



**BOARD OF DIRECTORS
REGULAR MEETING MINUTES
Tuesday, April 17, 2007
* 3:30 pm – 7:00 pm**

I. WELCOME:

A. CALL TO ORDER 3:30 PM – Bud Kling

B. ROLL CALL – Bud Kling

Members Present:

Mary Red Clay
Victoria Francis
Bud Kling
Maisha Cole Perri
Rene Rodman
Rosalind Wolf

Patrice Fisher
Amy Dresser Held
James Paleno
John Riley
Eileen Savage

Ex-officio Members:

Gloria Martinez
Patrick Kim (absent)
Lynn Lim (student)
Greg Wood

C. APPROVAL OF MINUTES

Minutes of March 13, 2007 were approved with corrections. See final approved version at www.palihigh.org.

II. PUBLIC COMMENTS:

- ◆ D. O’Connell and T. Bertwell – (students) both are on the Student Coordinating Committee and are looking at optimizing teaching science at Pali and would like to discontinue Integrated Science. They would like to see the incoming 9th graders given the choice of which regular science class they would like to take.
- ◆ Ellie Bertwell - (parent) agrees with the students that the Integrated Science class is a waste of time. It puts students at a disadvantage, if they have already covered the information in junior high. She has met with the Science Department and the Assistant Principal in charge.
- ◆ Joi Tanita presented for Tom Seyler – (teacher) there are still issues with the outfield fence falling down. It was a bad fencing repair job done and as soon as a wind of any kind comes up the fence is down again. Not to mention the jagged connections left exposed without the capping for protection, banners left on the ground or ripped, fence sections with numbers are left laying on the ground, and jagged poles left exposed. According to Ms. Tanita there is money in the budget to have the fence repaired

properly to avoid any injury to our students or visiting team mates.

- ◆ Kevin Hall – (teacher) is a physical education teacher and is upset at how things are being handled. He is concerned about his own safety and mental well being. He has submitted a sexual harassment claim against the supervisor and it has not been addressed as of yet.
- ◆ Alex Shuhgalter – (teacher) spoke out about the “new” Human Resources Committee, noting that in light of its formation he does not feel that it is necessary to hire an HR Director.
- ◆ Pamela Harbour – (teacher) pleaded with the Board to re-vote on the calendar issue. She is against the proposed new calendar and wants the traditional calendar kept.

III. * **CLOSED SESSION: 3:30 to 4:15**

A. PUBLIC EMPLOYEE DISCIPLINE / DISMISSAL / RELEASE

OPEN SESSION RESUMES 5pm

IV. **ACTION ITEMS:**

A. APPROVAL OF VICENTI, LLOYD, AND STUTZMAN AS 2006-2007 AUDITORS FOR PCHS

- ◆ Mr. Wood stated that he felt that Vicenti, Lloyd and Stutzman are the # 1 auditors for charter schools in the State and recommended for Pali to keep them.
- ◆ Ms. Rodman questioned how many firms are approved by the County and how many specialized in charters and Mr. Wood informed her that there are 20 approved auditors on the county list and only 6 who specialize in auditing charters.

The Board unanimously approved maintaining Vicenti, Lloyd and Stutzman as the 2006-2007 Auditors for Palisades Charter High.

B. AUTHORIZATION TO UPDATE PCHS PROMOTIONAL VIDEO

- ◆ There is a proposal to update the promotional video depicting Palisades Charter High School as a school on the move.
- ◆ Ms. Fisher asked what the purpose of having such a video.
- ◆ Ms. Held gave an overview of the project and its vision.
- ◆ Ms. Fisher asked if the students could be utilized.
- ◆ Ms. Perri said the price quoted is double of what it could be done for.
- ◆ Ms. Rodman asked if we were going to update the existing video or start from scratch?
- ◆ Ms. Held stated we can update the proposal to include a price comparison of updating the existing.
- ◆ Ms. Francis asked if we could see the video, so they know what they are voting on.

