



**REGULAR MEETING MINUTES
BOARD OF DIRECTORS MEETING**

Tuesday, June 19, 2007

2:00pm – 6:00pm

I. WELCOME:

A. CALL TO ORDER – 2:10 PM - Mr. Bud Kling

B. ROLL CALL – Mr. Bud Kling

Members Present:

Mary Red Clay / Steve Klima

Victoria Francis

Bud Kling

Maisha Cole Perri (absent)

Rene Rodman

Rosalind Wolf

Patrice Fisher

Amy Dresser Held

James Paleno

John Riley

Eileen Savage

Ex-officio Members:

Gloria Martinez

Greg Wood

Patrick Kim (absent)

C. INTRODUCTIONS – Ms. Amy Held introduced and welcomed PCHS’ new Human Resources Director, Ms. Colleen McCarthy. WELCOME!

D. MINUTES FROM BOARD MEETINGS ON MAY 15, MAY 25, AND MAY 29 were approved with corrections. See final approved version at www.palihigh.org.

II. PUBLIC COMMENTS:

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. Use of names of individuals should be avoided when referring to accusations or wrongdoing (names should be presented to the Executive Director for follow-up action). Speakers may choose to speak during the public comment segment and/or at the time an agenda item is presented.

III. ACTION ITEMS:

A. AUTHORIZATION FOR EXECUTIVE DIRECTOR TO SIGN 2007-2008 CONSOLIDATED APPLICATION FOR FUNDING

◆ Mr. Greg Wood stated the purpose of this would be so special board meetings do not need to be called for board approval of applications for state funding.

◆ Ms. Eileen Savage motioned that the Board approve authorization for the Executive Director to sign the 2007-2008 consolidated application for funding. Ms. Ros Wolf seconded the motion.

The Board’s vote to approve authorization for the Executive Director to sign the 2007-2008 consolidated application for funding was as follows;

10 – yes (Mr. James Paleno, Ms. Patrice Fisher, Mr. Bud Kling, Ms. Mary Red Clay, Ms. Rosalind Wolf, Mr. John Riley, Ms. Rene Rodman, Ms. Victoria Francis, & Ms. Eileen

Savage, Ms. Amy Dresser Held)

1 – absent (Ms. Maisha Cole Perri)

B. DISCUSSION AND ACTION ON DIRECTOR OF INSTRUCTION HIRING COMMITTEE'S RECOMMENDATION AND PCHS ORGANIZATIONAL STRUCTURE

- ◆ Ms. Held stated that the interview committee for director of instruction started out with seven candidates and narrowed it down to the top four and one dropped out. The committee is recommending hiring Mara Simmons, however Ms. Simmons has been offered the principal position at her current school.
- ◆ There was some confusion about the committee's charge and whether they could recommend candidates for one or both of the vacant positions, director of instruction and/or principal. They will also comment on contingency plans –some may require adjourning to closed session if they involve existing personnel.
- ◆ There was extensive discussion about how to proceed at this point in the recruitment cycle. Specifically, the dialogue centered around how best to proceed with Ms. Simmons and whether or not to do another full recruitment process for the principal position.
- ◆ There were several public speakers including Mr. Rob King who declared that Ms. Simmons is the most highly qualified applicant he has seen to date.
- ◆ Ms. Laura Epstein asked if there were any other candidates we could interview for the Director of instruction with the option to have an interim.
- ◆ Ms. Julia O'Grady stated the strongest candidates were perfect for the director of instruction and that the faculty was looking for a director of instruction and not a principal originally.
- ◆ Ms. Fisher stated she wanted to find out what Ms. Simmons needs or wants before she accepts the position.
- ◆ Ms. Sandra Martin said time is of the essence to get someone in now.
- ◆ Ms. Epstein wondered if we really did all we could have done to get a better selection of candidates for the Principal.
- ◆ Ms. Marci Crestani sees the director of instruction as the head of instruction and believes that Ms. Simmons would be more than qualified to be principal.
- ◆ Ms. Cheryl Onoye perceives whoever is director of instruction needs to be about classroom instruction whereas the principal is about management.
- ◆ Ms. Ruth Mills affirmed that we just needed to trust the committee that consists of good people who will ask the most appropriate questions and get sensitive answers.
- ◆ Ms. Dina Hataishi stated we just want to hire someone, but how do we get the trust of the faculty if we don't advertise/publicly post for the principal position.
- ◆ Mr. Steve Klima said it seems the committee is divided and questioned whether the best candidates have really been identified.
- ◆ Ms. Martin asked what plan B is.
- ◆ Ms. Francis motioned for the Board to grant Ms. Fisher the authority to contact Ms. Simmons and see if she would be interested in the Principal position.
- ◆ Ms. Wolf amended the motion for there to be flexibility in the position. Mr. Riley seconded the motion.

