



**BOARD OF TRUSTEES
MEETING MINUTES
TUESDAY, APRIL 16, 2013
5:00 PM, LIBRARY**

I. PRELIMINARY

A. CALL TO ORDER: 5:00 PM

5:11 pm

B. ROLL CALL: 5:00 PM – 5:05 PM

	Present	Absent		Present	Absent
Allison Holdorff Polhill	X		Mark Epstein		X
Chris Lee	X		Matthew Wunder	X	
Jason Cutler	X late		Monica Iannessa	X	
Judi Firth	X		Polly Bamberger	X	
Mystic Thompson	X late		Stephanie Inyama	X	
Marike Anderson-Dam	X				

NON VOTING MEMBERS

	Present	Absent
Hailey Biscow	x	

PCHS MANAGEMENT

	Present	Absent
Pamela Magee	X	
Greg Wood	X	
Nikki Washington	x	
David Riccardi	x	

Mystic late due to girls softball game.

II. APPROVAL OF THE MINUTES (5:05 PM - 5:15 PM)

A. REGULAR MEETING 3/19/13

*Motion: Allison Holdorff Polhill approves minutes as amended.
 Seconded the motion: Marike Anderson Dam*

	YES	NO	AB		YES	NO	AB
Allison Holdorff Polhill	X			Mark Epstein	---		
Chris Lee	X			Matthew Wunder			X
Jason Cutler	X			Monica Iannessa	X		
Judi Firth	X			Polly Bamberger	X		
Mystic Thompson	X			Stephanie Inyama	x		
Marike Anderson-Dam	X						

Polly named misspelled Page 4

CBO report EPA funding of 3.5 million page 5

CBO report both amounts above are not new funding sources receipt of deferrals made. Page 5

B. SPECIAL MEETING 4/9/13

*Motion: Marike Anderson Dam
 Seconded the motion: Stephanie Inyama*

	YES	NO	AB		YES	NO	AB
Allison Holdorff Polhill	X			Mark Epstein	---		
Chris Lee	X			Matthew Wunder			x
Jason Cutler			x	Monica Iannessa	X		
Judi Firth	X			Polly Bamberger	X		
Mystic Thompson	X			Stephanie Inyama	x		
Marike Anderson-Dam	x						

Cheryl's name no E on end page 2

Polly's statement needs to be revised remove "politically"

III. PUBLIC COMMENT (5:15 PM – 5:30 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.

Vejas Anaya – Wants to bring Student Foreign exchange program to Pali. He restated our mission statement about diversity. Sponsored students would attend Pali and vice versa. He would need approval to seek out host families for the school year.

Monica – noted that our admissions process is very specific about the requirement to admitting students and our Charter would have to be reviewed. This is actually a good time to review since it is up for renewal. Additionally, we would need to be able to process I20 students and this is something we were capable of doing when with LAUSD but not anymore.

Matt – Asked should we contact our attorney and pay fee for legal advice surrounding admitting foreign exchange students.

IV. PRESENTATION ITEMS(5:30 PM–6:05PM)

A. National Board Certified Teachers – Nikki Washington

NBC will have their next meeting on April 30 and a report will be presented to board at the May board meeting

B. Annual Tax Return – Greg Wood

No taxes due. Deadline to file is May 15th. All PCHS audited financials from past 5 years on website

V. ORGANIZATIONAL REPORTS: (6:05 PM – 6:30 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. Pam Magee

CST testing 865 is target goal. ABS had great t shirts made to boost student moral. Students who improved on the CST test last year were given new iPad minis.

Pali is looking to offer remedial students summer school at approx. cost of \$200 per class. This would only be for students needing to make a Math/English course they received a D or F not students wanting to advance. Will probably be online and meet 2-3 times on campus. Booster club to sponsor and operate as non profit. Counselors will prepare list of students that need to make up course.

B. CHIEF BUSINESS OFFICER’S REPORT–Greg Wood

Greg – accused of impropriety by faculty member regarding his relationship with Tech company that works for Pali. Greg has recused himself from any decision making regarding this company as well as filing form 700 that states he has not received any monies from them. Dr. Magee and Dave Riccardi are both aware of his relationship and handling all arrangements that relate to tech company. The contract is less than \$10,000 therefore not reported to board.

ADA numbers down.

Jason inquired about filling seats with students from wait list. Monica responded that this was not feasible at the time due to new SIS system, calendar changes/holidays and not enough staff to handle all of the above and increase enrollment numbers as they would like.

C. HUMAN RESOURCES DIRECTOR–Nikki Washington

Wrestling coaches paid thru wrestling budget not school funds.

D. DIRECTOR OF OPERATIONS-Dave Riccardi

Item 7 will cost approximately \$400,000 for lighting. Emergency food to be donated (expired food to be thrown away). Crosswalks to be painted near new stop signs

E. CLASSIFIED REPORT – Judi Firth

CST testing this week. New enrollment to start next week.

F. STUDENTS’ REPORT – Haley Biscow

ASB elections completed. Students voiced concerns about new iPad program. #1 safety, #2 expense and #3 time frame. Hailey suggested doing survey at end of year to get feedback.

Additionally, students concerned about new calendar switch. AP students feel hindered by the calendar change which did not help them at all and they did not feel better prepared even with more days before the test.

G. FACULTY REPORT – Marike Anderson-Dam, Mystic Thompson, Chris Lee

n/a

H. PARENT REPORT -Allison Holdorff, Polly Bamberger, Mark Epstein

Booster club raised \$135,923 at Auction (\$75,000 from program adjustments)

ED Fund gave report on April 4th . Currently being restructured.

PTSA reflections luncheon on April 2w6. May 10th staff appreciation breakfast.

I. BUDGET AND FINANCE COMMITTEE REPORT – Rob King

Cheryl – suggest that we hire a full time director of development for fundraising for PCHS. Ultimately the funding will come from Ed Fund. All fundraising sources need to have some directions and and not pull from same group of stakeholders. Vision is to have person help fund all projects of PCHS and be devoted strictly to PCHS

The budget committee approved spending \$115,000 on iPad program but that came with assumption that PCHS would have the technology staff to support new program.

J. POLICY COMMITTEE REPORT

n/a

K. EDUCATIONAL PROGRAMS COMMITTEE REPORT

n/a

L. COMMUNICATIONS COMMITTEE REPORT

n/a

M. OPERATIONS, FACILITIES & TECHNOLOGY COMMITTEE REPORT

n/a

VI. DISCUSSION ITEMS: (6:30 PM-7:30 PM)

A. TUMBLEWEED TRANSPORTATION CONTRACT

Currently 14 buses for 712 students. Expected to drop to 11 buses and 590 students due to 11th graders using their own transportation. Allison suggested that some of the wording be adjusted in contract (nothing major)

B. PLAN FOR INNOVATIVE ACADEMIC AND INSTRUCTIONAL SUPPORT

Director of students achievement (name still being discussed) Main goal would be to focus on supporting teachers and students. Not a new hire but redistribute duties among current administration, classified staff and certificated staffed. There would be an increase expenditures but same as much as hiring full time director. Majority of cost will be replacing teacher if out of classroom. Approximately 1.5 FTE. This person will help facilitate a more structured nucleus by working together, accountability, flexibility and empowerment.

Chris Lee recused himself from discussion.

C. BOARD STAKEHOLDER SURVEY per governance policy 1.7

Work in progress, date coming soon.

D. ELECTION COMMITTEE upcoming election cycle

Deadline May 2nd. Post and Patch to run article. 6 seats open

E. ED FUND UPDATE

Co. Presidents Karen Parcell and Chiara Santagostino. VP development Candy Beaver and Jim Bailey.

F. DATE FOR SPECIAL BOARD MEETING BUDGET 2013-2014

Tentatively May 28th @ 5 pm.

G. UPDATE ON EVALUATION CYCLE

Evaluation Committee – evaluation update – the evaluation committee is beginning to convene and gather information to conduct its evaluation of Dr. Mage, Executive Director and Principal of PCHS. Inherent in the process is to conduct surveys of all stakeholders. UTLA has put out a survey entitled UTLA-PCHS Administrator Evaluation.” Allison Holdorff Polhill indicated that the document did not

come from the Board’s Evaluation Committee. The Board’s evaluation committee, comprised of non interested board members, and is going to conduct a school wide survey of Dr. Magee pursuant to the evaluation protocol – soliciting comments from all stakeholders incorporating constructive feedback. Chris lee said it would be prudent to let the entire faculty know the details/protocol of the Board’s evaluation process. The Evaluation committee shared the evaluation tool and its thorough protocol with all stakeholders last year and will do so again. Stephanie Inyama suggested that it would be more appropriate for survey results to be provided to our Committee where we could then provide feedback to Dr. Magee. Matt Wunder said our Evaluation Committee had a way to incorporate the committees’ survey results in a constructive way. Allison Holdorff Polhill assured the Board that any and all survey information solicited from stakeholders by the Evaluation Committee would not be used as a weapon, but rather as constructive feedback.

H. UPDATE ON FUNDRAISING

VAPA - discussed in Long Term Strategic Planning Meeting. Notes to be reviewed.

I. BOARD GOALS-BENCHMARKS

TABLE

J. EFFICIENT BOARD MEETINGS

Keeping on time schedule similar to how the speakers are timed. This needs to be an action item at the next meeting.

VII. CONSENT AGENDA (7:30 pm 7:35 pm)

A. Charter Conference Hotel Expenses

YES

B. Field Trip approval to Gilbert’s El Indio Restaurant Ms. Nance

YES

VIII. ACTION ITEMS: (7:35 PM-8:00 PM)

A. Approval of Job Description and Hiring of Technology Supervisor (62,000-\$80,000)

Motion: Allison Holdorff Polhill approves as amended.

Seconded the motion: Judy Firth

	YES	NO	AB		YES	NO	AB
Allison Holdorff Polhill	X			Mark Epstein			
Chris Lee	X			Matthew Wunder	X		
Jason Cutler	X			Monica Iannessa	X		
Judi Firth	X			Polly Bamberger	X		
Mystic Thompson	X			Stephanie Inyama	X		
Marike Anderson-Dam	x						

Change under Class Title that Tech supervisor will supervise all Technology staff not Tech 1 and Computer Specialist.

Under education add words “and/or” for combining item 1 and 2. Salary to be determined. Aldersgate meeting. Add ongoing professional development. Change district to PCHS. Items 10 and 12 duplicate. Pg 2 word transition listed twice. Add exempt status

B. Tumbleweed Transportation Contract (\$839,300)

Motion: Jason Cutler approves as amended

Seconded the motion: Mystic Thompson

	YES	NO	AB		YES	NO	AB
Allison Holdorff Polhill	X			Mark Epstein			
Chris Lee	X			Matthew Wunder	X		
Jason Cutler	X			Monica Iannessa	X		
Judi Firth	X			Polly Bamberger	X		
Mystic Thompson	X			Stephanie Inyama	x		
Marike Anderson-Dam	x						

Cost as outlined in contract page 5.

Susan Darvish's position being reviewed for next year with regarding to Tumbleweed being contracted to handle on transportation payments.

IX. OUTSTANDING BUSINESS: (8:00 PM)

X. NEW BUSINESS: (8:05 PM)

Board chair to announce items for closed session.

Consent Action item regarding Efficient board meetings. Board Training. Community section to be discussed by Matt

XI. CLOSED SESSION (8:05 PM – 8:30 PM)

A. Negotiations – UTLA and PESPU updates

n/a

XII. OPEN SESSION (8:30 PM –8:35 PM)

XIII. ADJOURNMENT (8:40 PM)

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

7:58 pm
