



Palisades Charter High School

More Than 50 Years of Innovation and Excellence



BOARD OF TRUSTEES

BOARD MEETING MINUTES November 17, 2015 5:00 PM, Gilbert Hall

I. PRELIMINARY:

- A. CALL TO ORDER: 5:08 PM
- B. ROLL CALL: 5:08 PM

	Present	Absent		Present	Absent
Emilie Larew	X		Leslie Woolley	X	
Allison Holdorff Polhill	X		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 – OCT. 20, 2015

Action: Ellen Pfahler moved to approve the Oct. 20, 2015 minutes as amended.

Seconded the motion: Leslie Woolley

Amended Minutes approved unanimously.

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

PCHS teacher Grant Smith stated he was inspired by an in-house educative seminar from Steve Burr and John Rauschuber where they advocated to get rid of the zero-point grade system. He worked with his SLC (pod) to develop a grading policy to incorporate these changes. He stated it was important for students to have a path of redemption to create hope for struggling students. Mr. Smith emphasized the need for such a policy and praised the Board for its focus on the issue.

IV. PRESENTATION ITEMS

A. Brief Review of Robert's Rules of Order & Governing Policies – Emilie Larew

Board Chair Emilie Larew reviewed the protocol to be used during Board meetings per PCHS Governance Policy as guided by Robert's Rules of Order. She emphasized that Board discussions be civil. While members may feel passionate about issues, it is important to have respectful disagreement. Everyone will have a chance to speak. Staying on topic is respecting each other's time.

B. Evaluation Process – Allison Holdorff Polhill

Allison Holdorff Polhill reviewed the evaluation rubric and the lengthy evaluation process for the Executive Director/Principal which includes the yearly schoolwide survey. This presentation is done annually.

C. Initial Proposal to PESPU 2015-16 – Dr. Pam Magee

Dr. Magee shared the administration's initial proposal to PESPU (Palisades Educational Support Personnel United). Negotiations will cover salary, benefits, evaluation, leaves, and other issues which may arise during negotiations, which will be made public pursuant to Government Code section 3547(d).

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. Dr. Magee described her recent "How Are We Doing?" meetings with faculty and staff. The meetings were initiated by Dr. Magee to gather feedback about school climate and culture. 68 teachers and staff members participated. PCHS administrators and UTLA leadership will meet with Culture and Climate facilitators Dr. Rasmussen and Richard Tauer on Dec. 1st to begin developing a 2-year Culture and Climate Action Plan. Dr. Magee advised the Board that LAUSD was currently considering five options for the 2016-17 school calendar. There was some discussion of the various considerations for PCHS. The Board agreed to discuss the school calendar in the near future (after LAUSD makes its decision).

B. Chief Business Officer – Greg Wood

Report stands as submitted. Mr. Wood added that he will be attending an LAUSD meeting on Nov. 16 that will focus on budgeting for the Charter Operating Programs that fund Special Education.

C. Director of Operations - Dave Riccardi

Nothing to report.

D. Human Resources Director – Amy Nguyen

Report stands as submitted.

E. Classified Report – Torino Johnson

Nothing to report.

F. Student's Report – Evan Holland

Friday student events continue with a Hunger Games kickoff and Dodgeball.

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

Pali 101 seminar for parents was videotaped for future reference.

H. Faculty Report – Amanda Campbell

Amanda Campbell read a letter from teacher Anjelica Perez regarding grading policies. Ms. Perez noted that fear based motivations are not the best approach for encouraging student effort.

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

See CBO report.

