



# Palisades Charter High School

More Than 50 Years of Innovation and Excellence



## BOARD OF TRUSTEES

### SPECIAL BOARD MEETING MINUTES

June 23, 2015

#### I. PRELIMINARY

- A. CALL TO ORDER: 3:10 PM
- B. ROLL CALL: 3:10PM

	Present	Absent		Present	Absent
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		Michael Stryer	X	
James Pasto		X			

#### NON-VOTING MEMBERS

	Present	Absent
Ben Safvati		X

#### PCHS MANAGEMENT/STAFF

	Present	Absent
Pamela Magee	X	
Greg Wood	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.*

There was no public comment.

**III. PRESENTATION ITEMS**

A. 2-Year Common Core Budget & Accounting – Monica Iannessa, Greg Wood

Monica Iannessa and Greg Wood presented on the 2-Year Common Core Budget & Accounting. Drafts of the 2-Year Common Core Budget went through PCHS department chairs, Curriculum Council, and the Budget Committee. Common Core monies were allotted towards professional development, technology and textbooks, especially in Math and English.

**ACTION:** Mystic Thompson moved to approve the 2-Year Common Core Budget and Accounting as submitted.

Seconded the motion: Greg Nepomuceno.

The Board unanimously approved the 2-Year Common Core Budget and Accounting.

	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 (absent)							

B. PCHS – PESPU Agreement – Dr. Pam Magee

**ACTION:** Mark Epstein moved to approve the PCHS-PESPU contract.

Seconded the motion: Michael Stryer.

Non-interested Board members approved the PCHS-PESPU contract.

	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 (absent)							

C. Update Salary Scale: PCHS Administration, Mid-Management, Unrepresented Employee Salary Tables – Amy Nguyen

The Board decided to table the Updated Salary Scale presentation until the next regular Board meeting on July 21, 2015.

D. Sodexo Food Service Contract – Greg Wood

**ACTION:** Jeanne Saiza moved to approve the Sodexo contract.

Seconded the motion: Monica Iannessa.

The Board unanimously approved the Sodexo contract.

	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 (absent)							

E. Review of Revised Contract Regarding Legal Consultation & Support Services – Dr. Magee

**ACTION:** Mark Epstein moved to approve the revised contract Regarding Legal Consultation & Support Services.

Seconded the motion: Mystic Thompson.

The Board unanimously approved the revised contract regarding Legal Consultation & Support Services.

	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 (absent)							

F. 2015-16 Budget – Greg Wood, Dr. Minh Ha Ngo

Budget & Finance Committee Chair Dr. Minh Ha Ngo and Greg Wood reviewed the Budget process, which began in January 2015. The 2015-16 budget was vetted by PCHS departments, administration, Long Term Strategic Planning (LTSP) stakeholder groups, and the Budget & Finance Committee (which also held public meetings on budget priorities). This committee dedicated hundreds of hours to ensure all stakeholder voices were heard. The IMA, permit accounts, consulting, cafeteria, textbook budgets and other subcategories were vetted. This year, the Budget & Finance Committee gave early feedback to teachers regarding potentially approved instructional materials and textbooks so that teachers would be able to lesson plan over the summer with specific instructional materials.

Dr. Ngo noted that the Budget & Finance Committee was presenting a balanced budget on a Cash Basis.

Mr. Wood presented the budget. He noted that the yearly budget had significantly increased its level of detail and transparency: over twelve years the budget has grown from a document of perhaps 3 pages to the current 32-page budget. In addition to input from stakeholder groups, the Budget & Finance Committee also referenced the Local Control Accountability Plan (LCAP) for PCHS funding priorities. There were questions from various Board members during the lengthy and detailed presentation.

Greg Wood announced that Finance Manager Lisa Boulos would be leaving PCHS at the end of June 2015. The Board thanked Ms. Boulos for her valuable contributions.

**ACTION:** Michael Stryer moved to approve the PCHS 2015-16 budget.

Seconded the motion: Monica Iannessa.

The Board unanimously approved the PCHS 2015-16 budget.

	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 (absent)							

#### IV. DISCUSSION ITEMS

- A. Review of PCHS Goals – Dr. Pam Magee

Tabled until the July 21 meeting.

- B. Set Date for June Meeting for Approval of LCAP, Administrative Contracts, Public Employee Performance Evaluations

The Board decided to meet on June 29, 2015 at 5:30 pm to address insurance policies and the 2015-16 LCAP.

#### V. ACTION ITEM – Approval of Newly Elected Board Members – Emilie Larew

Emilie Larew, Chair of the Election Committee, informed the Board that the Election Committee had received a complaint about a student-elected Board member. The complaint alleged electioneering by the then student-elected faculty candidate. On the advice of PCHS' legal counsel, Ms. Larew did not specify, in open session, the exact details of the alleged electioneering. After a lengthy discussion of possible actions, consequences, privacy, transparency, PCHS charter and by-laws, the Board decided to wait until June 29, 2015 to seat newly elected Board members. The Board formed an Ad Hoc Committee to hire an investigator and to report back to the Board on June 29. The Ad Hoc Committee includes: Emilie Larew, Kimberley Allen, Jeanne Saiza, Mark Epstein, Greg Nepomuceno.

#### VI. CLOSED SESSION

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

The Board did not go into closed session.

#### VII. ADJOURNMENT

Meeting was adjourned at 6:34 pm.

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