



CITY OF
LOS ANGELES
CALIFORNIA



P.O. BOX 4670, WEST HILLS, CA 91308

WWW.WESTHILLSNC.ORG

MAIL@WESTHILLSNC.ORG

WEST HILLS NEIGHBORHOOD COUNCIL
YOUTH and EDUCATION COMMITTEE OPERATING RULES
Approved August 6, 2025

“The mission of this Committee shall be to interface with and negotiate with public and private schools, the City of Los Angeles, businesses and developers on matters concerning the education, recreation and general welfare of the youth who reside in or use the facilities located within the boundaries of West Hills.”

1. This Committee shall consist of 3 voting members who are:
Aida Abkarians Kim Koerber Brad Vanderhoof
2. A quorum shall consist of 2 members.
3. Voting rights shall be afforded to committee members only. An advisory group, consisting of the eight elementary school principals, shall be a part of this committee but will not have voting rights and are not counted towards establishing a quorum.
4. Members of this Committee shall be determined by majority member vote.
5. The Officers of this Committee are:
Chair: Aida Abkarians
6. Chairs of this Committee are appointed by the WHNC President. Additional officers are to be determined by majority vote.
7. The writing and posting of the agenda shall be the responsibility of the Committee Chair.
8. The Secretary shall be responsible for taking and posting minutes on the WHNC web page.
9. Committee members must not miss more than four (4) of the ten (10) scheduled committee meetings in the period from August through May, and must actively participate on this committee. Determining if a committee member has fulfilled the requirements of an active committee member as required in the WHNC Bylaws shall be by majority vote.
10. No committee, committee officer, or committee member shall make any representations on behalf of the Committee without Board approval
11. No officer of the Committee may make any representations to the Board, on behalf of the Committee, without approval from the Committee.
12. The Committee's goals are to: 1) Recommend Neighborhood Purpose Grants to lend financial assistance where needed, 2) Interface with educational experts and school board officials to promote the highest quality education possible.
13. These rules may be amended at any regular meeting of the Youth and Education Committee by a majority vote of the members present.
14. The Committee shall abide by the WHNC Code of Civility and the Brown Act. This applies to all committee members, whether they are members of the WHNC Board or not.
15. This Committee shall meet on the 4th Wednesday of each month at 3:30 PM (date and time subject to change and will be announced in the published agenda) at Pomelo Community Charter School, located at 7633 March Ave., West Hills, CA from August through May. Dates, times and locations for additional meetings is to be determined.