

PARTNERSHIP GOVERNANCE COMMITTEE MINUTES

MEETING DETAILS

Date: 10.1.2024	Start Time: 2 pm	End Time: 2:55 pm
Location: VISA Campus Room S103 Partnership: BSFA: LGBTQ+: Wellness:	Minutes Prepared by:	

1. VOTING MEMBERS ATTENDANCE

Name	Role	Attendance (Present/Absent)
Leslee Velazquez	Administrator	
Leslie Hernandez	ML Teacher	
Jasmin Guerrero	VISA Teacher	
Cassie Messer	MIT Teacher	
Stacey Cortez	Elementary Teacher	
Alma Nava	Classified Employee	
Joanna Vega	Parent	
Leslie Pimienta	Parent	
Adriana Ramirez	Parent	
Jackeline Sanchez	Parent	
Kristian Zambrano	Student	
Eduardo Juarez	Student	

1. NON-VOTING MEMBERS ATTENDANCE

Name	Role	Attendance (Present/Absent) (To be filled out by chair/secretary)
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PARTNERSHIP GOVERNANCE COMMITTEE MINUTES

3. AGENDA

MINUTES:

1. Sign in using QR Code or link provided
2. Attendance
3. Announcements
4. Action Items
5. Sub-committee work

4. ANNOUNCEMENTS

- Vaughn Family Center Update (Nava)
 - a.

- Food Service Update (Montoya)
 - a. Food services update
 - The food service team
 - Frances Montoya -Director
 - Lynda Marshall - coordinator 1
 - Jennifer Montes de Oca - coordinator 2
 - Erika Lazcano - Liaison
 - Evita Bernal - Accountant Associate
 - Hiring update - 6 food service positions open
 - New Menu items - Taco Tuesdays, sub sandwiches, handmade items, dressings, cut fries
 - Share Tables - Share tables are still one of the most vital parts of the program. They offer us a chance for redistribution and eliminate waste

Food donations - all food on the share tables and any leftovers are for students only
 - b. Review fundraiser audit item request
 - c. Request for amendment to Field Trip policy to ensure compliance

- Board Updates
 - a. [Governance Agenda](#): You can access the Board Agenda and Minutes here. Instructions for public comments can be found in each of the meeting minutes.



PARTNERSHIP GOVERNANCE COMMITTEE MINUTES

- a. Board Meeting Dates: 9/25, 10/23, 11/20, 12/11, 2/26, 3/12, 4/23, 5/21, 6/25
- b. Time: 4:00pm
- c. Join in person (Vaughn Central) or via Google Meets

5. ACTION ITEMS

1. Updated Bullying Policy

- Leslee Velazquez -
- Leslie Hernandez -
- Jasmin Guerrero -
- Cassie Messer -
- Stacey Cortez -
- Alma Nava -
- Joanna Vega -
- Leslie Pimienta -
- Adriana Ramirez -
- Jackeline Sanchez -
- Kristian Zambrano -
- Eduardo Juarez -

2. Revised Form A

- Leslee Velazquez -
- Leslie Hernandez -
- Jasmin Guerrero -
- Cassie Messer -
- Stacey Cortez -
- Alma Nava -
- Joanna Vega -
- Leslie Pimienta -
- Adriana Ramirez -
- Jackeline Sanchez -
- Kristian Zambrano -
- Eduardo Juarez -

b. Campus Representatives:

- i. PL = Monicada
- ii. G3 = Rochin
- iii. ML = Noemi Garcia
- iv. MIT = Cynthia Rodriguez
- v. VISA = Alison Martinez

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3. Approve previous [meeting minutes](#) (3 min)

a. Motion:

b. Second:

c. Vote:

- i. Leslee Velazquez -
- ii. Leslie Hernandez -
- iii. Jasmin Guerrero -
- iv. Cassie Messer -
- v. Stacey Cortez -
- vi. Alma Nava -
- vii. Joanna Vega -
- viii. Leslie Pimienta -
- ix. Adriana Ramirez -
- x. Jackeline Sanchez -
- xi. Kristian Zambrano -
- xii. Eduardo Juarez -

4. Fundraising

a. VISA:

- i. Girls Basketball December 9th - 14th
 - Tickets and snacks to be sold after school at 4:15pm
 - To fund sports equipment and tournament participation
- ii. VISA sports December 2nd - 7th
 - Tickets and snacks to be sold after school at 4:15pm
 - To fund sports equipment
- iii. Yearbook October 14th - November 30th
 - Selling personalized pages in the yearbook
 - In order to lower the cost of yearbooks
- iv. Yearbook November 1st - December 20th
 - Yearbook sales/ preorders
 - To pay the yearbook bill from Jostens
- v. Student Advisory Council October 24th
 - Selling snacks at student led conference starting at 4:30 (cookies)
 - To purchase SAC merchandise
- vi. AAPI club October 24
 - Selling jelly stips / coffee at student led conference starting at 4:30
 - To fundraise for the lunar new year festivities
- vii. Key Club October 24th
 - Selling aguas frescas at student led conferences starting at 4:30
 - To pay key club dues
- viii. Key club October 21st - 25th
 - Goodie bags that include snacks from the approved list and a plushy
 - To pay for Key Club dues
- ix. Key Club October 14th - 25th

