

AGENDA-BUSINESS GOVERNANCE COMMITTEE 24-25

MEETING DETAILS

Date: 12/03/2024	Start Time: pm	End Time: 3:30pm
VISA Room VA- MPR 101	Agenda Prepared by: Amanda Uncapher Fifth Grade Teacher Business Committee Chair School phone # 818 896-7461 Ext. #7966 auncapher@myvaughncharter.com	

1. VOTING MEMBERS

Name	Campus	Role	Attendance (Present/Absent)
Daisy Valle	MIT	Parent	
Hellen Pham	ML	Teacher	
Sarah Sheridan	G3	Teacher	
Lynette Serrano	MIT	Teacher	
Laura Torres	G3	Parent	
Liliana Gomez	PL	Parent	
Maria Rostro	VISA	Parent	
Katie Shepley	VISA	Teacher	
Claudia Jimenez	PL	Teacher	

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2. NON-VOTING MEMBERS

Name	Role	Attendance (Present/Absent)
BUDGET		
Fidel Ramirez	CEO	
Yolanda Griffin	CFO	
Rachel Allen	MIT-Teacher Facilitator	
Nicole Mohr	VISA	
Amanda Uncapher	ML-Teacher	
Hellan Pham	ML-Teacher	
Johnie Morales	MIT-Teacher	
Katie Shepley	G3- Teacher	
Beatriz Samano	PL- Teacher	
Gaby Pelayo	PL- Support Staff	
Mercy Macharia	MIT- Lead Secretary	
Alejandro Zamora	MIT	
Daisy Valle	Pandaland	
FACILITIES		
Claudia Flores	Admin	
Raquel Valadez	Admin	
Miriam Chavez	MIT- Facilitator	
Wendy Aparicio	MIT- Facilitator	
Jenny Sanchez	PL- Support Staff	
Ana Osta	PL- Teacher	
May Penarroyo	VISA	

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Victor Loera	G3-Teacher	
Sarah Sheridan	G3-Teacher	
Mayensi Hernandez	ML- Teacher	
Janaan Martinez	VISA- Teacher	
Lijuan Lapporte	VISA- Teacher	
Yirzely Villanueva	MIT- Teacher	
Heleodoro Castillo	Student-VISA	
PERSONNEL		
Luis Carbajo	HR	
Irene Muro	ML- Admin	
Savannah Raskin	G3	
Riham Ammari	ML-Teacher	
Laura Torres	PL- Teacher- Secretary	
Fidel Montes	ML-Teacher - Facilitator	
Hayk Alciyan	VISA	
Sara Santa Cruz	MIT	
Lynette Serrano	MIT	
Pargol Mirkhani	MIT	
Sonia Cortez	G3-Teacher	
Hillary Henson	VISA	
Alma Nunez	VISA- Lead	
David Zhang	VISA- Teacher	
Maria Rostro	VISA Parent	
Josean Martinez	VISA Student	

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2. AGENDA

1. **Establish a Quorum/ Call to Order**
2. **Public Comment:** [Business Governance Public Comment Sign-up](#)
3. **Review and Approval of Minutes:** Voting Members Approve Minutes from November meeting.
[NOV. DRAFT MINUTES-Business Committee 11/05/2024](#)
4. **Governance**
 - a. **Announcements/ Informational Items:**
 - i. **Board Meeting update-** Mr. Ramirez
 - ii. **Fiscal Update-** Yolanda Griffin
 - iii. **Human Resources-** Luis Carbajo
 - iv. **Personnel updates-** Fidel Montes
 - v. **Facilities updates-** Wendy Aparicio
 - vi. **Budget updates-** Rachel Allen
 - vii.
 - b. **Action Item: None**
5. **Next Business Committee meeting: February 4, 2025**
6. **Next Board of Directors meeting: [December 11, 2024- link](#)**
7. **Adjournment:**

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.

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3. WORKING GROUPS

BUDGET-VA MPR/101
[Budget Working Group Minutes](#)

Working Group Facilitator	Rachel Allen
Working Group Secretary	Mercy Macharia

December 03, 2024

AGENDA:

1. Update from Yolanda Griffin
2. Update from Mr. Ramirez
3. Review, complete and approve attached DRAFT of Budget Working Group Goals Document.
[Budget Working Group Goals Worksheet](#)
4. Continue to discuss strategies to increase retention and enrollment.
5. Continue to discuss strategies to create open communication regarding budgets within and between committees and campuses.

FACILITIES-VA 201B
[Budget Working Group Minutes 24-25](#)

Working Group Facilitator	Wendy Aparicio/Miriam Chavez
Working Group Secretary	Wendy Aparicio/Miriam Chavez

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December 03, 2024

AGENDA:

- In the next meeting, we will provide an update on the remaining budget and share a breakdown of how much each site has spent to date.
- Provide the mental health team with a budget to cover the purchase of the items they need.

PERSONNEL-VA202A

[Personnel Working Group Minutes](#)

Working Group Facilitator

Fidel Montes

Working Group Secretary

Laura Torres

December 03, 2024

AGENDA:

Mr. Carbajo will be presenting on the following Human Resources updates.

- CA minimum wage (2025)
- Staff Headcount
- Staff Turnover Rates
- New Hires Count
- Staff Evaluations