



A CALIFORNIA DISTINGUISHED SCHOOL

**BOARD MEETING MINUTES
BOARD OF TRUSTEES
Tuesday, April 22, 2014
5:00 PM, Library**

I. PRELIMINARY:

A. CALL TO ORDER: 5:00 PM

5:14 PM

B. ROLL CALL:

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

NON VOTING MEMBERS

	Present	Absent
Tucker Reynolds	X	

PCHS MANAGEMENT/STAFF

	Present	Absent
Pamela Magee	X	
Jim Schiffman	X	
Greg Wood	X	
Donna Mandosa		X
Jordan Landers		X

II. APPROVAL OF THE MINUTES: (5:05 PM - 5:10 PM)

A. REGULAR MEETING 3/18/14

*Motion: Leslie Woolley moved to approve the regular meeting minutes of 3/18/14
 Seconded the motion: Allison Holdorff Polhill*

	YES	NO	AB		YES	NO	AB
PollyBamberger	X			JeanneSaiza	---	--	--
MarkEpstein	X			KimberlyThomas	----	----	---
AllisonHoldorffPolhill	X			MysticThompson	X		
MonicaIannessa	X			LeslieWoolley	X		
StephanieInyama	----	---	---	MatthewWunder	----	---	----
ChrisLee	X						

Amendments: p.3 iPad (add space) devices p.3 add the word “all” to the statement “technicians do not have “all” keys and passwords.

B. SPECIAL MEETING 4/2/14

*Motion:Allison Holdorff Polhill moved to approve the special meeting minutes of 4/2/14
 Seconded the motion: Polly Bamberger*

	YES	NO	AB		YES	NO	AB
PollyBamberger	X			JeanneSaiza	X		
MarkEpstein	X			KimberlyThomas	---	---	---
AllisonHoldorffPolhill	X			MysticThompson	X		
MonicaIannessa	X			LeslieWoolley	X		
StephanieInyama	----	---	--	MatthewWunder	---	---	---
ChrisLee	X						

Amendments: p.3 change the word “precedence” to “precedent” p.3 Action Item IV motion should be changed to omit the word “management” Insert the code 16.62-24.31

III. PUBLIC COMMENT:(5:10 PM - 5:26 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.

None.

IV. PRESENTATION ITEMS:

A. WORLD LANGUAGE DEPARTMENT- Alex Shuhgalter
TABLED.

B. P2 ATTENDANCE AND ENROLLMENT INFORMATION- Monica
Iannessa (5:35 PM– 5:40 PM)

Enrollment at the end of Month 8 (145 school days) was 2,842. For month 7, it was 2,860. The year to date Average Daily Attendance is 2,761.9(as compared to last year at 2,732.8.)The month 7 ADA is the number that will be funded for the 2013-14 school year. Independent Study and Non-public School attendance provided an increase to our school's budget. This additional funding will provide approximately \$70,000 in additional funding for the 2013-14 school year.

C. SCHOOL GOALS UPDATE – Dr. Pamela Magee (5:40 PM – 5:50 PM)

Dr. Magee reviewed the school-wide goals. She praised Ms. Theard for working hard to increase A-G graduates at Pali. PCHS is adding new A-G electives. Dr. Magee reviewed a seven page document outlining the school-wide goals and the achievement made towards these goals. Great efforts have been made to ensure PCHS' school-wide goals are met. The goals are also furthered through all long-term strategic planning committees made up of all stakeholders and other methods are used to ensure goals are met.

D. A-G REQUIREMENTS Kimberly Theard (5:50 PM – 6:05 PM)

Kim Theard compared the UC's A-G requirements to PCHS graduation requirements. PCHS is challenged in meeting math and science UC requirements as well as foreign language requirements. PCHS does not require two years of language or three years of math for PCHS graduates whereas UCs and Cal State require two years of language and three years of math. Ms. Theard outlined the efforts of the administration to increase A-G graduates. Offering additional A-G science courses and other classes, credit recovery classes to eliminate "D"s in math, strengthening math support, early intervention, meetings with parents and students are all part of the the efforts to increase A-G graduates. Dr. Magee acknowledged Ms. Theard's thoughtful work to increase PCHS' A-G graduates. The Board passed a resolution last year supporting PCHS in aligning its graduation requirements with A-G requirements.

