



A CALIFORNIA DISTINGUISHED SCHOOL

**BOARD MEETING MINUTES
BOARD OF TRUSTEES
TUESDAY, MARCH 18, 2014
5:00 PM, LIBRARY**

I. PRELIMINARY:

A. CALL TO ORDER: 5:04 pm

B. ROLL CALL: 5:04 pm – 5:06 pm

	Present	Absent		Present	Absent
Polly Bamberger		X	Jeanne Saiza	X	
Mark Epstein	X		Kimberly Thomas	X	
Allison Holdorff Polhill	X		Mystic Thompson	X	
Monica Iannessa	X		Leslie Woolley	X	
Stephanie Inyama	X		Matthew Wunder		X
Chris Lee	X				

NON VOTING MEMBERS

	Present	Absent
Tucker Reynolds	X	

PCHS MANAGEMENT

	Present	Absent
Pamela Magee	X	
Jim Schiffman	X	
Greg Wood	X	

II. APPROVAL OF THE MINUTES: (5:05 pm - 5:15 pm)

A. REGULAR MEETING 2/18/14

Amendments - p.1 Tucker Reynolds is present and p.8 Change April to May on Audit

Motion: As amended. Allison Holdorff Polhill

Seconded the motion: Mark Epstein

	YES	NO	AB		YES	NO	AB
Polly Bamberger	---			Jeanne Saiza	X		
Mark Epstein	X			Kimberly Thomas	X		
Allison Holdorff Polhill	X			Mystic Thompson	X		
Monica Iannessa	X			Leslie Woolley	X		
Stephanie Inyama	X			Matthew Wunder	---		
Chris Lee	X						

B. SPECIAL MEETING 3/11/14

Amendments: Polly Bamberger, Mark Epstein, Stephanie Inyama were present via phone and Matt Wunder was absent.

Motion: As amended. Allison Holdorff Polhill

Seconded the motion: Mark Epstein

	YES	NO	AB		YES	NO	AB
Polly Bamberger	---			Jeanne Saiza	X		
Mark Epstein	X			Kimberly Thomas	X		
Allison Holdorff Polhill	X			Mystic Thompson			X
Monica Iannessa	X			Leslie Woolley	X		
Stephanie Inyama	X			Matthew Wunder	---		
Chris Lee	X						

III. **PUBLIC COMMENT:** (5:11 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.

IV. **PRESENTATION ITEMS:**(5:31 pm – 6:20 pm)

A. INDEPENDENT STUDY –Randy Tenan Snow, Kimberly Theard, and Mary Bush

Randy Tenan Snow, coordinator of the pilot online program, and Mary Bush presented on Pali's Independent Study Program. The program was launched in October. Fiscal the program appears to be self-supported. There are 27 students in the independent study program. Blended Learning is a current trend in education that is producing positive results. PCHS is blending learning by offering independent study students

courses on campus. For example, wet labs and foreign language are offered concurrently with their online courses. PCHS is using online curriculum that is A-G accredited (APEX). Currently, Ms. Tenan Snow is developing supplemental curriculum to align to the school's strong PLC work. For example, she is trying to incorporate DBQs in social science etc. Randy Tenan Snow described the students in independent study as non-traditional. These students range from professional ice skaters and surfers to students' with severe health issues. Testing for independent study is held onsite with a proctor to eliminate instances of academic dishonesty. The independent study program is a multi-departmental endeavor. The program intends to grow to 50 students in fall 2014 and would like to expand curriculum to include onsite academic symposiums. Randy Tenan-Snow and Mary Bush are examining how the PCHS Independent Study can offer AP and Honors courses. They want to increase communication about the program with PCHS staff. Ms. Tenan-Snow is scheduled to present at the next faculty meeting. Board members congratulated Ms. Tenan-Snow and Ms. Bush for getting this needed off the ground. Bonnie Rajai, a Pali parent, spoke about the success of the blended learning program for her daughter. Her daughter appreciates that she can go at her own pace. Jolie Nelson, Pali parent, discussed the benefits of the program and how it meets her daughter's needs. She explained that the independent study program has given her daughter a new lease on life. Her daughter is thriving and learning. Ms. Tenan-Snow concluded by stating that the PCHS Independent Study program empowers PCHS students to attain personal and educational excellence while positively contributing on a global scale.

