



A CALIFORNIA DISTINGUISHED SCHOOL

BOARD OF DIRECTORS MEETING REGULAR MEETING MINUTES

Tuesday, December 11, 2007

4:15 PM – 7:00 PM

Library

I. PRELIMINARY:

A. **CALL TO ORDER** – Ms. Rene Rodman

B. **ROLL CALL** – Ms. Rene Rodman

Members Present:

Steve Klima

Darcy Stamler

Rene Rodman

Dave Suarez

Victoria Francis

Eileen Savage (absent)

John Riley

Amy Dresser Held

James Paleno

Michael Rogers

Torino Johnson (absent)

Ex-officio Members:

Marcia Haskin

Greg Wood

Kevin Javidzad (student)

C. **APPROVAL OF MINUTES**

The Minutes of the Oct. 16, Oct. 22, and Nov. 20, 2007 meetings were approved as corrected. See final approved version at 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.

A. Kevin Javidzad read a statement submitted by student Dexter O’Connell and The Tideline newspaper staff regarding the “Using Students in Research Policy.” It read, “The action research policy is a great idea. However, as written, it could be misconstrued by a poorly-intentioned administrator to make it nearly impossible for The Tideline leadership to survey students. Please, when you move to approve this necessary policy, create a specific exemption in order to allow The Tideline to continue to serve the school and allow leadership to conduct those most American of high school things, the senior polls. Thank you, Dexter N. O’Connell and The Tideline.”

III. ACTION ITEMS:

A. **DISCUSSION AND ACTION ON POLICY COMMITTEE’S RECOMMENDED POLICY FOR STUDENT PARTICIPATION IN RESEARCH**

- This discussion was tabled until the January 2008 meeting. Amy Dresser Held will call Sharon King and have her present this policy to the Board at the January 15, 2008 meeting.

B. DISCUSSION AND ACTION ON CONTRACTING WITH THE PALISADES CHARTER SCHOOLS FOUNDATION FOR EDUCATIONAL CONSULTING SERVICES

- This discussion was tabled until the January 2008 meeting.

C. DISCUSSION AND ACTION RELATED TO RENEWING PCHS' CHARTER

- Mrs. Held explained that the current charter, which Pali received from LAUSD, expires in June 2010. She urged the Board to create a Subcommittee on Charter Renewal to jumpstart the renewal process so that all discussions with LAUSD go smoothly and so that the approval process happens on time. Two critical areas of discussion will be the Special Education encroachment and the facilities agreement. The timeline for submitting the documents for Charter Renewal would be to submit the documents to the LAUSD Board in Fall 2008 which would mean the LAUSD Board would take action on our Charter submission in Spring 2009. This timeline would give Pali a full year in which to file any appeals of the LAUSD Board decision before our charter expires.
- There are 16 elements in the Charter which need to be reworked and/or brought up to date. Pali faculty and staff will be involved in the Charter Renewal process.
- It was decided that Mrs. Held and Ms. Rodman will make a proposal at the January 15, 2008 meeting covering which Board members will be assigned to each Standing Committees and also which members will be assigned to the Charter Renewal Committee.

D. ACTION ON 2006-2007 AUDITED FINANCIAL STATEMENTS

- Derrick De Bruyne, CPA of Vicenti, Lloyd & Stutzman LLP, presented the PCHS audited Financial Statements for the Year Ended June 30, 2007. Palisades Charter High School received a clean unqualified opinion.

The Board unanimously approved the audit as presented.

E. DISCUSSION AND ACTION ON EXECUTIVE DIRECTOR'S EXPENSE REPORT

- No items were reported.

IV. DISCUSSION/INFORMATION:

A. NOMINATING/ELECTION COMMITTEE FEEDBACK ON DISCREPANCIES BETWEEN THE CHARTER AND THE BYLAWS TO BE RECTIFIED IN THE FUTURE.

- Ms. Julia O'Grady reported that during the last Board of Directors elections the committee members found several discrepancies between the PCHS Charter and the By-Laws when searching for answers to election questions. Please see the attached document for the full list of the discrepancies found.

B. DISCUSSION ON PARENT SURVEY RESULTS

- Mrs. Held presented the results of the Parent Survey.

C. DISCUSSION OF THE 2007-2008 FIRST INTERIM FINANCIAL REPORT

- Mr. Greg Wood submitted to the State and to LAUSD the First Interim Financial Report. He discussed this document with the Board.

