



Palisades Charter High School

More Than 50 Years of Innovation and Excellence



BOARD OF TRUSTEES

BOARD MEETING MINUTES December 18, 2015 3:30 PM, Gilbert Hall

I. PRELIMINARY:

- A. CALL TO ORDER: 3:36 PM
- B. ROLL CALL: 3:36 PM

	Present	Absent		Present	Absent
Emilie Larew	X		Leslie Woolley	X	
Allison Holdorff Polhill	LATE		Ellen Pfahler	X	
Monica Iannessa		X	Dara Williams	X	
Marcia Haskin	X		Torino Johnson	X	
Greg Nepomuceno		X	Alexander Shuhgalter	X	
Amanda Campbell	X				

NON-VOTING MEMBERS

	Present	Absent
Evan Holland	X	

PCHS MANAGEMENT/STAFF

	Present	Absent
Pamela Magee	X	
Greg Wood	X	

II. APPROVAL OF THE MINUTES:

A. REGULAR MEETING – NOV. 17, 2015

Action: Ellen Pfahler moved to approve the Nov. 17, 2015 minutes.

Seconded the motion: Dara Williams

Minutes approved unanimously.

	Yes	No	Ab		Yes	No	Ab
Emilie Larew	X			Torino Johnson	X		
Allison Holdorff Polhill	Absent for vote			Ellen Pfahler	X		
Monica Iannessa	absent			Alexander Shuhgalter	X		
Greg Nepomuceno	absent			Dara Williams	X		
Marcia Haskin	X			Leslie Woolley	X		
Amanda Campbell	X						

III. 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.

IV. PRESENTATION ITEMS

A. Teacher Dissertation Topic – Crystal Adams

PCHS teacher Crystal Adams described her upcoming doctoral project which will include surveying African American male student volunteers from the PCHS student population.

V. ORGANIZATIONAL REPORTS

Organizational reports shall be submitted in writing; it is recommended that oral reports be limited to less than 3 minutes.

A. Executive Director & Principal – Dr. Magee

Report stands as submitted.

B. Chief Business Officer – Greg Wood

Report stands as submitted. Mr. Wood added that the auditor will report at the January meeting; the audit was clean with no findings.

C. Director of Operations - Dave Riccardi

Report stands as submitted. Carolin Hermann added that six hand dryers have been installed in faculty restrooms and G building. Operations is working on solving the campus heat issue.

D. Human Resources Director – Amy Nguyen

Report stands as submitted. Amanda Campbell asked about the Asst. Athletic Director position. Ms. Nguyen promised to bring details about the position to the January Board meeting. Dara Williams asked about differing salaries for different athletic staff for after school sports and requested details be brought to the Board. Greg Wood pointed out that UTLA had negotiated set rates for coaching positions.

E. Classified Report – Torino Johnson

Nothing to report.

F. Student's Report – Evan Holland

Jan. 30 is the Winter Formal at the Marina City Club. It will be a masquerade.

G. Parent's Report – Allison Holdorff Polhill, Dara Williams, Greg Nepomuceno

Dara Williams suggested that PCHS send out a video link to the recent Pali 101 seminar.

H. Faculty Report – Amanda Campbell

Nothing to report.

I. Budget & Finance – Dr. Minh Ha Ngo, Olivia Castro

Ms. Pfahler reported that the committee had recommended approval of the Konica copier contract and Simon Santana's request for a software costing \$800 for the Career Center.

J. Audit – Greg Nepomuceno, Dara Williams, Amanda Campbell

The committee has not met. The members have not been able to reach Mr. Nepomuceno by email. There was discussion about changing the membership in January. Ms. Larew stated that she would contact Mr. Nepomuceno prior the next Board meeting and follow up regarding his membership on the committee. Mr. Shuhgalter volunteered to serve on the committee if Mr. Nepomuceno needed to step down. Ms. Larew suggested that Ms. Pfahler may be able to replace Ms. Campbell on the committee due to Ms. Campbell's full schedule with other Board committees and Ms. Pfahler's familiarity with the needs of the Audit Committee. Ms. Campbell and Ms. Pfahler both agreed. Ms. Larew noted that the Audit Committee was not a Brown Act committee and had flexibility to meet according to member schedules.

K. Post-Retirement Health Care Benefits Subcommittee – Ellen Pfahler, Michael Stryer

Nothing to report. Committee will be meeting in January.