V. ORGANIZATIONAL REPORTS: (6:05 PM – 7:00 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

Dr. Magee, reported that PCHS has received a \$50,000 Americor grant to plan and write a grant for a significant amount of money. LCAP planning is taking place through all stakeholder meetings. A charter visit will be taking place shortly. Some Board members are needed to attend meeting at 8:30 am on May 12, 2014. The Charter Office will be focusing on school achievement.

B. CHIEF BUSINESS OFFICER'S REPORT–Greg Wood

Greg Wood submitted his written report with fractional changes regarding the ADA. The ASB position has been vacated. LCAP formula was provided to the Board. There was an LCAP training given to the staff. Mr. Wood indicated that the LCAP will change the manner in which PCHS receives its funding. The Local Control Funding Formula and Local Control Accountability Plan includes verification through the California Department of Education.

The Budget Committee and administration will consider and adjust the budget packets as necessary to maintain alignment with the LTSP, The budget, the WASC plan, LCAP plans, and school goals will be in alignment for the 2014-15 school year.

C. DIRECTOR OF OPERATIONS- Dave Riccardi

David Riccardi, submitted a lengthy two page report listing LTSP Facilities priorities (projects are labeled A through D). The LTSP works on prioritization. Priorities are determined with safety and security as a paramount concern. Ms. Saiza asked if PCHS is reducing class size in adding additional classes in the STEAM room and creating an auto shop. Dr. Magee responded that this is certainly a possibility and further analysis regarding this issue is underway.

D. HUMAN RESOURCES DIRECTOR–Jim Schiffman

Jim Schiffman noted a correction in his report. The report should read Special Education Assistant. Mr. Schiffman submitted his written report and elaborated regarding the job study. Allison Holdorff Polhill asked about the status of the job study. Mr. Schiffman indicated that comparisons of salaries for positions will take place. Titles of positions may change. Job descriptions have come back from the company. The employees were given feedback sheets to send back to the company for possible revisions. After the job classifications/descriptions are finalized, the salary comparison will begin. The comparisons will be taken from LAUSD, Santa Monica, Malibu, Birmingham Charter High School and Granada Hills Charter High School. The job study should be completed by the next Board meeting. The Job Study is primarily reviewing classified employees and management positions. Mr. Schiffman provided a short ALICE training activity where Mark Epstein was placed in a position where he could not move to demonstrate the effectiveness of the ALICE response strategies.

F. CLASSIFIED REPORT – Kimberly Thomas

No report submitted.

F. STUDENTS' REPORT – Tucker Reynolds

Tucker Reynolds opened by stating that many students are taking their AP class finals as the school year winds down. Additionally, he stated that ASB elections are underway. Election week will end this week. The spring sports rally, the Lacrosse Fest, and the show Pali's Got Talent were successful. The student leadership will be attending a bonding night. PCHS prom is on Saturday. Nominations for the student voted teacher trustee are open.

G. PARENTS' REPORT – Allison Holdorff Polhill, Polly Bamberger, Mark Epstein

The parent Education Foundation met today and is planning an event the last week in May highlighting where Pali students go to college. Ed Fund will also assist with the senior awards luncheon. PTSA is providing CATALYST bootcamp. Booster Club held their meeting at the same time of the Board meeting donating funds to support Pali programs.

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

Jeanne Saiza submitted a written report and discussed the ALICE Report.