The Board's vote to grant Ms. Patrice Fisher authority to contact Ms. Mara Simmons and offer her the position of Director of instruction with flexibility in the position follows;

9 – yes (Mr. James Paleno, Mr. Bud Kling, Ms. Mary Red Clay, Ms. Rosalind Wolf, Mr. John Riley, Ms. Rene Rodman, Ms. Victoria Francis, & Ms. Eileen Savage, Ms. Amy Dresser Held)

1 – abstained (Ms. Patrice Fisher)

1 – absent (Ms. Maisha Cole Perri)

- ◆ Ms. Held acknowledged that the principal position will be posted and asked if the committee could meet over the summer.
- ◆ Ms. Colleen McCarthy said she would do some educational head hunting.
- ◆ Ms. Savage affirmed that chose to look for candidates with an administrative credential and

experience.

- ◆ Ms. Red Clay stated that a credential is not necessarily needed.
- ◆ Ms. Margaret Evans said she planned to apply.
- ◆ Mr. Riley said that can be discussed in closed session.
- ◆ Ms. Savage declared we should wait until fall to hire Assistant Principal.
- ◆ Ms. Epstein agreed that it makes sense to re-look at the Assistant Principal.
- ◆ Ms. Held suggests we move forward with the head hunter prospect.
- ◆ Ms. Rodman motioned that the Board approve \$10,000 for the head hunting efforts. Ms. Red Clay seconded the motion.

**The Board's vote to approve \$10,000 for the recruitment/head hunting efforts was as follows;
10 – yes (Mr. James Paleno, Ms. Patrice Fisher, Mr. Bud Kling, Ms. Mary Red Clay, Ms. Rosalind Wolf, Mr. John Riley, Ms. Rene Rodman, Ms. Victoria Francis, & Ms. Eileen Savage, Ms. Amy Dresser Held)**

1 – absent (Ms. Maisha Cole Perri)

C. BOARD ACTION ON THE BUDGET COMMITTEE'S UPDATED PROPOSED 2007-2008 BUDGET

- ◆ Mr. Wood summarized the recommendations by stating that the Curriculum Council and Administration had reviewed the HR requests to reprioritize them and reduce them accordingly. Operations, Facilities and Technology did the same for the capital budget and Budget Committee approved these recommendations and those for the technology budget at their 6/18 meeting.
- ◆ Ms. Savage motioned to accept the Budget Committee's updated proposal for the 2007-2008 budget with consent we revisit it all. Mr. Riley seconded the motion.

The Board's vote to accept the Budget Committee's updated proposal for the 2007-2008 budget with consent to revisit it was as follows;

10 – yes (Mr. James Paleno, Ms. Patrice Fisher, Mr. Bud Kling, Ms. Mary Red Clay, Ms. Rosalind Wolf, Mr. John Riley, Ms. Rene Rodman, Ms. Victoria Francis, & Ms. Eileen Savage, Ms. Amy Dresser Held)

1 – absent (Ms. Maisha Cole Perri)

D. DISCUSSION AND ACTION ON POLICY COMMITTEE'S RECOMMENDED REVISIONS TO PCHS' FIELD TRIP POLICY

- ◆ Ms. Onoye shared the Policy Committee's revised recommendations to PCHS' field trip policy including removal of teachers' ability to deny students from attending field trips with another class/teacher.
- ◆ Ms. Wolf moved to adopt the revised recommendations presented by the Policy Committee to PCHS' field trip policy. Ms. Francis seconded the motion.

