



**BOARD OF DIRECTORS MEETING  
REGULAR MEETING MINUTES**

**Tuesday, September 18, 2007**

**5:00PM – 8:00PM**

**Library**

**I. WELCOME:**

A. CALL TO ORDER – 5:13 PM - Mr. Bud Kling

B. ROLL CALL – Mr. Bud Kling

Members Present:

Steve Klima

Victoria Francis (absent)

Bud Kling

Maisha-Cole Perri

Rene Rodman

Rosalind Wolf

Patrice Fisher

Amy Dresser Held

James Paleno

John Riley (absent)

Eileen Savage

Ex-officio Members:

Marcia Haskin

Greg Wood

Madeline Seltzer

C. APPROVAL OF MINUTES FROM BOARD MEETING ON AUGUST 21<sup>ST</sup> AND AUGUST 29<sup>TH</sup> WAS TABLED UNTIL THE OCTOBER MEETING TO ALLOW PROPER REVIEW BY THE BOARD.

**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.

**III. ACTION ITEMS:**

A. RATIFICATION OF POLICY COMMITTEE'S RECOMMENDED CHANGES IN POLICY (RELATING TO STUDENT DRESS CODE: PALI HATS/HEADGEAR ONLY)

- The proposed policy change was made by the deans to address concerns that hat colors and insignia were sparking conflict among different student groups. A lengthy discussion about this item ensued. The primary concern was that the proposed change in policy, to have students only wear Pali hats, needed to be widely publicized to students in order to allow for their input. The board decided to table the matter until the

October meeting so that students would have time to learn of the proposed change and provide input.

**B. BOARD ACTION ON ANNUAL SCHOOL-WIDE GOALS**

- The board provided input and feedback on the draft goals and tabled action to allow for circulation of the goals to the whole school community. They were derived from the WASC school wide action plan and visiting team's identification of key areas to address. The goals are closing the achievement gap, expanding GATE programming, improving service to parents and families, improving quality of life for employees, expanding and institutionalizing community college and distance learning programs, reducing class size, and increasing funding/resources and examining how they're allocated.

**C. BOARD ACTION TO INCREASE FACILITIES BUDGET BY \$150,000 TO FUND 1) \$50,000 OF TRACK AND FIELD SOFT COSTS (ARCHITECTURAL AND ENVIRONMENTAL); 2) \$75,000 DEFERRED MAINTENANCE (RELOCATION OF WATER AND GAS LINES UNDER TRACK AND FIELD) AND 3) \$25,000 CORRECTIVE ACTION WORK IN BUILDING J**

- Mr. Bob Jeffers, parent fundraiser for the track and field project, updated the board and expressed concern at the lack of student donations to support the project. Numerous suggestions were made including having leadership and the sports teams go around to classes, soliciting people on Back to School Night, and seeking a donation from ASB.
- Mrs. Held asked for an increase of \$75,000 to go to the track and field architectural, environmental and inspection fees and \$75,000 for the deferred maintenance relocation of the water and gas lines. The funding for the corrective action work for building J is being delayed pending full electrical engineer and cost analysis.
- Ms. Savage motioned that the Board approve this increase of \$150,000 with the understanding that the district will be billed for the deferred maintenance. Ms. Perri seconded the motion.

**The Board's vote to approve \$150,000 to go to the track and field architectural, environmental and inspection fees and to the deferred maintenance relocation of the water and gas lines with \$75,000 of this being recouped in permit fees over time and \$75,000 of it being billed to the district for deferred maintenance was as follows;**

**8 – yes (Mr. James Paleno, Ms. Patrice Fisher, Ms. Rosalind Wolf, Mr. Bud Kling, Ms. Rene Rodman, Ms. Eileen Savage, Ms. Amy Dresser Held, & Ms. Maisha Cole Perri)**

**1 – abstained (Mr. Steve Klima)**

**2 – absent (Mr. John Riley & Ms. Victoria Francis)**

**D. BOARD ACTION TO APPROVE THE ADDITION OF PRINCIPAL MARCIA HASKIN ON THE CERTIFICATE OF SIGNATORIES FOR SCHOOL FINANCIAL TRANSACTIONS**

- Mr. Wood requested that Mrs. Marcia Haskin be added to the certificate of signatories for the school's financial transactions.
- Ms. Wolf motioned that this be adopted. Mr. Paleno seconded the motion.

