

Pacoima Charter School
Special Governance Board Meeting
Tuesday, April 9, 2019

Members Present: Rubén Castorena, Ánibal Guerrero, Steve Holle, and Esther Villa

Members Not Present: Pablo Escobar and Gonzalo Vásquez

Council Representatives Present: Thaydiana Fox, Tania Jordan, Verónica Rojas, Ángela Tilghman

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

Others Present: Adelina Contreras, Yolanda Gutierrez, and Jessica Ritter

I. Meeting called to order at 4:13pm

Roll Call: roll was taken

II. Minutes: Motion to adopt the February 26, 2019 minutes was made by Ruben Castorena and seconded by Ánibal Guerrero. The Board was in consensus and the February 26, 2019 minutes were adopted as written.

III. Public Comment: Fourteen Student Council members visited the Capitol in Sacramento on Friday, April 5, 2019.

IV. Action Items – Review and Approve:

a. Resolution Regarding Property Purchase: Agustin Mena presented the rationale for the purchase of the property located at 12963 Pinney Street, Pacoima, CA 91331. Mr. Mena reported that this property would afford the expansion of the playground and the parking space at the Pacoima Enrichment Academy (PEA) site and might make future projects feasible. The Business and Finance Council (BFC) approved the purchase of this property as an investment. Mr. Mena mentioned the proposed purchase price to be \$470,000 for the two (150' x 50') lots. Motion to approve the purchase and to appoint Sylvia Fajardo (Executive Director) or Agustin Mena (Director of Operations) as the Agency Negotiators that will carry out the purchase of 12963 Pinney Street, Pacoima, CA 91331 was made by Aníbal Guerrero. The motion was seconded by Ruben Castorena and the Board was in unanimous consensus.

b. Facilities Projects Proposals: Jessica Ritter, Facility Solutions Specialist from Site Logic-IES, presented proposal 4217 to upgrade energy efficiency for Pacoima Charter School. Solar panels installation at Pacoima Enrichment Academy (PEA) and at Casa Pacoima at a cost of \$179,112 and \$18, 112 respectively. Thermostats for air conditioning units will be replaced with Wi-Fi controlled thermostats. Proposal 4217 to replace the air conditioner unit in Building D with a multi-zone HVAC unit was presented along with the cost and financing options. Ms. Ritter informed that this project would require approval from the Department of State Architect (DSA). IES will handle all of the approvals needed for this project including acquiring approval from LAUSD. The total cost for the project is estimated at \$745,841. A

motion to approve proposal 4217 was made by Angela Tilghman and seconded by Ruben Castorena. The Board was in unanimous consensus and Proposal 4217 was approved.

c. **Approval of Retention Policy:** tabled

d. **Introduction of Potential Board Member:** tabled

e. **Financials:** Yolanda Gutierrez, ExED representative, presented and explained the Financial Analysis (February 2019) and the financial reports.

i. Finances for: February 2019 Financials

a. Balance Sheet

b. Income Statement

c. Cash Flow

The Board acknowledged receipt of the financial information. The Board reviewed the February 2019 Check Registers. Motion to approve the February 2019 Financials and Check Register was made by Rubén Castorena and seconded by Esther Villa. The Board was in unanimous consensus. The financial information was reviewed and approved.

V. **Informational Items:**

- a. **Report on Interest Rates:** Yolanda Gutierrez presented a comparison of interest rates between Los Angeles County Office of Education (LACOE) and California Credit Union (CCU). The interest rate at CCU is 0.05%. The interest rate at LACOE is 2.05%. The Board recommended to have Vanguard review investment portfolio options.
- b. **Academic Report:** Deonna Williams, Director of Instruction, reported that students are preparing for SBAC testing scheduled to start in the second week in May 2019.
- i. **ELPAC (English Language Proficiency Assessments of California):** Ms. Williams reported that the 2018-2019 English Language Proficiency Assessment of California (ELPAC) assessment was in progress.
- ii. **Q3 Assessment Results:** will be presented at the next meeting

VI. **Agenda Building:**

- a. Retention Policy
- b. Introduction of Potential Board Member (informational)
- c. Brown Act Training provided by ASCIP/Dan Shinoff
- d. Q3 Assessment Results
- e. Vanguard – Investment Portfolio Options

VII. Adjournment: Angela Tilghman made the motion to adjourn the meeting at 5:50pm. Veronica Rojas seconded the motion. The Board was in consensus and the meeting was adjourned.

Next Meeting: Tuesday, April 23, 2019 @ 4:00pm.

Respectfully submitted by: Adelina Contreras ☺