The Board's vote to accept the Policy Committee's revised recommendations to PCHS' field trip policy was as follows;

10 – yes (Mr. James Paleno, Ms. Patrice Fisher, Mr. Bud Kling, Ms. Mary Red Clay, Ms. Rosalind Wolf, Mr. John Riley, Ms. Rene Rodman, Ms. Victoria Francis, & Ms. Eileen Savage, Ms. Amy Dresser Held)

1 – absent (Ms. Maisha Cole Perri)

- ◆ Ms. Onoye also presented a Policy update to the By Laws section 14 regarding attendance and a seat being revoked after three consecutive absences.
- ◆ Ms. Held stated that the By Laws need to be universally consistent to all committees and adhere to the charter.
- ◆ Mr. Paleno moved to adopt the Policy update to the By Laws stating a seat can be revoked after three consecutive absences. Ms. Savage seconded the motion.
- ◆ Ms. Held requested the purpose and scope of each committee be publicized in the fall.

The Board's vote to accept the Policy Committee's update to the By Laws stating a seat can be revoked after three consecutive absences was as follows;

10 – yes (Mr. James Paleno, Ms. Patrice Fisher, Mr. Bud Kling, Ms. Mary Red Clay, Ms. Rosalind Wolf, Mr. John Riley, Ms. Rene Rodman, Ms. Victoria Francis, & Ms. Eileen Savage, Ms. Amy Dresser Held)

1 – absent (Ms. Maisha Cole Perri)

E. DISCUSSION AND ACTION ON COMMUNICATIONS COMMITTEES' RECOMMENDED IMPROVEMENTS TO COMMUNICATION BETWEEN THE BOARD AND SCHOOL COMMUNITY

- ◆ Ms. Crestani represented the Communication Committee and presented recommendations on how to improve communications school wide. To improve the communication between the Board and the school a continuation of the recap that Ms. Held puts out every month after the Board's meeting is greatly appreciated.
- ◆ Ms. O'Grady agreed that the recap is very helpful to all.
- ◆ It was asked why the minutes are not out sooner and Ms. Held responded that per the Brown Act, draft minutes aren't publicized until they are approved at the following month's meeting.
- ◆ Ms. Red Clay stated things need to be as simple as possible when communicating.
- ◆ Ms. Crestani stated that the more aware parents are the more likely they will get involved in the various committees.
- ◆ Ms. Wolf motioned to improve the communication between the Board and the School Community a recap of the Board's meeting will be publicized following the meeting. Ms. Held seconded the motion.

The Board's vote to adopt improvement in communication between the Board and the School Community by recapping the Board's meeting was as follows;

10 – yes (Mr. James Paleno, Ms. Patrice Fisher, Mr. Bud Kling, Ms. Mary Red Clay, Ms. Rosalind Wolf, Mr. John Riley, Ms. Rene Rodman, Ms. Victoria Francis, & Ms. Eileen Savage, Ms. Amy Dresser Held)

1 – absent (Ms. Maisha Cole Perri)

F. RATIFICATION OF GRADE AND GRADUATION APPEALS

- ◆ Moved to closed session to approve these – this was agendized incorrectly. The appeals panel met twice and heard these appeals – we'll now be acting to ratify their decision.

G. EXECUTIVE DIRECTOR/PRINCIPAL EXPENSE REPORTS (STANDING ITEM)

- ◆ Ms. Held's expense report was presented for approval; \$54.60 for postage due to Pool fundraising, \$50.00 for job postings on Craigslist and 268.80 roundtrip airfare to Sacramento for a CCSA Advocacy Day.
- ◆ Mr. Riley moved to approve the spending of these funds. Ms. Wolf seconded the motion.

The Board's vote to adopt improvement in communication between the Board and the School Community by emailing the monthly recap of the Board's meeting to all stakeholders was as follows;

10 – yes (Mr. James Paleno, Ms. Patrice Fisher, Mr. Bud Kling, Ms. Mary Red Clay, Ms. Rosalind Wolf, Mr. John Riley, Ms. Rene Rodman, Ms. Victoria Francis, & Ms. Eileen Savage, Ms. Amy Dresser Held)

1 – absent (Ms. Maisha Cole Perri)

IV. **DISCUSSION/INFORMATION ITEMS:**

A. ANNOUNCEMENT OF TRACK AND FIELD PROJECT AND MASTER PLANNING BID AWARDS

- ◆ Ms. Held acknowledged that the bid for the track and field project had been awarded to GSE. She also stated that the mystery donor has backed out of the project.

