

**PALISADES CHARTER HIGH SCHOOL  
BOARD OF DIRECTORS**  
Minutes of December 13, 2005 Meeting

**OPEN SESSION**

**I. WELCOME**

- A. *Call to order – Minh Ha Ngo*
- B. *Roll call – Minh Ha Ngo*

Members Present:

|                  |               |
|------------------|---------------|
| Ann Davenport    | Minh Ha Ngo   |
| Patrice Fisher   | Mary Red Clay |
| Victoria Francis | Rene Rodman   |
| Dick Held        | Jim Suhr      |
| Bud Kling        | Rosalind Wolf |
| Gretchen Miller  |               |

Ex-Officio Members Present:

Genevieve Fox  
Gloria Martinez  
Greg Wood

- C. *Approval of Minutes*  
Minutes from November 29, 2005 were approved w/corrections. See final version of approved minutes on Palihigh.org website.

**II. PUBLIC SPEAKERS: (None)**

**III. ACTION ITEMS**

- A. *Approval of Fundraising for Track and Field Project*  
⇒ **Board unanimously approved fundraising for the Track and Field Project as described at the previous meeting. An update will be given in March as to the amount of monies raised and what our commitment would be to move forward at that point.**
- B. *Recommendations from Facilities Task Force to Create a Trust Account to Receive Donation from Rose Gilbert for School Pool*  
Maggie Nance, the current PCHS swim coach, presented a proposal for the construction of a school pool. Advantages include ability to offer swimming classes, use of the pool for students, school staff, and community, and opportunity to generate income from leasing the pool. All funding for the pool will be

generated through donations and grants. Rose Gilbert has generously offered to donate \$1 million dollars to the project. Maintenance of the pool (including an Aquatic Director) can be offset by the income from permits. The project's conceptual estimate is \$2, 376,885.

⇒ **Board thanked Mrs. Rose Gilbert and accepted her generous donation of \$1 million to build a school pool.**

C. *Remuneration for Classified Staff Members Attending Committee Meetings*  
⇒ **Tabled until a proposal is brought forward.**

D. *Select Officers for New Board of Directors and Board Members on Standing Committees*

The new officers for the Board of Directors are the following:

Chairperson – Minh Ha Ngo

Vice-Chairperson – Bud Kling

Treasurer/Secretary – Jim Suhr

Corporate Secretary – Gretchen Miller

While all members are encouraged to be involved in all aspects of the school and attend committee meetings whenever possible, the following board members committed to attend standing committee meetings:

Assessment and Accountability – Wolf

Budget and Finance – Held, Suhr

Communications – Francis, Miller, Wolf

Education Programming – Davenport, Ngo, Red Clay

Human Resources – Davenport, Red Clay

Operations and Facilities – Fisher, Rodman

Policy – Davenport, Red Clay

#### IV. DISCUSSION ITEMS

A. *Joint Powers of Authority Board for Special Education (JPA)*

Mary Bush, Special Education Coordinator, recommends that PCHS become a member of the Joint Powers of Authority Board for Special Education. Charter schools have united for the provisions of special education services. It would give us a stronger voice, identify quality services, provide independent auditing procedures, and allow us to pool our resources, and perhaps develop a SELPA (Special Education Local Plan Area) for charter schools. Presently LAUSD, our SELPA, provides very little services. There is no cost for the first 3 years because of a grant. Our only commitment at this point would be to send a representative to meetings and training.

⇒ **Board will decide whether to join the JPA at the next meeting. We are awaiting recommendation and review of the agreement from our counsel.**

B. *Human Resources Committee Hiring Procedure Recommendations*

⇒ **Tabled until next meeting**

C. *Update on ISIS*

Minh Ha Ngo has been in communication with Moran Golan from ISIS through email. ISIS has not determined what the cost, if any, would be for PCHS. The recommended timeline for implementation is Fall 2006 when LAUSD rolls out Phase 2 of ISIS. Phase 2 includes online attendance and grades, parent accessibility, and student discipline and health data. We will try to meet with ISIS and draft an MOU after winter break.

