

BUSINESS WORKING GROUPS MINUTES DRAFT

MEETING DETAILS

Date: 02/06/2024	Start Time: <u>2:00 p.m.</u>	End Time: <u>3:30 p.m.</u>
ZOOM meeting	Minutes Prepared by: Fidel Montes ELD Elementary Teacher Specialist Business Committee Chair School phone # 818 896-7461 Ext. 7862 fmontes@myvaughncharter.com	

1. VOTING MEMBERS

Name	Role	Attendance (Present/Absent)
Daisy Valle	G3/Parent	Present
Jenny Sanchez	PL	Present
Tania Koch	G3	Present
Nicole Mohr	MIT Parent	Present
Eunice Kwon	ML	Present
Liliana Gomez	PL-Parent	Present
Alma Nunez	VISA	Present
Katie Shepley	VISA	Present
Brian Schonberger	ML-Parent	Present

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1. NON-VOTING MEMBERS		
Name	Role	Attendance (Present/Not Present)
BUDGET		
Fidel Ramirez	CEO	Present
Yolanda Griffin	CFO	Present
Cinthia Rodriguez	G3- Admin- Secretary	Present
Amanda Uncapher	ML-Teacher- Facilitator	Present
Mayensi Hernandez	ML-Teacher	Absent
Tania Koch	G3- Teacher	Present
Michelle Lang	G3- Teacher	Present
Beatriz Samano	PL- Teacher	Present
Lynette Serrano	PL- Teacher	Present
Gaby Pelayo	PL- Support Staff	Present
Griselda Dlaz	MIT- Teacher	Present
Racheal Allen	MIT- Teacher	Present
Yirzely Villanueva	MIT- Teacher	Present
Mercy Macharia	MIT- Lead	Present
Hudd Huddleston	VISA- Teacher	Present
Jamie Dewaele	VISA- Teacher	Present
Kailey Manzo	VISA- Student	Present
Daniela Madrigal	VISA- Student	Present
Adam Andrade	VISA- Student	Present

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FACILITIES		
Rosa Gomez	PL- Admin-	Present
Lilia Moncada	PL- Lead Teacher- Facilitator	Present
Yolanda Moreno	PL- Teacher	Present
Lililana Gomez	PL- Teacher	Present
Maria Mendez	PL- Teacher	Present
Karla Osorto	G3- Lead Teacher- Facilitator	Present
Riham Ammari	ML- Teacher	Present
Jimmie Avalos	MIT- Teacher	Present
Miriam Chavez	MIT- Teacher	Present
Stephanie Romo	MIT- Teacher	Present
Brian Schonberger	G3- Teacher	Present
Cody Prestwood	VISA- Teacher	Present
Janaan Martinez	VISA- Teacher	Present
Lijuan Lapporte	VISA- Teacher	Present
May Pennaroyo	VISA- Teacher	Present
PERSONNEL		
Luis Carbajo	HR	Present
Irene Muro	ML- Admin	Present
Claudia Jimenez	PL- Teacher- Secretary	Present
Claudia Banuelos	PL- Teacher	Present
Laura Torres	PL- Teacher- Facilitator	Present

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Desiree Meza	G3-Teacher	Present
Sonia Cortez	G3-Teacher	Present
Kelley Boyd	ML- Teacher	Present
Eunice Kwon	ML-Teacher	Present
Bethany Marroquin	MIT- Teacher	Present
Josiah Fernandez	MIT- Teacher	Present
Sylvia Vargas	MIT- Teacher	Present
Sara Santa Cruz	MIT- Lead	Present
Alma Nunez	VISA- Lead	Present
David Zhang	VISA- Teacher	Present
Hillary Henson	VISA- Teacher	Present

2. AGENDA/ Minutes

1. Public Comment: None
2. Approval of Minutes: Nicole Mohr motions to approve the minutes from the **Business Committee MINUTES 12/05/2023** meeting. Tania Koch seconds the motion. The motion passes unanimously.
3. Governance/ Announcements:
 - i. **Board Meeting update** : Board Nomination Scoring Rubric was presented to Committee voting members and results were gathered. Poll for candidate Magaly Rojas and Tiffany Diaz was presented to Business Committee members.
 - ii. **Right Sizing Ad- Hoc Committee update** -Mr. Ramirez presented a progress update. School site leaders and Fiscal Department are currently working on balancing their budgets. Next Right SizingAd-Hoc Committee Meeting date is scheduled for February 20, 2024 (all day mtg).
 - iii. **Personnel update** (Luis Carbajo) - Mr. Carbajo is currently drafting a Reduction In Force (RIF) policy that will be presented to the Board for approval. Updates to The Employee Handbook will also be presented to the Board for approval.
 - iv. **Facilities** (Osorto/ Moncada) - Budget is declining, place facilities request as soon as possible.
 - v. **Budget** (Uncapher)- Will continue working on gathering ideas to promote school wide enrollment, boost online reviews, and analyze attrition data from campus to campus.
- a. Action Item:

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- i. **Board Member recommendation:** Voting members submitted Board of Directors Nomination Scoring Rubric. Magaly Rojas received an average of **16.25** points out of 20 points. Mrs. Tiffany Diaz received **15.71** average points out of 20 points. In addition, a poll was conducted and 78.8% of our members favored Mrs. Magaly Rojas as well.
Poll Results: [Vaughn Next Century Learning Center Board Member Candidate Sc...](#)

- ii. Brian Schonberger has been assigned parent voting member replacing vacant spot.
 Adjournment: Alma Nunez motions to adjourn the meeting, Eunice Kwon seconds the motion. The motion passes unanimously.

- 4. **Meeting adjourned at 3:30 p.m.**
- 5. **Next Governance Committee meeting is scheduled for March 05, 2024**
- 6. **Next Board of Directors meeting is scheduled for February 21, 2024**

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.

3. Working Groups

Budget

Working Group Chair

Amanda Uncapher

Working Group Secretary

Cinthia Rodriguez

February 06, 2024:

MINUTES:

- i. **Working group did not break out.**

Facilities

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Working Group Chair	Lilia Moncada/ Karla Osorto
Working Group Secretary	Lilia Moncada/ Karla Osorto

February 06, 2024:

MINUTES:

Working group did not break out.

Personnel

Working Group Chair	Laura Torres
Working Group Secretary	Claudia Jimenez

February 06, 2024:

AGENDA/MINUTES:

Working group did not break out.