

Pacoima Charter School
Special Governance Board Meeting
Monday, October 9, 2017

Members Present: Veronica Arreguin, Steve Holle, and Jose Razo.

Members Not Present: Ruben Castorena, Pablo Escobar, Gonzalo Vasquez, and Esther Villa.

Council Representatives Present: Angela Tilghman, Agustin Mena, and Thaydiana Fox.

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

Others Present: Adelina Contreras and Gordon Engstrom.

I. Meeting called to order at 5:07pm

Roll Call: roll was taken

II. Minutes: Motion to adopt the September 25, 2017 minutes, as written, was made by Jose Razo and seconded by Angela Tilghman. The Board was in consensus and the September 25, 2017 minutes were adopted as written.

III. Public Comment: none

IV. Action Items – Review and Approve:

a. Review and Adopt School Safety Plan: Salvador Villescas presented the recently revised School Safety Plan. Mr. Villescas mentioned that one of the outcomes of the plan was to maintain the suspension rate at less than 1% and to decrease bullying. After reviewing the Safety Plan, Veronica Arreguin made the motion to adopt the School Safety Plan as presented to the Board. Jose Razo seconded the motion and the Safety Plan was adopted by unanimous consent.

b. Review and Sign: Compliance Monitoring & Certification of Board and Compliance Review: tabled (gathering information – sent “in process” compliance from to the Charter Division by the 10/6/17 due date)

c. Approve Revised Fiscal Policies and Procedures: Maureen Clarke and Gordon Engstrom presented the revision to the Pacoima Charter School Fiscal Policies and Procedures manual. The Board reviewed the manual and Agustin Mean made the motion the adopt the Pacoima Charter School Fiscal Policies and Procedures manual, as presented, and Veronica Arreguin seconded the motion. The Board was in consensus and the Revised Fiscal Policies and Procedures manual was approved.

d. Resolution to Restrict Funds for Project: tabled

V. Informational Items:

a. Academic Report: Update will be given at the next Board meeting.

b. Financials:

i. Balance Sheet (August 1, 2017 through August 31, 2017)

- ii. Income Statement (August 1, 2017 through August 31, 2017)
- iii. Cash Flow (August 1, 2017 through August 31, 2017)

Gordon Engstrom, ExED representative, presented and explained the figures contained in the Balance Sheet, Income Statement, and Cash Flow reports. He also presented the Check/Voucher Register (August 1, 2017 through August 31, 2017). The Board discussed the possible reasons for the decrease in enrollment and suggested ways to promote the academic program in order to increase enrollment.

VI. Agenda Building:

- a. Compliance Monitoring & Certification of Board and Compliance Review –review and approve
- b. Resolution to Restrict Funds for Project
- c. Academic Report by Director of Instruction
- d. Financials
- e. Presentation by Jorge Cordova and Sergio Millan (STEM)

VII. Adjournment: Jose Razo made the motion to adjourn the meeting at 6:09. Steve Holle seconded the motion. The Board was in consensus and the meeting was adjourned.

Next Meeting: Monday, November 6, 2017 @ 4:30pm @ the Pacoima Enrichment Academy (PEA).

Respectfully submitted by: Adelina Contreras ☺