L. Academic Accountability Committee – Chris Lee, Monica Iannessa, Marcia Haskin, Evan Holland

Committee Chair and teacher Chris Lee relayed that the committee needed additional clarification regarding its role. He stated that he felt the committee should have probably been included in the grading policy discussion. He expressed concern that the committee was unnecessarily focusing on areas already covered by administrators and would benefit from additional direction. Ms. Larew noted that the Board will look at the roles of various committees in the January Board meeting.

M. Election Committee – Emilie Larew, Allison Holdorff Polhill

The revised election policy will be presented at the January meeting.

N. Charter Committee – Allison Holdorff Polhill

Ms. Holdorff Polhill relayed that the committee had discussed the goal of educating the community about governance at PCHS. The committee is still in need of members.

VI. DISCUSSION ITEMS

A. Academic Accountability Committee Membership – Marcia Haskin, Evan Holland

Minutes are in the materials. New members of the committee: Crystal Adams, Karen Perkins, Marcia Haskin, Rhonda Geller.

ACTION: *Dara Williams moved to approve the new members of the committee.*

Seconded the motion: Marcia Haskin.

Passed unanimously.

	Yes	No	Ab		Yes	No	Ab
Emilie Larew	X			Torino Johnson	X		
Allison Holdorff Polhill	X			Ellen Pfahler	X		
Monica Iannessa	absent			Alexander Shuhgalter	X		
Greg Nepomuceno	absent			Dara Williams	X		
Marcia Haskin	X			Leslie Woolley	X		
Amanda Campbell	X						

B. 2016 LACOE Certificate of Signatures – Greg Wood

Greg Wood reported that the 2016 LACOE Certificate of Signatures would be due by Jan. 31, 2016 and that Board members would need to sign.

ACTION: *Dara Williams moved to approve the Board signing the 2016 LACOE Certificate of Signatures.*

Seconded the motion: Amanda Campbell.

Passed unanimously.

	Yes	No	Ab		Yes	No	Ab
Emilie Larew	X			Torino Johnson	X		
Allison Holdorff Polhill	X			Ellen Pfahler	X		
Monica Iannessa	absent			Alexander Shuhgalter	X		
Greg Nepomuceno	absent			Dara Williams	X		
Marcia Haskin	X			Leslie Woolley	X		

C. CCSA Conference March 2016 – Dr. Pam Magee

Dr. Magee reminded the Board of the March 2016 CCSA Conference, which this year will be held in Long Beach, CA from March 14-17. There is an early-bird registration. The

Board will meet on March 29 for its regular Board meeting due to the conference occurring during the week the Board meeting would typically occur.

D. Copier Contract – Donna Mandosa

Donna Mandosa presented a copier contract which would provide new copiers for faculty and staff. There were several vendors under consideration and after several meetings with Ms. Mandosa and Greg Wood chose to continue with Konica. The contract would result in a budget increase of \$2,000. The machines in the faculty copier room and Attendance office would be replaced with newer machines. There would be new machines added in the Main Office and in Academic Achievement. Budget & Finance approved the 5-year lease.

ACTION: Amanda Campbell moved to approve the Konica Copier Contract as presented.

Seconded the motion: Marcia Haskin.

Passed unanimously.

	Yes	No	Ab		Yes	No	Ab
Emilie Larew	X			Torino Johnson	X		
Allison Holdorff Polhill	X			Ellen Pfahler	X		
Monica Iannessa	absent			Alexander Shuhgalter	X		
Greg Nepomuceno	absent			Dara Williams	X		
Marcia Haskin	X			Leslie Woolley	X		
Amanda Campbell	X						

VII. CONSENT AGENDA

A. APPROVAL OF REIMBURSEMENTS FOR EXECUTIVE DIRECTOR/PRINCIPAL

Board approved reimbursements totaling \$1,172.76.

B. APPROVAL OF FIELD TRIPS

Field trips approved for Mike Voelkel, San Diego, CA 3/21-3/24/16; Brad Kolavo, Garden Grove, CA 1/8-1/10/16; Arwen Hernandez, CSU-San Bernadino, CA 3/19-3/20/16; Torino Johnson, Oakland, CA 12/28-12/30/15; Maggie Nance, Vancouver, BC, Canada 2/25-2/29/16.

VIII. OUTSTANDING BUSINESS

No outstanding business.

IX. NEW BUSINESS

No new business.

X. 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.

XI. ADJOURNMENT

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

The meeting adjourned at 8:30pm.