

GOVERNANCE MEETING MINUTES

Los Angeles Unified School District Verdugo Hills High School Tuesday October 4, 2016

Present: Arturo Barcenas, Aaron Peterson, Lisa Cheby, Angel Espindola, Gwendolyn Huete, Kurt Berg, Tamiko Revel, Nancy Meraz, Scott Kemple, Carlos Santoyo, Heriberto Marquez, Edith Chavez, Nicole Vermolen, Desiree Marquez, Lisette Duran

I. WELCOME/CALL TO ORDER

- a. Arturo Barcenas (principal and co-chair) and Aaron Peterson (co-chair) welcomed the council.
- b. The meeting was called to order at 3:30PM by Arturo.

II. FLAG SALUTE

The Pledge of Allegiance was led by Angel Espindola.

III. PUBLIC COMMENT

No public comments at this time.

IV. PRINCIPAL'S REPORT

Arturo covered the latest school events (Back to School Night, Back to School Night in Spanish and up-coming Home Coming events. The principal also gave some background information on the Governance Council, its purpose and functioning for the new members of the group.

V. COMMITTEE ROLES AND DUTIES

- a. There is a call for motion to add the roles of Parliamentarian and Secretary to the council. Tamiko offered to pick up the first and Nicole the role of Secretary. Motion was voted and agreed upon.
- b. There are no additional roles needed at this point.

VI. COMMITTEE UPDATES

1. Governance – as there was no secretary last year, it is unclear what has passed in the council. There is a definite need to gather this information. Arturo and Aaron will try to gather as much information as possible from within the existing committees and possible on-line documentation (Google Drive) in order to streamline and regulate an efficient flow of material.
2. Budget (Nancy Meraz) – budget based on the original amounts per last year (per people budget) and was not met. Arturo clarified that in the week of October 14-21 the final numbers of the budget will be

disclosed. Although school had less enrollment, that doesn't mean there will be a reduction in staffing. The reserve will be used in case it is necessary to maintain current staff levels.

3. Calendar (Tamiko Revel) – nothing to report.
4. Curriculum and Instruction (Kurt Berg) – nothing to report
5. Staffing (Aaron Peterson) – Aaron is asking for a clarification on the members of this committee. Will follow up.
6. Assessment (Scott Kemple) – Scott illustrated how well the committee is running. The Common Pacing is definitely helping the different departments (so far Math and Social Studies) assess student levels of achievement within their grade. A discussion took place on test preparation within the different terms for Math. Tutoring help is always offered to students throughout the school year even if a student is currently not enrolled in that course but wishes to prep for testing.
7. Professional Development (Lisa Cheby) – Lisa presented the draft of the 2016 – 2017 VHHS Professional Development Calendar. The draft shows the minimum amount of meetings each department should have in the current academic calendar. The calendar is set up in such a way that interaction and exchange of information between the departments is promoted. The council discussed that there are definitely common topics across different curricula that can be explored, find the area of growth within departments, encourage use of new technologies. The draft will go back to the department meetings for review. Vote on final copy next meeting.

VII. ANNOUNCEMENTS

- Gwendolyne announced that in the spring of 2017, LA will host the National Magnet Association and VHHS has been selected as one of the school to be toured.
- Arturo had the following announcements:
 - VHHS was awarded the Silver Badge by the U.S. News which honors the best High Schools in the US. The badge can be carried on the website



- A AdHoc Marketing Committee was formed that will think of innovative ideas to promote VHHS (think of a video production).
- The computer Lab is printing again.

VIII. ADJOURNMENT

The meeting was adjourned at 4:45PM

These minutes were submitted by Nicole Vermolen, secretary, and have been posted on the school website and were distributed to every member.

October 27, 2017

A handwritten signature in blue ink, appearing to be 'Nicole Vermolen', is written over a horizontal line.