- ◆ Ms. Fisher asked if we use the students will they also get salary.
- ◆ This item was tabled until the May meeting.

C. AUTHORIZATION TO NEGOTIATE THE NAMING RIGHTS AGREEMENT FOR FOOTBALL STADIUM

- ◆ The proposed naming rights agreement was presented for approval.
- ◆ Ms. Savage moved that the Board approve the authorization to negotiate the naming rights agreement for the Football Stadium and Mr. Paleno seconded the motion.

The Board's vote to approve authorization to negotiate the naming rights agreement for the football stadium was as follows:

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

1 – opposed (Ms. Mary Red Clay)

D. APPOINTMENT OF SUBCOMMITTEE AND APPROVAL OF PROCESS TO CONDUCT ORGANIZATIONAL REVIEW

- ◆ Ms. Rodman presented a proposal for the organizational review to be a very structured 3 hour meeting. To re-visit the “SMART” goals and understand them, opening the meeting up to everyone to participate that has an interest. She stated that the meeting would have to run by someone with great leadership ability.
- ◆ Mr. Kling said it should be mentioned at the faculty meeting that a restructuring committee would be forming.
- ◆ Ms. Red Clay said that Mr. John Rauschuber needed to be authorized to restart the committee.
- ◆ Ms. Held said to move forward it should be started during school with the process laid out and a plan of how it is to be carried out put into place.
- ◆ Ms. Francis said it should be started as an all inclusive committee.
- ◆ Ms. Rodman suggested sending out an invite to everyone.
- ◆ Ms. Savage suggested sending out objectives to the stakeholders and possibly having smaller forums reporting back to a lead committee.
- ◆ Ms. Held said that process is important.
- ◆ Ms. Wolf stated that it is important that we have a forum of all stakeholders.
- ◆ Ms. Wolf motioned that an Organizational Review Committee be formed consisting of Mr. Rauschuber, Ms. Held, Ms. Rodman and Ms. O’Grady. The motion was seconded by Ms. Francis.

The Board unanimously approved the appointment of Mr. Rauschuber, Ms. Held, Ms. Rodman and Ms. O’Grady to form the Organizational Review Committee and for them to have their first regular meeting before the next Board meeting.

E. DISCUSSION AND ACTION ON EXECUTIVE DIRECTOR/PRINCIPAL EXPENSE

REPORTS (STANDING ITEM)

- ◆ Dr. Martinez had a few expenses covering Professional Development materials, Dolphin Tickets, mileage to conference, raffle machine, etc. totaling \$683.73.
- ◆ Ms. Fisher moved for the Board to approve the Principal's expenses, seconded by Ms. Savage and voted on.
- ◆ Ms. Held did not have any expenses to report this month.

The Board unanimously approved to reimburse the Principal her expenses incurred totaling \$683.73.

V. DISCUSSION/INFORMATION ITEMS:

A. ADMISSIONS UPDATE

- ◆ The admissions process is still underway. At this time 589 9th graders have been accepted bringing the total accepted school-wide to 779.
- ◆ Ms. Savage said that it had been a frustrating experience for most involved and that there definitely needs to be better communication.

B. SCHOOL CALENDAR UPDATE

- ◆ Although parents were notified on November 17, 2006 of the proposed calendar change, the issue has still not been resolved – primarily due to ongoing negotiations with the teachers' union. A third faculty vote on the proposed calendar change was recently conducted. The administration expects a definitive settlement of this issue by May 1st and will promptly notify parents.
- ◆ Ms. Tanita passed out calendars depicting both the current calendar and the proposed calendar. She also gave out the results of the faculty vote which stood at 74 to maintain current schedule, 45 in favor of the new calendar change and 1 abstention. The ballots were counted on April 17th by Mrs. Rose Gilbert, Ms. Amy Dresser Held and Ms. Joi Tanita.

