

AGENDA BUSINESS GOVERNANCE COMMITTEE 24-25

MEETING DETAILS

Date: 02/04/2025	Start Time: 2:
VISA Room VA- MPR	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	
Alana Murphy	G3-Teacher	
Ashley Ortiz	G3-Teacher	
Nicole Mohr	VISA	
Amanda Uncapher	ML-Teacher	
Hellen Pham	ML-Teacher	
Johnie Morales	MIT-Teacher	
Katie Shepley	G3- Teacher	
Beatriz Samano	PL- Teacher	
Karla Orsoto	G3-	
Gaby Pelayo	PL- Support Staff	
Desiree Meza	G3- Teacher	
Mercy Macharia	MIT- Lead Secretary	
Alejandro Zamora	MIT	
Daisy Valle	Pandaland	
FACILITIES		
Claudia Flores	Admin	
Raquel Valadez	Admin	

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Miriam Chavez	MIT- <i>Facilitator</i>	
Wendy Aparicio	MIT- <i>Facilitator</i>	
Jenny Sanchez	PL- Support Staff	
Ana Osta	PL- Teacher	
May Penarroyo	VISA	
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- <i>Secretary</i>	
Fidel Montes	ML-Teacher - <i>Facilitator</i>	
Hayk Alciyan	VISA	
Sara Santa Cruz	MIT	
Lynette Serrano	MIT	
Pargol Mirkhani	MIT	
Sonia Cortez	G3-Teacher	

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Hillary Henson	VISA	
Bethany Marroquin	MIT- Teacher	
Alma Nunez	VISA- Lead	
David Zhang	VISA- Teacher	
Maria Rostro	VISA Parent	
Josean Martinez	VISA Student	

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 will review and approve the minutes from the February meeting. [📧 DRAFT FEB. MINUTES-Business Committee 12/03/2024](#)
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
 - b. **Action Item: None**
5. **Next Business Committee meeting: April 1, 2024**
6. **Next Board of Directors meeting: [March 26, 2025- link](#)**
7. **Adjournment:** Ms. Hellen Pham motions to adjourn the meeting after working groups or 3:30 pm, whichever comes first. Ms. Lynette Serrano 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

March 04, 2025

AGENDA:

1. Update from Yolanda Griffin
 - i. Governors Proposal
 - ii. Enrollment Projections
 - iii. Budget Development Timeline
2. Discuss strategies to increase retention and enrollment.
3. Discuss strategies to create open communication regarding budgets within and between committees and campuses

BUDGET-VA MPR/101

[Budget Working Group Minutes 24-25](#)

Working Group Facilitator

Wendy Aparicio/Miriam Chavez

Working Group Secretary

Wendy Aparicio/Miriam Chavez

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March 04, 2025

AGENDA:

1. Additionally, it was mentioned in the meeting if voice enhancers or clickers were appropriate purchases for facilities, the answer is yes they are. The facility budget can be used for not only furniture but 'equipment' also.

2. M. Morales Requested Kidney shaped White board table

+ M. Morales 24-25 Facilities Request Form

Motion made :

Second by:

Approved by:

3. Moncada Requested Flagship Carpets Happy Squares Educational Area Rug for Kids Room Seating Décor, Children's Classroom, Play Carpet for Teaching and Playroom, Seats 24, 7'6"x12', Blue & Multi Color

+ Moncada Facilities Request

Motion made :

Second by:

Approved by:

4. E. Luque is requesting Printer table/Foldable Tables, Stand up Desk, Ergonomic Office Chair

x Updated_MIT 24-25 Facilities Request Form (ORIGINAL) Vaughn (Revised...

Motion made :

Second by:

Approved by:

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PERSONNEL-VA202A

[Personnel Working Group Minutes](#)

Working Group Facilitator

Fidel Montes

Working Group Secretary

Laura Torres

February 04, 2025

AGENDA:

HR: Updates - Luis Carbajo

- **Pay scale and Cost of Living Adjustment conversation**
- **HR updates**
 - Effectual Staffing Survey