I. BUDGET AND FINANCE COMMITTEE REPORT – Cheryl Onoye

Cheryl Onoye indicated that all budget requests are being submitted through the general budget. All groups must have their budgets submitted by 5/19/14. Class size, intervention, staffing and curriculum materials were some of the highlighted priorities from the staff. Technology and Facilities must have completed budgets by 5/12/14. All LTSP Committees are meeting next Wednesday will review department requests etc. All priorities in budget should be synthesized and unified. All groups providing asked to request what "a good school should have" and then prioritize what they absolutely have to have. Budget Committee designated \$100,000 for the proposed Summer Bridge Program for 100 students; and a Summer School Program for 400 students for 4 week credit recovery effort. Regarding math, a budget request has been made to reduce class size in Algebra I. Adding one more teacher should accomplish the goal of achieving approximately 30 students in each class. Two math teachers are going to a Charter Alliance school to learn best practices.

J. FUNDRAISING COMMITTEE – Allison Holdorff Polhill

Leslie Woolley reported about a recent fundraising meeting with Boosters, Ed Fund, student leadership and Board members present. Many innovative fundraising ideas were exchanged.

K. ELECTIONS COMMITTEE – Jeanne Saiza, Leslie Woolley

Jeanne Saiza reported that on 5/6 candidates will present to the faculty. Parent candidates can come and be filmed on 5/6 as well. Dr. Lee will MC event. Election Buddy may be used to

conduct voting online from the school site. Infinite Campus survey will be used for the student body. Ballots are due from parents by 5/16/14.

Election Dates

April 25--All Trustee Statements and "resumes" (form for a board resume)

April 30--Deadline to publish parent statements and stuff envelopes

May 1--Deadline to mail parent ballots

May 6--Staff Meeting: community and faculty candidate Q and A

May 13--Parent ballots must be in to count by May 16th

May 12-16th---voting for faculty, classified, admin (through election buddy), and students (infinite campus)

L. SCHOOL CLIMATE COMMITTEE – Mystic Thompson, Tucker Reynolds

Tucker Reynolds reports that they have everything planned out to conduct a COUNCIL event, however, they do not have a date. Leslie Woolley reported that an individual from COUNCIL is now assisting and that this event should be a success.

M. AUDIT COMMITTEE – Polly Bamberger

Polly Bamberger submitted her report as stands. VTD conducted a well attended meeting with representatives from all supportive Pali 501(c)3's sharing best practices.

VI. DISCUSSION ITEMS: (7:00 pm – 7:50 pm)

A. CHARTER RENEWAL – Dr. Pamela Magee

Dr. Magee indicated the staff has examined through a professional development day and the LTSP Committee's Element One. The faculty wants to see other ways that we can measure academic growth. A small group met regarding governance to outline areas of concern and change. Olivia Castro and Rob King participated in the first meeting regarding governance representing the faculty's positions and interests. Next week, PCHS will conduct a school-wide discussion regarding governance. Dr. Magee emphasized that it was critical to have all stakeholders engage in meaningful conversations regarding governance before the summer break. On May 1, 2014 LAUSD is offering a day long training/orientation regarding charter renewal.

B. EXECUTIVE DIRECTOR EVALUATION –Allison Holdorff Polhill

Allison Holdorff Polhill reported that the Executive Director Principal evaluation is underway. The Committee has conducted two formal meetings and has met with numerous stakeholders. Currently, the committee is soliciting stakeholder feedback. Dr. Lee asked if another email could be sent soliciting employee feedback. The Committee agreed to do so.

C. TECHNOLOGY SURVEY RESULTS - Donna Mandosa

See D iPad Program 201-2015

D. iPad PROGRAM 2014-15 SCHOOL YEAR – Donna Mandosa

Jordan Landers presented the assessment of the iPad Program. The study was conducted throughout all ninth grade classes. 99.43% of students said they used iPads at least once a week. There were shifts in the classroom environment due to this technology. Independent research, small collaboration and student presentations have increased. 86% of 1:1 iPad teachers correspond with their students at least once a week through technology. There was an overall increase in access to communication. 81% of students indicated that Schoology is the primary way students received information regarding assignments. Paper use is on its way down. Students value the convenience factor of the e-textbooks. A significant number of students prefer reading on an iPad. The study revealed a difference between the student preference and teacher preference. Quality of task tracking is higher with students. 45% of students agree they turn in homework more often because of the iPad. 55% iPad teachers say classroom management is harder. Students do not want restrictions. Parents want higher restrictions. Parents and students agree that iPads make learning more enjoyable. Teachers thought students were either really engaged or distracted. 79% of teachers indicted the quality of student presentations and research had increased. 93% of students say they have access to wifi. 75% of students thought it was important to level the playing field.