C. DISCUSSION OF MUSIC DEPARTMENT EXPANSION

- ◆ Mr. Doucette asked that the school define policy and communication procedures. The part time music coaches requested to assist in the music department are in place. Now there's a new part time position. It is just the procedures are all askew with things handled poorly and unclear. There is a need for proper procedures that are followed.
- ◆ Mr. Warfel echoed his sentiments, stating that communication is the key to the visual and performing arts department. He handed out a proposal for the 2007-2008 school year to enhance the music programs at Pali to be able to offer a better variety of classes to incoming students who wish to pursue the arts.
- ◆ Ms. Held apologized to Mr. Doucette and the whole visual and performing arts department and agreed that there needs to be better communication between the departments and administration, so the departments are able to work at their full potential.

D. SCHEDULING OF A BOARD RETREAT (DATE, LOCATION, AGENDA, ETC.)

- ◆ Ms. Fisher noted that we need to meet and follow through with what is set forth.
- ◆ Mr. Rodman stated that having processes in place will be great.
- ◆ Mr. Kling stated that it will be a skill building process.
- ◆ Ms. Perri, Ms. Wolf, Mr. Kling and Mr. Riley volunteered to head the committee to get things organized and will be emailing everyone.

E. CONFIRMATION OF NEXT MEETING FOR MAY 15, 2007 FROM 5:00-10:00PM;

VI. ORGANIZATIONAL REPORTS:

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

A. STUDENT REPORT – Lynn Lim presented on behalf of Patrick Kim

- ◆ The school would be having Viking day as part of the spirit week.
- ◆ Friday will be Casino night and all are encouraged to come.
- ◆ The Carnival is still being planned.
- ◆ Leadership will be meeting regarding next year in room F101 on April 24th

B. PARENT REPORT – Julia O’ Grady

- ◆ BOOSTER CLUB
 - The Silent Auction earned over \$90,000.
 - Booster Club has pledged \$50,000 to the Pool Project. The money will be allocated over 2 years as follows: \$12,500-Spring 2007, \$12,500-Fall 2007, \$12,500-Spring 2008, and \$12,500-Fall 2008. For its contribution it received naming rights to the center lane of the new pool. The lane will be called “The Booster Club Lane”.
 - Booster Club received a grant of \$6000 from the American Legion - \$4000 for speakers for the football field and \$2000 for books for the English Department. We also received a grant of \$6000 from the Masons earmarked to pay for printing and mailing of the Principle’s Newsletter
 - Booster Club elections are in May; contact Sarah Miller or Dick Held if you are interested in becoming a board member. All positions are open and everyone is welcome to get involved. There are currently 5 board positions: President, Treasurer, Secretary, VP Communications, and VP Fundraising. There are specific jobs under fundraising needing chairpersons: Great Taste of Brentwood Fundraiser, Silent Auction/Dinner Event, Senior Class Fundraising, and Phon-A-Thon. We also need a volunteer to oversee
 - Hospitality; we need a New Parent Liaison, someone who will order and handle sales of sweatshirts and an Athletic Coordinator for the Booster Club. (If you are currently holding one of these positions and wish to continue next year, please let Sarah or Dick know ASAP.)
 - The next meeting is April 24, 6:30 pm, in the Library

◆ PTSA

- Teacher Appreciation Day was held on March 27, 2007. Lunch was presented to the Faculty and Staff in the Cafeteria.
- Elections for the 2007-2008 school year Board of Directors was held on April 12, 2007. The newly elected Board of Directors for 2007-2008 is:

Debra Meiers, President	Coco Kass, V.P. Membership
Lydia Simon, V.P. Programs	Carolyn Herrmann, Treasurer
Eden Almond, Secretary	Leyla Mohammadi, Hospitality
Francine Lis, Historian	Tammy Behnam, Corresponding Secretary
Cindy Chang, Auditor	Bruce Ichimatsu, Parliamentarian
Beth Schlaff & Carolyn Herrmann, Safety & Welfare	

- The Founder's Day Luncheon honoring outstanding volunteers and retiring Administrators will be held on May 29, 2007.

