VAUGHN | NEXT CENTURY LEARNING CENTER

# AGENDA BUSINESS GOVERNANCE COMMITTEE 24-25

| MEETING DETAILS | | |
|---|---|---|
| **Date: 06/03/2025** | **Start Time: pm** | **End Time: 3:30pm** |
| **May Location: MIT Campus**<br>**Room M** | **Agenda Prepared by:**<br><br>**Amanda Uncapher**<br>Fifth Grade Teacher<br>Business Committee Chair<br>School phone # 818 896-7461 Ext. #7966<br>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 | Instructional Coach | |

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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-Admin | |
| 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 | |
| Miriam Chavez | MIT-***Facilitator*** | |

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| | | |
|---|---|---|
| Wendy Aparicio | MIT-***Facilitator*** | |
| 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-***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 | |

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| | | |
|---|---|---|
| Bethany Marroquin | MIT- Teacher | |
| Alma Nunez | VISA- Lead | |
| David Zhang | VISA- Teacher | |
| Maria Rostro | VISA Parent | |
| Claudia jimenez | Pandaland | |
| 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 May meeting. DRAFT MAY Minutes-Business Committee 05/04/2025
4. **Governance**

    a. **Announcements/ Informational Items:**

        i. **Potential Board Member Videos**
        ii. **Board Meeting update**- Mr. Ramirez
        iii. **Fiscal Update-** Yolanda Griffin
        iv. **Human Resources-** Luis Carbajo
        v. **Personnel updates**- Fidel Montes
        vi. **Facilities updates-** Wendy Aparicio
        vii. **Budget updates-** Rachel Allen
        viii. **Discuss Business Committee Roles, and Structure of Subcommittees**

**Action Item: * Vote if there is a change to the structure of the Subcommittees**

5. **Next Business Committee meeting: September 2, 2025**
6. **Next Board of Directors meeting:** **June 25, 2025- link**
7. **Adjournment:** motions to adjourn the meeting after working groups or 3:30 pm, whichever comes first. 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.**

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- ○ One speaker at a time
- ○ Support each other by actively listening and staying engaged.

## 3. WORKING GROUPS

**BUDGET-** Mainland Literacy Center Room M

Budget Working Group Minutes

| | |
|---|---|
| **Working Group Facilitator** | **Rachel Allen** |
| **Working Group Secretary** | **Mercy Macharia** |

## June 03, 2025

**AGENDA:**

1. Complete a summary outlining the subcommittee's role and typical annual responsibilities on the shared document
2. Review Final Budget
3. Discussion bonuses for the 2025-26 school year

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**Facilities - MIT RM 113**

Facilities Working Groups Minutes 24-25

| | |
|---|---|
| **Working Group Facilitator** | **Wendy Aparicio/Miriam Chavez** |
| **Working Group Secretary** | **Wendy Aparicio/Miriam Chavez** |

## June 03, 2025

**AGENDA:**

- Complete a summary outlining the subcommittee's role and typical annual responsibilities on the shared document

**PERSONNEL-MIT Rm 200**

Personnel Working Group Minutes

| | |
|---|---|
| **Working Group Facilitator** | **Fidel Montes** |
| **Working Group Secretary** | **Laura Torres** |

## June 03, 2025

**AGENDA:**

- Complete a summary outlining the subcommittee's role and typical annual responsibilities on the shared document