

A CALIFORNIA DISTINGUISHED SCHOOL

**REGULAR MEETING AGENDA  
BOARD OF DIRECTORS  
Tuesday, September 15, 2009  
4:30 PM  
FACULTY CAFETERIA**

**I. PRELIMINARY:**

- A. CALL TO ORDER
- B. ROLL CALL
- C. APPROVAL OF MINUTES FROM BOARD MEETING ON AUGUST 25, 2009. See final approved version at [www.palihigh.org](http://www.palihigh.org).

**II. PUBLIC COMMENTS:**

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. Use of names of individuals should be avoided when referring to accusations or wrongdoing (names should be presented to the Executive Director for follow-up action). Speakers may choose to speak during the public comment segment and/or at the time an agenda item is presented.

**III. ACTION ITEMS:**

- A. DISCUSSION AND ACTION ON PROPOSED DETAILS OF 2009-2010 SCHOOL FUNDRAISING PLAN INCLUDING A) CREATION OF A FOUNDATION AS RECOMMENDED BY COUNSEL AND B) ALLOCATION OF PORTION OF FUNDS RAISED TO BOOSTER CLUB.
- B. DISCUSSION AND ACTION ON PCHS ASSUMING COSTS OF TOPANGA RESIDENT BUS SERVICE (PREVIOUSLY PAID FOR BY LAUSD).
- C. DISCUSSION AND ACTION ON ADDITIONAL 2009-2010 EXPENSES RECOMMENDED BY BUDGET AND FINANCE COMMITTEE: 1) \$25,000 FOR NEW TEXTBOOKS FOR ADDITIONAL CLASS SECTIONS AND 2) \$12,000 FOR TECHNOLOGY, COPIER AND A/V DEPARTMENT IMA (NOT PREVIOUSLY SUBMITTED/CONSIDERED DURING 2009-2010 BUDGET CYCLE).
- D. PROPOSED BOARD WORKSHOP SUBJECTS AND SCHEDULE FOR 2009-2010.
- E. DISCUSSION AND ACTION ON EXECUTIVE DIRECTOR EXPENSE REPORTS (STANDING ITEM).

**IV. DISCUSSION/INFORMATION ITEMS:**

- A. CBO REPORT OF 2008-2009 UNAUDITED ACTUALS.
- B. AUDIT COMMITTEE UPDATE.

C. CONFIRMATION OF NEXT REGULAR MEETING ON TUESDAY, OCTOBER 20 AT 4:00 PM IN THE LIBRARY.

**V. ORGANIZATIONAL REPORTS:**

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

- A. Student Report – **Azad Amanat**
- B. Parent Report – **Julia O’Grady**
  - Parent Advisory Committee –
  - PTSA –
  - BOOSTER CLUB –.
- C. Faculty/Staff Report – **James Paleno/Torino Johnson**
- D. Academic Principal’s Report – **Marcia Haskin**
- E. Executive Director’s Report – **Amy Held**
- F. Chief Business Officer’s Report – **Greg Wood**
- G. Technology – **Maisha Cole Perri**
- H. Human Resources – **Jennifer Avant Eustice**
- I. Standing Committee Reports:
  - Communications – **Monica Iannessa**
  - Education Programs – **Grant Smith/Karen Perkins**
  - Finance and Budget – **Greg Wood**
  - Operations/Facilities/Technology Committee – **Maisha Cole Perri**
  - Policy – **Julia O’Grady**

*Board Chair to announce agenda items for closed session.*

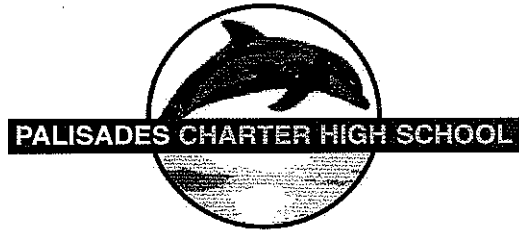
**VI. CLOSED SESSION:**

- A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
SIGNIFICANT EXPOSURE TO LITIGATION PURSUANT TO SUBDIVISION b OF SECTION 54956.9
- B. CONFERENCE WITH LABOR NEGOTIATOR PCHS Negotiator: Ms. Amy Dresser Held,  
Executive Director  
EMPLOYEE ORGANIZATION: PESPU, UTLA

**VII. PUBLIC SESSION:**

**IF REQUIRED, PUBLIC REPORT ON ACTION TAKEN IN CLOSED SESSION** (includes the vote or abstention of every member present).

