

BUSINESS WORKING GROUPS MINUTES

MEETING DETAILS

Date: 10/10/2023	Start Time: <u>2:00 p.m.</u>	End Time: <u>3:30 p.m.</u>
VISA - High School Room VA- 201 A	Minutes Prepared by: Fidel Montes	

1. VOTING MEMBERS

Name	Role	Attendance (Present/Absent)
Jenny Sanchez	Parent	Present
Daisy Valle	Parent	Present
RaLopez	Parent	Absent
Liliana Gomez	Parent	Present
Eunice Kwon	Teacher	Present
Nicole Mohr	Parent	Present
Alma Nunez	Teacher	Absent
Katie Shepley	Teacher	Present
Tanya Koch	Teacher	Present

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2. AGENDA

1. Approval of Minutes: Katie Shepley motions to approve the minutes from the [Business Committee MINUTES 09/05/2023](#) meeting. Jenny Sanchez seconds the motion. The motion passes unanimously.
2. Establish a Quorum/ Call to Order
3. Public Comment: None
4. Governance
 - a. Announcements: Board Meeting Updates
 1. Attendance Bonuses were approved by the Board and paid out last July.
 - Next Board Meeting is on Wednesday September 27, 2023
 2. Yolanda Griffin:
 - i. Present Board Approved Budgets (Grades K-12 and Preschool)
[Business Committee - 09.05.23](#) (Slides presented by Mrs. Griffin)
 - ii. Updates to the Final Adopted Budget (State)
 - iii. Enrollment (Mr. Ramirez)
5. Nominations for Committee Chair/ Committee Secretary:

Mr. Montes and Mrs. Uncapher accept nomination by Mrs. Ammari to continue as Chair and Mrs. Uncapher as Secretary, Committee approves.
6. Meeting transferred to VISA MPR to receive updates and guidance on Right Sizing Plan.
7. Meeting adjourned at 3:30 pm

Norms:

- ○ Follow health safety protocols accordingly
- ○ Keep teachers and students at the center of focus and decision making.
- ○ Support each other by keeping a positive tone and attitude - Be open to new ideas.
- ○ Begin and end on time.
- ○ One speaker at a time
- ○ Support each other by actively listening and staying engaged.

Facilities: Minutes

1. Identify voting members for working group
 - a. Pandaland: Rosa Gomez
 - b. Mainland: Riham Ammari
 - c. G3: Victor Loera
 - d. MIT: Jimmie Avalos

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- e. VISA: Janaan Martinez
- f. Parent: Lily Gomez
- g. Parent: Brian Shonberger

2. Nominate chair (Karla Osorto/Lilia Moncada)
Nominated Candidates and Poll Results- All approved
3. Nominate secretary (Karla Osorto/Lilia Moncada)- All approved
4. Set working group goals for the year- In order to meet school, teacher and student needs.
Review Request Form: All of voting members approved the template and vote to continue using the Facilities Request Form. 23-24.
<https://docs.google.com/spreadsheets/d/1px9UOG82Z5a-Ptg4ZJYpcXQBrTvi0lw3XgxRkvJYM6w/edit#gid=0>
5. Tanya Gutierrez from G3 requests the following item: 4 classroom [Cork Bulletin Boards](#)
(item received & delivered _9/2023 L.M._____)
Facilities Sub-Committee approves the following quote: Quote 1
Motion made by: Ammari
Seconded by: Gomez
Approved by: All
6. L. Moncada PL requests the following item: Square Mats for classrooms (\$5,392.71)
+ MONCADACopy of 23-24 Facilities Request Form Vaughn (Revised Sep. 2022: Please get site ad...)
(item received & delivered _9/2023 L.M._____)
Facilities Sub-Committee approves the following quote: Quote 1
Motion made by: Ammari
Seconded by: Gomez
Approved by: All
7. Marta Ramirez from PL requests the following item: 1 Step Ladder and 1 Screen (\$235.09)
+ Ramirez PL Copy of 23-24 Facilities Request Form Vaughn (Revised Sep. 2022: Please get site ad...)
(item received & delivered _9/2023 L.M._____)
Facilities Sub-Committee approves the following quote: Quote 1
Motion made by: Ammari
Seconded by: Gomez
Approved by: All

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Budget MINUTES:

Discussion Item

- a. Nominate subcommittee Facilitator (non-voting member and non-administration)
 - i. Fidel Montes nominated Amanda Uncapher
 - ii. Cinthia Rodriguez volunteered to work with Amanda as a Secretary for the working group.
- b. Sub-committee goals for the year
 - i. We will still be receiving budget requests this school year.
 - ii. We will hear updates from Fidel Montes regarding Ad Hoc committee
- c. Follow-up Items
 - i. Fidel Montes will call for a vote to open all meeting with the Business committee, break out into working groups and close back together with the Business committee to maintain lines of communication between working groups.
 - ii. Fidel Montes will provide an update from the Ad Hoc committee..

Personnel:

1. Out-of classroom evaluations were reviewed to be sent out in November.
2. Monitor and discussed personnel needs