VAUGHN | NEXT CENTURY LEARNING CENTER

PARTNERSHIP GOVERNANCE COMMITTEE AGENDA

MEETING DETAILS		
Date: 9.30.2025	**Start Time:** 2 pm	**End Time:** 3:30pm

• **Location:** VISA Campus
• **Everyone starts** in Room 206/207
• **Working Group Locations**
  ○ **Family Engagement**: 206
  ○ **BFSA:** 230
  ○ **LGBTQ+:** 205
  ○ **Attendance:** 235
	Minutes Prepared by:	

AGENDA

1. Sign in using QR Code or link provided
2. Attendance
3. Public Comment
4. Board Updates
5. Announcements
6. Action Items
7. Sub-Committees

2. ATTENDANCE

Name	Role	Attendance (Present/Absent)
Sandra Contreras	Administrator	
Carmen Pena	Elementary	
Tania Gutierrez	Elementary	
Cassie Messer	Secondary	
Jasmin Guerrero	Secondary	
Alma Nava	Classified Employee	
	Student	

Arturo Suarez	Parent	
Rocio Martinez	Parent	
Maria Urbina	Parent	
Ana Mancilla	Parent	

3. Public Comment

4. Board Updates

- Governance Agenda: You can access the Board Agenda and Minutes here. Instructions for public comments can be found in each of the meeting minutes.
- Board Meeting Dates: 10/22, 11/19, 12/10, 2/18, 3/25, 4/22, 5/20, 6/24
- Time: 4:00pm
- Join in person (Vaughn Central) or via Zoom

5. Announcements

1. Fundraiser process and training update
2. Family Wellness Day on October 25th - Volunteer Sign Up
3. Working group previously known as “Partnership-Partnership” is now “Family Engagement”
4. Introduction to interim Food Services Director (Lynda Rocha) and an updated Wellness policy
5. Campus Representatives:
    a. PL = Carmen Pena
    b. G3 = Tania Gutierrez
    c. ML = Leslie Hernandez
    d. MIT = Cassie Messer
    e. VISA = Jasmin Guerrero

6. Action Items

1. Approve previous Minutes
    a. June minutes
        i. Discussion/corrections:

b. September minutes
   i. Discussion/corrections:
c. VOTE:
   i. Motion:
   ii. 2nd:
   iii. Vote
      1. Sandra Contreras - Vote
      2. Carmen Pena - Vote
      3. Tania Gutierrez - Vote
      4. Cassie Messer - Vote
      5. Jasmin Guerrero - Vote
      6. Alma Nava - Vote
      7. Arturo Suarez - Vote
      8. Ana Mancilla - Vote
      9. Rocio Martinez - Vote
      10. Maria Urbina - Vote
      11. Student - TBD

2. Fundraising Date Extension
   a. In the past we have approved fundraisers for the semester. An exception was one day events that needed to be booked months in advance (i.e. Prom).
   b. *Proposal* is to allow groups to submit one Form A for a fundraiser that they have planned to to do the whole year.
   c. Discussion:
   d. VOTE:
      i. Motion:
      ii. 2nd:
      iii. Vote
         1. Sandra Contreras - Vote
         2. Carmen Pena - Vote
         3. Tania Gutierrez - Vote
         4. Cassie Messer - Vote
         5. Jasmin Guerrero - Vote
         6. Alma Nava - Vote
         7. Arturo Suarez - Vote
         8. Ana Mancilla - Vote
         9. Rocio Martinez - Vote
         10. Maria Urbina - Vote
         11. Student - TBD

3. Fundraisers
   a. Form A Viewing Folder
   b. VISA
      i. **ASB - Habit Burger and Grill Fundraiser**
         1. Date: 10/13
         2. Description: ASB is hosting a fundraiser at the Habit Burger and Grill. The event will take place 4 - 9 pm at 11980 Foothill Blvd, Sylmar
         3. Purpose: Profit from this event will go directly toward funding student events Oct 13th

ii. **Panacea - Thrift Store Fundraiser**
   1. Dates: 9/25/25 - 6/5/26
   2. Description: selling old clothes donated by the community. Everything is $1 or $2 so no receipt is necessary.
   3. Purpose: Buy Toys for Toy Drive