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- Goodie bags that include snacks from the approved list and a plushy
- To pay for Key Club dues
- x. Hope club
 - Chips and drinks for student led conferences starting at 4:30
 - Needed for merchandise for future fundraisers and events
- xi. Music October 28th - November 1st
 - Selling catalog sale from fundraising zone
 - Towards festival payments
- xii. Music October 24th
 - Selling candy, soda, cookies, water during student led conferences starting at 4:30
 - To pay festival

- b. MIT:**
 - i. Water Bottle sales October 5th - December 20th
 - Selling water to students
 - To help raise funds to purchase PE Equipment
 - ii. Leadership Team Oct 2nd-Oct 31st
 - Selling Popcorn, water and school approved snacks
 - To help raise funds for Leadership events and prizes
 - iii. 8th grade October 5th - October 31st
 - Selling t-shirts
 - To raise funds for Grad Nite buses
 - iv. Yearbook October 5th - December 20th
 - Selling yearbooks
 - To pay for Grad Nite buses
 - v. Cherrydale catalog fundraiser
 - Selling kitchenware, magazines, jewelry, home items from a catalog to be passed out after school
 - To fund music department field trips

- c. ML:**
 - i.
- d. G3:**
- e. PL:**
 - i. Pacific Fundraiser Oct 16- 30th
 - Selling popcorn after school hours
 - To fund events and activities
 - ii. Penguin Patch Dec. 1- Dec 20th
 - Students and parents buying small gifts for the holidays
 - To help pay for field trips
 - iii. Holiday Pictures Oct. 2 - Dec. 20th
 - Selling pictures that parents can buy of their child in different holidays
 - To help pay for field trips
 - iv. Holiday Grams Oct 2- Dec 20th
 - Selling Holiday grams to parents

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- To help pay for field trips
- V. Baskin Robbins Nights Oct 2-Dec 20th
 - Families and community will buy ice cream on a designated night and time

[Form A viewing folder](#)

ii.

f. Family & Community Center:

i. None

g. Motion:

h. Second:

i. Vote:

- i. Leslee Velazquez -
- ii. Leslie Hernandez -
- iii. Jasmin Guerrero -
- iv. Cassie Messer -
- v. Stacey Cortez -
- vi. Alma Nava -
- vii. Joanna Vega -
- viii. Leslie Pimienta -
- ix. Adriana Ramirez -
- x. Jackeline Sanchez -
- xi. Kristian Zambrano -
- xii. Eduardo Juarez -

Norms

- Be on time, Be present.
- Right to Pass
- Mutual Respect
- No Put-Downs/Killer Phrases
- Attentive Listening

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5. Working Groups

Partnership

AGENDA

1. Review Fundraising Procedures

2. [Partnership Role & Responsibilities](#):

- a. (12 members; 4 teachers, 1 administrator, 1 other school employee, 4 parents, 2 students)
- b. Functions as “School Site Council” for the purpose of Federal Categorical Program
- c. Develops, receives input, adopts, disseminates, evaluates and monitors the implementation of our Home-School Compact and Parent/Student Handbooks
- d. Conducts parent, family and community climate surveys and needs assessments. Serves as conduit for parent input, feedback and recommendations
- e. Addresses and supports identified needs of homeless families
- f. Organizes parent meetings, including annual Title 1 and ELAC meetings
- g. Provides input regarding Vaughn’s charter, single school plan (SPSA), LCFF plan and WASC
- h. Coordinates community activities and parent forums
- i. Collaborates with the Family Center and Student Leadership Councils
- j. Coordinates participation of business and community partners
- k. Recruits parent and community volunteers.
- l. Organizes and monitors parent engagement opportunities
- m. Develops and monitors school uniform policy.
- n. Advises and monitors school fundraising efforts

2. 3.Review of [Curriculum Minutes](#) (3 mins)

- a.

3. Review of Business Minutes (3 mins)

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BSFA

AGENDA

1. Elect subcommittee facilitator:
2. Select subcommittee notetaker:
3. Roles & Responsibilities
 - a. Discuss
 - b. Organize final roles and responsibilities on a [google doc](#)
 - c. Share google doc with the Partnership chair

LGBTQ+

AGENDA

1. Elect subcommittee facilitator:
2. Select subcommittee notetaker:

Tabled for next meeting

3. Roles & Responsibilities
 - a. Discuss
 - b. Organize final roles and responsibilities on a [google doc](#)
 - c. Share google doc with the Partnership chair

Wellness

AGENDA

1. Elect subcommittee facilitator:
2. Select subcommittee notetaker:

Tabled for next meeting (Frances Montoya)

3. Roles & Responsibilities
 - a. Discuss
 - b. Organize final roles and responsibilities on a google doc
 - c. Share google doc with the Partnership chair

6. ITEMS TO ADD TO THE NEXT AGENDA

1. Complete the Subcommittee mission and goal at next meeting

7. MOTION TO ADJOURN

- 1.



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