Mark Epstein indicated that the powerpoint presentation was excellent and the survey results were significant, therefore, it should be added to the Board materials. Allison Holdorff Polhill asked whether the teachers and students wanted additional education. Jordan Landers indicated that this is exactly what they want. The Board praised Landers for her efforts to present a thorough quantitative and qualitative study acknowledging challenging and recognizing benefits to PCHS' First Year 1:1 iPad Program.

E. REVIEW OF PCHS TAX RETURN- Greg Wood

The Board reviewed the tax return submitted by Mr. Wood. The Board will continue to peruse the documents to provide feedback.

F. TECHNOLOGY PERSONNEL – Donna Mandosa

Donna Mandosa reviewed the 2014 Summer Tech Department Projects proposed for the summer pending budget approval. See Board materials outlining a two page summary. Two chrome books have been ordered for Temescal Academy. Tech upgrades will be conducted during the summer. Solarwinds will let the tech staff know immediately when there are tech problems. Attempting to get coupon system for printing. Proposing pilot where students will get printing

allotments to avoid waste. Ed Tech Projects are a high priority. Online testing went pretty well overall. Ms. Mandosa indicated there are budget issues and that funding is the largest issue.

In answering a question posed by Dr. Lee, Ms. Mandosa reported they had a long meeting with Apple representatives regarding their proposal last year. Ms. Mandosa recommended we have an Apple Project Manager for future roll outs. They had free suggestions for continuing with the program as well as suggestions that would require additional monies.

G. SENATE BILL 1531 – Chris Lee

Dr. Lee suggested this proposed bill would require charter authorizers to select non-interested Board members. This could alter the manner in which our Board is comprised. May 7, 2014 there is a CCSA advocacy meeting in Sacramento. This bill risks undermining the autonomy of all charters. Leslie Woolley indicated we should activate the community. Dr. Lee included this information in an email to the school on 4/10/14. It read:

Dear Colleagues,

We need to be very aware of this!

Assembly Bill 1531

This week the Assembly Education Committee heard AB 1531 (Chau), which would require charter school authorizers to select a majority of the nonprofit board members of a charter school.

The committee heard a lengthy debate from both sides. Testifying against the bill was Ana Ponce from Camino Nuevo Charter Academy and Paul Keefer from Rio Valley Charter School, who spoke of the great threat to charter autonomy that the bill presented. Supporting the bill were union representatives from the California Teachers Association and the California Federation of Teachers, who presented the bill as a solution to ensure that charter schools will continue to be admitted to CalPERS. Alarming, the committee members did not appear to worry about the single greatest threat to charter autonomy that the bill posed, instead focusing their discussion on how to stop CalPERS from denying charter schools entrance to their retirement program.

Unfortunately, the final vote on the bill was 4-3, the bare minimum requirement for passage, with Assemblymembers Buchanan, Gonzalez, Nazarian, and Williams voting to support the bill. CCSA would like to commend Assemblymembers Chavez, Olsen and Weber for voting against this anti-charter bill. The fight to kill AB 1531 will continue at second stop in the legislative process, the Assembly Appropriations Committee, which will focus on the fiscal impact of the bill.

VII. ACTION ITEMS: (7:50 PM-8:00 PM)

A. APPROVE SUMMER SCHOOL AND SUMMER BRIDGE PERSONNEL

Motion: Mystic Thompson Approve the 2014 summer school credit recovery program and 2014 summer bridge program with supporting personnel to serve high need students and meet LCAP not to exceed \$100,000.