◆ PAC

- The next General Meeting will be held on April 19, 2007, at 6pm, in the Library. The topic will be "Math at Pali: How to Survive and Thrive". Minh Ha Ngo and Cheryl Onoye, the Math department co-chairs will speak about issues in the Math department. Maggie Nance, from Assessments and Accountability, will speak on accountability issues using math department data as examples.
- The April E-News has been posted on the PAC website. We had some trouble with our server which sent out multiple copies to many people, but the problem has been fixed.

C. FACULTY REPORT – Bud Kling

- ◆ The teachers are dealing with ISIS and the server being down. The system is also working very slowly.
- ◆ Ms. Davenport stated that Sophia had looked into it and it was not downtown's problem.
- ◆ The restructuring / deck chair committees would be looking at the proposed Master Plans being presented by the various architect firms.
- ◆ Ms. Held stated that last summer's plan could be utilized as the spring board. On April 19th the committee would be selecting the architects to come to present their proposal to the school.

D. ACADEMIC PRINCIPAL'S REPORT – Dr. Gloria Martinez

- ◆ Ninth Grade Homogenous Writing Program reviewed Duck, Duck, Goose. They identified problems with the program such as; disciplinary problems due to the students not being the teachers regular students, no proof that anything came out of Goose and Goose exhausted the teachers. Some of the strengths of the program that were pointed out include; strict focus on writing skills, Goose allowed everyone to know what to do because the curriculum was aligned and the teachers did a lot of collaboration.
- ◆ A proposal will be submitted to the Education Program Committee regarding Life

Skills being omitted for 9th graders.

- ◆ May 12th will be Math, Reading and Science Assessments. The Integrated Science teachers will be administering an exemption exam for incoming 9th graders. The students scoring 80% or better will be able to take what ever science class they so choose. This was implemented in 2006 and of the 20% who passed the exam, only **50% opted out of Integrated Science class.**

E. EXECUTIVE DIRECTOR'S REPORT – Amy Dresser Held

- ◆ Facilities

- Portables – The new classrooms are open for class. Thanks to Marilyn Haese and the team that worked so hard to get the portables in the first place, to Chaz and his team for their amazing work in installing them, to Mr. Jefferson and his crew for facilitating construction and the move, to Mrs. Davenport for managing to all but eliminate traveling, to Ms. Atlas for coordinating a very smooth move overall for the teachers and staff, to Mrs. Duarte for overseeing all the purchasing of equipment, furnishings and supplies for the new rooms, to Maisha and Greg for doing a fantastic job ensuring they were equipped with technology and ready for use for the teachers, and to everyone else who made this project possible.
- Prop 39 regulations in Sacramento today – The State Board of Education is scheduled to vote on proposition 39 regulations. Prop 39 is the state legislation that mandates that school districts provide space equitably to charters to accommodate public school students. The regulations impact us as a conversion charter because they touch on issues such as how much we are charged for use of the facility (currently 2% of ada plus 1% oversight – could change to pro rata share per square foot of district's general fund facilities expenditures). It also deals with how classroom loading is calculated to determine space on campus, with the addition of new facilities after the school went charter, etc. Many many thanks are owed to Yvonne Chan, of Vaughn Learning Center, one of the first conversion charters in the state and a member of the State Board of Ed.
- LAUSD Board Policy on charter bond money – LAUSD has revised their policy regarding the allocation of charter school expansion bond dollars. The proposed policy is phenomenal for us except for one line which states that schools providing relief to overcrowded underperforming schools must be located within the attendance area of that area. LAUSD's Bond Oversight Committee will meet 4/18 on this issue and the board is slated to vote on it on 4/24.
- Master planning proposals and process – We received 7 fantastic proposals to conduct master planning services for PCHS. The Facilities Taskforce will continue reviewing them this Thursday from 5-7pm and recommend three finalists to come and present to Pali.
- Track and field project – We have received multiple pledge letters and donations continue flowing in, Mr. Wood has researched financing options for the loan portion, the CEQA review by LAUSD is almost complete and ready for submission to the County, the construction documents are just about complete and ready to go out to bid and to LAUSD for design review. The project is on track (pun intended!).

