



**VAUGHN**  
**NEXT CENTURY LEARNING**  
**CENTER**  
 MEETING OF BOARD OF DIRECTORS  
 3:30pm Tuesday, March 13, 2018  
 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 at 3:35 PM

A. Establish Quorum:

Board Members

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

Advisory Student Members (non-voting)

Guillermo Fernandez	<b>Present</b>
Marcos Moreno	<b>Present</b>
Brenda Campos	<b>Absent</b>

Other Non-Voting Members

Anita Zepeda	<b>Present</b>
Brent Wozniak	<b>Present</b>
Joyce Law-Young	<b>Present</b>
Alexandra Simons-Koch	<b>Present</b>
Yvonne Chan	<b>Present</b>

B. Public Comment: *No Public Comment*

C. Approval of Minutes: *J. Guerrero moved to approve the minutes as read from the February 21, 2018 meeting. E. Teck seconded. Motion passed unanimously.*

D. Governance

*Action Items:*

1. **CEO Selection** – *F. Ramirez stepped out of room and recused self from discussion. The Board received an update from the Search Committee and acted on ratifying move to formally announce and provide offer of contract to selected CEO candidate. J. Guerrero motioned to ratify the offer. J. De laTorre seconded. Motion passed unanimously.*

Goals, Accountability and Outcomes:

• **Curriculum & Instruction**

*Discussion Items:*

1. **LCAP Development** – *The Board received information and discussed steps in the development and submission of Vaughn’s 2018-19 LCAP*
  - *LCAP is projected to be ready for approval by May to submit in June.*
  - *April – all stakeholders will be completing a survey*
  - *Board recommended that we explain to stakeholders how the LCAP and funding are directly related to provide a better understanding as to what we currently are spending the funds on and why.*

- *Projected LCFF Funding is expected to increase by 3% for 2018-19*
- 2. **CTEIG Grant** – *The Board received updates on CTEIG Grant plans and expenditures*
  - *Vaughn selected 3 pathways through input from focus groups and by looking at projected workforce needs through the year 2024. Selected pathways for Vaughn are:*
    - o *Engineering & Architecture*
    - o *Arts, Media & Entertainment*
    - o *Health Science & Medical Technology*
  - *Grant funds are restricted to the pathways selected.*
  - *Grant requirements include having personnel from the field of studies come and talk to the students*
  - *Board members asked if additional Pathways could be selected. Response included:*
    - o *Possibility to go into Business & Finance – Financial Services and the Design, Visual, and Media Arts Pathways in the future. Currently unable to do so due to various factors.*

*Action Items:*

1. **2017-18 Athletic Coach Certification** – *The Board received information and moved on certifying the list of athletic coaches who met provisions of Title 5, CA Code of Regulations, Section 5594 for the 2017-18 school year. J. Ochoa motioned to approve and certify the list of athletic coaches for the 2017-18 school year, F. Ramirez seconded. Motion passed unanimously.*

- **Business**

*Discussion Item:*

1. **CalSTRS Audit** – *The Board was informed of Vaughn being selected for a CalSTRS Audit of pension reporting for the 2015-16 and 2016-17 school years. Visit is scheduled to start May 7<sup>th</sup>.*
2. **2018-19 Budget Development** – *The Board will receive information and discuss budget development for the 2018-19 school year*
  - *LCFF: 3% gap will be closing, projected to be fully funded; 2.51% increase for Cost of Living adjustment; One-Time Discretionary Grant (approx. \$300) Spending plan will require Board approval. 1:1 Chromebooks for all HS students one item to be included*
  - *STRS and minimum wage are going up. Benefit expenses increasing. New Teachers and staff to increase based on student growth.*
  - *Budget requests for 2018-19 that have been received from Governance Committees:*
    - o *Curriculum – Based on Data*
      - *Adding Math intervention teacher for 4<sup>th</sup> & 5<sup>th</sup> grade*
      - *History Textbook Adoption*
      - *Special Ed Paraprofessional due to increased number of students*
    - o *VISA – increase in sports budget to provide for transportation costs (+\$48,000) Total requested \$158,309*
    - o *GEAR UP – 8<sup>th</sup> grade group with no funding for GEAR UP activities*
    - o *Panda Land – Play Area, Jungle Gym,*
    - o *Pre-K teachers – Request for increase in Salary*
    - o *Additional MIT & VISA Counselor*
    - o *VISA Dean*
    - o *Tech – Website Design*
    - o *Emergency Notification System*
    - o *School Police/Security*
    - o *Additional Business office staff to support growth*

*Action Items:*

1. **2017-18 2<sup>nd</sup> Interim Financial Report** – *The Board reviewed and moved to approve Vaughn's 2<sup>nd</sup> Interim financial report. E. Teck motioned to approve Vaughn's 2<sup>nd</sup> Interim Financial Report as presented. F. Ramirez seconded. Motion passed unanimously.*

2. **Vaughn's Fiscal Handbook** – *The board discussed and moved on creating a resolution to address the areas noted for growth and/or improvement in VNCLC's 2017-18 LAUSD oversight report. Areas addressed included: Approval procedures for employee reimbursements, vendor clearance that includes receipt of contracts and associated supplemental documents, reconciliation procedures for un-cashed checks, and reporting of fundraising activities.*  
*S. Holle motioned to approve the resolution with actions included to address the growth and/or improvement areas noted in the 2017-2018 LAUSD oversight report and; to include these noted actions in revisions made to VNCLC's Fiscal Handbook. J, Guerrero seconded. Motion passed unanimously.*

- **Partnership** – *No Items to Report*

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

1. Board Member Seat Vacancies

- F. Adjournment** – J. Guerrero motioned to adjourn the meeting at 6:32. J. Ochoa seconded. Meeting adjourned.

Next scheduled meeting: **April 18, 2018**

*\*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.*