



# Palisades Charter High School

More Than 50 Years of Innovation and Excellence



## BOARD OF TRUSTEES

### BOARD MEETING AGENDA

Tuesday, May 19, 2015

5 pm, Gilbert Hall

*REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY*

*Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting of the Governing Board of Palisades Charter High School may request assistance by contacting the Main Office at (310) 230-6623 at least 24 hours in advance.*

*ALL TIMES ARE APPROXIMATE AND ARE PROVIDED FOR CONVENIENCE ONLY*

*Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice. All items may be heard in a different order than listed on the agenda.*

#### I. PRELIMINARY (5 pm - 5:05 pm)

A. Call To Order

B. Roll Call

ALLISON HOLDORFF POLHILL

MONICA IANNESSA

EMILIE LAREW

MYSTIC THOMPSON

LESLIE WOOLLEY

KIMBERLEY ALLEN

MARK EPSTEIN

JAMES PASTO (CONFERENCE CALLING FROM 11465 Kagel Canyon St. Lakeview Terrace, CA 91342)

MICHAEL STRYER

BEN SAFVATI

GREG NEPOMUCENO

JEANNE SAIZA

*DIAL IN NUMBER: (605) 475-5900. ACCESS CODE: 660-0134*

#### **PCHS Management/Staff:**

Executive Director/Principal, Dr. Pam Magee

Chief Business Officer, Greg Wood

#### II. APPROVAL OF MINUTES

#### III. PUBLIC COMMENT: (5:05 pm - 5:15 pm)

*Non-agenda items: No individual presentation shall be for more than two (2) minutes and the total time for this purpose shall not exceed sixteen (16) minutes. Board members will not respond to presentations and no action can be taken. However, the Board may give direction to staff following a presentation. Speakers may choose to speak during the public comment segment and/or at the time an agenda item is presented.*

## II. PUBLIC COMMENT

*Non-agenda items: No individual presentation shall be for more than two (2) minutes and the total time for this purpose shall not exceed sixteen (16) minutes. Board members will not respond to presentations and no action can be taken. However, the Board may give direction to staff following a presentation. Speakers may choose to speak during the public comment segment and/or at the time an agenda item is presented.*

Parent Ken Smith told the Board that, according to his son, a PCHS teacher had a breakdown in class and practiced gender and racial discrimination. PCHS student Isabel Kelly presented the Board with a petition and read a letter voicing concerns about school leadership. Susan Frank informed the Board that an exhibit and a page were missing from the CA Career Pathways Grant materials posted.

## III. PRESENTATION ITEMS

### A. Goal 5: Data Analysis & Academic Achievement – Monica Iannessa, Dr. Magee

Monica Iannessa and Dr. Magee updated the Board regarding School wide Goal 5 and data analysis and academic achievement (*Goal 5: PCHS will refine school data analysis including metrics and measurements to increase academic achievement*). Dr. Magee explained that the PLCs have been working on Goal 5 and the newly formed Academic Achievement Committee (a Board committee) will also focus on it. Ms. Iannessa provided statistics on CAHSEE, CA State Testing for 11<sup>th</sup> graders, the Intervention Program, 9<sup>th</sup> grade Pods, and projected graduation numbers for June; she praised the work of the Academic Achievement team in those areas.

### B. ADA Targets & Projection – Monica Iannessa, Greg Wood

Monica Iannessa and Greg Wood presented on ADA (average daily attendance) targets and projections for 2014-15. Ms. Iannessa stated that last year it was anticipated that Virtual Academy would increase the overall enrollment. However the Virtual Academy ended up absorbing students who would have dropped out of PCHS and did not add additional ADA; it retained the students who were already enrolled. There were tracking issues with the student information system Infinite Campus (IC) which made monthly reports less reliable. Although overall enrollment could have been increased with more 9<sup>th</sup> grade students, class size reductions in both English 9 and Algebra I made this difficult to accomplish. Ms. Iannessa noted that Henry Lacson and Dr. Minh Ha Ngo have done much this year to make IC reporting and data systems more accurate and have taken measures to prevent this IC reporting issue from recurring in the future.

### C. LCAP Update – Dr. Magee, Greg Wood

Dr. Magee updated the Board on the LCAP, stating that the administration was continuing to gather input regarding budget priorities for the 2015-16 school year and has gathered information in LTSP meetings as well as a town hall meeting. The LCAP Survey would be forthcoming and will go out to PCHS stakeholders.