**VIII. ADJOURNMENT:**



A CALIFORNIA DISTINGUISHED SCHOOL

**SPECIAL BOARD MEETING MINUTES (DRAFT)  
 BOARD OF DIRECTORS  
 Tuesday, August 25, 2009  
 4:00 PM  
 Faculty Cafeteria**

(\* handouts referred to are on file in the Executive Director's office)

**I. PRELIMINARY:**

A. CALL TO ORDER: Rene Rodman 4:05PM

B. ROLL CALL

Members Present:

Amy Dresser Held (absent)  
 Darcy Stamler  
 Karen Perkins  
 John Riley (left at 6:40PM)  
 James Paleno (absent)  
 Torino Johnson (absent)

Patrice Fisher  
 Rene Rodman  
 Alex Shuhgalter  
 John Callas  
 Victoria Francis

Officers/Non-Voting Members

Greg Wood  
 Marcia Haskin  
 Azad Amanat (absent)

C. APPROVAL OF MINUTES FROM BOARD MEETING ON August 18, 2009. See final approved version at [www.palihigh.org](http://www.palihigh.org).

➤ John Callas moved that the Board approve the minutes from the August 18, 2009 Board Meeting as amended. Darcy Stamler seconded the motion.

**BOARD ACTION: Motion Passed**

**7 – yes (Mr. Alex Shuhgalter, Ms. Patrice Fisher, Mr. John Callas, Ms. Rene Rodman, Ms. Darcy Stamler, Dr. Karen Perkins, Dr. John Riley)**

**1- absent (Ms. Vicky Francis.)**

**II. PUBLIC COMMENTS:**

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. Use of names of individuals should be avoided when referring to accusations or wrongdoing (names should be presented to the Executive Director for follow-up action). Speakers may choose to speak during the public comment segment and/or at the time an agenda item is presented.

➤ There were no public comments.

**III. ACTION ITEMS:**

A. PER REQUIREMENT OF PCHS BYLAWS, DISCUSSION AND ACTION TO REINSTATE BOARD MEMBER WHO DID NOT ATTEND THREE SUCCESSIVE BOARD MEETINGS.

- At this point Rene Rodman left the room to recuse herself from the discussion and action; Darcy Stamler then assumed the role of Chair for this Action Item.
- John Riley moved that the Board reinstate Board Member Rene Rodman who did not attend three successive Board meetings held in June due to being away on vacation. John Callas seconded the motion.

**BOARD ACTION: Motion Passed**

**6 – yes (Mr. Alex Shuhgalter, Ms. Patrice Fisher, Ms. Vicky Francis, Mr. John Callas, Ms. Darcy Stamler, Dr. Karen Perkins, Dr. John Riley)**

**1- absent (Ms. Rene Rodman)**

**IV. DISCUSSION/INFORMATION ITEMS:**

**A. DRAFT GOVERNANCE PROCESS POLICIES. (see handouts)**

- After much Board discussion it was determined that a revised draft would be prepared for posting on the Pali website for stakeholder input, and presented at stakeholder meetings for discussion and input.

**B. DRAFT EXECUTIVE LIMITATIONS POLICY – HIRING. (see handouts)**

- Board discussion primarily centered on the role of hiring committees and their composition, the need for training of members of hiring committees, and the potential establishment of a standing hiring committee.
- Discussion also focused on who would be the final decision maker for a particular hire – the supervisor of the potential hire, the hiring committee, or, in some cases, the Board.
- To help the Board reach consensus on this Policy, it was determined that a revised draft would be prepared for presentation and discussion at the next regular Board meeting.

*Board Chair then announced agenda items for closed session.*

**VI. CLOSED SESSION: 6:40PM**

**A. PUBLIC EMPLOYMENT**

Title: Finance Manager

**B. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**

SIGNIFICANT EXPOSURE TO LITIGATION PURSUANT TO SUBDIVISION b OF SECTION 54956.9

**VII. PUBLIC SESSION: 7:04PM**

- Rene Rodman announced that there was no reportable action taken in Closed Session.