D. *Update on Restructuring of Governance*

The survey on restructuring proposals will not be ready until January.

E. *Next meeting – Tuesday, January 17, 2006 from 3:15 to 6:00 pm.*

## V. ORGANIZATION REPORTS

A. *Student Report – Genevieve Fox*

1. Students would like to see more information on college and the application process incorporated into Life Skills or a 9<sup>th</sup> grade assembly so that it is not so overwhelming in their senior year.

⇒ **The curriculum for Life Skills has recently been modified to include more preparation for college.**

2. Students in marching band can no longer receive PE credit next year. Is there something we can do about this?

⇒ **It is recommended that the students and instructors work with the PE department and Mrs. Davenport to design a course that incorporates PE standards so that marching band can receive PE credit.**

3. Students are working on a survey on AP and honors classes so that students are better informed about these classes.

4. Out-of-Bounds lines are being redrawn to allow student access to the A building and bathrooms on the second floor.

- B. *Academic Principal's Report – Dr. Gloria Martinez*
1. The Support Assemblies are this week through English classes.
  2. Four out of the five LAUSD students for the Posse Foundation are from PCHS. These students have earned a 4-year, full-ride scholarships to Dickenson, Grinnell, and Claremont-McKenna colleges.
  3. Marilyn Haese, a parent, has volunteered to produce the newsletter.
  4. The Executive Director Search Committee will meet on Jan.9<sup>th</sup> to discuss next steps in the process. Teachers and staff members have expressed interest in joining the committee.
- C. *Chief Business Officer's Report – Greg Wood*
1. LAUSD is not releasing information on sick leave. We will continue to try to extract this information so that staff has full access to accrued sick leave.
  2. LACOE may be an option for payroll now that they will accept direct deposit. STRS/PERS processing would be easier. Payroll checks would have more details.
  3. Approximately \$11000 was refunded from worker's compensation.
- D. *Educational Programming Committee*
1. A survey on innovative teaching was distributed to faculty.
  2. Departments are working on course descriptions.
- E. *Communications Committee*
1. Flyers were distributed to students requesting parent email addresses.
  2. An update on TeleParent was requested.
- F. *Human Resources Committee*
1. Job openings are being posted in print and online.
  2. The committee is discussing the merits/need for a full-time Athletic Director.
  3. The committee will be making a proposal for step increases.
- G. *Budget and Finance Committee*
1. The committee is recommending that they have oversight of ASB funds/Finance Office.

2. The Foreign Language department is requesting additional textbook funding for another set of Spanish textbooks. They are short \$760.58 after expending the balance of their allocated textbook money.

⇒ **Board approved the required amount so that all students have textbooks in core subjects.**

H. *Facilities Task Force*

1. The task force meets on the second Wednesday of the month at 3:15 in the Library.
2. They have set up focus teams based on interests and objectives of team members. The focus areas include LAUSD pipeline, B101/Mercer, Gym, local projects, Needs and Dreams survey (state of the facilities, optimal class size, traveling teachers), and legal/financial issues.

**VI. ADJOURNMENT**

Open session ended at 8:55 p.m. Board entered closed session.

**VII. OPEN SESSION (report out from closed session)**

- A. The resignation of the assistant athletic director was accepted effective February 6<sup>th</sup>. The job will be advertised as a temporary position that would terminate at the end of the spring semester.
- B. To assist the Academic Principal in the absence of an Executive Director, the following responsibilities will be delegated to the specified individual/committee:
  1. Board Communication – Ngo
  2. Athletics Issues – Atlas and Kling
  3. Facilities Projects – Atlas and Facilities Task Force
  4. Supervision of CBO – Suhr
  5. Supervision of Technology Coordinator – Atlas and Ngo
  6. UTLA, Class Size Reduction – Davenport
  7. Restructuring Governance – Red Clay