#### IV. ORGANIZATIONAL REPORTS

*Organizational reports shall be submitted in writing, it is recommended that oral reports be limited to less than 3 minutes.*

- A. EXECUTIVE DIRECTOR & PRINCIPAL'S REPORT – Dr. Magee  
Report stands as submitted.
- B. CHIEF BUSINESS OFFICER'S REPORT – Greg Wood  
Report stands as submitted. Greg Wood informed the Board that Common Core funding details will be announced. There will potentially be Local Control Funding Formula increases for 2015-16. Ben Safvati and Jeanne Saiza asked about SpendMap costs and a potential timeline. Mr. Wood replied that there would be annual maintenance fees of approximately \$1000 and that hopefully this summer they would look into how best to implement it.
- C. DIRECTOR OF OPERATIONS - Dave Riccardi
- D. HUMAN RESOURCES DIRECTOR – Jim Schiffman  
Report stands as submitted.
- E. CLASSIFIED REPORT – Kimberly Thomas
- F. STUDENTS' REPORT – Ben Safvati  
Ben Safvati reported that the prom was successful. He introduced the next leadership class.
- G. PARENTS' REPORT – Allison Holdorff Polhill, Mark Epstein, Greg Nepomuceno  
Allison Holdorff Polhill referred to the Booster Club's upcoming events and PCHS staff appreciation week. PTSA had high numbers of parent voter registration.
- H. FACULTY REPORT – Jeanne Saiza  
Report stands as submitted. Jeanne Saiza presented teacher John Rauschuber's letter to the Board, which stated his belief that parent voting numbers should be 75%. The Board examined this and noted that PCHS parent voter registration has doubled since last year and that the PCHS voter registration percentage far exceeds LAUSD parent registration percentages. The Board determined that the 75% should be considered as a "reach" goal.
- I. BUDGET AND FINANCE COMMITTEE REPORT – Sara Margiotta.  
Report stands as submitted. Sara Margiotta updated the Board on subsequent developments after Career Day: Pali Profession Connection collected student resumes; they are working on student placements; they are also looking for a PT person to create a database.
- J. AUDIT COMMITTEE – Mark Epstein
- K. ELECTIONS COMMITTEE – Jeanne Saiza, Emilie Larew  
Report stands as submitted.

- L. Post-Retirement Health Care Benefits Subcommittee – Mike Stryer  
Michael Stryer will continue to serve on the Lifetime Benefits Retirement Committee after his Board term ends.

**V. DISCUSSION ITEMS**

A. 2015-16 Tumbleweed Transportation Contract – Dave Riccardi  
David Riccardi presented the Tumbleweed Transportation contract which included a 5% increase (\$19,000). After discussion of the proposed increase, the Board asked more information regarding the baseline calculation and fuel escalation.

B. School Wide Survey – Allison Holdorff Polhill, Dr. Magee, Monica Iannessa

There was a lengthy discussion about editing and revising the Columbia Stakeholder Survey, specifically how to strike a balance between greater specificity in the data (which would increase the number of questions) and not overwhelming or dissuading potential participants with the length of the survey.

The Board passed a resolution approving that the Survey Committee obtain information broken down by academic and administrative departments and work to strike a balance between more detailed questions/answers and survey length.

**ACTION:** Mark Epstein moved:

*“Resolved that the Survey is approved as written with the following modifications: the survey as to parents and students will be amended to obtain the information broken down by academic and administrative departments. The modifications set forth above shall be considered by the Survey Committee with the aid and consultation of Columbia University to the extent that the committee believes such consultation is appropriate. In making any modifications, the committee shall give due regard to the need for broad participation by parents and students.”*

*Seconded the motion: Mystic Thompson.*

*Motion passed.*

	Yes	No	Abs		Yes	No	Abs
Mark Epstein	X			Jeanne Saiza	X		
Allison Holdorff Polhill	X			Kimberley Allen	X		
Monica Iannessa		X		Leslie Woolley	X		
Emilie Larew	X			Mystic Thompson	X		
Greg Nepomuceno	X			Mike Stryer	X		
James Pasto							

C. Board Budget for Board Training with Minney, Young & Corr

Emilie Larew advised that thorough Board training is critical for Board members, both returning and new, and recommended that Young, Minney, and Corr conduct the training. The training would cost between \$1,000 and \$2,000. The Board approved the training budget, pending the Budget process.

**ACTION:** Jeanne Saiza moved to “approve a budget for board training with Minney, Young & Corr pending the budget process for the amount of \$1,000 not exceeding \$2,000.”

*Seconded the motion: Greg Nepomuceno.*

*Motion passed unanimously.*

	Yes	No	Abs		Yes	No	Abs
Mark Epstein	X			Jeanne Saiza	X		
Allison Holdorff Polhill	X			Kimberley Allen	X		
Monica Iannessa	X			Leslie Woolley	X		
Emilie Larew	X			Mystic Thompson	X		
Greg Nepomuceno	X			Mike Stryer	X		
James Pasto							

D. Possible Scholarship for Students to Honor Longtime Pali Administrator Linda Hosford.

Jeanne Saiza relayed that the faculty had discussed how to honor recently deceased and past PCHS administrator Linda Hosford.

**VI. CONSENT AGENDA**

- A. Approval of Reimbursements for Executive Director/Principal
- B. Approval of Field Trips

The Board approved the materials.

**VII. OUTSTANDING BUSINESS**

**VIII. NEW BUSINESS**

**IX. CLOSED SESSION**

*Board Chair will report publicly on any closed session action items for which a vote occurred.*

- A. PENDING, THREATENED OR POTENTIAL LITIGATION
- B. CONTRACT NEGOTIATIONS (UTLA and PESPU)

The Board went into closed session at 7:05 pm.

**X. OPEN SESSION:**

**XI. ADJOURNMENT:**

*(Meeting Materials can be found on the Pali website under Governance, Board of Trustees, Agendas and Minutes, Material for Board Meetings)*