**VIII. ADJOURNMENT: 7:05PM**

**SEPTEMBER 15, 2009 BOARD MEETING  
ACTION ITEM B**

**TOPANGA TRANSPORTATION**

- LAUSD has historically provided transportation to Topanga students through the Other Transportation Services (OTS).
- This is transportation paid for out of LAUSD's general fund and is only provided in a few areas of the district where it has been deemed dangerous for students to travel without a bus (in this case it is due to the rural location of Topanga Canyon and the area's susceptibility to mudslides, rockslides, etc.)
- All other LAUSD provided transportation to PCHS is integration or public school choice transportation which covers magnet and PWT programs and is categorically funded not generally funded. This distinction is important because LAUSD receives the categorical funds for these other forms of transportation on Pali's behalf.
- LAUSD has been sending two buses from Topanga – one with 13 or so Revere students and another with 50 Pali students at a total cost of approximately \$78,000. The proposal is to economize by having one bus transport both Pali and Revere students from Topanga and back at a cost of \$36,000 to Pali for the next 4 years.
- Due to severe budget cuts, LAUSD's transportation branch has elected to cut OTS busing to secondary students virtually district wide. Neither LAUSD nor Pali has the funding to continue to provide OTS busing indefinitely.
- However, in light of concern for Topanga families who elected to come to Pali with the understanding and promise of transportation, LAUSD and Pali have discussed the possibility of partnering to ensure families have that transportation for the next 4 yrs and to sunset it after that. This would provide sufficient time to ensure all Topanga residents applying to Pali are advised in advance that transportation will not be provided beyond the 2012-2013 school year.



## *PCHS BUDGET AND FINANCE COMMITTEE*

Minutes of the Regular Meeting of September 1, 2009

### **III. EMERGENCY BUDGET REQUEST**

#### A. AP World History and AP Biology Books—

- ❑ Rob King and Julie Benke (not present) have requested funds to buy additional textbooks. A greater number of students have enrolled in these AP classes and there are not enough books. This could not be anticipated during the Budget process.
- ❑ Discussion:
  - In addition to these AP classes, Cheryl Onoye indicated that she may not have sufficient books for AP Statistics and there may also be a shortage for Resource History. All of these classes have increased enrollments.
  - Given the unanticipated increases in enrollment, there needs to be a textbook reserve to cover these needs.
  - ➔ **ACTION:** Motion by J. Suhr, seconded by R. Held, to create a Textbook Contingency Fund of \$25,000 to be accessed with Administrator approval and only to address changes in enrollment was unanimously approved. The money will be taken from the Reserves and added to this year's deficit.

#### C. IMA for Ops & Facilities, Technology, Copy Room, and AV

- ❑ Maisha Cole-Perri requested IMA funds to cover Ops & Facilities, Technology, Copy Room and AV. There was no Director overseeing those departments for most of the year and so the IMA budget was overlooked.
- ❑ Discussion:
  - Although it was clear that these departments needed IMA funds, it was unclear what was the appropriate amount. Several of these buy materials used to support classroom needs, such as paper and toner.
  - **ACTION:** Motion by J. Suhr, seconded by R. Held, to allot \$12,000 for IMA to cover the Operations & Facilities departments was approved by a vote of 6-2, with one abstention.

**PCHS Board of Trustees Meeting  
9/15/09**

Action Item D

**Proposed 2009-2010 Board Workshops and Targeted Schedule**

1) Board Committees - December

- Update on standing committee activities
- Review by the board of committee bylaws
- Brown Act training for the full board and standing committee officers
- Review of active ad hoc committees

2) Financial Review and Oversight - February

- Training on reading/interpreting key financial statements
- Overview of financial statements to be regularly reviewed by board
- If possible, introduction to final candidate firms for 2009-2010 audit

3) Measuring Academic Performance – May

- Presentation by Data Coordinators and Principal
- Presentation of benchmark schools and their performance

