



A CALIFORNIA DISTINGUISHED SCHOOL

**BOARD MEETING MINUTES
BOARD OF TRUSTEES
Tuesday, August 19, 2014
5:00 PM, Gilbert Hall**

I. PRELIMINARY:

A. CALL TO ORDER: 5:00 PM

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

	Present	Absent		Present	Absent
Mark Epstein	X		Jeanne Saiza	X	
Allison Holdorff Polhill	X		Kimberley Allen	X	
Monica Iannessa	X		Leslie Woolley	X	
Emilie Larew	X		VACANT		
Greg Nepomuceno	X		VACANT		
James Pasto	X				

NON VOTING MEMBERS

	Present	Absent
Ben Safvati	X	

PCHS MANAGEMENT/STAFF

	Present	Absent
Pamela Magee	X	
Greg Wood	X	

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

A. REGULAR MEETING - JULY 15, 2014

Motion: Mark Epstein

Seconded the motion: Leslie Wooley

	Yes	No	Abs		Yes	No	Abs
Mark Epstein	X			Jeanne Saiza	X		
Allison Holdorff Polhill	X			Kimberly Allen	X		
Monica Iannessa	X			Leslie Woolley	X		
Emilie Larew	X						
Greg Nepomuceno	X						
James Pasto	X						

B. SPECIAL MEETING - AUGUST 5, 2014

Motion: Mark Epstein

Seconded the motion: Leslie Wooley.

	Yes	No	Abs		Yes	No	Abs
Mark Epstein	X			Jeanne Saiza	X		
Allison Holdorff Polhill	X			Kimberly Allen	X		
Monica Iannessa	X			Leslie Woolley	X		
Emilie Larew	X						
Greg Nepomuceno	X						
James Pasto	X						

As amended: Epstein motioned to amend the August 5th Board minutes in order to clarify that Dr. Magee was delegated *authority* to approve the job descriptions as proposed in the Ewing Study.

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.

Mr. Jack Allen noted that his grandson is a new Pali student, and has had difficulty getting his lunch as other students cut in front of him. Mr. Allen also recommended that the supply list go out to students on registration day instead of later, as Palisades stores were sold out. He also found that the student contracts were cookie cutter/redundant and a waste of paper.

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

A. STAKEHOLDER SURVEY – Dr. Pamela Magee, Allison Holdorff Polhill,

Ben Safvati, Leslie Woolley, Jeanne Saiza

Dr. Pamela Magee introduced the Stakeholder Survey and its main objectives as receiving stakeholder input for the Board and administration, gathering data for establishing school-wide goals and for administrative evaluations. Holdorff Polhill presented on selected highlights from the parent portion of the survey, and Jeanne Saiza presented highlights from the staff portion of the survey, which 95 staff members participated in. She suggested that this year be considered a baseline, as there were significantly fewer responses in the previous (first) year. Ben Safvati relayed that only 70 students completed student surveys. He noted that it could have been the timing and suggested completing the Fishbowl activity.

There was a discussion of the ongoing challenges with math scores. Epstein raised the issue of educational equity: some parents cannot afford to pay tutors. Nepomuceno complemented the Dolphin Academy and Summer Bridge programs, and suggested a math lab be created.

B. DOLPHIN ACADEMY AND SUMMER BRIDGE PROGRAM – Monica Iannessa, Director of Student Achievement

Monica Iannessa noted that the Dolphin Academy was very successful. 100 students participated. 40% were able to place in the next math class due to their work. Leadership was a focus as they developed Freshman Orientation Day. The Bridge Program gave students purpose and opportunity. This program can be expanded to include more students. Students were given exit tickets daily and their responses were analyzed daily. They had literacy and math components. These students will be tracked throughout their years at Pali in order to measure the success of the program on student achievement.

C. NEW DEVELOPMENTS WITH MATH DEPARTMENT – Dr. Pamela Magee, Monica Iannessa

Dr. Magee noted that math success is a challenge nationwide, and also at PCHS. She indicated that PCHS is looking for the most constructive way to rectify this issue as quickly as possible. Pali needs to work collaboratively to make sure teachers feel comfortable with this process. The administration will build trust, so we can grow and work together to make the changes. We need to do the research that can put these programs in place, and need to make sure there is educational equity.