D. CONFIRMATION OF NEXT BOARD MEETING FOR **JANUARY 15, 2008 AT 5:00 PM.**

V. ORGANIZATIONAL REPORTS:

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

- A. Student Report – **Kevin Javidzad**
- B. Parent Report – **Julia O’Grady**
- Parent Advisory Committee –
 - PAC held its monthly meeting on November 29, 2007. The featured guest speaker was PCHS Athletic Director Rich McKeon. (See Recap below.)
 - One question lingering from the meeting is how the new State PE requirements are going to affect Pali students. Of great concern is whether currently enrolled students will be grandfathered in and able to receive a HS diploma under the PE requirements that were in place when the student entered Pali. Also of concern is when the regulations will go into place, spring 2008 or with the 2008 – 2009 school year.
 - PTSA –
 - No news to report this month.
 - BOOSTER CLUB –
 - The Booster Club is having its 4th annual Dinner Dance and Silent Auction, called “GET WILD FOR PALI” on Friday, February 22, 2008, at the Sheraton Delphina Hotel.
 - Donations for the Silent Auction are needed now. Examples of past donations are: entertainment, dining, spa treatments, sporting events, travel, jewelry, art work, gift baskets, electronics, movie memorabilia, and gift certificates to all your favorite restaurants. Please donate ASAP. Without donations, there is no auction! Donation forms are available in the Main Office.
 - For those not knowing what to donate, please join our growing list of sponsor to make this fundraiser our most successful yet! Sponsors over \$250 will be generously thanked both at the event and in the dinner program. All sponsors will be listed.
 - All proceeds benefit the students and faculty of Palisades High School and will count toward Booster Club contributions.
 - For more information, please contact Auction Chair Laura Ullman Epstein at Ullmanepstein@verizon.net
- C. Faculty Report – **James Paleno/Dave Suarez** – Noted ongoing facilities concerns in the boys’ gym restrooms and regarding parking signage.
- D. Academic Principal’s Report – **Marcia Haskin** – Ms. Haskin shared verbally about the progress visiting classrooms and observing teachers as well as her work refining the Pyramid of Intervention, working with the Department Chairs and focusing on closing the achievement gap.
- E. Executive Director’s Report – **Amy Held** – see attached written update submitted but not discussed
- F. Chief Business Officer’s Report – **Greg Wood** – see attached written update submitted but not discussed
- G. Technology – **Maisha-Cole Perri** - none given at this meeting due to time constraints
- H. Standing Committee Reports on roster of members and goals for the year as well as ratification of standing committee ACTION items:
- Assessment and Accountability – **Lauren Allen** – none given due to time constraints
 - Communications – **Margaret Evans** – submitted in writing but not discussed
 - Pali Positives for the month of December, Angie Gee, Delia Morales, Monique Smith and Sheri Smith were honored in a ceremony on December 4, 2007. Each recipient was given a certificate and a \$25 AmEx gift card.
 - Educational Programs – **Melinda Meinen** - submitted in writing but not discussed
 - The Committee learned about the WASC School-Wide Action Plan Goals for 2007 – 2008. The main goal is to increase the growth scores of all students and to accelerate the achievement of all lower performing students.
 - Pali will be operating under zero-based budgeting next year and all programs will need to be assessed as to whether they are achieving the results set forth in their goals.

- The Committee heard from a member of the Assessment and Accountability Committee about merging the two committees. Discussion centered on how and if the two committees will be recombined.
- The Pyramid of Intervention and the PCHS Business Institute were also discussed.
- Finance and Budget – **Greg Wood** – none given due to time constraints
- Operations/Facilities / Technology Committee – **Amy Held** – none given due to time constraints
- Policy – **Julia O’Grady** - submitted in writing but not discussed
 - The possible Student ID Policy was discussed.
 - AP designation on student transcripts for students who drop the class at the end of fall semester was discussed.

VI. CLOSED SESSION:

- A. PUBLIC EMPLOYEE/DISCIPLINE/DISMISSAL/RELEASE
- B. PUBLIC EMPLOYMENT
 - 1) PRINCIPAL CONTRACT

VII. PUBLIC SESSION:

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

VIII. ADJOURNMENT:



ELECTION COMMITTEE REPORT

During this year's Board of Directors election process the members of the Election Committee found several discrepancies between the By-Laws and the Charter. We found them when researching answers to questions which arose during discussions.

1. Who votes for the Community members of the Board?

Charter, pg. 45, lines 1884/1888, state that parents and faculty vote for two community members. By-Laws, pg. 3, section (c), states that ALL stakeholder groups vote for two community members.

2. What happens in case of a tie?

Neither the Charter nor the By-Laws state run-off procedures.

3. How long are the terms for each Board member?

Charter, pg. 45, lines 1890-1893, states that some positions serve one year terms.

By-Laws, pg. 4, section 3 (just after (h)) states that "...each director shall hold office for one term of two years..."

4. How many administrators and which one(s) is (are) on the Board as Ex-Officio non-voting and/or voting status? How long does that person serve?

Charter, pg. 45, line 1893, states that there is an administrator representative that serves a one year term.

By-Laws do not specifically mention an administrator representative. An Academic Principal *is* mentioned on pg. 4, section 3(h). However there is nothing written concerning if the Academic Principal serves as the administrator representative or his/her term limit.

5. What are the qualifications for the Student seat on the Board?

By-Laws, pg. 3, section (f) states that the student body director is selected in a general election. No other qualifications are given, i.e. is this individual elected from the ASB Leadership Class? Is there a GPA qualification? Are there grade level qualifications? Etc...

6. The Executive Director and the Chief Learning Officer titles need to be more clearly spelled. Are both positions given a place on the Board? Do both have voting rights? Neither?

By-Laws, pg 3 section (f) states and uses the Executive Director and Chief Learning Officer are interchangeable

7. The definition of a "traveling student" must be defined (or not). Currently a traveling student is someone who resides outside the "local sending area." Since permit with transfer students live within the extended local area (as per LAUSD boundaries drawn up to insure racial segregation of the school), they are considered local students (who happen to ride a bus to school).

By-Laws pg 3, section (b) states that the one of the parent representatives must "be the parent of a 'traveling' student," defined as a student residing outside the home school specified attendance boundaries. Does this include permit w/transfer students?