B. IPAD/Technology Update – Donna Mandosa

The iPad program assessment is underway and a teacher survey is currently in progress as well as a survey to capture the student and parents' experiences. Currently, Ms. Mandosa is focused on the return of borrowed iPad devices. Next Tuesday is the Smarter Balance Test. Two laptop computer carts are available to be used for testing. One of the two laptop carts was donated by Boosters! Ms. Mandosa is tracking increases in wifi bandwidth. Some of the teachers' Apple TV's have dropped out in classrooms, and she is investigating why. Apple recommended that Pali use radio frequency experts to come in and help resolve this problem. Ms. Mandosa is hopeful that this will be fixed over Spring break. LAUSD network expansion project has not moved forward. The department is using the district network expansion project for Temescal Academy. Temescal Academy needs technology and classroom upgrades. Richard Maxwell, a Temescal Academy teacher, will be at the CUE conference. At the conference, he will help to analyze what types of digital devices can be used in their classrooms. Pali STEAM Shop –the shop is offering six new courses: introduction to electronics, introduction to computer science, advanced robotics, and additional section of MESA. Ms. Mandosa has been working with HR regarding restructuring of the technology department. Ms. Mandosa recommended that Pali should budget to offer digital devices to all freshmen. In responding to a Board member's question regarding the restructuring of the technology team, Mandosa recommended that Pali hire a part-time position for audio/visual support, and a full-time data base manager, technology integrator to instruct teachers, technology communicator and IT Team Manager. A more formal recommendation will be presented next meeting.

C. DEPARTMENT UPDATE Foreign Language – Alex Shuhgalter

TABLED to April

D. PIQE Parent Institute for Quality Education – Myrna Cervantes

Myrna Cervantes, PCHS Bilingual Coordinator, discussed the outcomes for PIQE Parent Class of 2014. 118 Pali parents graduated on 2.22.14. "How important is parent involvement in education?" Ms. Cervantes asked. Parent engagement is an important factor that has a direct impact on the academic success of both the student and the school. Quantitative data verifies this information. At PCHS, academic test scores of Latino students have increased dramatically as parent involvement has increased. Many PIQE parents are getting in touch with their students' counselors. Latino parents were surveyed regarding what the school's next steps should be to increase support to their children. The survey highlighted transportation, technology education (Infinite Campus, Schoology etc.), tutoring, and allocation of state funding. Based on the survey, the parents identified that the number one need was a structured tutoring program for their children. PIQE parent Greg Nepomuceno, both a parent and an educator, shared that there is open communication with Pali and that he is able to connect with other parents. Pali student, Jason Portillo, spoke about how his father attended the PIQE program and learned that going to college is not merely about grades, but includes other achievement such as community service. Jason's father encouraged him to join the PCHS Latino Student Union (LSU) which is helping him with his college resume. Myrna Cervantes credited teacher and former board member Marike Anderson Dam with starting the PIQE the Fuerza Unida program. Fuerza Unida is a successful coalition of LSU, Bilingual Education, PIQE and staff.

E. SCHOOL WIDE SURVEY – Monica Iannessa, Stephanie Inyama and Allison Holdorff Polhill

Last year the Board and Administration conducted an extensive school wide survey in conjunction with the Teachers College at Columbia University. Pursuant to Board Governing Policies, the Board will conduct another student, staff, administration, and parent survey. The questions on last year's survey are posted online as Board materials. The Survey Committee is asking for any and all input regarding the survey questions. Optimally, this survey will be sent electronically during April and the results calculated during the later part of April, early May at the latest. Stakeholders can contact Stephanie Inyama, Dr. Magee, Monica Iannessa or Allison Holdorff Polhill if they have suggestions regarding the survey. All contact information is located on palihigh.org. An email blast will go out soliciting input as well.