- Pool project – We have updated architectural designs with before and after renderings and a new fundraising brochure. Environmental review will begin and designs will be submitted to LAUSD and DSA this summer. Coach Nance and I attended the USA Swimming Build a Pool Conference last week and learned invaluable tips for fundraising, pool design, construction, programming and safety. The project is moving along well.
 - Data projectors – The process of installing the data projectors began over spring break and is still underway.
 - Whiteboards – Whiteboards have begun being installed in classrooms.
 - District projects underway or in the pipeline – Mercer has new soundboards, the bathrooms in the gym are finally being repaired, the district is fixing the baseball scoreboard which was damaged during installation of the field lights, the elevator, fire alarm upgrade, phone system upgrade and hvac projects are all slated to occur this year.
- ◆ Human Resources
- Recruitment underway for hr director or consultant, assistant principal, a number of open teaching, counseling and coaching positions as well as a technology assistant, purchasing assistant, nursing assistant.
 - Sodexo has temporarily replaced the cafeteria manager with the former manager Chris Khodigian and a nutritionist, Emily Burson. They are already focused on introducing new healthier products, improving morale and operations in the cafeteria and increasing student participation in the meals program.
 - Copy clerk has started
 - Need to look at new needs going forward – requests for additional teachers to lower class size will result in increased traveling again, thoughts about the need for a webmaster/website clerk, etc.
 - Organizational review process will be laid out at today’s meeting.
- ◆ Technology
- This past weekend a virus resulted in tons of email messages being sent out in error.
 - Maisha and Greg did an amazing job preparing for, equipping and setting up technology for the new portable classrooms. They’ve received a lot of praise for their work.
 - Data Projectors are going in thanks in large part to Maisha.
- ◆ Legal
- The Knapp Case – The State Supreme Court denied our attorneys’ appeal of the lower court’s ruling that charters are not public agencies for purposes of the government tort act. The California Charter Schools’ Association is pursuing a legislative remedy and an appeal to the U.S. Supreme Court is also being considered.
- ◆ Finance
- Mr. Wood, Mr. Snyder and Mr. King are overseeing the budget process. To date, all departments have submitted budgets. The budget committee will devote their 4/23 meeting to reviewing textbook budgets and will be meeting all day 5/14 to review the rest of the budgets.

◆ Admissions

- The admissions process is still underway. The March 15th lottery was rescheduled for March 19th. It went relatively smoothly with all Revere students' names drawn. Sixty were accepted and another 95 remain on the waitlist. Some of those students have since been accepted because an error has been identified and corrected such as omission of Revere as their current school or their status as a sibling, resident or traveling student on their application. At this time 589 9th graders have been accepted with another approximately 115 scheduled to come to the Magnet. There are 75 applicants at grades 10-12 who are either residents or siblings/family members of staff who have also been accepted. That brings the total accepted school-wide to 779. We still have 76 seats set aside for public school choice students and 20 for residents who move into the area late. That brings the total to 875. Accepted applicants were required to notify us in writing by April 10th (postmarked). This week the attendance office is calling anyone who did not send in a confirmation in writing of their intention to attend Pali that their seat will be released. Next week, once it's clear who is not attending and how many students have been added (due to errors) seats will be able to begin being released. A mailing also went out to all existing students requiring confirmation in writing of their intent to continue at Pali next year by April 30th. The same process will be followed following that deadline. Families who haven't responded will be informed that their seat will be released and waitlisted students at the upper grades will be contacted depending on space availability. May 15th LAUSD will notify us of unfilled PSC seats and the same process will repeat itself. Placement testing for all accepted students will occur 5/12. Additional testing or programming dates will be arranged by the Counseling office only for students who are accepted after 5/12. A letter summarizing this timeline will go out this week.

