VAUGHN | NEXT CENTURY LEARNING CENTER

CURRICULUM & INSTRUCTION GOVERNANCE COMMITTEE MINUTES

MEETING DETAILS		
Date: November 4, 2025	**Start Time: 2:00pm**	**End Time: 3:30pm**
Location: VISA MPR	**Minutes Prepared by:** Anahi Lara	

1. VOTING MEMBERS ATTENDANCE

Name	Role	Attendance (Present/Absent)
Viviana Ramos	Parent	Present
Cindy Rubio	Parent	Present
Clara Choi	Staff	Absent
Jennifer Robbins	Staff	Present
Marabel Parra	Staff	Present
Jessyan Ceron	Staff	Absent
Whitney Harrison	Parent	Present
Kishauna LaMotte	Parent	Present
Savannah Raskin	Staff	Present

2. AGENDA

1. Attendance and sign in
2. C&I Committee Action Items
    a. Approve 9.30.25 Meeting Minutes
3. All Committee Updates & Announcements: C&I Commitee Slides
    1. October Board Meeting Summary
        i. Charter Renewal
        ii. Family Wellness Day 2025
        iii. EL Progress across Vaughn
    b. Committee Submissions
        c. Turn in needed documents to Anahi Lara 1.5 weeks in advance of the Friday prior to the upcoming committee meeting [12.2.25]
        d. Subcommittee Facilitators are encouraged to complete the agenda assigned for

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the following month during today's meeting so it's ready for the next meeting.
Email Anahi Lara for any updates on emails/ changes within subcommittees.

4. Subcommittee Work Time: Identify Sub-Committee Roles Committee Rosters
5. Meeting adjournment

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AGENDA (detailed)

Curriculum and Instruction Committee: Action Items

Item	Voting Response
1. **Approve 9.30.25 Adjourned Meeting Minutes**	Roll call: Viviana Ramos — Yes Cindy Rubio — Second Clara Choi — Absent Jennifer Robbins — Yes Marabel Parra — Yes Jessyan Ceron — Yes Whitney Harrison — Motion Kishauna LaMotte — Yes Savannah Raskin — Yes

Sub Committee Facilitators and Meeting Minutes:
GATE Committee Minutes: Alan Kodel
EL Committee Minutes: Leslie Fernandez
R&I Committee Minutes: Melissa Andrade
School Climate Committee Minutes: Zachary Cash
Math: Noemi Garcia
Literacy: Naomi Cordova
Budget: Amanda Uncapher
Personnel: Fidel Montes

Committee Information

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1. **Committee meeting dates:** [9/2/25],[9/30/25], [11/4/25], [12/2/25], [2/3/26], [3/3/26], [4/7/26], [5/5/26], [6/2/26]
2. Please review the 25-26 Committee Roster , if you or someone you know is missing, please notify Sadie or Heather.
3. Please include parent and student members in your sub committee emails**.**
4. **Governance Agenda:** You can access the Board Agenda and Minutes here. Instructions for public comments can be found in each of the meeting minutes.
    a. **Board Meeting Dates**: [8/27/25], [9/24/25], [10/22/25], [11/19/25], [12/10/25], [2/18/26], [3/25/26], [4/22/26], [5/20/26], [6/24/26]
    b. **Time:** 4:00pm
    c. **Location:** Join in person (Vaughn Central, First floor) or via Zoom
5. **Contact: Please reach me at:**
    Email: alara@myvaughncharter.com
    Phone: (818)896-7461 Ext. 6848

Norms:

- Be on time, Be present.
- Right to Pass
- Mutual Respect
- No Put-Downs/Killer Phrases
- Attentive Listening

3. SUBCOMMITTEE AGENDAS

School Climate

Agenda:

1. Provide Feedback on Individualized site Areas of Need
2. Possible Solutions/ Strategies to Address/ Implement Areas of Need

Action Item:

EL

Agenda:

1. Benchmarks for renewal
2. Goal Progress (October/November Items)
3. View Assessments for Reclassification

Action Item:

1. Assign New Facilitator

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GATE

Agenda:

Action Item:

Resource & Instruction

Agenda:

1. Intervention supports for subgroups
2. Recommendations for a possible K-5 science curriculum
3. Drafting Google Form survey for Science
4. Calendar Updates

Action Item:

a.

Literacy

Agenda:

1. Create Literacy Committee Norms
2. Review and complete goals and vision for Committee for the Year
3. Savvas Assessment Survey on Google Forms completed and reviewed

Action Item:

Math

Agenda:

1. Digital Literacy in a Math Classroom
2. JBL: Is there still an education outreach program?
3. R.Herrick possibly contacted with Aerospace
4. Share out survey responses for collective goals/purpose for this committee
5. Schoolwide Math Intervention Program
6. Creating Math Resource List through Clever

Action Item:

Action Item: (next meeting)

Motion: New voting member (Sub for Clara Choi)
Minute change for september
Vote to approve min for nov
Calendar vote to approved 26-27 school year

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4. ADJOURNMENT	
Viviana Ramos	Motion
Cindy Rubio	Yes
Clara Choi	Absent
Jennifer Robbins	Yes
Marabel Parra	Yes
Jessyan Ceron	Absent
Whitney Harrison	Second
Kishauna LaMotte	Yes
Savannah Raskin	Yes