

**BURBANK UNIFIED SCHOOL DISTRICT**  
**ACADEMIC AFFAIRS GOVERNANCE COMMITTEE**

October 2, 2023

**ADOPTED MINUTES**

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

*The meeting was called to order by Board Member Tabet at 6:02 p.m.*

*The pledge of allegiance was led by Dr. Paramo, Superintendent.*

2. NOTICE TO THE PUBLIC

3. LAND ACKNOWLEDGEMENT

We acknowledge the traditional, ancestral, unceded territory of the Chumash, Tongva, Fernandeño Tataviam, and First Nations on which we are learning, educating, and living.

4. ADJUSTMENT TO THE AGENDA

*There were no adjustments to the agenda.*

5. APPROVAL OF MINUTES

*None to approve.*

6. REQUESTS TO ADDRESS THE GOVERNANCE COMMITTEE

*There were no requests to address the committee.*

7. NEW AND/OR UNFINISHED BUSINESS

a. Introduction of Members

*Committee members introduced themselves*

- *Linda Junge – Facilitator*
- *Marla Jurman – BTA*
- *Ron Young – BASA*
- *Emma Audette – Student*
- *Erin Konstantine – PTA*
- *Jennifer Almer – BASA*
- *Abby Pontzer Kamkar – Board Member*
- *Char Tabet – Board Member*
- *Ana Moen – BTA*
- *Payton Johnson – Student*
- *Sharon Cuseo – Facilitator*

b. Committee Orientation

*Board Member Pontzer Kamkar spoke regarding the purpose of the committee. Provided an overview of topics that will be discussed based on the agenda developed by Board Member*

*Pontzer Kamkar, Board Member Tabet and Ms. Cuseo. She mentioned that they are looking for feedback from various stakeholders on the topics. Board Member Tabet indicated that the it's a Brown Act committee and discussed some rules.*

- c. Data Review – PowerPoint available on [Academic Affairs Governance Committee Page](#)

*Robyn Anders, Director, Instructional Technology, utilized a PowerPoint to provide a report on 2022-2023 Academic Performance.*

*Dr. Anders demonstrated how to filter data as well as answered questions from committee members about the data presented.*

- d. Arts Plan – PowerPoint available on [Academic Affairs Governance Committee Page](#)

*Peggy Flynn, Arts and Career Technical Education Coordinator, utilized a PowerPoint to provide a report on the District Arts for All Plan.*

*Ms. Flynn would like the committee and stakeholder group input for the latest Arts Plan update.*

- e. IT Demonstration

*Eric Carter, Assistive Technology Specialist – TOSA, demonstrated the Snap & Read and Co: Writer assistive tools that are available to all students and employees at BUSD.*

- f. Other Items for Discussion

*None*

## 8. ITEMS FOR FUTURE AGENDA

The Committee Chair will call for any future agenda items from the Committee members.

## 9. NEXT MEETING is scheduled for October 30, 2023

## 10. ADJOURNMENT

*The meeting was adjourned by Board Member Tabet at 8:13 p.m.*