- J.** Audit – Greg Nepomuceno, Dara Williams, Amanda Campbell
Nothing to report.
- K.** Post-Retirement Health Care Benefits Subcommittee – Ellen Pfahler, Michael Stryer
Committee met on Nov. 12. Initial draft of investment policy will be reviewed by Susan Frank and Chip Bailey.
- L.** Academic Accountability Committee – Monica Iannessa, Marcia Haskin, Evan Holland
Marcia Haskin and Monica Iannessa presented data from SBAC (Smarter Balanced Assessment Consortium). This is preliminary data. The Academic Accountability committee will analyze the data thoroughly in the months ahead and compare with similar schools. Monica Iannessa, Chris Lee, and Evan Holland will revise the AA committee’s bylaws in December so that the bylaws align with the Board’s Goals and to adhere to what a Board committee should focus on. Committee needs members. Faculty members who serve on this committee receive \$50 monthly compensation.
- M.** Election Committee – Emilie Larew
Emilie Larew and Allison Holdorff Polhill updated the Board on their work of updating the bylaws. They are keeping UTLA in the loop. They will bring their recommendations to the Board in December.

DISCUSSION ITEMS

A. Proposed Amended Language to Governing Policy to Conform to PCHS Charter and Past Precedence – Emilie Larew, Allison Holdorff Polhill

Emilie Larew and Holdorff Polhill explained the necessity of amending Board governing policy 5.2. The revision specifies that an odd number of Board members, all non-interested Board members, shall make up the EDP Review Committee.

ACTION: Dara Williams moved to approve the amended language in Governing Policy
Seconded the motion: Ellen Pfahler.
Passed unanimously.

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

B. Charter Office Visit Update & Response to Charter Office Letter – Dr. Pam Magee

Dr. Magee communicated to the Board that the LAUSD Charter office monitors spent two days at PCHS during their annual visit, reviewing binders of documents and speaking with

teachers. The visit was constructive. She noted that the charter office sent a letter asking for additional documents and that the administration responded with a letter and the requested materials. The communications are posted on the PCHS home page for transparency.

C. Board Grading Policy Resolution – Dara Williams, Leslie Woolley

Dara Williams relayed research regarding effective grading practices and presented a resolution that PCHS academic departments should work on establishing coherent and fair grading policies. Earlier this semester, Dr. Magee had asked departments to submit existing grading policies. There was a lengthy discussion. The Board decided to postpone the amended resolution until PCHS community (not only teachers, but parents and students) had additional time to weigh in on this issue. The Board unanimously decided to hold a special meeting on Tuesday Dec. 8 at 3:30pm to vote on this resolution.

ACTION: *Dara Williams moved to table the resolution and hold a special meeting on 12/8 at 3:30pm.*

Seconded the motion: Alexander Shuhgalter

Resolution was tabled.

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

D. Board ASB Fiscal Policy – Greg Wood

Greg Wood presented the ASB Fiscal Policy.

ACTION: *Leslie Woolley moved to approve the ASB Fiscal Policy.*

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	X			Alexander Shuhgalter	X		

Greg Nepomuceno	absent			Dara Williams	X		
Marcia Haskin	X			Leslie Woolley	X		
Amanda Campbell	X						

E. Board Communication Committee (ad hoc) Document Retention & Policies and Procedures Related to Complaints & Concerns – Allison Holdorff Polhill, Monica Iannessa, Dr. Magee, Dara Williams

The committee will continue to meet to work on policies.

F. Two-year ALICE Safety Training Contract – Greg Wood

Mr. Wood presented on the two year ALICE safety training contract with ALICE Products and Services.

ACTION: *Amanda Campbell moved to approve the two-year ALICE safety training contract.*

Seconded the motion: Torino Johnson.

Passed unanimously.

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

VI. CONSENT AGENDA

A. APPROVAL OF REIMBURSEMENTS FOR EXECUTIVE DIRECTOR/PRINCIPAL

There were no requests.

B. APPROVAL OF FIELD TRIPS

Field trips approved for Cathye Estes, Honolulu, HI, 1/28/16-2/2/16.

VIII. OUTSTANDING BUSINESS

No outstanding business.

IX. NEW BUSINESS – Allison Holdorff Polhill

No new business.

XI. CLOSED SESSION

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

A. Public Employee Performance Evaluation (Executive Director/Principal)

The Board went into closed session at 7:57pm (non-interested Board members only).

XIII. 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.