

Pacoima Charter School
Special Governance Board Meeting
Tuesday, May 14, 2019

Members Present: Rubén Castorena, Ánibal Guerrero, Steve Holle, Gonzalo Vásquez, and Esther Villa
Members Not Present: Pablo Escobar

Council Representatives Present: Ángela Tilghman

Directors Present: Maureen Clarke, Sylvia Fajardo, Agustín Mena, and Deonna Williams

Others Present: Adelina Contreras, Yolanda Gutierrez, Mark Eisenhut, David Moreno, Guy Scriptor, and Teresa Thain

I. Meeting called to order at 4:17pm
Roll Call: roll was taken

II. Minutes: Motion to adopt the April 23, 2019 minutes was made Rubén Castorena and seconded by Ángela Tilghman. The Board was in consensus and the April 23, 2019 minutes were adopted as written.

III. Public Comment: none

IV. Action Items – Review and Approve:

- a. Vanguard – Review Investment Portfolio Options:** Guy Scriptor and Mark Eisenhut presented different investment options available through their firm. Board agreed to draft an investment policy and goals to be further explored through Vanguard.
- b. Resolution to Transfer Funds:** A resolution to transfer funds from the California Credit Union revolving account to a California Credit Union regular share certificate (13 month) was presented by Maureen Clarke. Gonzalo Vasquez made the motion to move \$2 million from the revolving account to a regular share certificate with the California Credit Union. Ánibal Guerrero seconded the motion and the Board was in unanimous consensus.
- c. Curricular Material Purchases:**
 - i. Curriculum Associates – iReady Math and Reading** – Deonna Williams presented the proposal to enter into a 3 year contract with iReady (computerized instruction). Ruben Castorena made the motion to approve the proposal and Gonzalo Vasquez seconded the motion. The Board was in unanimous approval.
 - ii. Mc Graw Hill – Social Studies** – tabled (until Curriculum Council votes on the program they would like to adopt)
- d. Retention Policy:** Attendance Policy was presented by David Moreno, SSW, to ensure that students with chronic absenteeism achieve academically. Mr. Moreno presented the attendance policy and the rationale for the need of such a policy. The policy outlines the

margin of absenteeism and tardy rate that would trigger a contract that would place a student in probationary enrollment status, when a student lives outside of our pre-charter geographic boundary and the margin of absenteeism that would automatically place a student as a candidate for retention. Motion to adopt the Attendance Policy as presented was made by Anibal Guerrero and seconded by Esther Villa. The Board was in unanimous concensus and the Attendance Policy was adopted as presented.

- e. **Declaration of Indefinite Salaries:** Maureen Clarke presented the 2019-2020 Declaration of Indefinite Salaries, which must be filed with the Los Angeles County Office of Education (LACOE). Anibal Guerrero made the motion recommend the Declaration of Indefinite Salaries for 2019-2020 and Steve Holle seconded the motion. The Board was in unanimous consensus.

- f. **Financials:**

- i. **Finances for: March 2019**
 - a. **Balance Sheet**
 - b. **Income Statements**
 - c. **Cash Flow**
 - d. **Check Register**

Yolanda Gutierrez, ExED representative, presented and explained financial statements through March 2019. She also presented the Balance Sheet, Income Statements, Cash Flow, and Check Register reports. Gonzalo Vasquez made the motion to approve the Financial Statements as presents. Ruben Castorena seconded the motion and the Board was in consensus.

VI. Informational Items:

- a. **E-Rate 2019-2022:** The E-Rate Funding information for 2019-2022 was presented.

- b. **Budget for 2019-2019:** The Budget for 2019-2020 is being developed and we are in the process of identifying possible areas of savings.

- c. **Introduction of Potential Board Member** – tabled

- d. **Performance Indicator Action Plan (PIR) for Special Education:** Deonna Williams presented the Performance Indicator Action Plan for Special Education. The plan outlines the following: focus on training to develop vocabulary across content areas, monitor implantation of strategies, continues to monitor math strategies implementation, additional training for aides and RSTs on math strategies, and two extra Saturday school sessions for students with disabilities (SWD).

- e. **Academic Report:**

- i. Q3 data- Deonna Williams reported that Q3 data show academic improvement when compared to Q2.

V. Agenda Building:

- a. Local Control Accountability Plan (LCAP)
- b. Budget 2019-2020
- c. Consolidated Application – Part I
- d. 2019-2020 Fundraising Proposal

VII. Adjournment: Rubén Castorena made the motion to adjourn the meeting at 5:17pm. Steve Holle seconded the motion. The Board was in consensus and the meeting was adjourned.

Next Meeting: Tuesday, June 11, 2019 @ 4:00pm.

Respectfully submitted by: Adelina Contreras ☺