- ◆ Ms. Wolf inquired if the turf would be fire retardant for the Fourth of July celebration.
 - ◆ Ms. Savage asked if we could get Insurance coverage from the Parade Committee.
 - ◆ Mr. Wood said that was already taken care of.
 - ◆ Ms. Rodman asked if it was stated in the Pali Post as far as the restricted boundaries for this year's celebration.
 - ◆ Ms. Held confirmed that this was occurring and that research into fire retardant would occur.
- B. INTRODUCTION OF HUMAN RESOURCES DIRECTOR (*2:00PM)
- ◆ Ms. Held introduced Ms. Colleen McCarthy earlier as the school's new Human Resources Director and she is slated to start here on campus July 16, 2007.
- C. ANNOUNCEMENT OF ELECTION RESULTS FOR MAGNET COORDINATOR AND DEANS
- ◆ Magnet coordinator will be Mr. Tom Seyler.
 - ◆ Deans will be Mr. Russ Howard and Mr. Kelly Loftus.
- D. CONFIRMATION OF NEXT MEETING FOR JULY 17, 2007 FROM 4:00-8:00PM

V. ORGANIZATIONAL REPORTS:

This is a presentation of information concerning non-confidential matters which have occurred since the previous Board meeting.

A. Student Report – **Madeline Seltzer**

B. Parent Report – **Julia O'Grady**

- ◆ Parent Advisory Committee –
 - The last general meeting was held on May 17, 2007, in the Library. The title of the meeting was "PAC Wrap!"
 - Announcements were discussed: Pali Positives, the architectural Master Plan, the Organizational Review Task Force, and the hiring of the Director of instructions.
 - New Business was a discussion of ideas for 2007-2008 school year. Possible ideas include:
 - A meeting with members of the Board of Directors,
 - "Meet the Committees" – a discussion of governing committees what they deal with,
 - "The Teachers' Union Contract: What does it say, Expectations vs. Requirements"
 - "Standards of Excellence for All" – in which parents, teachers and students would meet to identify common concerns and expectations
 - "How to Bolster Performance of B Students"
 - "Gifted, but Underperforming Students"

◆ PTSA –

- Discussion of Founder's Day Luncheon, updating the website, Parent Orientation, Career Day, By-laws update, 2007-2008 Membership Drive, Safety and Welfare Update, and programs for next year.
- Creation of a Book Fair at Back to School Night was discussed.

◆ BOOSTER CLUB –

- The last meeting of the year was held at Joanne Bourne's house on June 12, 2007 at 6 pm. After approving the Minutes from the previous meeting, the group heard several teacher requests for funds. The requests were then discussed and decisions were made.
- Outstanding volunteers from the year were recognized with roses and special engraved awards.
- The next meeting will be on Tuesday, August 29, 2007, at Sarah Miller's house. This will be a planning meeting.
- The first regular meeting of the 2007-2008 school year will be held on Tuesday, September 25, 2007.

C. Faculty Report – **Bud Kling**

- ◆ Elections for Faculty Senate were held and John Rauschuber will be President and Bud Kling will be Vice-President.

- D. Academic Principal's Report –
- E. Executive Director's Report – **Amy Held**
 - ◆ Presented earlier during meeting
- F. Chief Business Officer's Report – **Greg Wood**
 - ◆ Mr. Wood shared the interim financial report.
- G. Standing Committee Reports and Ratification of Standing Committee ACTION items:
 - ◆ Assessment and Accountability – Dina Hataishi
 - ◆ Communications – Julia O'Grady
 - ◆ Education Program -
 - ◆ Finance and Budget – Greg Wood
 - ◆ Operations and Facilities / Technology / Facilities Planning Task Force – Amy Held
 - ◆ Policy – Cheryl Onoye

VI. CLOSED SESSION:

- A. PUBLIC EMPLOYEE DISCIPLINE / DISMISSAL / RELEASE
- B. PUBLIC EMPLOYMENT
 - 1) EXECUTIVE DIRECTOR
 - 2) PRINCIPAL
 - 3) DIRECTOR OF INSTRUCTION
- C. CONFERENCE WITH LABOR NEGOTIATOR
 PCHS Negotiator: Mrs. Amy Dresser Held, Executive Director
 EMPLOYEE ORGANIZATION: UTLA-PCHS; CTA; AALA

VII. PUBLIC SESSION:

IF REQUIRED, PUBLIC REPORT ON ACTION TAKEN IN CLOSED SESSION (includes the vote or abstention of every member present).

VIII. ADJOURNMENT: