech Chair, Amel Khan.

Membership and Elections:

- As of September 10, 2020, SoCal has 133 members.
- More details will be provided by the Membership and Elections Chair, Victoria Garcia.

WESTOP Update:

- WESTOP is now on Google Suite. Emails will come from WESTOP.org emails from now on.
 - We'll also be creating copies of our Google Drive in the SoCal Chapter President acct.
- WESTOP received 13- renewed SSS grants and 26 newly funded ones.
- Annual Conference will take place March 8 - 10, 2021 virtually. Theme is **“Resilience: Charting the Course Forward Together”**
 - San Mateo County has a regulation against large gatherings. The hotel cancelled our contract for 2021 without penalty.
 - If interested in serving on the committee, let me know.
- WESTOP has officially moved to a new bank, JP Morgan Chase. All chapters, with the exclusion of PI Chapter, have moved to chase as of October 1, 2020. Accounts will now be monitored by our WESTOP CFO and our accounting firm, Mission Edge. We will also be transitioning to an advanced version of Quickbooks to streamline accounting for all accounts.
- There is a proposed bylaw change that might be voted on during the Annual Conference. Proposal is to add the Equity, Diversity, and Inclusion Chair(s) to bylaws so that it's not an ad hoc anymore.
- Chapter President-Elect Onboarding will be continuing in October as part of a series. President Williams is working with the Professional Development Chairs to identify a WESTOP Past President that can assist.
- Listserv will be migrating to our new WESTOP.org domain and will be based on membership.
- Website will be transitioning as the current theme/layout is outdated. Once that is determined, Chapter websites will follow.

2020-2021 Chapter Meeting Dates

- September 25, 2020 - Virtually

- December 18, 2020 - Virtually
- March 8 - 11, 2021 - Burlingame, CA (TBD)
- June 4, 2021 - TBD

2020-2021 WESTOP Event Dates

- September 24 - 25, 2020 - Virtual BOD Meeting
- November 5 - 6, 2020 - Virtual BOD Meeting
- January 21 - 22, 2021 - BOD Meeting in Kona, HI (TBD)
- March 7 - 8, 2021 - Virtual BOD Meeting
- March 8 - 10, 2021 - Virtual Annual Conference
- May 13 - 14, 2021 - BOD Meeting in Flagstaff, AZ (TBD)

Recommendations

None at this time.

Action Items

None at this time.

Respectfully submitted,

Angie Alvarez