

Pacoima Charter School
Special Governance Board Meeting
Monday, September 12, 2016

Members Present: Ruben Castorena, Dora Cerrillos, Pablo Escobar, and Steve Holle,

Council Representatives Present: Juan Nuño

Directors Present: Sylvia Fajardo and Deonna Williams.

Others Present: Adelina Contreras, Gordon Engstrom, Maria Gutierrez, and Jose Razo.

I. Meeting called to order at 4:10pm

Roll Call: roll was taken

II. Minutes: Motion to adopt the minutes, as written, was made by Juan Nuño and seconded by Dora Cerrillos. The Board was in consensus and the minutes were adopted as written.

III. Public Comment: Sylvia Fajardo welcomed the Board members and others present. Sylvia Fajardo gave a presentation to the Board outlining the programs and services provided at Pacoima Charter School (PCS). During her presentation, she invited the Board members to attend the upcoming "Rally in the Valley" which will be a celebration of the birth of the charter movement in the North-East San Fernando Valley. The Rally will take place on Saturday, September 17, 2016 from 9:00 until 11:00am culminating in front Vaughn's 3G complex. Steve Holle proposed to act upon Item IV. b. at this point of the meeting.

IV. Action Items – Review and Approve:

- a. Board Meeting Dates for 2016-2017:** Steve Holle asked the Board to review the suggested dates. The Board voted to delete one of the proposed dates. Motion to drop the October 10, 2016 meeting date and to approve the rest of the dates as listed was made by Juan Nuño and seconded by Ruben Castorena.

Special Governance Board Dates 2016-2017
Monday, September 12, 2016
Monday, October 10, 2016
Monday, November 7, 2016
Monday, December 12, 2016
Monday, January 23, 2017
Monday, February 27, 2017
Monday, April 24, 2016
Monday, May 22, 2016
Monday, June 12, 2016

- b. Board Member Replacement:** Steve Holle welcomed Jose Razo to the Board meeting and requested that Mr. Razo introduce himself. Mr. Razo gave a brief history of his qualifications. Pablo Escobar made the motion to add Jose Razo to the Board to replace Sally Fairman. Ruben Castorena seconded the motion and the Board was in unanimous consensus. The Board welcomed Mr. Razo.
- c. Evaluation of Executive Director:** Prior to the evaluation, the Board requested that Mrs. Fajardo reflect upon the area of need for Pacoima Charter School (PCS). She stated that an immediate goal was to increase the percentage students scoring Proficient/Advanced by 10% on the 2016-2017 SBAC. She also stated that another immediate goal was for the State Pre-School to receive a score of 5 at the next review by the Los Angeles Universal Preschool (LAUP), so that the State Preschool at Pacoima Charter can receive the Distinguished Preschool Seal. She was asked to leave the meeting room while the Board discussed the items on the Executive Director Evaluation and voted upon the evaluation after completion. The Evaluation included the following Areas: Educational Leadership, Management and Organization, Assessment and Accountability, Special Programs and Specialized Processes, and Family and Community Relationships. The Board reviewed each element for each of the categories and found Ms. Fajardo to “Exceed” in all of the five areas of evaluation, as the Board “strongly agreed” to every element across the five categories. Juan Nuño made the motion to file the Executive Director Evaluation as completed. Dora Cerrillos seconded the motion and the Board was in consensus.
- d. Bylaws:** tabled

V. Informational Items:

- a. Actuarial Update:** tabled
- b. LAUSD – Oversight Visit Report:** Sylvia Fajardo presented the report and a summary of the main points as presented in the LAUSD Oversight Visit Report. The Oversight Report required no corrective actions and included the following scores in these areas: Governance (4); Student Achievement and Educational Performance (3); Organizational Management, Programs, and Operations (4); and Fiscal Operations (4). Mrs. Fajardo reported that in order to improve the Student Achievement and Educational Performance, the school day had been extended for English Learners and that a mandatory 40 minutes of ELD instruction was added at the end of the school day. The Board acknowledged the receipt of the LAUSD Oversight Visit Report.
- c. Filing of 990 Tax Forms:** tabled

- d. **Charter Conference Information:** Sylvia Fajardo invited Board members to attend the Charter Conference which will take place in Sacramento, California. The conference will take place starting March 21st through the 23rd of 2017.
- e. **Consolidated Application (CARS):** tabled
- f. **ExEd Presentation:** Gordon Engstrom from EXEd made a presentation to the Board outlining the financial services that EXED provides to charter schools. Mr. Engstrom answered questions from Board members after the presentation.
- g. **Financials:** tabled
 - i. Balance Sheet
 - ii. Income Statement
 - iii. Cash Flow

VI. Agenda Building:

- a. Compliance Monitoring and Certification of Board Compliance Review (action)
- b. Bylaws (action)
- c. STEM Conference Report (informational)
- d. Academic Report by Director of Instruction (informational)
- e. Actuarial Update (informational)
- f. Filing of 990 Tax Forms (informational)
- g. Financials (informational)
- h. Consolidated Application (CARS) (informational)

VII. Adjournment: Juan Nuño made the motion to adjourn the meeting at 5:40pm. Deonna Williams seconded the motion and the Board was in consensus to adjourn the meeting.

Next Meeting: Monday, November 7, 2016 @ 4:00pm.

Respectfully submitted by: Adelina Contreras ●