VAUGHN | NEXT CENTURY LEARNING CENTER

APPROVED MINUTES BUSINESS GOVERNANCE COMMITTEE 24-25

MEETING DETAILS		
Date: 06/03/2025	**Start Time: 2:03 pm**	**End Time: 3:30pm**
Location: *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	Instructional Coach	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
Allahna Murphy	G3-Teacher	Present
Ashley Ortiz	G3-Teacher	Not Present
Nicole Mohr	VISA	Present
Amanda Uncapher	ML-Teacher	Present
Hellen Pham	ML-Teacher	Present
Johnie Morales	MIT-Teacher	Present
Katie Shepley	G3- Teacher	Present
Beatriz Samano	PL- Teacher	Not Present
Karla Orsoto	G3-Admin	Present
Gaby Pelayo	PL- Support Staff	Not Present
Desiree Meza	G3- Teacher	Present
Mercy Macharia	MIT- Lead ***Secretary***	Present
Alejandro Zamora	MIT	Present
Daisy Valle	Pandaland	Present
FACILITIES		
Claudia Flores	Admin	Present
Raquel Valadez	Admin	Present
Miriam Chavez	MIT-***Facilitator***	Present

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Wendy Aparicio	MIT-***Facilitator***	Present
Jenny Sanchez	PL- Support Staff	Not-Present
Ana Osta	PL- Teacher	Not-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	Not-Present
Lijuan Lapporte	VISA- Teacher	Present
Lilana Gomez	PL	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	Not-Present

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

2. Minutes

1. **Establish a Quorum/ Call to Order**
2. **Public Comment: None** Business Governance Public Comment Sign-up
3. **Review and Approval of Minutes:** Voting Members approved the minutes from the May meeting. DRAFT MAY Minutes-Business Committee 05/04/2025
4. **Governance**

    a. **Announcements/ Informational Items:**

        i. **Board Meeting update**- Mr. Ramirez
            1. Enrollment & ADA (Month 8 → Month 9)
                a. ADA 94% → 94.51
                b. Enrollment 2594 → 2594
            2. Family Appreciation Event @ Mainland Campus
                a. Ribbon Cutting Ceremony
                b. 16th project from Dr. Chan
            3. AB84 - What it is and why it matters?
                a. Tripling authorizer fees - oversight fees raise from 1% to 3% in charters' total venue
                b. Fewer resources for direct student support and instruction
            4. Vaughn - awarded a $2,375,000 Community Schools Implementation Grant
            5. Assemblywoman, Celeste Rodriguez visits Mainland - May 22, 2025
            6. Tia Chucha's Celebrating Words Art and Literacy Festival
            7. Graduation/Culmination
                a. VISA - Wednesday, Jun 11, 2025 @5:00 pm
                b. MIT - Wednesday, Jun 11, 2025 @8:30 am
                c. Mainland - Thursday, June 12, 2025 @8:30 am
        ii. **Fiscal Update-** Yolanda Griffin- no updates

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iii. **Human Resources-** Luis Carbajo - no updates
iv. **Personnel updates**- Fidel Montes
    1. Health benefits closed on May 30, 2025
v. **Facilities updates-** Wendy Aparicio - no updates
vi. **Budget updates-** Rachel Allen - no updates

b. **Action Item:**

i. **Discuss Business Committee Roles, and Structure of Subcommittees**

Committee Descriptions and Roles

1. Facilities
    a. Seems to be more site specific
    b. Continue a connection to the Business committee?
    c. As the original facilities committee, they take requests for facilities and vote on requests
    d. New - requests would go to Site Director -> Fiscal for approval and site director would order
        i. Takes out the middle person, would not have to wait for it to be voted on in the next committee meeting
        ii. Budget would be divided among campuses - $10,000 per site
            1. Issue: Should it be divided among enrollment numbers?
            2. We could revisit the amount
            3. Issue: A campus could order more than another campus? What happens when we go over budget on a certain campus?
    e. Sheridan motioned to not continue the facilities committee. Pham second.
    Daisy Valle - yes
    Hellen Pham - yes
    Sarah Sheridan - yes
    Lynette Serrano - yes
    Laura Torres - no
    Liliana Gomez - no
    Maria Rostro - yes
    Katie Shepley - yes
    Claudia Jimenez - yes
    The motion passes.
2. Personnel
    a. Budget and personnel be combined
        i. Personnel also does evaluations
        ii. Meet when there is overlap and then disperse when there are topics like evaluations or other personnel specific
        iii. Could be longer meetings
            1. The chair would need to do better time management
    b. Budget is more site based now
    c. Possible change in responsibilities

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d. Committees don't feel that they aren't specifically discussing items pertaining to budget or personnel
    i. Even though we aren't talking about it this year, it can be more specific in the upcoming year
e. Shepley motioned to continue the personnel committee but with the change of responsibilities. Business committee would proceed as a whole, and the budget and personnel committees would split as needed. Jimenez seconds.
Daisy Valle - new
Hellen Pham - new
Sarah Sheridan - new
Lynette Serrano - new
Laura Torres - new
Liliana Gomez - new
Maria Rostro - new
Katie Shepley - new
Claudia Jimenez - new
The motion passes.

3. Budget
Shepley motions that previous vote from Personnel would apply to the Budget committee as well. Sheridan seconds.
Daisy Valle - new
Hellen Pham - new
Sarah Sheridan - new
Lynette Serrano - new
Laura Torres - new
Liliana Gomez - new
Maria Rostro - new
Katie Shepley - new
Claudia Jimenez - new
The motion passes.

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

June 03, 2025

Minutes:

Updates from Yolanda - CFO

- 2025-26 fiscal year revised budget - the governor's May Revise is slightly lower than proposed at 2.3%, costing our school approx 50k less.
    - Federal sources are still uncertain, final proposal due in June.
    - New projected grants (not yet approved) were discussed with perimeters of implementation.
    - Discussed AB84, waiting to learn the amendments, implications and final vote.
    - Federal, State & Local revenues were highlighted with expiration dates and perimeters of implementation.
    - New funding (CA community schools & Discretionary Block) grants were reviewed, however funds have not been budgeted, awaiting formal documentation from the State.
    - Expense highlights - reductions in force; personnel additions - budgeted and upcoming; supplies & services; support fee (1% reduction in elementary percentages)
    - Sustainability strategies discussed - needs to be continuous effort
- Review of all site budgets - only one site is balanced
- It was recommended to continue the freeze on outcome bonuses and a Board-approved COLA due to the low State COLA. However, Vaughn will proceed to honor the Pay Scale Tier Increases as scheduled.

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Facilities- VA 201 B Facilities Working Groups Minutes 24-25

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

June 03, 2025
Minutes: - Remaining Balance $33,102.93
PERSONNEL- VA 202A Personnel Working Group Minutes

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

June 03, 2025
Minutes: - **Mr. Carbajo will present a professional responsibility Teacher Evaluation to staff in the beginning of the school year.**