Monica Iannessa noted that this will not be a quick fix. Our students are performing above LAUSD numbers; our numbers have not dipped if we look at the statewide numbers. Failing grades are an issue. Some grade inflation going on in other areas and the numbers are not up to par with Common Core or CA state standards. Publicity has been so bad that students enter with negative view of math at Pali. Have to get the math dept. on board; they are feeling pressure. The Academic Achievement Team is currently acquiring longitudinal data.

Iannessa noted that the administration has added numerous supports, included smaller class size, math coaches, math PLCs. She relayed that during the Dolphin Academy program over the summer, 40% of the students were able to move into the next level of math. Additionally, Dr. Magee has approved a Math Lab and a math coach is targeting it.

D. EXTRA-CURRICULAR DRUG TESTING –Russel Howard, Assistant Principal Director of Student Activities, Athletics, and Discipline

Pali is evaluating whether to adopt a drug testing policy for extracurricular activities. Howard emphasized that the concept of this type of policy is not punitive; it is meant to help students and is a safety issue.

Student could be randomly selected to take a drug test. If the 1st test comes back “dirty” the student’s parents would be notified; the school would not. School would only be notified if there were a 2nd positive for drugs.

Mark Epstein noted, and others agreed, that consequences are weak in certain steps. Emilie Larew asked if program referrals would be part of the process for students testing positive for drugs, and Howard indicated that they had a list of treatment programs. He noted that this would be a small pilot program, would cost \$55 per test. Jeanne Saiza asked if other extra curricular activities would also be subject to possible drug testing. Dean Howard indicated that they would. Athletic Director John Achen advised that the proposal include lead-time to communicate the policy to students and parents: the launch should be next season.

E. LAUSD ELIGIBILITY POLICY – Russel Howard

Howard proposed a 2.0 GPA probationary period for participants in extracurricular activities. Any incoming freshmen will be given eligibility upon entrance, given that PCHS did not have control over the students prior to their arrival at Pali. The first 10 weeks at Pali would be the eligibility probationary period.

V. ORGANIZATIONAL REPORTS: (6:05 PM – 7:00 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. Magee

Dr. Magee submitted the written report. She emphasized the importance of communication: getting information out about Pali. We now have a Communications Plan that will be part of September Board meeting materials. She noted numerous recent developments such as grant applications, the new Pali blog, Facebook, Twitter, and the new banners that are going up along Temescal.

B. CHIEF BUSINESS OFFICER’S REPORT–Greg Wood

Wood relayed that EDD refunded the last amounts owed. \$570,000 received in 13/14 unspent monies; next month he will provide full details.

C. DIRECTOR OF OPERATIONS- Dave Riccardi

Report stands as submitted. Riccardi noted that the report includes highlights of summer work and does not include everything that Operations has completed. Phase One of the Gateway Project is complete. Funding is needed for Phase Two and Three.

D. HUMAN RESOURCES DIRECTOR–Jim Schiffman

Report stands. Hopefully hiring the last certificated teacher this week.

E. CLASSIFIED REPORT – Kimberly Thomas

Nothing to report.

F. STUDENTS' REPORT – Ben Safvati

Report submitted. Student senate leadership will ask for one representative from each class to act as a student senator. Leadership is on Schoology.

G. PARENTS' REPORT – Allison Holdorff Polhill, Mark Epstein, Greg Nepocumeno

PIQE Parent update: there will be a meeting set shortly. Education Foundation - Dr. Magee will be discussing Pali's Strategic Plan for its current and future operations. The Education Foundation's kick-off Parent Educational Forum: Thursday 8/28 at 8:15 am in Mercer Hall. They will also have information about volunteer opportunities at PCHS. The Booster Club is having their kick-off event at the Lynch's home on the evening of August 26th. All parents are welcome to participate. Projects that need funding should make requests to Booster Club. PTSA had a successful morning meeting last week with Pali's Administration discussing how to navigate Pali.

H. FACULTY REPORT – Jeanne Saiza

Jeanne Saiza submitted a written report. She indicated that Steve Klima indicated there is positive feedback about new sign-in policy for teachers.

I. BUDGET AND FINANCE COMMITTEE REPORT – Cheryl Onoye

There was no quorum. They need to recruit new members.

J. FUNDRAISING COMMITTEE – Allison Holdorff Polhill

K. ELECTIONS COMMITTEE – Jeanne Saiza, Leslie Woolley

Saiza relayed that two candidates, so far, are running for the community seat. Election protocols are underway. 8/26 is Meet the Candidates. More information is forthcoming.

