

24-25 BUSINESS COMMITTEE AND WORKING GROUPS APPROVED MINUTES
MEETING DETAILS

Date: 12/03/2024	Start Time: 2:06 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	Present
Hellen Pham	ML	Teacher	Present
Sarah Sheridan	G3	Teacher	Present
Lynette Serrano	MIT	Teacher	Present
Laura Torres	G3	Parent	Present
Liliana Gomez	PL	Parent	Present
Maria Rostro	VISA	Parent	Present
Katie Shepley	VISA	Teacher	Present
Claudia Jimenez	PL	Teacher	Present

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2. NON-VOTING MEMBERS		
Name	Role	Attendance (Present/Absent)
BUDGET		
Fidel Ramirez	CEO	Present
Yolanda Griffin	CFO	Present
Rachel Allen	MIT-Teacher Facilitator	Present
Nicole Mohr	VISA	Present
Amanda Uncapher	ML-Teacher	Present
Hellan Pham	ML-Teacher	Present
Johnie Morales	MIT-Teacher	Present
Katie Shepley	VISA - Teacher	Present
Beatriz Samano	PL- Teacher	Present
Gaby Pelayo	PL- Support Staff	Not Present
Mercy Macharia	MIT- Lead Secretary	Not Present
Alejandro Zamora	MIT	Present
Eunice Kwon	ML-Teacher	Present
Karla Orsoto	G3	Present
Daisy Valle	Pandaland	Present
FACILITIES		
Claudia Flores	Admin	Present
Raquel Valadez	Admin	Present
Miriam Chavez	MIT- Facilitator	Present
Wendy Aparicio	MIT- Facilitator	Present

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Jenny Sanchez	PL- Support Staff	Not Present
Ana Osta	PL- Teacher	Present
May Penarroyo	VISA	Not Present
Victor Loera	G3-Teacher	Present
Sarah Sheridan	G3-Teacher	Present
Mayensi Hernandez	ML- Teacher	Present
Janaan Martinez	VISA- Teacher	Present
Lijuan Lapporte	VISA- Teacher	Present
Liliana Gomez	PL-Teacher	Present
Maya Eduardo	VISA	Present
Yirzely Villanueva	MIT- Teacher	Present
Heleodoro Castillo	Student-VISA	Not Present
PERSONNEL		
Luis Carbajo	HR	Present
Irene Muro	ML- Admin	Present
Savannah Raskin	G3	Present
Riham Ammari	ML-Teacher	Present
Laura Torres	PL- Teacher- Secretary	Present
Fidel Montes	ML-Teacher - Facilitator	Present
Hayk Alciyan	VISA	Present
Sara Santa Cruz	MIT	Present
Lynette Serrano	MIT	Present
Pargol Mirkhani	MIT	Not Present
Sonia Cortez	G3-Teacher	Present

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Hillary Henson	VISA	Present
Alma Nunez	VISA- Lead	Present
David Zhang	VISA- Teacher	Present
Claudia Jimenez	PL	Present
Maria Rostro	VISA Parent	Present
Josean Martinez	VISA Student	Not Present

2. MINUTES

- **Establish a Quorum/ Call to Order**
- **Public Comment:** [Business Governance Public Comment Sign-up](#)
- **Review and Approval of Minutes:** Voting Members Approved Minutes from November meeting.
 - [NOV. DRAFT MINUTES-Business Committee 11/05/2024](#)
- **Governance**
 - **Announcements/ Informational Items:**
 - **Board Meeting update-** Mr. Ramirez
 - Update on enrollment numbers
 - 4th month
 - ADA - average 94.42% (previous month: 95.40%)
 - Enrollment - 2,622 (previous month: 2,623)
 - Girls Volleyball City Championship team
 - Hosted a state game afterwards
 - Pandaland recognized our veterans with a reception
 - Previous student spotlight: David Quiroz
 - “Dreamer Paradise” - poetry book
 - VISA received \$60,000 grant for summer bridge program
 - **Fiscal Update-** Yolanda Griffin - None
 - **Human Resources-** Luis Carbajo - None
 - **Personnel updates-** Fidel Montes

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- See Personnel Committee Minutes
 - **Facilities updates-** Wendy Aparicio - None
 - **Budget updates-** Rachel Allen - still working on planning worksheet
- **Action Item: None**

- **Next Business Committee meeting: February 4, 2025**
- **Next Board of Directors meeting: [December 11, 2024- link](#)**
- **Adjournment:** Ms. Hellen Pham motions to adjourn the meeting after working groups or 3:30 pm, whichever comes first. Ms. Liliana Gomez seconds the motion. The motion passes.

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

MINUTES:

- 1. Subgroup members continued working on a draft mission statement that Vaughn Central created.**
 - ◆ Key notes - Budget working group is advisory in nature and will not have decision making responsibilities.**

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FACILITIES-VA 201B

Facilities Working Groups Minutes 24-25

Working Group Facilitator

Wendy Aparicio/Miriam Chavez

Working Group Secretary

Wendy Aparicio/Miriam Chavez

December 03, 2024

MINUTES:

1. Review [Facilities Tracker](#) with committee
2. Karla Osorto from G3 has requested 20 presentation clickers
✚ G3 Wireless Presentation Clicker 24-25 Facilities Request Form (OR...
Motion made :
Second by:
Approved by: Not Approved
-Can be purchased through site budget
-Is not furniture
3. Karla Osorto from G3 has requested 25 Voice Amplifiers
✚ G3: Voice Amplifier: 24-25 Facilities Request Form (ORIGINAL) Vaug...
Motion by:
Second by:
Approved by: Not Approved
-Can be purchased through site budget
-Is not furniture
4. Marissa Morales from PL has requested rug, easel, white board table
[PL M.Morales Request Form](#)

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Motion by: Janaan Martinez

Second by: Osta

Approved by: All

5. Mental health team from MIT is requesting different items

MIT SPO 2 - Sofas .xlsx

Motion by: Mayensi Hernandez

Second by: Yirzely Villanueva

Approved by: All

6. Mental health team is requesting

MIT SPO 1 - Communal Space .xlsx

Motion by: Janaan Martinez

Second by: Yirzely Hernandez

Approved by: All

Both requests from G3 were denied because the committee felt like it could be purchased through the site budget due to it not being furniture.

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PERSONNEL-VA202A

[Personnel Working Group Minutes](#)

Working Group Facilitator

Fidel Montes

Working Group Secretary

Laura Torres

December 03, 2024

MINUTES:

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

- 1. CA minimum wage (2025)**
 - a. Minimum wage in Ca is increasing from \$16.00 to \$16.50 as of January 1, 2025**
 - b. Minimum wage in LA County is increasing to \$17.25**
 - c. Minimum wage for salaried employees at Vaughn will increase to \$68,680**
 - i. 15 employees will receive a salary adjustment due to the minimum wage increase.**
 - ii. 2 classified employees and 13 certificated employees**
 - iii. for the most part, this will affect first year preliminary teachers**
- 2. Staff Headcount**
 - a. Total of 526 employees**
 - i. 99 at PL, 48 at G3, 60 at ML, 76 at MIT, 91 at VISA, 152 schoolwide**
- 3. Staff Turnover Rates**
 - a. Has been decreasing**
- 4. Staff Evaluations**
 - a. 100% of self- evaluations were completed on time**
 - b. 95% of supervisor evaluations were completed on time**



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