

APPROVED



## Voices College-Bound Language Academies

### Minutes

#### Governance Committee Meeting

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##### Date and Time

Monday December 13, 2021 at 12:00 PM

##### Location

Join Zoom Meeting

<https://us02web.zoom.us/j/85057630036>

Meeting ID: 850 5763 0036

Passcode: 194809

##### Dial by your location

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

Meeting ID: 850 5763 0036

Passcode: 194809

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#### Instructions For Presentations To The Board By Parents and Citizens

##### **PUBLIC COMMENTS OF PERSONS DESIRING TO ADDRESS THE BOARD**

**SUBMIT PUBLIC COMMENT:** <http://bit.ly/voices-public-comment>

At this time, members of the public may address the Board on any issue within the subject matter jurisdiction of the Board that is not listed on this agenda. Members of the public may also address the Board on an agenda item before or during the Board's consideration of the item. Submitted comments may be read into the record to the extent practicable based upon factors

such as the length of the agenda and available time. Comments received within the window of the board meeting whether read or not, will be shared with the board and noted in the minutes. Individual commenters are limited to a single comment per agenda item.

Public comments will be accepted prior to, and during the board meeting, subject to limitations discussed here.

Comments may be read in the order received and will be accepted up to the point each agenda item is heard, acted upon or when the Board President has completed the call for public comment on that agenda item.

Comments submitted during the board meeting but after the agenda item has been called for a vote, or has already been completed will not be read publicly, but may be entered into the record.

Comments should be limited to 400 words or less, and will need to be readable within the time allocated for each comment. These presentations are limited to no more than 15 minutes total and 3 minutes per person. A full comment may not be read if the length of time to read the comment exceeds the designated limit. No action can be taken on an item not on the agenda at this time but may be referred to the administration or put on a future agenda.

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1. When addressing the Board, speakers are requested to state their name and address and adhere to the limits set forth.
  2. Any public records relating to an agenda item for an open session of the Board which are distributed to all, or majority of all, of the Board members shall be available for public inspection at 6840 Via Del Oro, Suite #160. San Jose, CA 95119.
  3. REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY: Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting may request assistance by contacting Lizzette Ramirez at (408)791-1609 Ex.1052
  4. All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion in the form listed below. Unless specifically requested by a Board member for further discussion or removed from the agenda, there will be no discussion of these items prior to the Board votes on them. The executive director recommends approval of all consent items.
  5. Members of the public attending a meeting conducted via teleconference need not give their name when entering the conference call.
  6. All time duration are estimates and may run shorter or longer.

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#### **Committee Members Present**

K. Wisckol (remote), S. Perez (remote), W. Plasencia

#### **Committee Members Absent**

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*None*

**Committee Members who arrived after the meeting opened**

W. Plasencia

**Guests Present**

M. Moore

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**I. Opening Items**

**A. Record Attendance and Guests**

**B. Call the Meeting to Order**

K. Wisckol called a meeting of the Governance Committee of Voices College-Bound Language Academies to order on Monday Dec 13, 2021 at 12:03 PM.

**C. Approve Minutes**

S. Perez made a motion to approve the minutes from Governance Committee Meeting on 11-15-21.

K. Wisckol seconded the motion.

The committee **VOTED** to approve the motion.

**Roll Call**

W. Plasencia Absent

S. Perez Aye

K. Wisckol Aye

**D. Public Comment**

**II. Committee Business: Discussion Items**

**A. Second draft of new off-boarding plan**

Added more timeline details and process for checks and balances as well as options for welcoming new members and thanking and offboarding members.

W. Plasencia arrived at 12:21 PM.

**B. Infrastructure: Part 2**

Committee will continue to discuss the utilization of Board on Track.

**C. Review and discuss current on-boarding document**

**III. Closing Items**

**A.**

### **Adjourn Meeting**

W. Plasencia made a motion to Adjourn the meeting.

K. Wisckol seconded the motion.

The committee **VOTED** to approve the motion.

### **Roll Call**

K. Wisckol Aye

S. Perez Aye

W. Plasencia Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 12:42 PM.

Respectfully Submitted,

K. Wisckol