



PLANNING AND ORGANIZATIONAL EFFECTIVENESS COMMITTEE
POE is the district-level planning and accreditation oversight and coordinating committee that makes recommendations to District

MINUTES

Wednesday, August 27, 2025, 3:30 pm – 5:00 pm

<https://rscdd-edu.zoom.us/j/88439883333> OR dial 1-669-444-9171 / 884 3988 3333#

I. CALL TO ORDER

Mr. Perez called the meeting to order at 3:37 pm.

Members present: Dr. Maria Aguilar Beltran • Matthew Beyersdorf • Claire Coyne • Tara Kubicka-Miller • Valerie Lopez • Dr. Daniel Martinez • Veronica Munoz • Adam O'Connor • Dr. Jason Parks • Enrique Perez • Nga Pham • Craig Rutan • Yajaira Velazquez

Guests: Iris Ingram, Kelvin Leeds, Dr. Annebelle Nery

Patricia Duenez present as record keeper.

II. *APPROVAL OF MINUTES – ACTION

a. June 25, 2025, regular meeting

It was moved by Ms. Pham; seconded by Dr. Parks with abstention from Mr. Beyersdorf, Ms. Lopez, and Ms. Velazquez, to approve the June 25, 2025, minutes.

III. DISTRICT COUNCIL - Information

a. Previous meetings: Monday, July 21, 2025, and Monday, August 25, 2025

b. Next meeting: Monday, October 6, 2025

IV. PROPOSED CHANGES TO PLANNING DESIGN MANUAL – ACTION

Mr. Perez reported on proposed changes. Additional suggested edits were sent prior to the meeting. Discussion ensued. Edits were actively made to the manual. Ms. Kubicka-Miller will forward Mr. Perez file screen shared of suggested edits. The manual will be placed on the next agenda as an action item. No action was taken.

V. *UPDATE TO BOARD POLICY AND ADMINISTRATIVE REGULATION PROCESS – DISCUSSION

VI. *GRANT DEVELOPMENT SCHEDULE – Information

a. New Resource Development Initiatives

VII. OTHER

Next meeting: The next meeting will be held on Wednesday, September 24, 2025.

Meeting adjourned at 5:04 pm.

Minutes approved: September 24, 2025

**attachment provided*

POE COMMITTEE MEMBERS:

Dr. Maria Aguilar Beltran • Matthew Beyersdorf • Claire Coyne • Tara Kubicka-Miller • Dr. Daniel Martinez • Valerie Lopez • Veronica Munoz • Adam O'Connor • Dr. Jason Parks • Enrique Perez • Nga Pham • Roxana Pleitez • Craig Rutan • Yajaira Velazquez