



**BOARD OF TRUSTEES
SPECIAL MEETING MINUTES
TUESDAY, MAY 28, 2013
4:00 PM, FACULTY CAFETERIA**

I. PRELIMINARY

A. CALL TO ORDER

4:07 pm

B. ROLL CALL

*Conference Call 646-307-1300
Participant Access Code 3959481
Organizer Access Code *4249317*

Monica Iannessa – Pali High	Allison Holdorff Polhill – Pali High
Chris Lee – Pali High	Stephanie Inyama – 3744 Carmona Avenue #4, LA 90016
Judi Firth – Pali High	Mark Epstein – 355 S. Grand Ave., 34th floor, LA, 90071
Mystic Thompson – Pali High	Jason Cutler – 2301 W. 190 th Street, Torrance, CA 90506
Marike Anderson Dam – Pali High	Matthew Wunder – 12501 S. Isis, Hawthorne, CA 90250
Polly Bamberger – Pali High	

Mark R. Bresee | Partner, Atkinson, Andelson, Loya, Rudd & Romo
20 Pacifica, Suite 400, Irvine, California 92618 Direct (562) 653-3437 * Cell (949) 294-7439

	Present	Absent		Present	Absent
Allison Holdorff Polhill	X		Mark Epstein	X	
Chris Lee	X		Matthew Wunder	X	
Jason Cutler	X late		Monica Iannessa	X	
Judi Firth		X	Polly Bamberger	X	
Mystic Thompson	X late		Stephanie Inyama	X phone	
Marike Anderson-Dam	X				

NON VOTING MEMBERS

	Present	Absent
Hailey Biscow		
Mark Bresee	X via phone	

PCHS MANAGEMENT

	Present	Absent
Pamela Magee	X	
Greg Wood	X	
Joanna Decker	X	
David Riccardi	X	

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.

Academic Decathlon – important to ALL students not just “A” students.

Nicholas Rivera- reinstates the Academic Decathlon class. Acadec is not just for A students- students who are not A students benefit from the program. Acadec is in the LTSP. 50 students interested-30 students involved. (Statement included in the *notes*)

III. APPROVAL OF MINUTES

A. AMENDMENT OF MINUTES FROM BOARD MEETING 4/16/13

Motion: Allison Holdorff Polhill moved to approve amended minutes from Board Meeting 4/16/13

Seconded the motion: Stephanie Inyama

Amendment to minutes regarding the board evaluation; re-write for clarity of what was discussed by members.

	YES	NO	AB		YES	NO	AB
Allison Holdorff Polhill	X			Mark Epstein	X		
Chris Lee	X			Matthew Wunder	X		
Jason Cutler	X			Monica Iannessa	X		
Judi Firth	---			Polly Bamberger	X		
Mystic Thompson	X			Stephanie Inyama	X		
Marika Anderson-Dam	X						

The Board voted unanimously to amend the April 16, 2013 minutes to delete the original language and replace it with the following language from the Board Recap that was prepared and went out the day after the April meeting on April 18th to all stakeholders including the faculty:

"Evaluation Committee - The Evaluation Committee is beginning to convene and gather information to conduct its evaluation of Dr. Magee, Executive Director and Principal of PCHS. Inherent in the process is to conduct surveys of all stakeholders. UTLA has put out a survey entitled "UTLA-PCHS Administrator Evaluation." Allison Holdorff Polhill indicated that the document did not come from the Board's Evaluation Committee. The Board's Evaluation Committee, comprised of non-interested Board members, and is going to conduct a school wide survey of Dr. Magee pursuant to the evaluation protocol - soliciting comments from all stakeholders incorporating constructive feedback. Chris Lee said it would be prudent to let the entire faculty know the details/protocol of the Board's evaluation process. The Evaluation Committee shared the evaluation tool and its thorough protocol with all stakeholders last year and will do so again. Stephanie Inyama suggested that it would be more appropriate for survey results to be provided to our Committee where we could then provide feedback to Dr. Magee. Several Boardmembers expressed their concerns for appropriately soliciting information regarding Dr. Magee. Matt Wunder said our Evaluation Committee had a way to incorporate the Committees' survey results in a constructive way. Allison Holdorff Polhill assured the Board that any and all survey information solicited from stakeholders by the Evaluation Committee would not be used as a weapon, but rather as constructive feedback."

