



**VAUGHN
NEXT CENTURY LEARNING CENTER**

MEETING OF BOARD OF DIRECTORS
3:30pm Wednesday, May 3, 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 3:40p.m. by Sadie Edemann, Secretary

A. Establish Quorum:

Board Members

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

Advisory Student Members (non-voting)

Daniela Rodriguez	Present
Guillermo Fernandez	Present
Marcos Moreno	Present

Staff (non-voting)

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

B. Public Comment

- a. Sandy Flores from Northeast Valley Health Corporation spoke regarding Champions for Change Grant (3 Year Grant beginning 2017). They will be working with Vaughn, local schools, and health centers. They will provide nutrition education classes at G3 and at MIT. A School Wellness Policy Forum will be held on May 22, 2017. All are invited to attend.

C. Approval of Minutes: The board reviewed the minutes from the March 8, 2017 meeting. Motion to approve minutes from March 8, 2017 meeting moved by J.C. Guerrero, 2nd by T. Barajas. Motion passed unanimously.

D. Governance

Action Items:

- 1. 2018-2023 Charter Renewal Petition - The Board reviewed and discussed Elements 1-4 of the Charter petition draft. B. Wozniak presented draft goals and metrics from Elements 1-3. Discussion regarding digitally literate versus digitally competent was held. Question was posed regarding how our graduates in college are tracked in order to determine preparedness for higher learning coming out of Vaughn. Question was posed regarding

STEM program being included in our goals; explanation that STEAM will be a major focus in these components but there will not be a measured metric; Goal #3 Graduation Rate- Why is the graduation rate baseline 97.6% with a historical average of ~92%? Our draft goal is 90% for all years of the charter. Suggestion to add \geq in front of 90% in the chart for that metric; Suggestion for wording on Goal #3, Outcome 2 to read “complete (a-g) with a C or better”; It was noted that there has been discussion and requests to change ESY from 4 weeks in January to 2 weeks in Fall /2 weeks in Spring. The importance of keeping the ESY block in January is to facilitate credit recovery for high school students who are falling behind on “a-g” requirements. Y. Chan presented Element 4 to the Board. Suggestion for Page 2, #3: “Teachers will serve on a policy committee on a rotating basis in order to assure inclusiveness and grade level representation”; President will convene a subcommittee of the board in order to begin drafting a succession plan; Page 3- Curriculum and Instruction Committee “Curriculum and Instruction Committee (9 members, 50% parents/community, 50% grade level/campus representation”; Page 4 “Business and Operation Committee (9 members, 50% parents/community, 50% grade level/campus representation”; Page 5 Organization Chart note that Instructional Technology will be the purview of Curriculum & Instruction; Page 8 “Vaughn shall comply with all applicable federal, state, and local laws and regulations, and mutually agreed upon district policies in regards to charter schools”; Page 10 note the district language regarding Parent Engagement. Motion to adopt the first draft of the charter elements 1-4 with recommendations and corrections as discussed and to direct staff to present a final draft to the board at the June 2017 meeting moved by J.C.Guerrero, 2nd by E.Teck. Motion passed unanimously.

Goals, Accountability and Outcomes:

- **Curriculum & Instruction**

Action Item:

1. High School Physics Candidate - The Board reviewed the potential hire of Mr. Brandon Rodriguez. At the time of hire Mr. Rodriguez will not have a CA Single Subject Credential in Physics which will require Vaughn to submit a Provisional Internship Permit application on his behalf. If approved, Mr. Rodriguez will be hired under a Provisional Internship Permit. Board reviewed Mr. Rodriguez’s resume and determined that he held extensive qualifications for the physics position. It was noted that Mr. Rodriguez is on track to be fully credentialed by the State of California within the first year of his employment with Vaughn. Motion to accept Brandon Rodriguez’s application to teach 11th grade Physics under a Provisional Internship Permit moved by J.C. Guerrero, 2nd by J. DeLaTorre. Motion passed unanimously.

- **Business**

Action Items:

1. 2017-18 Preliminary Budget – The Board reviewed and discussed the 2017-18 Preliminary Budget. Preliminary budget was presented to the Board by Y. Chan. Anita Zepeda brought forward requests from Budget committee regarding need for additional support personnel. Motion to approve the 2017-2018 Preliminary Budget as presented moved by J.Ochoa, 2nd by E.Teck. Motion passed unanimously.
2. Vaughn Donation Account – The Board reviewed and discussed designation of function and management of Vaughn’s Donation Account. Recommendation was made to have the Vaughn Foundation manage the account. Accounts would be rolled over as they stand currently and clerical functions would need to be determined in order to assure consistency and accessibility of funds. Motion was made by S. Edemann to close the current Vaughn Donation Account as of June 30, 2017 in order to avoid duplication of fundraising accounts and that the account balance be transferred to a new account managed by the Vaughn Foundation, motion 2nd by J.Ochoa. Motion passed unanimously.
3. Vaughn Fiscal Handbook-The Board reviewed updates to Vaughn’s Fiscal Handbook presented by A. Simons-Koch. Recommendation was made by Board President L.Tang that personnel who solicit bids for service contracts \$5,000 and above be required to fill out conflict of interest, Form 700. Recommendation was made by Y. Chan to change engagement of Independent Auditor to begin in November instead of April and that the Board annually designate the auditor to be contracted unless under a multi-year contract. Motion to approve updates to Vaughn’s Fiscal Handbook with the following additions: requirement that any

employee who solicits bids for Service Contracts above \$5,000 be required to fill out conflict of interest, Form 700 and that the section regarding Independent Auditor be modified as stated above moved by F. Ramirez, 2nd by J.C. Guerrero. Motion passed unanimously.

4. Vanguard Platform Updates - The Board received information regarding an update on Vanguard's website platform. Vaughn's investments will be available on the website platform which will include system enhancements that provide increased accessibility to information and user friendly display of asset allocations which in turn, facilitate the ability for transparency and for our investment consultants and managers to make recommendations and modifications to our portfolio as directed by the Board.

- **Partnership**

*Action Items: [*Closed Session: The Board went into Closed Session at 3:42 pm]*

1. Truancy Concerns – The Board heard and discussed recommended actions related to students' chronic truancy concerns. Family was counseled as to what will happen going forward unless attendance and punctuality improves including reporting the case to the district attorney's office. Family agreed to create a contract with Vaughn's MSW that will outline committed actions to improve attendance going forward for all students in the family.

[Open Session – The Board returned to open session at 4:50pm]

E. Board Member Comments/Future Agenda Items:

1. *Field Trip Policy*
2. *School Police*
3. *Charter Petition Approval Elements 1-16*
4. *Title III Action Plan*
5. *Board President will create a Search and Screen Subcommittee to create a succession plan for the Executive Director position.*
6. *VISA Art Center Architect Contract*
7. *Truancy Hearings*

F. Adjournment – Motion to adjourn at 7:17p.m. moved by J.C Guerrero, 2nd by F. Ramirez. Motion passed.

Next scheduled meeting: June 7, 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.*