**The Board's vote to approve the addition of Principal Haskin to the certificate of signatories for school financial transactions was as follows;**

**9 – yes (Mr. James Paleno, Ms. Patrice Fisher, Ms. Rosalind Wolf, Mr. Bud Kling, Ms. Rene Rodman, Ms. Eileen Savage, Ms. Amy Dresser Held, & Ms. Maisha Cole Perri, Mr. Steve Klima)**

**2 – absent (Mr. John Riley & Ms. Victoria Francis)**

**E. DISCUSSION AND ACTION ON EXECUTIVE DIRECTOR EXPENSE REPORTS (STANDING ITEM)**

- **No expenses were reported at this time.**

**IV. DISCUSSION/INFORMATION:**

**A. UPDATED HUMAN RESOURCES WORKPLAN, ORGANIZATIONAL CHART AND EMPLOYEE SURVEY RESULTS**

- Ms. Colleen McCarthy, PCHS Human Resources Director, presented the updated workplan, organizational chart and administrative responsibilities matrix for Pali. She also reviewed the results of the employee survey conducted Sept. 4<sup>th</sup>. There was great response with 125 employees completing the survey. Trends in responses indicated that employees like working at Pali, like their colleagues and the work and that Pali's greatest areas for growth relate to communication, building trust, feedback on performance, recognition of good work, and respectful treatment of all stakeholders.
- Ms. McCarthy also spoke of the upcoming newsletter, Dolphin Doings and stated it was going out to all the staff and we could celebrate as a community.
- Ms. Perri thanked her for all of her work on the Right of Return issue.
- Ms. Rodman offered to help with the Board of Directors report for the paper.

**B. UPDATE ON FACILITIES PROJECTS**

- Ms Held reported on the many PCHS led projects on the track and field, room conversions and relocations, electrical work, and construction in the library and cafeteria are either completed or on track. District led projects including the completion of the gym bathrooms, the curbs in the parking lot and the elevator and fire alarm have experienced delays. The curbs should be done in the next two weeks, work in the gym bathrooms is now scheduled to start in October and take 2 months, and the elevator should be done 12/24.

**C. UPDATE ON THE OPENING OF SCHOOL**

- The opening of school was smooth overall with complications arising largely from late buses and textbook delinquencies. There are 2,703 students enrolled. It is suggested that a freshmen orientation and a longer homeroom next year are two of multiple ways to ensure a smoother opening next year.

**V. ORGANIZATIONAL REPORTS:**

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

**A. Student Report – **Madeline Seltzer****

- Student concerns about the water quality with the drinking fountains and faucets tasting like rust.
- Concerned that the tragedies over the summer were not mentioned and if a moment of silence could be observed over the PA.
- Student concerns about the proposed id and hat policies.