**Palisades Charter High School  
FI CHARTER SCHOOL - CONVERSION  
UNAUDITED ACTUALS  
FY 2009**

**BALANCE SHEET - MODIFIED ACCRUAL (GOVERNMENTAL FUNDS)**

	<b>UNAUDITED ACTUALS 06/30/09</b>
<b>ASSETS</b>	
Cash	
a) In County Treasury	3,309,342
b) In Banks	1,338,759
c) In Revolving Fund	0
d) with Fiscal Agent	0
e) collection awaiting deposit	0
Investments	2,630,081
Accounts Receivable (Includes Pledges)	2,845,439
Due from Other Funds	48,376
Stores	0
Prepaid Expenditures	67,598
Other Current Assets	0
<b>TOTAL ASSETS</b>	<b>10,239,595</b>
<b>LIABILITIES</b>	
Accounts Payable	1,892,625
Due to Other Funds	899,163
Current Loans	429,429
Deferred Revenue	1,641
Other Current Liabilities	0
<b>TOTAL LIABILITIES</b>	<b>3,222,858</b>
<b>FUND EQUITY</b>	<b>7,016,736</b>
<b>DIFF BET. FUND ENDING BAL &amp; FUND EQTY (Should be ZERO)</b>	<b>(0)</b>



# PALISADES CHARTER HIGH SCHOOL

## Revenue Limit Sources

Rate per ADA	Unaudited Actuals @ 06/30/09	2009-2010 Total	Updated (At 06.16.09) Total	Updated (At 06.22.09) Total
Apportnment/AI Risk of Retention, Low STAR, Grades Supp Summer School - FY 2007/08 & 2008/2009	118,332	118,332	118,332	118,332
Additional Funding from Increase in ADA	47,338	47,338	47,338	47,338
General Purpose Entitlement - State Aid - FY 2007/08 & FY 2008/09	0	0	95,615	95,615
General Purpose Entitlement - State Aid - FY 2007/08 & 2008/09	13,705,394	13,705,394	13,705,394	13,705,394
Prior Year Adjustments per State-Summer School	158,273	158,273	158,273	158,273
	(5,691)	(5,691)	(5,691)	(5,691)
	14,023,846	14,023,846	14,537,156	14,537,156

## Federal Revenues

NCLB: T1, Basic School Support	258,054	258,054	258,054	258,054
NCLB: ARRA T1, Part A, Basic Gfts Low-Inc & Neglected	54,563	54,563	54,563	54,563
NCLB: T1W Part A, Drug Free Schools	7,873	7,873	7,873	7,873
<b>Federal Stimulus Funding</b>	1,061,787	1,061,787	1,061,787	1,061,787
NCLB: T1I, Teacher Quality	29,854	29,854	29,854	29,854
NCLB: TV, Innovative Ed Strategies	4,796	4,796	4,796	4,796
NCLB: T1III, Ltd English Prof (LEP)	19,019	19,019	19,019	19,019
IDEA-Spec. Ed Funding (From State Spec Ed Funding-AB602)	355,151	355,151	355,151	355,151
Child Nutrition Program	310,062	310,062	310,062	310,062
<b>Other Federal Revenues:</b>				
Federal Advance Placement/Other				
	8,097	8,097	8,097	8,097

## Other State Revenues

500.00 Charter School Categorical Block Grant- FY 2009/09	1,224,677	1,224,677	1,224,677	1,224,677
Charter School Categorical Block Grant- FY 2007/08 - PY ad	(10,323)	(10,323)	(10,323)	(10,323)
Economic Impact Aid (EIA)	125,928	125,928	125,928	125,928
State Lottery: Non Prop 20 - FY 2008/09	289,956	289,956	289,956	289,956
State Lottery: Non Prop 20 - FY 2006/07 - PY adjustments	7,493	7,493	7,493	7,493
Child Nutrition: School Programs	27,703	27,703	27,703	27,703
Instructional Gardens	2,800	2,800	2,800	2,800
Beg. Teachers Salary (BTSA)	10,200	10,200	10,200	10,200
State Lottery: Prop 20 Instructional Materials- FY 2008/09	30,452	30,452	30,452	30,452
State Lottery: Prop 20 Instructional Materials- FY 2007/08 - PY	5,001	5,001	5,001	5,001
Special Education- FY 2007/08	1,211,420	1,211,420	1,211,420	1,211,420
Special Education- FY 2006/07 - PY adjustments	164,329	164,329	164,329	164,329
Targeted Instructional Improvement Block Grant (TIIG)	428,468	428,468	428,468	428,468
Arts and Music Block Grant	39,393	39,393	39,393	39,393
Supplemental School Counseling Program	160,390	160,390	160,390	160,390
<b>All other State Revenues:</b>				
CAHSEE Intensive Instruction	23,266	23,266	23,266	23,266
	3,741,152	3,741,152	3,741,152	3,741,152

