

*Pacoima Charter School*  
*Special Governance Board Meeting*  
**Monday, January 30, 2017**

**Members Present:** Veronica Arreguin, Ruben Castorena, Pablo Escobar, Steve Holle, and Jose Razo.

**Council Representatives Present:** Tania Jordan, Agustin Mena, and Angela Tilghman.

**Directors Present:** Maureen Clarke, Sylvia Fajardo, Salvador Villescás, and Deonna Williams.

**Others Present:** Adelina Contreras, Maria Gutierrez, Gordon Engstrom and Pamela Tong.

**I. Meeting called to order at 4:21pm**

**Roll Call:** roll was taken

**II. Minutes:** Motion to adopt the minutes, as written, was made by Jose Razo and seconded by Steve Holle. The Board was in consensus and the December 12, 2016 minutes were adopted as written.

**III. Public Comment:** none

**IV. Action Items – Review and Approve:**

**a. 2015-2016 School Accountability Report Card (SARC):** Maureen Clarke presented the School Accountability Report Card (SARC) for the school year 2015- 2016 as prepared in January 2017.

**b. Final 2015-2016 Audit Report :** Gordon Engstrom from ExED presented the 2015-2016 Audit Report. Mr. Engstrom and Pamela Tong, accountant, answered questions regarding the information contained in the 2015-2016 Audit. The 2015-2016 Audit was reviewed by the Board.

**c. WASC – Self Study/Governance:** Sylvia Fajardo presented the flow chart outlining the process of how the Self-Study for WASC is being conducted. She also presented the recently revised Mission and Vision statements for the Board to review and adopt. Motion to adopt the revised Mission and Vision statements was made by Veronica Arreguin and seconded by Ruben Castorena. The Board was in consensus and the new Mission and Vision statements were adopted.

**d. Bylaws:** Maureen Clarke presented the Bylaws and the Board discussed the proposed changes to Sections 3 of 4 of the Bylaws (see attached). Pablo Escobar made the motion to ratify the proposed changes to Sections 3 and 4 of the Bylaws. Jose Razo seconded the motion and the board was unanimously in consensus.

**V. Informational Items:**

- a. Academic Report by Director of Instruction:** Deonna Williams reported that the Enrichment Program has acquired Speech and Debate curriculum to use with GATE and other students.
- b. Form 700:** Maureen Clarke collected the completed Form 700 forms from Board Members.
- c. Presentation of Form 990:** Gordon Engstrom from ExED presented and explained completed Form 990. The Board reviewed the information and acknowledged receipt of Form 990.
- d. Financials:** Gordon Engstrom presented and the Board reviewed the following Financial Reports:
  - i. Balance Sheet
  - ii. Income Statement
  - iii. Cash Flow
- e. Consolidated Application (CARS):** tabled

**VI. Agenda Building:**

- a. 2016-2017 Budget Revision (action)
- b. Consolidated Application (CARS) (informational)
- c. WASC (informational)
- d. CELDT and Mid-Year Assessment Results (informational)
- e. Financials (informational)

**VII. Adjournment:** Angela Tilghman made the motion to adjourn the meeting at 5:35pm. Jose Razo seconded the motion and the Board was in consensus to adjourn the meeting.

**Next Meeting:** Monday, February 27, 2017 @ 4:00pm.

*Respectfully submitted by:* Adelina Contreras ☺