L. SCHOOL CLIMATE COMMITTEE – Leslie Woolley

Nothing to report.

M. AUDIT COMMITTEE – Mark Epstein

Nothing to report.

VI. DISCUSSION ITEMS: (7:00 pm – 7:30 pm)

A. JOB STUDY – Jim Schiffman, Director of Human Resources Comparison of top of our pay scales to top of comparison pay scales

Jim Schiffman provided the Board with a salary scale: it appears that on average Pali would be 10% above the schools that were part of the comparison. Epstein asked for a comparison to median scales for the next Board meeting. Holdorff-Polhill indicated that an explanation for each salary increase for each position would be helpful. Kimberly Allen indicated that as a Special Education Assistant, she has not received a raise in ten years. Emilie Larew stated that if the amount of these salary scales go beyond the 2014/15 Budget, the issue should go before the Budget Committee.

B. BOARD ELECTIONS – Jeanne Saiza, Leslie Woolley, Ben Safvati

C. GOVERNING POLICIES – Jeanne Saiza

Looking at Governing Policies month to month, creating an ad hoc committee

Jeanne Saiza proposed to create a Board Governing Policies Committee that could review the policies on a monthly basis and bring any issues/proposals before the Board. Mark Epstein and Jamie Pasto agreed to be a part of the committee.

D. CHARTER RENEWAL UPDATE – Dr. Magee

Dr. Magee updated the Board on our charter renewal progress. She indicated we are on track with mid-Sept submission. There was a meeting with the faculty on last Monday. The Charter Governance Committee is meeting every Monday at 3:15. There is a Town Hall meeting on 8/21 for all parents. Proposed drafts of the Charter are posted on Schoology for all stakeholders. Charter renewal will be a topic of the August 26, faculty meeting. All stakeholders are encouraged to provide input.

E. APPLE IPAD CONTRACT – Greg Wood

Pali budgeted for some new iPads for 9th graders and carts for 10th graders. Wood and Donna Mandosa entertained competitive bids and looked at different options.

According to Mandosa, 50% of orientation students already have iPads. PCHS is setting up payment plans on PayPal. They have started loaning devices. Some 10th grade classes will have iPad carts. The transition has been smooth.

F. ADMINISTRATIVE COMPENSATION HISTORY

Greg Wood provided the Board with an eight-year comparison of administrative compensation showing no evidence of the administration receiving 34% raises. In several cases, administrator’s salaries were frozen for many years. Mr. Wood elaborated that Pali has been transparent with salary schedules for upper management. Some positions were changed over the years. The positions of the Executive Director and Principal were combined. Administrative positions are “at-will” and in some cases have changed from ten month to all year round.

Jeanne Saiza read Mr. Shuhgalter’s letter that was sent to the faculty, not to the Board. Mr. Shuhgalter alleges that Pali administrators were given 34% raises. At Jamie Pasto’s encouragement, the Board asked for a more refined document outlining the compensation history. The Board generally discussed how to respond to communications that contain inaccurate information, and it was noted that that this comment has been made yearly for 4-5 years now without specifics.

VII. ACTION ITEMS: (7:30 PM-7:35 PM)

A. APPROVAL OF APPLE IPAD CONTRACT

Saiza motioned that the Apple Contract be approved, and Larew seconded. The contract was approved unanimously.

	Yes	No	Abs		Yes	No	Abs
Mark Epstein	X			Jeanne Saiza	X		
Allison Holdorff Polhill	X			Kimberly Allen	X		
Monica Iannessa	X			Leslie Woolley	X		
Emilie Larew	X						
Greg Nepomuceno	X						
James Pasto	X						

X. NEW BUSINESS (7:40 PM – 7:50 PM)

XI. CLOSED SESSION: (7:50 PM – 8:20 PM)

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

A. PENDING, THREATENED OR POTENTIAL LITIGATION

B. CONTRACT NEGOTIATIONS

C. CONFERENCE WITH INFORMATION FROM LABOR NEGOTIATION-
Executive Director/Principal, Employee organizations: PESPU, UTLA

XII. OPEN SESSION:

XIII. ADJOURNMENT: (8:52 PM)

The meeting adjourned at 8:52 PM.

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