◆ Calendar Change

- The faculty vote today resulted in a 74 v. 45 vote against the new calendar.
- Families are rightfully upset that they have not been kept apprised of the status of this issue since a letter that went out in November about the board vote. Notification of all school community members will go out as soon as negotiations on the matter are completed (projected to be by May 10th).

F. CHIEF BUSINESS OFFICER'S REPORT – Greg Wood

- ◆ The enrollment and ADA at PCHS through March 2007 was slightly up compare to last months figures.
- ◆ P2 Attendance Report to the State – The Seconded Report for PCHS has been filed with the Sate in April 2007. Enrollment dropped by 14 students from February 2007 and is 4 students lower than March 2006. Cumulative ADA dropped by 6.0 students from the prior month but is ahead of prior year's March 2006 by 8.3 students and ahead of Budgeted ADA by 36.8 students. The current SIS system is still experiencing issues with receiving timely attendance information from the teachers.
- ◆ Lifetime Benefits Survey – The task force contacted those employees who did not respond to the original survey request. As a result of this contact, our response rate

increased from 41% (74) to 87% (156) out of the 180 eligible employees. The Actuary will use this information to provide PCHS with a number of options concerning lifetime benefits funding. This information will be updated at the May Board Meeting. We will also have the opportunity to apply for State funding to conduct this Actuarial survey (up to \$15,000).

- ◆ National Charter Week Event – Reminder that PCHS will be hosting the IC-LA (Independent Charters – Los Angeles) Walk-Run Event on April 28th from 10 am to 2 pm. This is an event Pali can really shine to the rest of the Charter Community & Los Angeles. Please come if you can and be a part of this event.
- ◆ Form 700 – The annual State of California Form 700 – Statement of Economic Interests for 2006 is now past due. Please contact me at the end of the meeting to discuss the status of your Form 700. We must have them in.

G. STANDING COMMITTEE REPORTS AND RARTIFICATION OF STANDING COMMITTEE ACTION ITEMS

- ◆ Assessment and Accountability – No Report
- ◆ Communications – Julia O’Grady
 - Emergency supplies – PTSA’s Welfare & Safety Committee is working together with school Nurse, Ellen Neiman, to prepare emergency kits. These emergency kits will be placed in each classroom to be used for “lock down” emergencies.
 - Pali website update – It was reported that the committee is stalled right now due to the high price of the redesign quote of the company currently maintaining Pali’s website. New bids are being solicited.
 - The Pali Positives Employee-of-the-Month – 4 new winners were chosen. Their names will be announced at the end of April.
 - The mailing system update – The first section of the newly purchased mailing system has arrived. The other components will be delivered to Pali within a few days.
- ◆ Education Program – Julia O’Grady – Did not meet
- ◆ Finance and Budget – Greg Wood – Refer to CBO Report
- ◆ Operations and Facilities / Technology / Facilities Planning Task Force – Did not meet
- ◆ Policy – Julia O’Grady
 - The Field Trip Policy was reviewed and finalized.
 - The Using Pali Students in Research Policy was discussed. The policy will be finalized at a later date.
 - Elections for Policy Committee Seats – Nominations are now being accepted for all positions on the Policy Committee. Anyone interested should e-mail Cheryl Onoye at conoye@palihigh.org with their information and affiliation at Pali by May 9, 2007.
 - Military Access Policy, Jury Duty Policy, and the Part-Time Teacher Responsibilities Policy were discussed.

VII. CLOSED SESSION (continued):

B. PUBLIC EMPLOYMENT

Academic Principal

C. CONFERENCE WITH LABOR NEGOTIATOR

PCHS Negotiator: Mrs. Amy Dresser Held, Executive Director

EMPLOYEE ORGANIZATION: UTLA-PCHS

VIII. PUBLIC SESSION:

IF REQUIRED, PUBLIC REPORT ON ACTION TAKEN IN CLOSED SESSION

(includes the vote or abstention of every member present).

IX. ADJOURNMENT:

MEETING ADJOURNED AT 11:00 PM