



**BOARD MEETING
OF BOARD OF DIRECTORS
4:00 p.m. Wed. March 13, 2024**

Vaughn Next Century Learning Center

MINUTES

Public Comment

Members of the public have the right to provide input to the Board regarding non-agenda items & either before or during Board consideration of an agenda item. The public is encouraged to raise their hand, sign in for public comment requests and or submit a chat request for public comment.

Please note the following:

- Speakers will be announced by an independent representative and will be allotted 3 minutes to speak.
- The board reserves the right to mute or remove a participant from the meeting if the participant unreasonably causes disruption to the meeting.

To learn more about public meeting legislation rules per Brown Act please click [here](#).

Join Zoom Meeting

<https://myvaughncharter.zoom.us/j/82267428105?pwd=dXFLVHBZa3NMaDA1L2Z2RnlSKzRBOT09>

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:

Meeting was called to order at 4:00 p.m.

A. Establish Quorum:

Luis Cervantes	Present
David Cory	Present
Steve Holle	Present
Anthony Jackson	Present
Suzanne Llamas	Present
Fidel Montes	Present
Marina Poplawski	Absent
Leland Tang	Present
Magaly Rojas	Present

Advisory Student Members (non-voting)

Liliana Rolon	Present
Miriam Vazquez	Present

Public Comments: No Public Comment requests were made.

Approval of Minutes:

Board member Mrs. Suzanne Llamas motions to approve the February 28, 2023 board meeting minutes.

Board member Dr. Anthony Jackson seconds the motion. **Motion passes unanimously**

G1	Chief Executive Officer Report: The Board will receive a report of the school’s progress to date.	Information Item	Presented by CEO- Mr. Ramirez Vaughn will participate in several community events, flyers have been sent out to all families. *see website for details about these and the various other events scheduled by VNCLC’s family center.
G2	School Enrollment: The Board will review enrollment numbers and attendance rates for the academic year.	Informational Item	Presented by CEO- Mr. Ramirez reports that VNCLC continues monitoring attendance and enrollment numbers. Our Average Daily Attendance (ADA), continues to average above 90%. Our current ADA is 94.37% . School Outreach and Recruitment efforts are ongoing.

B1	Changes to the Employee Handbook - The Board will receive a presentation and act upon proposed changes to the Employee Handbook with regards to the Reproductive Loss.	Action Item	<p>Mr. Luis Carbajo followed up changes regarding Reproductive Loss to the VNCLC Employee Handbook approved by the Board last month. “Attorney’s clarify that while the leave is “unpaid”, the <i>employee has the right to use accrued sick time.</i>”</p> <p>Mr. Leland Tang motions to approve and adopt changes to the Handbook, Mr. David Cory seconds the motion.</p> <table border="1" data-bbox="1013 1541 1295 1667"> <tr> <td data-bbox="1013 1541 1089 1602">Yes</td> <td data-bbox="1089 1541 1166 1602">No</td> <td data-bbox="1166 1541 1295 1602">Abstain</td> </tr> <tr> <td data-bbox="1013 1602 1089 1667">5</td> <td data-bbox="1089 1602 1166 1667">0</td> <td data-bbox="1166 1602 1295 1667">2</td> </tr> </table> <p>Motion passes and approved <i>Voting reflects 7 members present as 1 member arrived after this item had been presented and another member being Absent.</i></p>	Yes	No	Abstain	5	0	2
Yes	No	Abstain							
5	0	2							

B2	<p>Vaughn’s Right Sizing Recommendations- The Board will receive a presentation from the Vaughn’s Right Sizing Schoolwide committee and act on the approval of the Reduction or Elimination of Particular Kinds of Services resolution.</p>	Action Item	<p>Ms. Griselda Ortiz, Mrs. Yolanda Griffin (CFO), and Luis Carbajo (HR) presented VNCLC’s Right Sizing process, and recommendations made by the Right Sizing Ad-Hoc group and seek approval of the Reduction or Elimination of Particular Kinds of Services Resolution.</p> <p>Presenters discussed budget challenges faced by Local Educational Agencies (LEAs), including declining enrollment, lack of COLA, expiring one-time funds, and increasing expenses. The group also discussed the impact of budget cuts on programs and the importance of inclusive decision-making processes.</p> <p>They presented a finalized list of certificated and classified positions to be reduced based on Reduction In Force (RIF) policy and have committed to <i>notify impacted employees no later than May 15, 2024.</i></p> <p>Dr. Anthony Jackson motions to approve, Mr. Leland Tang seconds the motion.</p> <table border="1" data-bbox="1013 1108 1295 1236"> <tr> <td>Yes</td> <td>No</td> <td>Abstain</td> </tr> <tr> <td>5</td> <td>1</td> <td>2</td> </tr> </table> <p>Motion passes and approved</p>	Yes	No	Abstain	5	1	2
Yes	No	Abstain							
5	1	2							
B3	<p>Arts, Music & Instructional Materials Block Grant Spending Plan: The Board will review and act on the approval of the Arts Block grant spending plan.</p>	Action Item	<p><i>Item has been tabled for next board meeting</i></p>						
B4	<p>Second Interim Financial Report: The Board will review and act on the approval of Vaughn’s Second Interim Report pertaining to the fiscal year 2023-2024.</p>	Action Item	<p><i>Item has been tabled for next board meeting</i></p>						