## B. Parent Report – **Julia O’Grady**

- Parent Advisory Committee –
  - PAC will hold its September monthly meeting on Thursday, September 20, 2007, at 6 PM, in the Library. The meeting is entitled “How the Pali Board is Vital to Your Child’s Education,” and will feature members of the Pali Board of Directors.
  - PAC hopes that all members of the Board will participate in this event. Please e-mail Parent Liaison, Julia O’Grady, at [jogrady@palihigh.org](mailto:jogrady@palihigh.org), and let her know if you will be attending.
  - October meeting will be on Thursday, October 25th and will feature Marcia, Lauren, and Colleen (tentatively titled Meet Pali's New Leadership Team and What They Are Doing to Improve Communication.")
- PTSA –
  - The first meeting is September 20, 2007, 8:00 am in the Library.
  - PTSA Book Fair in Mercer Hall on the Stage from October 2-4, 2007 will be open during Nutrition, Lunch and after school until 3:30pm and from 5-6:30pm on Back to school Night.
  - The New Student Summer Reading Incentive program last day for signed reading logs turned in is September 21.
  - The S.O.S (Send Over Supplies) program is being launched again on Back to School night with special request for Emergency Bottles of water for all classroom and offices at Pali.
  - On Back-To-School-Night, dinner will be provided for teachers, administrators, and staff by PTSA & the Booster Club. Salads and sandwiches will also be available for others to purchase that evening.
  - PTSA is sponsoring 4 parenting seminars featuring Dr. Richard Cohen. Details and topics can be on the PTSA NEWS.
  - PTSA has changed the dates of its meetings. Please check the PTSA website for the correct meeting dates
- BOOSTER CLUB – **Sarah Miller**
  - The next Booster Club meeting is Tuesday, September 25, 2007. Booster Club is still looking for a Senior Class Representative to be in charge of all senior class functions.

## C. Faculty Report – **Bud Kling**

- Back to School party at Mrs. Rose Gilbert’s house was a huge success.
- Faculty have concerns about what is happening with the Finance Manager position. Aware that Ms. McCarthy has been posting at the colleges and she has received some resumes.
- The class size reduction issue is still being looked at by 2 UTLA members and 2 community representatives to come up with a method to reduce the class sizes.
- Faculty have inquired about the fire alarm project’s progress.
- Faculty have concerns about the water in the gyms which is orange. Is there anything that can be done?
- What is happening with the new bungalow?
- Concerns about when students miss 5<sup>th</sup> & 6<sup>th</sup> period, some academic teachers are giving them a hard time. It is policy for students to be allowed to make up any missed work and the buses don’t leave campus until 1:30.

## D. Academic Principal’s Report – **Marcia Haskin**

- Shared about goals, classroom visits, approach and philosophy of education

- E. Executive Director's Report – **Amy Held**
  - Provided updates on facilities, technology, finance, hr, etc.
- F. Chief Business Officer's Report – **Greg Wood**
  - 2006 / 2007 audit will be conducted next month.
  - The POS (Point of Sale) system has been rolled out in the cafeteria and we need to communicate to the parents how they can add to their child's card.
  - Within the Budget and Finance area the Right of Return, Lifetime Benefits and Zero Based programming are being reviewed.
  - The mandated cost reimbursements did not come through as anticipated for science so the board was asked to act on an urgency basis to reinstate the funds from the general fund.
- G. **The Board's took an urgency vote to approve reinstating the \$54,000 and \$28,000 for science department IMA and textbooks. These funds had been tentatively budgeted pending mandated cost reimbursement from the state. Since this reimbursement is delayed due to the state budget, the board voted to approve reinstating the funds so the department can purchase what it needs. The vote was unanimous.**
- H. Technology – **Maisha-Cole Perri**
  - Phones have been installed in each classroom for the first time ever.
  - A general training was held during the buy-back days and training will be ongoing throughout the year. The auto attendant for the new phone system is still being reprogrammed to better serve the community. The e-mail migration from Squirrel Mail to Outlook Exchange is still being rolled out and fine-tuned. Once installation is complete we will be offering training on Outlook.
  - Things to look forward to are a completely new website that takes input from all the stakeholders in the community to make it as user friendly as possible.
  - In addition, the library tech upgrades are in process. The equipment is received and is being configured and installed.
- I. Standing Committee Reports and Ratification of Standing Committee ACTION items:
  - ◆ Assessment and Accountability – **Lauren Allen**
  - ◆ Communications – **Margaret Evans**
  - ◆ Education Program – **Melinda Meinen**
  - ◆ Finance and Budget – **Greg Wood**
  - ◆ Operations and Facilities / Technology / Facilities Planning Task Force – **Amy Held**
  - ◆ Policy – **Julia O'Grady**

## VI. CLOSED SESSION:

### A. APPEALS SUBCOMMITTEE REPORT OUT

## VII. PUBLIC SESSION:

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

## VIII. ADJOURNMENT: