



A CALIFORNIA DISTINGUISHED SCHOOL

**BOARD MEETING AGENDA
BOARD OF TRUSTEES
Tuesday, June 10, 2014
5:00 PM, Gilbert Hall**

I. PRELIMINARY:

A. CALL TO ORDER: 5:00 PM

5:12 pm

B. ROLL CALL: 5:00 PM - 5:05 PM

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

NON VOTING MEMBERS

	Present	Absent
Tucker Reynolds		x

New president Ben Safvati Present X

PCHS MANAGEMENT/STAFF

	Present	Absent
Pamela Magee	X	
Jim Schiffman	X	
Greg Wood	X	
Donna Mandosa	X	
David Riccardi	X	

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

A. REGULAR MEETING MINUTES 5/20/14 AS AMENDED

Motion: Polly Bamberger

Seconded the motion: Stephanie Inyama

	YES	NO	AB		YES	NO	AB
Polly Bamberger	X			Jeanne Saiza	X		
Mark Epstein				Kimberly Thomas			
Allison Holdorff Polhill	X			Mystic Thompson			
Monica Iannessa				Leslie Woolley	X		
Stephanie Inyama	X			Matthew Wunder			
Chris Lee	x						

Tucker was listed twice and his name was taken out.

B. SPECIAL MEETING 6/3/14

Motion: Polly Bamberger

Seconded the motion: Stephanie Inyama

	YES	NO	AB		YES	NO	AB
Polly Bamberger	X			Jeanne Saiza	X		
Mark Epstein				Kimberly Thomas			
Allison Holdorff Polhill	X			Mystic Thompson			
Monica Iannessa				Leslie Woolley	X		
Stephanie Inyama	X			Matthew Wunder			
Chris Lee	x						

Minutes corrected as to who voted.

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.

Lisa Saxon spoke regarding minimizing traveling for teachers. She mentioned that rules regarding traveling teachers are subject to change. New teachers should be supported and it should not be based on seniority. Throw keys in the middle and figure out how to make this campus work. Classroom designation should be based on which rooms work best for which classes. Lisa is not aware of a clear set of rules regarding classroom designation. There does not appear to be a pattern with how rooms are distributed.

Lisa suggested that the administration find a way solution that would be both equitable and fair in order to provide the best service to the students at PCHS. UTLA contracts and board policy are limited in detailing how to handle traveling teachers.

IV. PRESENTATION ITEMS:(5:26 pm – 6:05 pm)

A. SUNSHINE PROPOSAL – Dr. Pamela Magee

In addition to re-openers for bargaining in the 2014-15 school year PCHS also wishes to reopen and negotiate the following two articles:

Article IX (hours, duties and work year), including but not limited to further discussion about a bell schedule that will most effectively address the needs of PCHS students.

PCHS reserves the right to identify its second reopened during the course of negotiations.

B. BOARD GOALS 2014-2015 – Dr. Chris Lee

School-wide Goals Dr. Magee emphasized how school-wide goals are created through the Board/Administrative retreat where all stakeholders are invited and through the LTSPCs. Progress on the goals has gone very well. There were bumps along the way with implementation, for example the iPad program. But with the help of Donna Mandosa PCHS plowed through. With academic achievement there was the Academic Achievement Team coaching and supporting teachers ranging from struggling to highly performing teachers. Key area is to keep a focus on the A-G requirements being fully implemented.

Dr. Magee is thankful that PCHS has a process of establishing goals and following through. Dr. Magee is thankful for this visionary Board.

Board reflection on goals: climate, communication and fundraising. Accountability should be a focal point throughout the school, not just at the yearly retreat.

CLIMATE Chris Lee discussed the efforts made to address climate. The committee now has enlisted the help of Lisa Ransdel of COUNCIL to assist with climate. Stephanie Inyama suggested that the Board should hold ourselves accountable and we did not do so.

COMMUNICATION Jeanne Saiza discussed that email is great, but communication in person works well. She emphasized that despite hosting group discussion there was low attendance. We need to get off the computer and into rooms together.

FUNDRAISING Polly Bamberger discussed that Education Foundation is going forward. We now have two grant writers. Boosters is working with best practices. PTSA is starting to work more with the facilities group regarding emergency supplies. PTSA wants to go forward with appreciation for staff, faculty and parents. Allison Holdorff Polhill and Polly Bamberger recognized that Greg Wood has added our supporting non-profits to our budget discussions.

Collaborating with all three organizations, Booster, PTSA and Ed Fund – providing monthly and/or quarterly reporting.

C. WHERE PALI GRADUATES ARE GOING – College Center

Approximately, 54% of PCHS students are going to four year college. Over 90% go to college. 25 students’ college acceptances were rescinded largely due to their math grade. A large number of these students were first generation college students. This data needs to be discussed with math department to find a solution to assist students with their struggles in this area.

Listing of 4 year college attendance for the class of 2014 provided. It was suggested that 2 year college be included moving forward since our goal is to sent every student to college.

D. LCAP PLAN – Dr. Magee and Greg Wood

Greg Wood provided the Board with an update of the LCAP Plan. Wood suggested we create a five year plan. Dr. Magee said a big focus was to collect stakeholder surveys of what are the budget priorities. Based on stakeholder surveys, class size reduction is a priority. PIQE parents would like to expand tutoring and help with transportation. Intervention is emphasized. Summer school is being offered for the first time in a long time for credit recovery. There is also a bridge program for incoming 9th graders who need additional help. Chris Lee asked what type of monitoring and Greg Wood stressed there will be extensive monitoring. It is a creative process. Jeanne Saiza asked, “what is the Board’s role?” Dr. Magee said the Board should approve the plan. Greg Wood suggested that would be best practice. Moving forward the Board should receive monthly reports regarding the LCAP. Dr. Magee stated the LCAP is required to be part of the charter renewal.

Greg stated the goal was to submit plan to LAUSD by July 1st. The long term strategic plan will be incorporated into plan along with stakeholder input. The LCAP is an avenue to provide structure to our organization.

E. SUMMER PROGRAMS – Kim Theard

Dr. Magee reported on three programs. Extended school year program with 32 students. Credit Recovery has enrollment for 400 students. Dolphin Academy with 100 incoming freshman students. Funding provided by the LCAP.

F. AMERICORP GRANT AND SPECIAL EDUCATION - Mary Bush

Mary Bush indicated that Ellen Sloan and Tom Noble were able to secure a grant for \$50,000 to plan and write another grant for several 100,000 dollars. We will be able to use 20 Americorp volunteers to train high risk students. Pali has a partnership with West LA College and the Westside Regional Center. Pali is building up our STEAM program. We are trying to identify local businesses. Trying to bolster the transition from high school to community. They are considering culinary arts, West LA Trade Tech and other types of things. College survival classes should be geared towards students going to two year colleges. All the partners are giving their time. Chris Lee requested the Americorp team provide the Board updates. Ben was interested in participating in determining how students are selected. Early 2015 Pali will find out if they receive the grant.

No monies will be exchanged for PCHS staff however their time is equivalent to a dollar amount for accounting purposes. Request for proposal will be due in September.

V. **ORGANIZATIONAL REPORTS:** (6:05 PM – 7:0) 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 pointed to the school-wide goals and the 200 page LTSP. For the last two years, the LTSPs have been meeting and preparing this document. Dr. Magee met with Steve Zimmer and Merle Price and discussed a dream for Pali’s VAPA project. Recommend structure for the LTSP.

B. CHIEF BUSINESS OFFICER'S REPORT–Greg Wood

Report submitted.

C. DIRECTOR OF OPERATIONS- Dave Riccardi

David Riccardi Report stands as submitted. Emphasis this summer of “back to class.”
Air delivery systems for clean air in the class rooms. Cleaning the bathrooms. Going through
and renovate classrooms. Starting with Temescal - classroom renovations is taking place.
Filming and summer camps have started. 200 teacher requests are being addressed. The
Fourth of July will be bigger and better this year.
Parking lot fire update. Still waiting on final report from fire Chief, should be available to
principal by end of week. Additional clearing as taken place since incident.

Tech Report I pads have been returned. New tech team is being hired. Great professional
develop provided to staff through apple. Many innovative classes will be offered at STEAM

D. HUMAN RESOURCES DIRECTOR–Jim Schiffman

Jim Schiffman reported that Nexium prescriptions are no longer available at the end of
the month, but the generic will be available. Staff with HMO's will now be able to receive
acupuncture through their insurance. Pali is hiring numerous teachers for English dept. Math,
Independent studies, special education assistant, Science, Social Studies, Nurse office, and
technology departments. New court decision regarding tenure status has been “stayed” by
judge. Jim provided update on job study. Ewing is working on final phase which is salary
comparison. The final report will impact restructuring of some departments particularly the
administration building.

E. CLASSIFIED REPORT – Kimberly Thomas

None.

F. STUDENTS' REPORT – Tucker Reynolds

Ben Safvati new ASB president submitted report.

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

Education Foundation report as submitted. The Education Foundation hosted a forum - The Road to College. Approximately 90 parents attended. The Education Foundation honored: parents Kathleen Clinesmith, DeAnn Healy and Diana Hurst for running the Boutique by the Sea; Dr. Magee; Kim Theard and The College Center. PTSA is working on establishing dates for the upcoming year. Booster held a wonderful end of the year celebration and funded a leadership activity in addition to other things. Mark Epstein reported that he has a list of 100 parents interested in charter renewal updates.

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

Jeanne Saiza said that Tim Henderson was giving plea for classroom air conditioning. David Ricarrdi is going to try out reflective material for the south facing classrooms. Entering service contracts for the air handlers.

I. BUDGET AND FINANCE COMMITTEE REPORT – Cheryl Onoye

None.

J. FUNDRAISING COMMITTEE – Allison Holdorff Polhill

None.

K. ELECTIONS COMMITTEE – Jeanne Saiza, Leslie Woolley

Mark Epstein proposed some structure for election of Board officers. The resolution proposes that a couple of members who are not running for Board officer serve as nomination committee as a clearing house for nominees. He presented this resolution for approval of the Board at the next meeting.

RESOLVED that an *ad hoc* committee be formed called the Board Officer Nomination Committee. The Committee shall be made up of two Board members, one of whom shall be an employee and one of whom shall not be an employee. Neither member of the Officer

Nomination Committee may run for the office of Board Chair, Vice Chair, or Secretary. The Board Officer Nomination Committee shall receive nominations from any Board member seeking to run for a Board office. The nomination may come from the member seeking the Board office or from a different member of the Board. Nominations will only be accepted from Board members who will continue to serve on the Board in the 2014-2015 school years or those who have been elected to the Board for that year. A nomination need not be seconded. The Officer Nomination Committee shall ensure that all those who have been nominated intend to run for the office for which they have been nominated. A person may be nominated for more than one office. No later than one week before the first Board meeting in July, the Officer Nomination Committee shall inform each person nominated for a position as to all those who have been nominated for the position. At the first Board meeting in July, the Officer Nominations Committee will report out those who have been nominated for each position. The Officer Nomination Committee shall not endorse or recommend any person for any office, but shall instead be strictly neutral in its report. A member of the Officer Nomination Committee may, however, participate in the discussion and debate during the election process. The Officer Nomination Committee's report shall not preclude any nominations from the floor at the first Board meeting in July *except that* no member of the Nominating Committee shall be nominated.

RESOLVED FURTHER THAT at the first Board meeting in July, the Board shall, as its first order of business, appoint an interim chair for the sole purpose of chairing the Board until the Chair is elected. The interim chair shall be a member of the Officer Nomination Committee. The second order of business shall be receipt of the Nominating Committee's report. The third order of business shall be the election of the Chair. Those nominated for Chair shall be those in the Officer Nomination Committee's report and any nominees from the floor. Once the Chair is elected, the interim chair shall relinquish the chair to the person elected. The next order of business shall be the election of the Vice Chair. Those nominated for Vice Chair shall be those in the Nomination Committee's report and any nominees from the floor. After the Vice Chair is elected, the next order of business shall be the election of the Secretary. Those nominated for Secretary shall be those in the Nomination Committee's report and any nominees from the floor. Once the Secretary has been elected, the Officer Nomination Committee shall be disbanded. Each officer shall be elected by a majority of Board members voting, and a nominee may vote for himself or herself.

