

CURRICULUM & INSTRUCTION GOVERNANCE COMMITTEE MINUTES

MEETING DETAILS

Date: 2/6/24	Start Time: 2:00pm	End Time: 3:30pm
Location: VISA MPR	Minutes Prepared by: 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: [Sub Committee Rosters](#)
5. 3:30pm Meeting adjournment

AGENDA (detailed)

Informational:

1. **Board meeting Updates**
 - a. **Two nominees for board members**
 - i. **Review application documents and video submissions**

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- ii. **Voting members will convene during subcommittee session time to complete rubric evaluations**

2. Committee Facilitators and Secretary Updates

Action Items:

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
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

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Curriculum and Instruction Committee:

December 5th, 2023 session minutes can be found [here](#)
 motions to approve previous meetings minutes.
 seconds the motion.

Roll call:

- Juana Hubbard
- Marissa Morales
- Pargol Mirkhani
- Andrea Alvarez
- Whitney Harrison
- Yesenia Flores
- Ruby Aparicio
- Maria Schramm
- Lynette Aceves

4. SUBCOMMITTEE WORK

School Climate

Agenda:
 Action Item:
 1.

EL

Agenda:
 Action Item:
 a.

GATE

Agenda:
 1. Research GATE programs
 2. Review & approve GATE recommendations (From ML & G3)
 Action Item:

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a.

SPED

Agenda:

1. Presentation of Special Education Resources for General Education Teachers
2. Timeline for distribution of resources

Action Item:

- 1.

Resource & Instruction

Agenda:

1. 24-25 Calendar reconvene discussion & draft creation

Action Item:

a.

5. ADJOURNMENT

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

Meeting was adjourned at 3:30 p.m.