Seconded the motion: Allison Holdorff Polhill

	YES	NO	AB		YES	NO	AB
PollyBamberger	X			JeanneSaiza	X		
MarkEpstein	X			KimberlyThomas	-----		
AllisonHoldorffPolhill	X			MysticThompson	X		
MonicaIannessa	X			LeslieWoolley	X		
StephanieInyama	---			MatthewWunder	---		
ChrisLee	X						

Monica Iannessa indicated that this program is to target underperforming students to prepare students with study skills, math and English skills. Ms. Iannessa stressed they would like a student leadership component to the summer program. The academy requires four teachers and will have 100 students participating for three weeks. Sarah Crompton is working with Ms. Iannessa. There is an additional summer school program with 400 students participating for four weeks, four days a week with approximately 8 teachers. This program will address credit recovery issues.

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

Motion: Mark Epstein move to adopt the revision to EL# 3 3.7 as provided:

RESOLVED: EL-3.7 is hereby amended to read as follows. “The EDP shall not fail to submit for Board approval all arms-length contracts over \$30,000 and all non-arms-length contracts, independent of value. All non-arms-length transactions must be publicly disclosed. Contracts may not be broken apart in order to remain under the \$30,000 requirement, and any contract or group of related contracts in excess of \$10,000 shall be reported to the Board at its next meeting. The EDP not fail to submit for Board approval all budget transfers of sums from one sub-account to another in amounts over \$50,000 or where the transfer (in any amount) is not fully consistent with the policies and funding priorities set by the Board of Trustees. Any such transfer shall be reported to the Board at its next meeting. The EDP may not break apart transfers to remain under the \$50,000 limit.” For purposes of this Resolution, “sub-account” shall mean the accounting level of detail submitted to the Board for its annual consideration and approval of the budget.

Seconded the motion: Mystic Thompson

	YES	NO	AB		YES	NO	AB
PollyBamberger	X			JeanneSaiza	X		
MarkEpstein	X			KimberlyThomas	---		
AllisonHoldorffPolhill	X			MysticThompson	X		
MonicaIannessa	X			LeslieWoolley	X		
StephanieInyama	---			MatthewWunder	----		
ChrisLee	X						

The Board unanimously approved.

C. APPROVE THE 1 (ONE) YEAR EXTENSION OF LEAVE OF ABSENCE FOR CELESTE FRALEY (TO CARE FOR INFANT/CHILD)

Motion:

Secoded the motion:

	YES	NO	AB		YES	NO	AB
PollyBamberger				JeanneSaiza			
MarkEpstein				KimberlyThomas			
AllisonHoldorffPolhill				MysticThompson			
MonicaIannessa				LeslieWoolley			
StephanieInyama				MatthewWunder			
ChrisLee							

TABLED

VIII. CONSENT AGENDA: (8:02 PM)

A. APPROVAL OF REIMBURSEMENTS FOR EXECUTIVEDIRECTORPRINCIPAL

1. Mileage reimbursement (ASCD conference) \$87.00
2. Mileage reimbursement (LACOE training, CCSA conference) \$70.00
3. Salguero Hotel (CUE conference Palm Springs) \$173.31
4. Hilton (Charter Conference San Jose) \$549.08

APPROVED

B. APPROVAL OF FIELD TRIPS

1. Mr. Aaron Castro, College Tour, New York, May 15-18

NO OBJECTIONS ALL ITEMS ARE APPROVED

IX. OUTSTANDING BUSINESS

The Evaluation Committee is requesting trustee feedback on the survey items.

X. NEW BUSINESS

Board chair to announce items for closed session.

XI. CLOSED SESSION: (8:45 PM)

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

A. PUBLIC EMPLOYMENT: DISCIPLINE/DISSMISSAL/RELEASE

The Board received an update on a personnel issue.

**B. CONFERENCE WITH INFORMATION FROM LABOR NEGOTIATION-
Dr. Pamela Magee, Executive Director, Employee organizations: PESPU, UTLA**

Tabled.

XII. OPEN SESSION:

9:01 PM

XIII. ADJOURNMENT:

9:02 PM

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