

Pacoima Charter School
Special Governance Board Meeting
Tuesday, December 11, 2018

Members Present: Rubén Castorena, Pablo Escobar, Ánibal Guerrero, Steve Holle, and Gonzalo Vásquez

Members Not Present: Esther Villa

Council Representatives Present: Tania Jordan, Verónica Rojas, and Ángela Tilghman

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

Others Present: Adelina Contreras and Yolanda Gutierrez

I. Meeting called to order at 4:15 pm

Roll Call: roll was taken

II. Minutes: Motion to adopt the November 13, 2018 minutes, as written, was made by Pablo Escobar and seconded by Ángela Tilghman. The Board was in consensus and the November 13, 2018 minutes were adopted as written.

III. Public Comment: Sylvia Fajardo extended an invitation to the Board members to attend the Holiday celebration that will take place on Friday, December 14, 2018 from 11:00am to 1:30pm. All faculty and staff will attend the Holiday celebration.

IV. Action Items – Review and Approve:

Steve Holle requested that action item c. be acted upon first. The Board was in agreement (see IV c.)

a. Review and Adopt School Safety Plan: Agustín Mena presented copies of the School Safety Plan for review and approval. Motion to approve/adopt the School Safety Plan was made by Ánibal Guerrero. Ángela Tilghman seconded the motion and the Board was in unanimous consensus.

b. Compliance Monitoring Certification & Certification of Board Compliance Review: Maureen Clarke presented the Compliance Monitoring and Certification of Board Compliance Review for 2018-2019. The Board reviewed the information. Anibal Guerrero made the motion to approve the Compliance Monitoring and Certification of Board Compliance Review for 2018-2019 and Ángela Tilghman seconded the motion. The Board was in unanimous consensus.

c. Board Member Election: Steve Holle requested that the Board consider the addition of Ánibal Guerrero as a Board member. The Board members briefly discussed the matter. Pablo Escobar made the motion to add Ánibal Guerrero to the Board. Ruben Castorena seconded the motion and the Board voted unanimously and welcomed Ánibal Guerrero as a Board member.

d. Financials:

i. October 2018 - Financials

- a. Balance Sheet
- b. Income Statement
- c. Cash Flow

Yolanda Gutierrez, ExED representative, presented and explained the Financial Analysis (October 2018) and the financial reports. The Board acknowledged receipt of the financial information. The Board reviewed the October 2018 Check Register.

Motion to approve the October 2018 Financials was made by Gonzalo Vasquez and seconded by Ruben Castorena. The Board was in unanimous consensus.

ii. 1st Interim Report for 2018-2019

Yolanda Gutierrez presented and explained the 1st Interim Report for 2018-2019. Motion to approve the 1st Interim Report for 2018-2019 was made by Pablo Escobar and seconded by Gonzalo Vasquez. The Board was in unanimous consensus.

V. Informational Items:

- a. **Academic Report (Director of Instruction):** Deonna Williams presented the Academic report to the Board. She will e-mail the Leading for Success (LFS) PowerPoint presentation to the Board members for further examination.
- b. **Middle School Information:** Agustin Mena reported the recruiting/enrollment efforts of sixth grade students for the 2019-2020 school year. Sylvia Fajardo reported that currently there are only three sixth grade classes. Efforts are underway to increase the academic proficiency of these students.

VI. Agenda Building:

- a. ELPAC Results
- b. Involuntary Removal of a Board Member (action)
- c. Possible Nomination of Board Member
- d. Workmen's Compensation (ASCIP) – add coverage for volunteers
- e. 2019-2020 School Calendar
- f. Selection of Auditor for 2018-2019
- g. Certification of Signatures (January – December 2019)

VII. Adjournment: Ruben Castorena made the motion to adjourn the meeting at 5:15pm. Steve Holle seconded the motion. The Board was in consensus and the meeting was adjourned.

Next Meeting: Tuesday, January 22, 2019 @ 4:00pm.

Respectfully submitted by: Adelina Contreras ☺