III. PRESENTATION ITEMS

A. INVEST FOR LEARNING

Astrid Ramirez from Apple and online partners John Lambert and Bryce Harrison discussed and demonstrated an online payment portal option for parents. Parents would be contacted via email to activate their account with Invest for Learning. There will be one account per family (Spanish is also available). The board was given a demonstration on how a parent would register their devices for rental agreement purposes as well as school inventory purposes.

The company provides a lock box for parents to drop off payments at the school site. This product is exclusive to apple products (ipads, laptops.). Cost: \$500.00 Monthly fee for use: \$1.25 per student per device. Gold level of service: \$2.00 per student per device.

B. APPLE INC.

Apple presented a new quote for \$618,498.30. Parents who purchase their own device will need an iPad with minimum of 32kg memory and all personal information will have to be backed up separately at home so school can download required school materials.

C. Budget & Finance Committee 2013-2014 Recommended Budget- Robert King, Chair and Greg Wood, CBO (detailed budget information is available on the PCHS website under Governance/Board of Trustees/Financials)

The annual budget meeting took place on 5/23 at Aldersgate. Proposed PCHS Budget for 2013-2014 in the amount of \$23,754,948 with a \$98,265 surplus, based on an ADA of \$2,753 per

student was presented. A primary focus for the budget was student achievement, Pali's Program Improvement status and technology. ADA distance learning program is not in the budget. Common core funded with a onetime allocation of \$468,010 (place holder) and ADA of \$170 per student. TIIG funds of \$144,651 not in budget due to magnet division eliminated.

The Budget was unanimously approved at Aldersgate; however the Budget Committee had a few concerns and recommendations. Committee Chair, Rob King, presented the concerns and proposed solutions in a PowerPoint presentation as follows:

- At the time of Aldersgate, hard numbers for the iPad implementation program were not confirmed. As a solution, the Committee put in a placeholder for \$98,000.
- There was a question regarding proper staffing for Technology Department to prepare the implementation. The solution was to give flexibility to incoming Tech Supervisor to assess needs.
- There was a question regarding whether class sizes could be reduced. A proposed solution would be to allow flexibility for the counseling office to add auxiliaries.
- Some on the Committee wanted to see more itemization for various departments and school programs. A solution would be to provide further itemization next year.
- Finally, in addressing concerns regarding how certain technological matters were determined, Rob King, made a suggestion for the budget vetting process for determining funding for programs.
- The strategic planning committee should create a system for vetting programs and initiatives. Part of this solution should include a feedback loop needed for department chairs and teachers (use LTSP committee and department chair meeting minutes)

The PCHS budget was generated and vetted through: departments; Long-term Strategic Plan Committee; and The Budget Committee. The Budget Committee tasked both the Long-term Strategic Plan Committee and administration to look at departmental and personnel requests through the lens of the long term strategic plan. Priorities were assigned based on the alignment with the LTSP. The subcommittees of Technology, Facilities, Family and Community, and Academic Achievements submitted a budget summary to the Executive Director. Line items were assigned a low, medium, or high priority based on the needs of the plan. Administrators submitted recommendations to the budget committee on priority staffing and funding for the 2013-4 school year based on the LTSP. Common Core, Program Improvement mandates, EL Master Plan mandates, technology needs and long-term strategic plan priorities were considered prior to submission to the budget committee.

Greg Wood presented the major elements of the school's general fund.

APPROVAL OF EXTENDING TIME OF MEETING BY 30 MINUTES.

Motion: Mark Epstein

Seconded the motion: Allison Polhill

	YES	NO	AB		YES	NO	AB
Allison Holdorff Polhill	X			Mark Epstein	X		
Chris Lee	X			Matthew Wunder	X		
Jason Cutler	X			Monica Iannessa	X		
Judi Firth				Polly Bamberger	X		

Mystic Thompson	X			Stephanie Inyama	X		
Marike Anderson-Dam	X						

1. SODEXO PROPOSAL

During the budget meeting it was noted that Sodexo would invest \$10,000 for capital improvements and this amount has been increased to \$15,000. Proposal for after school food service in progress.

IV. DISCUSSION

A. APPLE INC.

Several Board members had questions regarding a possible counter offer to the contract (whether this was the final contract). The amount of discounts Apple was offering for a non-profit organization compared to a private company was questioned by some Board members. Board members questioned how PCHS would cover the entire cost of the Apple Contract, in particular for the iPads, in the event parents could not pay for the individual iPad. Mark Epstein inquired whether PCHS had a contingency plan to pay for the contract in the event funds were not generated to cover the cost of the Apple Contract.

V. ACTION ITEMS

A. APPROVAL OF SODEXO CONTRACT (CONTAINED IN ITEM III C1)

Motion: Mystic Thompson Moved to Give authority to ED/Principal to sign and Approve \$629,438 Sodexo contract for 2013-2014 school year. Subject to terms and conditions reviewed by PCHS legal counsel.

Seconded the motion: Marike Anderson Dam

	YES	NO	AB		YES	NO	AB
Allison Holdorff Polhill	X			Mark Epstein	X		
Chris Lee	X			Matthew Wunder	X		
Jason Cutler	X			Monica Iannessa	X		
Judi Firth	-----			Polly Bamberger	X		
Mystic Thompson	X			Stephanie Inyama	X		
Marike Anderson-Dam	X						

B. APPLE INC. CONTRACT

Motion: Mark Epstein Moved to Table the Apple Contract to May 30, 2013 until more information can be made certain.

Seconded the motion: Matthew Wunder

	YES	NO	AB		YES	NO	AB
Allison Holdorff Polhill	X			Mark Epstein	X		
Chris Lee	X			Matthew Wunder	X		
Jason Cutler	X			Monica Iannessa		X	
Judi Firth				Polly Bamberger	X		
Mystic Thompson	X			Stephanie Inyama	X		
Marike Anderson-Dam	X						

C. ASSIGNATION OF BOARD MEMBERS FOR SCHOOL CHARTER RENEWAL COMMITTEE- DR. MAGEE

TABLED until Thursday, May 30th @ 3:00 pm special meeting

APPROVAL TO EXTEND MEETING

Motion: Marike Anderson Dam moved to extend the time of the Board Meeting.

Secoded the motion: Mark Epstein

	YES	NO	AB		YES	NO	AB
Allison Holdorff Polhill	X			Mark Epstein	X		
Chris Lee	X			Matthew Wunder	X		
Jason Cutler	X			Monica Iannessa	X		
Judi Firth	---			Polly Bamberger	X		
Mystic Thompson	X			Stephanie Inyama	X		
Marike Anderson-Dam	x						

D. APPROVAL OF 2013-2014 PCHS BUDGET

Motion: Allison Holdorff Polhill moved to approve the 2013-2014 PCHS Budget with the following amendments –The Budget has a surplus in the amount of \$127,972.00, not \$98,265 and all references to vendors’ names are flexible, not binding, and merely place holders for itemized categories of services. The Executive Director is bound by the amount of money for each category of service rather than a requirement to contract with a specific vendor.

Secoded the motion: Matthew Wunder

	YES	NO	AB		YES	NO	AB
Allison Holdorff Polhill	X			Mark Epstein	X		
Chris Lee	X			Matthew Wunder	X		
Jason Cutler	X			Monica Iannessa	X		
Judi Firth	---			Polly Bamberger	X		
Mystic Thompson	X			Stephanie Inyama	X		
Marike Anderson-Dam	x						

V. NEW BUSINESS

Board chair to announce items for closed session.

VI. CLOSED SESSION

A. PCHS/UTLA NEGOTIATIONS UPDATE

B. PCHS/PESPU NEGOTIATIONS UPDATE

C. RISK MANAGEMENT UPDATE

VII. OPEN SESSION

VIII. ADJOURNMENT

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