## Other Local Revenues

Food Service Sales	215,398	215,398	215,398	215,398
Leases & Rentals	218,640	218,640	218,640	218,640
Interest	180,666	180,666	180,666	180,666
C.S Funding in Lieu of PropTax -	3,395,146	3,395,146	3,395,146	3,395,146
Pool/Fundraising	1,925,454	1,925,454	1,925,454	1,925,454
<b>Other Local Revenues</b>	5,835,304	5,835,304	5,835,304	5,835,304
	25,202,061	25,202,061	25,202,061	25,202,061

## Total Revenues

	2,100,950	2,100,950	2,100,950	2,100,950
	0	0	0	0
	1,224,677	1,224,677	1,224,677	1,224,677
	(10,323)	(10,323)	(10,323)	(10,323)
	125,928	125,928	125,928	125,928
	289,956	289,956	289,956	289,956
	7,493	7,493	7,493	7,493
	27,703	27,703	27,703	27,703
	2,800	2,800	2,800	2,800
	10,200	10,200	10,200	10,200
	30,452	30,452	30,452	30,452
	5,001	5,001	5,001	5,001
	1,211,420	1,211,420	1,211,420	1,211,420
	164,329	164,329	164,329	164,329
	428,468	428,468	428,468	428,468
	39,393	39,393	39,393	39,393
	160,390	160,390	160,390	160,390
	0	0	0	0
	23,266	23,266	23,266	23,266
	3,741,152	3,741,152	3,741,152	3,741,152
	215,398	215,398	215,398	215,398
	218,640	218,640	218,640	218,640
	180,666	180,666	180,666	180,666
	3,395,146	3,395,146	3,395,146	3,395,146
	1,925,454	1,925,454	1,925,454	1,925,454
	5,835,304	5,835,304	5,835,304	5,835,304
	25,202,061	25,202,061	25,202,061	25,202,061

	2,100,950	2,100,950	2,100,950	2,100,950
	0	0	0	0
	1,042,600	1,042,600	1,042,600	1,042,600
	283,824	283,824	283,824	283,824
	26,000	26,000	26,000	26,000
	0	0	0	0
	0	0	0	0
	29,808	29,808	29,808	29,808
	1,569,655	1,569,655	1,569,655	1,569,655
	0	0	0	0
	324,749	324,749	324,749	324,749
	36,773	36,773	36,773	36,773
	149,467	149,467	149,467	149,467
	22,214	22,214	22,214	22,214
	3,485,091	3,485,091	3,485,091	3,485,091
	233,000	233,000	233,000	233,000
	220,000	220,000	220,000	220,000
	125,000	125,000	125,000	125,000
	3,488,862	3,488,862	3,488,862	3,488,862
	40,000	40,000	40,000	40,000
	4,106,862	4,106,862	4,097,612	(9,250)
	21,101,739	21,101,739	21,069,824	(31,915)

	2,100,950	2,100,950	2,100,950	2,100,950
	0	0	0	0
	1,042,600	1,042,600	1,042,600	1,042,600
	283,824	283,824	283,824	283,824
	26,000	26,000	26,000	26,000
	0	0	0	0
	0	0	0	0
	29,808	29,808	29,808	29,808
	1,569,655	1,569,655	1,569,655	1,569,655
	0	0	0	0
	324,749	324,749	324,749	324,749
	36,773	36,773	36,773	36,773
	149,467	149,467	149,467	149,467
	22,214	22,214	22,214	22,214
	3,485,091	3,485,091	3,741,152	256,051
	233,000	233,000	233,000	233,000
	220,000	220,000	242,000	Assume 10% Increase
	125,000	125,000	93,750	Lower Interest Rate
	3,488,862	3,488,862	3,488,862	3,488,862
	40,000	40,000	40,000	40,000
	4,106,862	4,106,862	4,097,612	(9,250)
	21,101,739	21,101,739	21,069,824	(31,915)

**PALIS/ S CHARTER HIGH SCHOOL**

Revenue Limit Sources

Unaudited Actuals @ 06/30/09		2008-2009 Approved Budget	Updated (At 06.16.09) Total	Updated (At 08.22.09) Total	Change from Approved Budget
Unaudited Actuals @ 06/30/09	Restricted	General Fund	2,587	2,630	2,630
			2,600		

Expenditures by Sub-object

Certificated Salaries

Teachers

School Admin  
 Librarians  
 Guidance, Welfare  
 Physical/Mental

9,700,676	9,190,804
567,721	629,403
97,916	90,687
550,877	586,707
81,487	76,015
<b>10,998,677</b>	<b>10,573,616</b>

1 % Step/Column  
 Adjust Admin Salaries for Estimated New Hire/Retirement Impact

Certificated Salaries 0 10,998,677 10,573,616 10,664,878 10,698,677 33,799

Classified Salaries

Committee Recommended Reductions

Inst'l Aides  
 Admin. Sal  
 Clerical/Office  
 Maint./Oper  
 Food Services  
 Other Classified

665,605	645,997
330,508	351,305
1,212,717	1,067,191
59,482	47,872
247,633	219,302
502,159	475,000
<b>3,018,104</b>	<b>2,706,607</b>

Classified Salaries 0 3,018,104 2,706,607 2,762,224 2,802,104 39,350

Employee Benefits

STRS - Certificated

PERS - Classified

OASDI Regular - Certificated  
 OASDI Regular - Classified  
 OASDI Medicare - Certificated  
 OASDI Medicare - Classified  
 Health & Welfare Benefits - Certificated  
 Health & Welfare Benefits - Classified  
 Unemployment Insurance - Certificated  
 Unemployment Insurance - Classified  
 Workers' Compensation - Certificated  
 Workers' Compensation - Classified  
 Other Employment Benefits - Certificated  
 Other Employment Benefits - Classified

875,232	885,282
219,986	208,166
2,036	1,300
170,572	170,285
149,621	155,595
41,923	39,966
1,210,855	1,395,803
529,749	311,681
6,798	3,000
3,373	1,200
116,060	155,317
29,015	38,853
387,436	595,336
166,113	145,253
<b>3,908,769</b>	<b>4,107,737</b>

879,852 882,641  
 193,093 217,645  
 2,036  
 173,730  
 149,308  
 38,229  
 1,298,000  
 559,000  
 5,000  
 1,950  
 163,083  
 41,825  
 474,000  
 208,000

Higher PERS Rate 9.709% Offset by Lower Participants

Employee Benefits 3,908,769 4,107,737 4,183,041 4,173,818 (9,224)

Books & Supplies

Textbooks

Instructional Materials  
 Other Supplies  
 Pupil Transportation  
 Food Service Supplies

230,132	374,455
296,977	393,222
154,826	212,834
168,892	153,000
169,114	265,000
<b>1,019,941</b>	<b>1,418,511</b>

144,792 144,792  
 286,031 286,031  
 172,834 172,834  
 159,159 159,159  
 220,000 220,000  
 982,816 982,816 0

Budget & Finance Committee proposed & Board approved a 10% freeze in IMA Budget for 2009-2010 (not impacting Restricted funding)  
 Ops Mgr Findings w/LAUSD  
 Budget & Finance Committee approved freezing All Field Trips/Passed by Board 06/16/09

Books & Supplies 1,019,941 1,418,511 1,418,511 982,816 0

**PALISADES CHARTER HIGH SCHOOL**

	Unaudited Actuals @ 06/30/09		2009-2010 Approved Budget	Updated (At 06.16.09) Total	Updated (At 08.22.09) Total	Change from Approved Budget
	Unaudited Actuals @ 06/30/09	General Fund				
<b>Revenue Limit Sources</b>						
<b>Services</b>		2,587	2,500	2,630	2,630	
<b>Other Operating Exp</b>						
Personnel Services-Mileage	8,336		18,000			
Travel/Conference	74,286		60,000			
Dues/Memberships	32,310		36,906			
Insurance	161,677		155,820			
Operation and Housekeeping Services	323,222		252,636			
Rentals/Leases/Repairs&Noncapitalized Improvements	199,539		185,000			
Consulting Services-LAUSD	985,132		1,300,264			
Professional Consulting Services & Operating Exp	725,026		477,920			
Professional Consulting Services-Restricted	640,798	640,798	0			
Communications	76,448		62,152			
	29,181		20,717			
	<b>3,255,957</b>	<b>640,798</b>	<b>2,589,505</b>	<b>2,305,017</b>	<b>2,336,061</b>	<b>531,043</b>
<b>Capital Outlay</b>						
Sites & Improvement	173,184	144,981	40,000			
Bldgs & Improvement	252,175		171,919			
Equipment-Technology	228,846		248,428			
Equipment Replacement	69,623	50,000	51,919			
	<b>723,829</b>	<b>194,981</b>	<b>522,266</b>	<b>200,865</b>	<b>200,865</b>	<b>0</b>
<b>Other Outgo</b>						
<b>Debt Service: RESTRICTED FUNDS-Track</b>						
Interest	42,812	42,812	42,812	29,732	29,732	From Permit Account/Loan
Principal	166,349	166,349	166,349	429,429	429,429	From Permit Account/Loan
Direct Support/Indirect Costs/All Other Financing Uses	0	0	0			
Indirect Cost ( total charter school supervisory oversight	549,757	549,757	603,098	503,098	503,098	Lower Facilities Use Fees
check	23,884,194	1,044,940	22,710,551	22,060,900	22,656,398	
	<b>1,517,868</b>	<b>321,408</b>	<b>(236,678)</b>	<b>(959,161)</b>	<b>(1,586,574)</b>	<b>Current Year Shortfall</b>
<b>Net Fund Balance Increase -Total (Restricted &amp; Unrestricted)</b>						
<b>Adjust For-Restricted Fundraising Activities</b>						
<b>Net General Fund Addition/(Reduction)-Unrestricted</b>						
<b>Beginning Unrestricted Net Assets</b>	5,376,800		(500,000)	489,161	489,161	Track Loan From Restricted
<b>Ending Unrestricted Net Assets-6/30/09 &amp; 6/30/10 *</b>	6,523,260		(27,317)	5,355,359	6,523,260	
				4,855,359	5,395,847	
<b>* Note: Includes \$1,618,603 in Designated Lifetime Benefits</b>						
<b>Combined Two Year Change in Unrestricted Net Assets</b>						
						<b>19,047</b>

Budget & Finance Committee approved reducing School Wide PD by \$25,000/Passed by Board 06/16/09

Hiring School Psych,DOTS only 3days per week/Ops Mgr lowers LAUSD Ops Chgs (\$25k)-Lowered 09/10 Prof. (6/1/09)-NEW Spec Ed Fees separated by LAUSD (\$590k) Add'l Consulting due to Open Positions/Legal/Permit Act.

**PRINCIPAL'S REPORT**  
**SEPTEMBER 15, 2009**

**PUPIL-FREE DAY**

The PCHS staff returned on September 8, 2009 to a three and a half-hour opening meeting that was a mix of information, humor and general conviviality all around.

Welcome back remarks were delivered by Board President Rene Rodman, followed by a motivational video created by Maishi-Cole Perri and Greg Munda.

Director of Attendance and Student Services Monica Iannessa facilitated an "Ice-Breaker", the Pageant of the Masters, during which pre-determined groups of teachers and administrators each received an envelope with a famous artwork inside.

The groups had 12-minutes to arrange themselves into the artwork for a presentation to the entire room. AP art teacher Susan Curren then studied each presentation and named the work and the artist. Susan had 100 per cent accuracy! What a unique way to start off the morning.

Many teachers reported that this had been the best school opening in many years.

**FIRST WEEK OF SCHOOL**

In keeping with the tenor of our Pupil-Free Day, our first day of school was equally amazing. Thanks to Ann Davenport, the counseling staff, the clerical staff, and the administrators, students were in class in record time. Problems were dealt with in Mercer Hall smoothly and quickly.

Our enrollment presently stands at 2841 with a waiting list of both residents and non-residents.

Monica Iannessa, Richard Thomas and I visited many classrooms on the first day of school to introduce ourselves to the students.

## **SECOND WEEK OF SCHOOL**

As part of Mrs. Haskin's Supervision of Instruction Training for administrators, the administrative team, in two separate groups, visited three classrooms today in the Science Department.

Both groups observed all three classes and then de-briefed as a team. The purpose of the visitations is to ensure clear expectations and that all administrators deliver the same quality supervision of instruction and staff evaluation throughout the school.

An informational meeting with all teachers slated for evaluation this school year is scheduled for Thursday, September 17 during Period 7.

## **COUNCIL**

One of the most exciting programs to take hold this year is Council. Mrs. Haskin introduced Council to PCHS two years ago when Harriet Zaretsky, parent of Dillon Henry who tragically died in a car accident, decided to bequeath funds in her son's memory. Twenty-five students in June, 2008 traveled to Ojai where they experienced Council along with their teachers who were trained at the same time.

Council is an indigenous process of communication: speaking and listening from the heart. Participants sit in a circle, pass a "talking piece" around and hear one another perhaps for the first time in their lives.

Council can literally change the culture of a campus. This year, I am ecstatic to report that 24 teachers, counselors and administrators were trained over a two-day period, August 31 and September 1 at Pali by trainers from the Council Practitioners' Center at Beaudry.

Those who participated came back to school with a renewed energy and fierce desire to continue the process.

This afternoon, Heather De Weese and I held a Staff Council for anyone who was interested in experiencing the process. Fourteen staff members participated and expressed the desire to continue Council on a regular basis.

### **PRINCIPAL CHATS**

**In addition to Council, I am continuing a vehicle I began two years ago to promulgate better communication at Pali, my Principal Chats. All staff members are invited to join me for lunch in Rm. 204 for open dialogue and dessert, provided by me.**

**My first chat is Wednesday, September 16 during lunch. All are welcome.**

### **DEPARTMENT CHAIR MEETINGS**

**Richard Thomas, Director of Curriculum and Instruction, has planned monthly Department Chair meetings. Our first one is Wednesday, September 16 at 3:15 p.m. in the Faculty Cafeteria. The purpose of these meetings is to foster instructional leadership among department chairs and to involve them actively in academic decisions affecting their students.**

**PCHS is off to a great start!**

**PALISADES CHARTER HIGH SCHOOL  
Chief Business Officer's Report  
Board of Directors Meeting  
September 15, 2009**

**Financial Update**

**2008-2009**

**The 2008-2009 Unaudited Actuals Report, reporting the school's financial results for the 2008-2009 School Year is included in Board Discussion**

**2009-2010**

**Initial enrollment for PCHS at the end of the week indicated that a total of 2,861 students (including 24 students at Temescal Academy). To meet the Budgeted 2,630 ADA for 2009-2010, PCHS would have to average 2,720 in enrolled students (excluding Temescal Academy) for the entire school year.**

**The first payroll of the year has been processed is indicative of the reduced spending plans put into place for the 2009-2010 School Year. Through the first two months of the 2009-2010 School Year, Certificated Salaries are down \$203,000 from prior year salary levels and Classified Salaries are down \$36,000.**

**A 2009-2010 Temescal Canyon Academy Budget was approved at the Budget & Finance committee yesterday. The approved "Balanced" budget, based upon an ADA of 49.6 students, will be presented to the Board at the next scheduled meeting.**

**Initial contact have started with two law firms which have been referred to us for the purpose of setting up the Lifetime Retiree Benefit Trust.**



A CALIFORNIA DISTINGUISHED SCHOOL

# MEMO

**TO:** Board of Directors  
**FROM:** Jennifer Avant Eustice  
**DATE:** September 15, 2009  
**RE:** Update

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- Health Benefits
  - Staff meetings 9/8 and 9/15 on SISC proposal
  - 9/21 – 9/23 Employee Vote
- Recruitment Update
  - Principal – Interim – Marcia Haskin
  - Director of Instruction – Richard Thomas
  - Director of Student Discipline, Activities and Athletics – Russ Howard
  - English Teacher – Jonathan Jay
  - Math Teacher – Victor Dorff
  - Physical Education Teacher - Perry Jones
  - Physical Education Teacher - Mystic Thompson
  - Physical Education Teacher - Kartrina Theophilis
  - Senior Office Technician (Magnet/Counseling) – Susan Darvish
  - Purchasing Clerk – Flor Contreras
  - HR Assistant – Erik Hinders
  - Operations Assistant – part time – Issen Alibris
  - Temescal Classified – part time - Ann Powell
  - Teacher Coordinator – Lisa Evans
  - Continuation High School Teacher – Laurel Silver-Valker
  - Continuation High School Teacher – Joann Frances Young
  - School Nurse – **in process**
  - Special Day Program teacher – **in process**
- Sexual Harassment Training (fall 2009)
- Employee Handbook
- Faculty Desk Reference Guide
- Consolidate Employee files
  - Research Imaging System
- LAUSD transition issues
  - Employees being dropped from coverage
  - Illness Balances
  - Benefits for staff that retired in 2009 prior to Right of Return