



VAUGHN
NEXT CENTURY LEARNING CENTER

MEETING OF BOARD OF DIRECTORS
 3:30pm Wednesday, August 16, 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 at 3:49 pm. By Leland Tang, Chairperson

A. Establish Quorum:

Board Members

Trinidad Barajas	Present
Julie DeLaTorre	Present
Sadie Edemann	Present
Jasmin C. Guerrero	Present
Steve Holle	Present
Jonathan Ochoa	Present
Fidel Ramirez	Present
Leland Tang	Present
Elvia Teck	Absent

Advisory Student Members (non-voting)

Guillermo Fernandez	Present
Marcos Moreno	Present

Staff (non-voting)

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

B. Public Comment: Happy Birthday to Dr. Yvonne Chan.

C. Approval of Minutes: The board reviewed and approved the minutes from the June 7, 2017 meeting. Motion to approve minutes by F. Ramirez, 2nd: J. C. Guerrero. Motion passed unanimously.

D. Governance

Action Items:

1. Term of Office and Election of Board of Directors – The Board will discuss and act on Directors’ term of office and the need to open nominations for election of three director’s whose term expires this year. Leland Tang, Steve Holle, Julie DeLaTorre’s terms expire this year. Vaughn’s amended bylaws (dated September 12, 2012) were written to state that “for the six (6) parent/community members, the term of office is three year with a maximum of three renewable terms.” Motion was made by J.C Guerrero to clarify that the start date for the terms of office is 9/12/2012 and this start date is to apply to board members who were already in office at the time; 2nd by Julie DelaTorre. Motion passed unanimously. Motion to call for an election with recommendation to committees to re-nominate members of the board whose current 3 year term is expiring - Steve Holle, Leland Tang, and Julie DeLaTorre, was made by J.C. Guerrero, 2nd by F. Ramirez. Nomination for Steve Holle passed with Holle recusing self; nomination for Leland Tang passed with Tang recusing self; nomination for Julie DelaTorre passed with DelaTorre recusing self.

Follow-up Items:

- Development of Succession Plan – The Board subcommittee discussed the development of a Search and Screen Document that defines qualification and job description. Succession subcommittee will meet Wednesday, August 22, 2017 at 10:00 FACET in order to create a list of qualifications for the Executive Director position. Qualifications will come from current Executive Director Evaluation and from school evaluation criteria from LAUSD Annual Oversight Review.
- Charter Renewal Updates – The Board received an update on submission of charter renewal. Tentative date for Charter to be submitted to the LAUSD is October 1, 2017 with anticipated date to be placed on the board agenda for the November/December 2017 meeting. Vaughn must respond to “Letter of Cure” issued by LAUSD on certain areas of the charter prior to intake. Vaughn should expect potential negotiations with district in matters related to student enrollment, school facilities and parent engagement.

Goals, Accountability and Outcomes:

- **Curriculum & Instruction**

Discussion Item:

1. 2016-17 Preliminary Smarter Balanced Test Results – The Board received a preliminary report on results of the 2016-17 Smarter Balanced Test results. H.S student advisory members gave their feedback regarding math supports and experiences at high school. They suggested to interview more students in high school regarding their math experiences. Other suggestions include more tutoring for H.S. students afterschool and at lunch/recess, increase support at primary grades in math in order to intervene early on in the math continuum, more resources for parents to help them understand the math shifts. Board directs staff to conduct a needs assessment and develop a plan that would address the needs of the PK-12th mathematics program.

- **Business**

Action Items:

1. 2016-17 Year-End Unaudited Actual – The Board reviewed and discussed Vaughn’s unaudited actual financial report for 2016-17. Presentation of summary of unaudited financial report by Y. Chan. F. Ramirez discussed pride in the success of the budget that allows Vaughn to meet the needs of its students. Motion to approve Vaughn’s 2016-2017 unaudited actual financial report by Steve Holle, 2nd: Jonathan Ochoa. Motion passed unanimously.
2. Vaughn’s Fiscal Policy Update - The Board discussed a resolution that addresses specific changes included in Vaughn’s fiscal policy. Many of the changes came from the Letter to Cure from LAUSD. Motion to approve the resolution dated 8/16/17 by S. Holle, 2nd by J.C. Guerrero, Motion passed unanimously.
3. Vaughn’s Fiscal Handbook – The Board reviewed and discussed the adoption of revisions to Vaughn’s fiscal handbook to align with Board revision to Vaughn Fiscal Policies and Procedures. Motion was made by J. Ochoa, 2nd by J.C. Guerrero, Motion passed unanimously.
4. Investment Management Monitor – The Board discussed the opening of a request for proposals (RFP) for contracted services of Investment Management Monitor. Suggestion to add “Provide a criminal history background check” to qualification section of RFP was made by L.Tang to ensure that there are no misdemeanor charges in the candidate’s history. Suggestion to change “Two references and contact information” to “Two recent references and contact information” was made by A. Zepeda. Motion to approve the posting of a RFP with recommended revisions, for contracted services of Investment Management Monitor made by J.DelaTorre, 2nd by F.Ramirez. Motion passed unanimously.

- **Partnership**

Action Items:

1. Suicide Prevention Policy – The Board reviewed and discussed Vaughn’s Youth Self-Injurious Behavior and Suicide Prevention, Intervention, and Postvention Policy. Motion to approve Vaughn’s Youth Self-Injurious Behavior and Suicide Prevention, Intervention, and Postvention Policy was made by T. Barajas, 2nd: J.C. Guerrero. Motion passed unanimously.

E. Board Member Comments/Future Agenda Items:

1. Wellness Policy
2. Field Trip Policy
3. School Police

F. Adjournment at 5:45p.m. - J.C. Guerrero motioned to adjourn at 5:45pm, J .Ochoa 2nd, motion passed

Next scheduled meeting: **September 20, 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.*