



A CALIFORNIA DISTINGUISHED SCHOOL

**SPECIAL BOARD MEETING MINUTES
BOARD OF TRUSTEES
Tuesday, September 13, 2014
ST. MATTHEW'S PARISH 9:00 AM**

I. PRELIMINARY:

A. CALL TO ORDER: 9:15 AM

B. ROLL CALL: 9:16 AM – 9:17 AM

	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		Michael Stryer	X	
Greg Nepomuceno	X		Mystic Thompson	X	
James Pasto		X			

NON VOTING MEMBERS

	Present	Absent
Ben Safvati	X	

PCHS MANAGEMENT/STAFF PRESENT:

Dr. Pam Magee
Greg Wood
Kim Theard
Russ Howard
David Riccardi
Mary Bush
Jim Schiffman
Karen Perkins

II. 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.

III. RETREAT:

Board/Admin Retreat – Leadership did an excellent job conducting a fish bowl activity. All existing Board Committees and LTSPCs were discussed. Board members volunteered to be on various committees as follows: Fundraising Committee – Greg Nepomuceno, Mike Stryer, Leslie Woolley, Dr. Magee, Allison Holdorff Polhill and ASB Treasurer; Risk Management – Jeanne Saiza, Mark Epstein, Dr. Magee, and Allison Holdorff Polhill; Grade Appeal – Dr. Magee, Mystic Thompson, Emilie Larew, Leslie Woolley; Budget and Finance Committee – Mike Stryer, Dr. Magee; Election – Jeanne Saiza, Dr. Magee; Audit – Dr. Magee, Mark Epstein; Academic Accountability – Dr. Magee, Monica Iannessa and Greg Nepomuceno; Charter Committee – Mark Epstein, Allison Holdorff Polhill, Dr. Magee; and Agenda Setting – Dr. Magee and Board officers.

Dr. Magee reviewed PCHS 2013-14 School Goals. A group of approximately 25 stakeholders made up of students, teachers, parents, Board, administrators and Board members rotated through the six categories of the current school wide goals ranging from academic achievement to operations. Participants at the retreat were asked to review the Columbia Stakeholder Survey and contribute his their ideas and priorities for PCHS. Ultimately, there were five top priorities established for the 2014-15 School-wide Goals:

1. Math support for both teachers and students
2. Continued intervention support including tutoring
3. Customer service (“Tel-a-Parent,” encouraging students, overall appreciation)
4. Career internships and Community Events
5. School data analysis including metrics and measurements to increase academic achievement.

The five priorities along with all the data collected at the retreat is now in the hands of our administration. The administration will integrate these priorities into the school-wide goals and present to the Board in October or November 2014. The Administration will create SMART goals for our community.

The Board calendar was discussed. Mark Epstein suggested that different academic departments present to the Board on a monthly basis. Mr. Epstein also

requested that the Academic Achievement Team provide the Board with a list of the specific analyses being conducted on the data collected at PCHS.

Jeanne Saiza and Emilie Larew discussed the District required Board Questionnaires as part of our charter renewal. It was agreed by the Board that all members would submit their questionnaires to Allison Holdorff Polhill by 9.19.14.

Board Goals were established as follows: Communications Policies and Procedures; Agendize Governing Policies; Fundraising Policies; and Data/Dashboards.

IV. ADJOURNMENT:

The meeting adjourned at 3:30 PM.

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