

VERDUGO HILLS HIGH SCHOOL  
ESBM Governance Council  
Minutes (4:00 PM to 5:45 PM) - 12/2/14

1-2. Welcome/Call to Order/Flag Salute/Roll Call/Minutes - Holly Campbell/Dr. Edward Trimis

3. Old Business

a. Parliamentary Rules / Guidelines (Daren McCrary)

- *Discussion about length for talking during meeting*
  - *need to be aware of our time and keep things moving forward*
  - *we are all in this together*
  - *meant to be common sense / practical*
- *New informal time limit of 3 minutes*
- *2 hours a month meeting once per month vs. two 1 hour meetings*
  - *need to avoid rabbit trails*
  - *informal agreement that we decide at the end of the meeting whether to hold another meeting*
  - *people need to stay on topic*

b. ESBM Bylaws

- *Fixed minor errors and grammatical issues in the bylaw*
- **MOTION (APPROVED):** *After two rounds of voting, all members present at the meeting voted to approve the ESBM bylaws (as attached in the electronic version of this document)*
- *members signed the bylaws*
- *Discussion*
  - *if ESBM is not working, the district will take it away*
  - *emphasis on shared decision making in the bylaws*
  - *the bylaws are meant to help us run Verdugo effectively*

c. Curriculum and Instruction Update - Online Course Catalog (Wes McBride)

- *Looked at simple course sequence of art department on the website*
- **MOTION (APPROVED):** *Each department chair should look at the art department classes on the website and create a course catalog on the website for their department*
- *Discussion*
  - *A-G courses submitted every year and these need to be classes that are actually offered*
  - *agreement to send out e-mail to department chairs*
  - *chairs should have the classes up on the website by February*
  - *we will need to look back and check to see if this is completed in February*
- **MOTION:** *The magnet schools will revise their program sequence by the end of February.*

4. New Business

a. Budget Committee Update (Will Reinhart / Daren McCrary)

- **MOTION (approved): The budget committee shall have the power to make decisions for school purchases if the purchase is under \$1,000.**
- Discussion
  - need to consider general philosophy of the budget
  - need to see the budget in a reader-friendly format like quickbooks so that all in the governance council can understand the material
  - argued that there is a need to share all budget data with the staff
  - some argued a strategic planning committee needs to be set up to look at the big picture for the budget
  - some also argued that the approvals of \$1,000 or less needs to be ended eventually once we have more budget controls in place

b. Title One Update (Dr. Edward Trimis)

5. Announcements

6. Public Comment: Karla Silva talked about possible connections between the community and the school especially in art classes.

7. Adjournment: Next meeting set for January 13th