iii. **Panacea - Water Sales**
   1. Dates: 9/25/25 - 6/5/26
   2. Description: selling bottles of water
   3. Purpose: Buy Toys for Toy Drive

iv. **Panacea - Otter Pop Sales**
   1. Dates: 9/29 - 10/3
   2. Description: Selling 100% fruit juice *Otter pops*
   3. Purpose: Buy Toys for Toy Drive

v. **Girls Basketball - Northeast Valley Basketball Tournament**
   1. Dates: 12/1 - 12/6
   2. Description: selling tickets and food sales. Food sales will be after 4:15 P.M.
   3. Purpose: Paying for Basketball Tournament & equipment

vi. **Boys Basketball - Northeast Valley Basketball Tournament**
   1. Dates: 12/8 - 12/3
   2. Description: selling tickets and food sales. Food sales will be after 4:15 P.M.
   3. Purpose: Paying for Basketball Tournament & equipment

vii. **Yearbook - Photobooth @ Homecoming**
   1. Date: 11/14/25
   2. Description: sell 4 photo print on a postcard each time a group poses for photos
   3. Purpose: to lower the cost of yearbooks

viii. **Drama & Chorus - Elf Jr. tickets & Snacks**
   1. Dates:
      a. Ticket sales: 10/13 - 11/21
      b. Performance & Food sales: 11/20 - 11/21
         i. Food sales will take place 30 minutes after school is over
   2. Description: Tickets will be sold for the event during the school day and after school starting from October 13th. The night of the event we will also sell tickets and snacks. The show runs 4-7:30 pm on November 20th and 4:15-9:00 pm on November 21st.
   3. Purpose: funds will be used for drama events, such as senior banquet, and to pay for props/costumes for the show

c. MIT

i. **Robotics - Spirit Gear**
   1. Dates: 10/1 - 10/31
   2. Description: The robotics team will be selling t-shirts ($20) and hoodies ($35) to students, staff and families.
   3. Purpose: To continue their fundraising efforts for robotics competitions, events, and non-academic field trips

ii. **6th Grade - Spirit Gear**
   1. Dates:10/1 - 10/31
   2. Description: 6th grade will be selling t-shirts ($20) and hoodies ($35) to

students, staff and families.
3. Purpose: The funds covering buses and discounted tickets for reward field trips

iii. **Robotics - Snack Sales**
1. Date:10/1 - 10/31
2. Description: Will be selling water & snacks during after school
3. Purpose: The funds covering buses and discounted tickets for reward field trips

d. Mainland - none
e. G3 - none
f. Pandaland
I. **Scholastics Fall Sale 2025 Event**
1. Date: 10/13-10/17
2. Description: Scholastics: books, stickers, pencils, pens and notebooks
3. Purpose: For Student activities, Awards, and events

g. Family Center - none
h. Discussion:
i. VOTE:
i. Motion:
ii. 2nd:
iii. Vote
1. Sandra Contreras - Vote
2. Carmen Pena - Vote
3. Tania Gutierrez - Vote
4. Cassie Messer - Vote
5. Jasmin Guerrero - Vote
6. Alma Nava - Vote
7. Arturo Suarez - Vote
8. Ana Mancilla - Vote
9. Rocio Martinez - Vote
10. Maria Urbina - Vote
11. Student - TBD

4. Adjourn to Working Groups
a. VOTE:
i. Motion:
ii. 2nd:
iii. Vote
1. Sandra Contreras - Vote
2. Carmen Pena - Vote
3. Tania Gutierrez - Vote
4. Cassie Messer - Vote
5. Jasmin Guerrero - Vote
6. Alma Nava - Vote
7. Arturo Suarez - Vote
8. Ana Mancilla - Vote
9. Rocio Martinez - Vote
10. Maria Urbina - Vote

11. Student - TBD

7. Working Groups

Fundraiser Training - VA105

Agenda

1. Procedures
2. Food vs Non Food Fundraisers
3. Hosting a Fundraiser
4. Deposits
5. Procurement
6. Contact

Fundraising at Vaughn

Family Engagement - Rm. 206

Agenda:

1.

Minutes:

1.

BSFA - Rm. 230

Agenda:

1.

Minutes:

1.

LGBTQ+ - Rm. 205

Agenda:

1.

Minutes:

1.

Attendance - Rm. 235

Agenda:

1.

Minutes:

1.