

CURRICULUM & INSTRUCTION GOVERNANCE COMMITTEE MINUTES

MEETING DETAILS

Date: 9/3/24	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**
- 2. Committee Facilitators and Secretary Updates**

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Action Items:

- Identify voting members for sub committee and add to main committee roster spreadsheet
 - 9 members total (parents, classified and certificated staff)
 - Representation from each subcommittee if possible
- Nominate individuals to be committee chair - add to spreadsheet
- Within subcommittees:
 - identify secretary (non admin) - add to spreadsheet
 - identify sub committee lead (non admin) - add to spreadsheet
 - identify timeline/goals for subcommittee for year using [document provided](#)

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:** [09/03/24] [10/15/24] [11/5/24] [12/
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

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3. ACTION ITEMS

Curriculum and Instruction Committee:

June 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:
Action Item:
a.

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GATE

Agenda:

Action Item:

a.

SPED

Agenda:

Action Item:

1.

Resource & Instruction

Agenda:

Action Item:

a.

5. ADJOURNMENT

1. motioned to adjourn the meeting at 3:30 p.m.

Meeting was adjourned at 3:30 p.m.