L. SCHOOL CLIMATE COMMITTEE – Mystic Thompson, Tucker Reynolds

Report submitted Leslie Wolley is attempting to get dates for the COUNCIL representative.

A review of PCHS charter and bylaws regarding election of student elected faculty board member. A discussion regarding buy backs is in progress as well.

M. AUDIT COMMITTEE – Polly Bamberger

None

VI. DISCUSSION ITEMS: (7:00 pm – 7:45 pm)

A. JOB STUDY

Jim Schiffman went through the chronological layout of the job study. Because the Board meeting was changed from 6/17 to 6/10 the salary portion of the job study was not complete. Chris Lee requested that Ewing was supposed to meet with a committee. The committee meeting fell through because certain people were not able to attend. Jeanne Saiza asked if everyone getting their contracts renewed in a timely manner? Mr. Schiffman replied that the contracts will be timely. There have been various reason why some have received contracts already and others have not. The final report from Ewing should be available by the next board meeting in July.

B. BOARD TRAINING COMMITTEE AND TRAINING DATE

July 12th is the date schedule for new board member training. Monica and Allison along with Michelle will coordinate materials needed and agenda. New members will be contacted with time and location as soon as they are confirmed.

Stephanie Inyama reported that 7/8 is the new training date for new Board members. Michelle Brantley will update the folders.

C. STAKEHOLDER SURVEY

Allison Holdorff Polhill indicated that we received the raw data from the survey. Columbia Survey will have the final data for the next Board meeting. Matt Wunder emphasized that the evaluation process must be condensed into a shorter period of time because it is not fair for our Executive Director & Principal to be evaluated over a period of several months.

After the data is reviewed, the final version will be provided to the entire stakeholder community. Things to work on for the next survey are low numbers for students and parents compared to last year. It was suggested that the ipad carts be used in the classroom to promote more participation from students.

D. CHARTER RENEWAL UPDATE

Dr. Magee stated that Pali had three interesting meetings regarding governance. Attorney Janelle Ruley attended one meeting. Olivia Castro, Rob King, Monica Iannessa, Dr. Magee, Mark Epstein and Allison Holdorff are working on a governance draft. Lisa Saxon and Paul Mittelbach are working on the academic section. Thank you to Ruth Mills who is also helping draft our renewal over the summer. September is the internal timeline to have draft completed. Format of charter is new this year

E. CHILD ABUSE REPORTING POLICY

Dr. Magee presented several samples of Child Abuse Reporting. Pali is looking at the LAUSD model and others. Several drafts of policies were presented. Chris Lee praised these efforts. Next month the Board will take action on proposed action.

F. DEVELOPMENT OF TRAVELING AND ROOM SHARING POLICIES FOR IMPLEMENT CLASS SIZE REDUCTION

The Board has asked the administration to make this a priority based on the budget committee recommendation.

G. PROTOCOL FOR APPOINTING INTERIM TRUSTEES OF THE BOARD

Ben Safvati discussed how leadership came up with the idea of having Ms. Saxon be an interim Board member. Allison Holdorff Polhill recommended that we contact Pali's charter attorney for guidance.

H. TASKING ADMINISTRATION TO BRING TO LTSP BUDGET COMMITTEE THE POTENTIAL INCREASE IN PCHS CONTRIBUTION TO STRS AND PERS

Long Term Strategic Budget Committee will discuss the potential increase to PCHS STRS and PERS contributions.

I. THANK YOU TO OUT GOING BOARD MEMBERS

Polly Bamberger (2 years), Stephanie Inyama (4 years) and Chris Lee (4 years) were thanked profusely for their outstanding service as Board members. They have spent countless hours benefitting the students as Pali. They have been transformational. Chris Lee completed his doctoral program, and has been a courageous leader. He speaks for those uncomfortable and represents the students.

VII. ACTION ITEMS: (7:45 PM-8:00 PM)

A. APPROVAL OF BOARD OF TRUSTEES REGULAR MEETING
CALENDAR FOR 2014-2015 SCHOOL YEAR AS AMENDED.

Motion: Allison Holdorff

Secoded the motion: Matthew Wunder

	YES	NO	AB		YES	NO	AB
Polly Bamberger	X			Jeanne Saiza	X		
Mark Epstein				Kimberly Thomas			
Allison Holdorff Polhill	X			Mystic Thompson			
Monica Iannessa				Leslie Woolley	X		
Stephanie Inyama	X			Matthew Wunder	X		
Chris Lee	x						

Change board training date to Saturday, July 12th and board retreat Saturday September 13th.

It is has been suggested that St. Matthew be contacted for retreat location.

B. APPROVAL OF TASKING ADMINISTRATION TO BRING TO LTSP
BUDGET COMMITTEE THE POTENTIAL INCREASE IN PCHS
CONTRIBUTION TO STRS AND PERS

Motion: Stephanie Inyama

Secoded the motion: Matthew Wunder

	YES	NO	AB		YES	NO	AB
Polly Bamberger	X			Jeanne Saiza	X		
Mark Epstein				Kimberly Thomas			
Allison Holdorff Polhill	X			Mystic Thompson			
Monica Iannessa				Leslie Woolley	X		

Stephanie Inyama	X			Matthew Wunder	X		
Chris Lee	x						

C. APPROVAL OF LISA SAXON AS INTERIM STUDENT-ELECTED BOARD TRUSTEE

Motion:
Secoded the motion:

	YES	NO	AB		YES	NO	AB
Polly Bamberger				Jeanne Saiza			
Mark Epstein				Kimberly Thomas			
Allison Holdorff Polhill				Mystic Thompson			
Monica Iannessa				Leslie Woolley			
Stephanie Inyama				Matthew Wunder			
Chris Lee							

TABLED. School attorney to be contacted for guidance.

D. APPROVAL OF REIMBURSEMENTS FOR EXECUTIVE DIRECTOR PRINCIPAL FOR “Schools That Can” CONFERENCE

- a. Delta Airlines New York \$636.00
 - b. Rown NYC Hotel New York \$704.68
 - c. Uber Technologies \$70.00
- TOTAL \$ 1410.68

Motion: Matthew Wunder
Secoded the motion: Leslie Woolley

	YES	NO	AB		YES	NO	AB
Polly Bamberger	X			Jeanne Saiza	X		
Mark Epstein				Kimberly Thomas			
Allison Holdorff Polhill	X			Mystic Thompson			
Monica Iannessa				Leslie Woolley	X		
Stephanie Inyama	X			Matthew Wunder	X		
Chris Lee	x						

These items were added to action item as opposed to consent because they exceed \$1,000 maximum limit for expense reimbursements for executive director/principal.

VIII. CONSENT AGENDA:(8:00 PM-8:05 PM)

none

IX. OUTSTANDING BUSINESS

none

X. NEW BUSINESS

Board chair to announce items for closed session.

Schedule special board meeting to review administration contracts before Jun 30th
deadline. June 25th at 5 pm was suggested.

XI. CLOSED SESSION:(8:05 PM – 8:45 PM)

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

A. EXECUTIVE DIRECTOR/PRINCIPAL EVALUATION

B. UPPER MANAGEMENT/ADMINISTRATORS EVALUATIONS

C. PENDING, THREATENED OR POTENTIAL LITIGATION

D. CONFERENCE WITH INFORMATION FROM LABOR NEGOTIATION-
EXECUTIVE DIRECTOR/PRINCIPAL, EMPLOYEE ORGANIZATIONS: PESPU,
UTLA

D. CONTRACTS FOR ADMINISTRATORS

TABLED

XII. OPEN SESSION:

XIII. ADJOURNMENT:(8:10 PM)

8:45 pm

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