B5	<p>Audit firm Selection: The Board will review the Statement of Work (SOW) for audit services provided by Clifton Larson Allen(CLA) pertaining to the fiscal year 2023-2024.</p>	Action Item	<p>Yolanda Griffin (CFO) Presented Statement of Work (SOW), explained the audit services and partnership working with Clifton Larson Allen (CLA). Mrs. Griffin is seeking Board approval to continue working with CLA.</p> <p>Mr. Leland Tang motions to approve, Dr. Anthony Jackson seconds the motion.</p> <table border="1" data-bbox="1013 512 1295 638"> <tr> <td>Yes</td> <td>No</td> <td>Abstain</td> </tr> <tr> <td>8</td> <td>0</td> <td>0</td> </tr> </table> <p>Motion passes and approved</p>	Yes	No	Abstain	8	0	0
Yes	No	Abstain							
8	0	0							
B6	<p>Early Retirement Incentive Program Policy: The Board will review and act on the proposed early retirement incentive program policy.</p>	Action Item	<p>Mr. Luis Carbajo (HR) VNCLC proposes an Early Retirement Incentive for certificated employees. Mr. Carbajo explains that 11 employees may be eligible for early retirement, with a written letter of resignation by March 31, 2024.</p> <p>Mrs. Suzanne Llamas motions to approve policy with modifications to the wording contingent on attorney approval, Mr. Luis Cervantes seconds the motion.</p> <table border="1" data-bbox="1013 1113 1295 1239"> <tr> <td>Yes</td> <td>No</td> <td>Abstain</td> </tr> <tr> <td>6</td> <td>0</td> <td>2</td> </tr> </table> <p>Motion passes and approved</p>	Yes	No	Abstain	6	0	2
Yes	No	Abstain							
6	0	2							

Curriculum and Instruction

C1	<p>2024-2025 Calendar- The board will be presented the 2024-2025 academic year Calendar.</p>	Informational Item	<p>Director of Instruction: Heather Yoshioka introduced and reviewed the 2024/2025 School Calendar. It was noted that Governance Committee members from <i>Curriculum and Instruction</i> approved the calendar for the upcoming school year, with 95% of participants voting in favor of the draft.</p>
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Partnership and School Site Council

<p>P1</p>	<p>Governance Committee Updates- The Curriculum and Instruction, Business, and Partnership committee chairs will provide the Board an update on committee initiatives.</p> <p>Business Committee Chair: Mr. Fidel Montes Committee forwarded the VNCLC Staff Right Sizing Strategy presentation in today’s meeting. Attrition data will continue to be analyzed in the Budget Working Group. The Personnel Working Group will continue fine tuning a Social Media Policy. The Facilities Working Group did not meet.</p> <p>Committee Chair: Ms. Marina Poplawski Committee has put together documentation for a group of students who may meet the qualifications for the gifted program. The 24-25 School Calendar was reviewed and approved.</p> <p>Partnership Committee Chair: Mr. David Cory-Committee continues reviewing fundraising proposals.</p>	<p>Informational Item</p>	<p>Governance Committee Chairs Report: <i>* Committee minutes can be viewed online at Vaughnnextcenturylearningcenter.com</i></p>
<p>P2</p>	<p>Student Board Member Update- The Student Board Members will provide the Board an update of student activities.</p>	<p>Informational Item</p>	<p>Student Board Member, Ms. Liliana Rolon reported on the updates of Prom preparations, ticket prices, and fundraising efforts. VISA is celebrating their Chinese Exchange Program with China, with 15 students ready to go overseas.</p>

Adjournment:

Board Member Mr. Steve Holle motions to adjourn the meeting, Board Member Fidel Montes seconds the motion. Meeting adjourns at 6:12 pm

Next Board Meetings:

April 24, 2024

**Any individual with a disability who requires reasonable accommodations to attend the Board meeting may request assistance by contacting Fidel Ramirez, Chief Executive Officer at (818) 896-7461. It is recommended that assistance be requested at least 3 days prior to the meeting.*

Minutes were prepared by Board of Directors Secretary: Fidel Montes