

## CURRICULUM & INSTRUCTION GOVERNANCE COMMITTEE MINUTES

MEETING DETAILS		
<b>Date:</b> 12/5/23	<b>Start Time:</b> 2:00pm	<b>End Time:</b> 3:30pm
<b>Location:</b> VISA MPR	<b>Minutes Prepared by:</b> Marina Poplawski	

1. VOTING MEMBERS ATTENDANCE		
Name	Role	Attendance (Present/Absent)
Juana Hubbard (R&I)	Staff	Attendance ▾
Marissa Morales (R&I)	Staff	Attendance ▾
Pargol Mirkhani	Staff	Attendance ▾
Andrea Alvarez	Staff	Attendance ▾
Whitney Harrison	Parent	Attendance ▾
Yesenia Flores (SPED)	Parent	Attendance ▾
Ruby Aparicio (SPED)	Parent	Attendance ▾
Maria Schramm	Staff	Attendance ▾
Lynette Aceves	Staff	Attendance ▾

2. AGENDA	
1. 2:00pm-2:05pm	Attendance and sign in
2. 2:05pm	All Committee Updates & Announcements
3.	C&I Committee Action Items
4.	Subcommittee Work Time: <a href="#" style="color: white;">Sub Committee Rosters</a>
5. 3:30pm	Meeting adjournment

AGENDA (detailed)
<b>Informational:</b>
<ol style="list-style-type: none"> <li><b>1. Board meeting Updates</b> <ol style="list-style-type: none"> <li>a. Mental Health Team data and work</li> <li>b. Updated visitor/volunteer policy to provide clarity</li> </ol> </li> </ol>

## CURRICULUM & INSTRUCTION GOVERNANCE COMMITTEE MINUTES

### 2. 24-25 Academic Calendar questions

#### Action Items:

1. Approve November minutes
2. Vote for 24-25 Academic Calendar

#### Sub Committee Facilitators and Meeting Minutes:

[GATE Committee Minutes](#): Karen Yu

[EL Committee Minutes](#): Clara Choi

[R&I Committee Minutes](#): Kishauna LaMotte

[School Climate Committee Minutes](#): Maribel Parra

[SPED Committee Minutes](#): Nkiru Nwadiwe and Adam Wills

## ANNOUNCEMENTS

1. **Committee meeting dates:** [09/05/23] [10/10/23] [11/7/23] [12/5/23] [2/6/24] [3/5/24] [4/2/24] [5/7/24] [6/4/24]
2. Please include parent and student members in your sub committee emails.
3. **Governance Agenda:** You can access the Board Agenda and Minutes here. Instructions for public comments can be found in each of the meeting minutes.
  - a. Board Meeting Dates: [09/27/23], [10/25/23], [11/29/23], [12/13/23], [02/21/24], [03/20/24], [04/24/24], [05/22/24], [06/26/24]
  - b. Time: 4:00pm
  - c. Join in person (Vaughn Central) or via Zoom  
<https://myvaughncharter.zoom.us/j/82267428105?pwd=dXFLVHBZa3NMaDA1L2Z2RnlSKzRBQT09>

Meeting ID: 822 6742 8105

Passcode: 022347

#### 4. **Contact: Please reach me at:**

Email: [mpoplawski@myvaughncharter.com](mailto:mpoplawski@myvaughncharter.com)

Phone: (818) 896-7461 Ext. 6810

#### Norms:

- Be on time, Be present.
- Right to Pass
- Mutual Respect
- No Put-Downs/Killer Phrases
- Attentive Listening

## 3. ACTION ITEMS

## CURRICULUM & INSTRUCTION GOVERNANCE COMMITTEE MINUTES

**Curriculum and Instruction Committee:**

[November session minutes can be found here](#)

motions to approve previous meetings minutes.  
seconds the motion.

Roll call:

- |                  |                                     |
|------------------|-------------------------------------|
| Juana Hubbard    | <input type="button" value="Vote"/> |
| Marissa Morales  | <input type="button" value="Vote"/> |
| Pargol Mirkhani  | <input type="button" value="Vote"/> |
| Andrea Alvarez   | <input type="button" value="Vote"/> |
| Whitney Harrison | <input type="button" value="Vote"/> |
| Yesenia Flores   | <input type="button" value="Vote"/> |
| Ruby Aparicio    | <input type="button" value="Vote"/> |
| Maria Schramm    | <input type="button" value="Vote"/> |
| Lynette Aceves   | <input type="button" value="Vote"/> |

### 4. SUBCOMMITTEE WORK

#### School Climate

Agenda:  
Action Item:  
    1.

#### EL

Agenda:  
    1. Summative ELPAC Administration  
Action Item:  
    a.

#### GATE

## CURRICULUM & INSTRUCTION GOVERNANCE COMMITTEE MINUTES

Agenda:

1. Research GATE programs
2. Discuss intervention leads per site for high achieving intervention

Action Item:

a.

### SPED

Agenda:

1. Continue developing SPED resources list for Gen Ed teachers

Action Item:

1.

### Resource & Instruction

Agenda:

1. Meet and collaborate with Directors of Instruction to discuss/outline subcommittee goals for the year

Action Item:

a.

## 5. ADJOURNMENT

1. motioned to adjourn the meeting at 3:30 p.m.
2. Marina Poplawski seconds the motion.

Meeting was adjourned at 3:30 p.m.