



**VAUGHN**  
**NEXT CENTURY LEARNING CENTER**

MEETING OF BOARD OF DIRECTORS  
 3:30pm Wednesday, November 8, 2017  
 Vaughn Central  
Minutes



This agenda contains a brief description of each item to be considered. Except as otherwise provided by law, no action shall be taken on any item not appearing in the following agenda:

Call to Order

A. Establish Quorum:

Board Members

Trinidad Barajas	Present
Julie DelaTorre	Present
Alina Kheyfets	Present
Jasmin C. Guerrero	Present
Steve Holle	Present
Jonathan Ochoa	Absent
Fidel Ramirez	Present
Leland Tang	Present
Elvia Teck	Present

Advisory Student Members (non-voting)

Guillermo Fernandez	Present
Marcos Moreno	Present
Brenda Campos	Present

Staff (non-voting)

Anita Zepeda	Present
Dr. Yvonne Chan	Absent
Joyce Law-Young	Present
Alexandra Simons-Koch	Present

B. Public Comment: none

C. Approval of Minutes: The board reviewed and approved the minutes from the September 20, 2017 meeting. E. Teck motioned to approve, A. Kheyfets 2<sup>nd</sup> ; motion passed unanimously

D. Governance

Discussion Items:

1. **Election of Board of Directors** – Announcement was made of the re-election of board members Julie DelaTorre, Steve Holle and Leland Tang; their 3-year term of office is to start immediately. Feedback from some stakeholders was shared: Parents wanted to know more info on who the Board Members are, confusion caused by 3 candidates for 3 open seats on ballot. Board members are scheduled to be present at the December 7th Parent Forum at VISA at 6pm or will provide a short bio and picture so that the parents and public can meet them. Suggestions for future: extend nomination process in order to involve more stakeholders, respond to inquiries and to provide greater opportunity to get to know candidates.
  
2. **Board of Directors Introductions** – The Board was invited to the Parent Forum scheduled on December 7<sup>th</sup> to introduce self and meet community members. Some board members confirmed attendance and those with conflicting schedules will be sending a short bio with a picture.

3. **LAUSD Oversight Report** – The Board reviewed and discussed the formal results of Vaughn’s 2016-17 Oversight Report and received informal feedback provided from the 2017-18 Oversight visit. Formal results from the 2016-2017 1) Governance-4/4, 2) Student Achievement 4/4 (due to growth), 3) Organizational Management-3/4 \*\*Comments included: did not see lockdown drill in the official drill schedule calendar, 6 overdue IEPS, and 2 triennials. (Vaughn hired an additional counselor and psychologist to try to alleviate the work load, and has started to contract independent vendors for help with assessments). 4) Fiscal-3/4 \*\*\*unaudited interim financials did not match the end of the year audit. (Some discussion included: grants came in mid-year, 3 certificated positions not filled for the year, preliminary budget requested before state revised budget), potential conflict of interest concerns were discussed regarding contracts with investment monitor and charter founder (Board called for open bidding and request for proposals for an investment monitor).

Informal results for 2017-2018 Oversight - technology integration evident schoolwide, more academic vocabulary and student collaboration being utilized in classrooms. Need more differentiation for English Learners. Formal results will be shared when received from LAUSD.

Goals, Accountability and Outcomes:

- **Curriculum & Instruction**

*Action Items:*

1. **Certification of Athletic Team Coaches** – The Board received information on new CCR Section 5593 mandated requirements related to the hiring of athletic coaches and the certification needed for recommended personnel. Roxanne Romero, Director of Operations presented the new laws and requirements that went into effect on August 30<sup>th</sup>. All coaches must be approved by the board within 30 days of them being hired. List of coaches verified by Ms. Romero as meeting requirements and recommended for certification were moved for approval in motion made by J. Guerrero, 2<sup>nd</sup> by Julie Delatorre; motion passed unanimously.
1. **GEAR-UP Partnership Grant Award** – The Board received information and discussed the award notification of the GEAR-UP Partnership Grant Award with YPI serving a group of schools (charter and district schools). Vaughn will be the LEA agency and will be responsible for accountability reporting for the grant. Motion was made by Fidel Ramirez to accept the lead responsibility of the GEAR-Up grant and to move on contracting YPI for assistance , 2<sup>nd</sup> by Trinidad Barajas; motion passed unanimously.

- **Business**

*Action Items:*

1. **2016-17 Audited Financial Report** – The Board reviewed and acted on adoption of Vaughn’s 2016-17 Audited Financials. Vaughn’s auditor, Marlene Gomez provided the audited financial report for 2016-17. No irregularities were noted, no management disagreements, high current assets, positive net income, allocation of 95% program and 5% management (consistent with previous years), high cost in construction Title 1 Program testing was compliant, considered low risk auditee for Federal spending/funding. Motion to approve 2016-17 Audited Financials made by J. Guerrero, 2<sup>nd</sup> by E. Teck; motion passed unanimously.

- **Partnership**

*Discussion Items:*

1. **Vaughn’s Food Program** – The Board received information on vendor related issues concerning Vaughn’s food program. A. Zepeda shared problems experienced with Vaughn’s contracted vendor Gold Star, not delivering food and of associated concerns in ensuring meals to students. Due to multiple complaints filed, the state issued an emergency advisory granting permission for schools to use other vendors without the need for competitive bids as long as indicated threshold for contracts was adhered to. Gold Star has since addressed their issues and is delivering food on time and as ordered. Discussion included a suggestion to open bids for an alternative vendor and that our Nutrition Program Director perform an analysis and taste test survey for foods that students prefer.

*Action Items:*

1. **Vaughn's Wellness Policy** – The Board discussed and acted on adoption of updates included in Vaughn's Wellness Policy. The policy requirement includes an evaluation of established goals and updated adoption and approval by the Board at least once every three years. Discussion included adhering to nutrient and caloric meal requirements, recommendation of keeping non-perishable foods served during breakfast and lunch at locations on campus where students may choose to take and consume throughout the day, excess food served daily may now be donated to food kitchens. High school student representatives shared insight into concerns about low lunch counts at VISA. Students shared that the lines are too long, students go to clubs and have no time to eat, preferred food runs out so they choose not eat instead of eating alternative offerings. Suggestion made included opening another station at the high school and having students volunteer to help for community service hours. Monthly menus will start being distributed again and placed on the website. Food meal choices will be evaluated through surveys. New physical fitness equipment was installed at Mainland and all elementary classes have 200 minutes of exercise scheduled per week. Fundraising requirements and restrictions were discussed and nutrition classes for parents are being offered. Class parties are now limited to once a month and food items served must conform to those on approved list. An approved list is being created by Partnership and will be shared with all stakeholders. Motion to approve Vaughn's Wellness Policy was moved by J. Guerrero, 2<sup>nd</sup> by Julie Delatorre; motion passed unanimously.

**E. Board Member Comments/Future Agenda Items:**

1. *Field Trip Policy*
2. *Salary increase*

- F. Adjournment:** Motion was made to adjourn at 5:41pm by J. Guerrero, 2<sup>nd</sup> by F. Ramirez. Motion passed unanimously

Next scheduled meeting: **December 13, 2017**

*\*Any individual with a disability who requires reasonable accommodations to attend the Board meeting may request assistance by contacting Anita Zepeda, Executive Director at (818)896-7461. It is recommended that assistance be requested at least 3 days prior to the meeting.*