F. EVALUATION/GOVERNANCE POLICY/ED LINKAGE POLICY (pgs 15-17)– Allison Holdorff Polhill

The Board's Evaluation Committee (includes all members of the Board who are not employees) met last Friday to calendar meetings pursuant to the Board's Governing Process and the evaluation process narrative attached as Board materials. Gathering stakeholder input is integrated into the evaluation process. The committee welcomes all

concerns and comments from all stakeholder groups. Allison Holdorff Polhill, chair of the committee, has reached out to the UTLA representatives, providing copies of the evaluative tool, the narrative of the process and the stakeholder wide survey, requesting feedback from the representatives and their members. The Evaluation Committee takes all comments and concerns into consideration. According to the committee, this is one of the most important functions of the Board and the committee does not take their responsibilities lightly.

V. **ORGANIZATIONAL REPORTS:** (6:20 pm – 6:45 pm)

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. Pamela Magee

The report stands with some notable highlights. Open House was a success. PIQE parent were honored. Attendees learned about the common core state standards and how they will be met from each academic department. Dr. Magee highlighted outstanding students who received the Platinum Dolphins Award. Those include: Abdiel Lopez, Benjamin de Mayo, Tara Vahdani, Willa Giffin, Jennifer Krems, Ava Davis, Alice Fracchiolla, John Marcos, Tiffany Kim, Daisy Lopez, Claudia Enrique and Gabriela Hernandez. Congratulations - outstanding Pali students. March 26, 2014, 3:30 pm is a very important Long Term Strategic Planning (LTSP) meeting that will focus on the charter renewal process. Janelle Ruley and Lisa Corr of Young, Minney and Corr will present to all stakeholders. The Academic Achievement Team, several teachers, and Dr. Magee went to the Association of Supervision and Curriculum Development conference this past weekend. At this conference best teaching and administrative practices were presented and shared.

B. CHIEF BUSINESS OFFICER’S REPORT–Greg Wood

Report as stands. \$103,000 became available through Microsoft litigation. Greg Wood is continuing to prepare for the LCAP and found informative PTSA flyers explaining the new local control accountability plan. The Board asked several questions clarifying consulting amounts.

C. HUMAN RESOURCES DIRECTOR–Jim Schiffman

Report as stands.

D. DIRECTOR OF OPERATIONS-Dave Riccardi

Report as stands.

E. CLASSIFIED REPORT – Kimberly Thomas Allen

No report.

F. STUDENTS’ REPORT – Tucker Reynolds

As submitted. Correction to the report: The fishbowl activity is postponed. Additionally, ASB hosted a successful Casino Night. The night's profits were approximately \$3,000.00.

G. FACULTY REPORT – Jeanne Saiza, Mystic Thompson, Chris Lee

There was a UTLA meeting held on Monday. A discussion ensued about the recent faculty survey on professional development. 80 faculty members out of approx. 120 responded. The results of the survey reported that 70% of the faculty would participate in a professional development day on August 7, 2014.

H. BUDGET AND FINANCE COMMITTEE REPORT – Cheryl Onoye, Greg Wood, Rob King

Cheryl Onoye reported that the committee raised the per mileage rate to \$0.56/mile and changed the cutoff date for submitting regular purchase orders to April 9, 2014.

I. PARENT REPORT – Polly Bamberger, Allison Holdorff-Polhill

Boosters auction was highly successful raising \$105,000. There was terrific attendance at the auction by parents, the faculty, especially many new members, the administration, Dr. Magee. Thank you to Monica Iannessa and Nancy Fracchiolla for being excellent hostesses. The Booster club is donating some of the money raised to upgrade teacher technology. PTSA is helping the school replenish emergency supplies. The Education Foundation is meeting to focus on specific grants and grant writing.

J. AUDIT COMMITTEE REPORT – Polly Bamberger

No meeting to report.

K. COMMUNICATIONS COMMITTEE REPORT – Jeanne Saiza

No meeting to report.

L. SCHOOL CLIMATE COMMITTEE REPORT – Chris Lee and Mystic Thompson.

The faculty fishbowl activity is rescheduled for next week.

M. LONG-TERM PLANNING COMMITTEE REPORT – Dr. Pamela Magee

The Long-term Strategic Planning meeting will be held on Wednesday, April 26, 2014. The focus of the meeting is on the charter renewal. Our charter legal experts will be present to inform and facilitate.

N. FUNDRAISING COMMITTEE – Polly Bamberger, Allison Holdorff-Polhill

The Board Fundraising Committee met last week. At CCSA Leslie Woolley and Stephanie Inyama participated in fundraising seminars. A meeting will be held shortly with Boosters and Ed Fund meet to discuss new fundraising ideas. The meeting is set for April 8, 2014, 5:15 pm location TBD. We need a dedicated parents and community

volunteers to coordinate and execute these plans.

VI. **DISCUSSION ITEMS:** (6:45 pm – 7:00 pm)

A. A-G REQUIREMENTS AT PCHS and Board Resolution

A-G Requirements - Tabled to Regular Board meeting on April 2014

B. BOARD ELECTION Review Bylaws Regarding Election Process (pp 3-5)

Need members of Board to participate on the elections committee. New members include: Chris Lee, Jeanne Saiza, Stephanie Inyama, Tucker Reynolds and Leslie Woolley.

C. CALIF. CHARTER SCHOOL CONFERENCE Update

Dr. Magee reported details relayed by the attendees at CCSA conference in her EDP Report. Faculty, staff, administrators, parents and Board members attended these valuable seminars. CCSA has launched the Teacher Advocacy Fellowship and selected Chris Lee as one of only twelve teachers in California. Mr. Lee is the only teacher representing conversion charters. The Teacher Advocacy Fellowship is a ten-month, cohort-based program designed to empower charter teachers to step forward as leaders in their community and advocates for their students through charter policy and legislation.

VII. **CONSENT AGENDA** (7:00 pm – 7:05 pm)

A. APPROVAL OF REIMBURSEMENTS FOR EXECUTIVE DIRECTOR/PRINCIPAL

1. Virgin Airlines - CCSA \$117.00

B. APPROVAL OF OVERNIGHT FIELD TRIPS

1. Ms. Arwen Hernandez March 22-23, San Bernardino, Concert Performance
2. Mr. Josh Elson March 30-April 2, North Carolina, Concert Performance
3. Mr. Mike Voelkel April 14-17, San Diego, Baseball Tournament
4. Ms. Jeanne Saiza April 23-25 JSA Conference, Anaheim
5. Ms. Arwen Hernandez June 6-11 San Francisco, Yosemite Park and Tours of Standard and Berkeley University, and other sites.

VIII. **ACTION ITEMS:** (7:08 pm)

A. APPROVAL OF REVISED GOVERNING POLICY REGARDING \$10,000 LIMIT POLICY EL #3 3.7

TABLED.

	YES	NO	AB		YES	NO	AB
Polly Bamberger				Jeanne Saiza			
Mark Epstein				Kimberly Thomas			
Allison Holdorff Polhill				Mystic Thompson			
Monica Iannessa				Leslie Woolley			

Stephanie Inyama				Matthew Wunder			
Chris Lee							

IX. **OUTSTANDING BUSINESS:** (7:19 pm)

X. **NEW BUSINESS:**

Board chair to announce items for closed session.

The Long-term Strategic Planning Subcommittee of Family and Community is researching ways to obtain funding to house a full-time Career Center on campus.

XI. **CLOSED SESSION:** (7:20 pm)

A. PENDING, THREATENED OR POTENTIAL LITIGATION UPDATE– DUE PROCESS

REVIEWED SETTLEMENT AGREEMENT #0012
 REVIEWED SETTLEMENT AGREEMENT #0212

B. COLLECTIVE BARGAINING DISCUSSION ON THE PESPU-PCHS INITIAL PROPOSAL FOR BARGAINING A COLLECTIVE BARGAINING AGREEMENT WITH PCHS

REVIEWED INFORMAL MEETING WITH PESPU. A FORMAL MEETING WITH PESPU IS SCHEDULED FOR EARLY APRIL.

C. UPDATE RE: EDD (Employment Development Department)

XII. **OPEN SESSION:** (7:44 pm)

XIII. **ADJOURNMENT:** (7:45 pm)

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