



A CALIFORNIA DISTINGUISHED SCHOOL

**BOARD MEETING AGENDA
BOARD OF TRUSTEES
TUESDAY, FEBRUARY 18, 2014
5:00 PM, LIBRARY**

I. PRELIMINARY:

- A. CALL TO ORDER: 5:02 pm
- B. ROLL CALL: 5:02 pm – 5:05 pm

	Present	Absent		Present	Absent
Polly Bamberger	X		Jeanne Saiza	X	
Mark Epstein 5:07 PM	X		Kimberly Thomas	X	
Allison Holdorff Polhill	X		Mystic Thompson	X	
Monica Iannessa	X		Leslie Woolley	X	
Stephanie Inyama 5:27PM	X		Matthew Wunder	X	
Chris Lee	X				

NON VOTING MEMBERS

	Present	Absent
Tucker Reynolds		X

PCHS MANAGEMENT

	Present	Absent
Pamela Magee	X	
Jim Schiffman	X	
Greg Wood	X	

II. APPROVAL OF THE MINUTES: (5:05 pm - 5:15 pm)

A. REGULAR MEETING 1/21/14

Amendments: p.5 item “G” last paragraph strike beginning with “in our charter renewal...” Strike that and afterward. In Organizational Reports item J add “the report stands as submitted.” Add to p. 9 under audit report “D.” p.6 Item B add “3% of the increase is for high needs students. P.6 Feb. 24 mtg. “the state will have no deferrals.”

Motion: Mystic Thompson moved to approve the minutes of the Regular Meeting 1/21/14 as amended.

Seconded the motion: Kimberly Thomas

	YES	NO	AB		YES	NO	AB
Polly Bamberger	X			Jeanne Saiza	X		
Mark Epstein	X			Kimberly Thomas	X		
Allison Holdorff Polhill	X			Mystic Thompson	X		
Monica Iannessa	X			Leslie Woolley	X		
Stephanie Inyama	----	----	---	Matthew Wunder			X
Chris Lee	X						

III. **PUBLIC COMMENT:** (5:45 pm)

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.

Speaker 1 Lisa Saxon- Journalism has a fully functional computer lab! Mrs. Saxon gave kudos to Donna Mandosa and the technology team providing service towards her lab and for a taking a proactive stance with the department chairs for next year’s technology needs. Additionally, Mrs. Saxon recognized SLC teachers for working extremely hard in incorporating iPad technology into their classroom lessons. Lastly, Mrs. Saxon recommended a school-wide digital citizenship curriculum so that students can learn ways to monitor themselves.

Speaker 2 Nicolas Rivera- Presented an appeal to reinstate the Acadec class. The Acadec Program includes an academically diverse group of students. The program competes at the state and national level. With the proper support, PCHS has the potential to become the next state winners.

Speaker 3 Jordan Shavalian- Also supports the formation of the Acadec class.

IV. **PRESENTATION ITEMS:**

- A. IPAD PROGRAM AND BRING YOUR OWN DEVICE SCHOOL PROGRAMS AND TECHNOLOGY INFRASTRUCTURE UPDATE iPad project (metrics, surveys etc) state testing, LAUSD project, SpendMap, Pali STEAM (5:41 pm)
Donna Mandosa

Through Casper Focus/JAMPF, teachers have the ability to lock students out from aps on their iPads. Global proxy can connect to our firewall protections so that school restricted iPad material is also restricted at home. Apples Invest for Learning payment software has been buggy. The transportation office has assisted in facilitating iPad payments. The technology department is analyzing the school’s iPad program. An outside entity will assess this program with surveys, interviews and classroom observations. This study will include teachers, students, and parents. It will conclude at the end of March. This data will help inform the school on how to move forward with the iPad program. Bring your own device programs can be an option for the school. The school is operating within 22% of its bandwidth. LAUSD resources will be

utilized to expand access to technology and internet at Temescal Academy. Booster fundraising will focus on teacher technology. The library server system received upgrades. Ms. Mandosa is working with Dr. Ngo to prepare for the Smarter Balanced field test at the end of March. She is confident that our infrastructure meets the state requirements for the test. The practice test is currently available on a secure browser which has been installed on testing devices. Ms. Mandosa is assessing the technology department staffing needs. She will present proposed job descriptions to the Board next month. Please see her report for further details.

B. MATH AND COMMON CORE (5:21 pm) Cheryl Onoye and Minh Ha Ngo

**Math Department Report on Common Core Standards Implementation
February 18, 2014**

The Math Department started collaboratively planning the implementation of the CCSS in the summer of 2012. Members of the department reviewed the content learning standards in the CCSS and determined that they generally aligned to our current course sequence. There were some exceptions and discussion is still ongoing as to how to adapt the curriculum. They also reviewed the Standards for Mathematical Practice and how they would impact instruction.

To prepare the students for the rigor of the new standards and the form of the new assessment, the Math Department has taken several steps.

- 2012-13 – focused on Algebra 1 because the incoming 9th grade class would be the first evaluated by the CCSS assessment.
 - Identified common assignments that would be implemented to increase reading, writing, and critical-thinking.
 - Developed benchmark assessments (2 per semester) that would require students to apply skills to more rigorous tasks.
 - Reviewed the results on these assessments and recognized a need for continued development of strategies that would help develop critical-thinking and problem-solving skills.
- 2013-14 - developed strategies and assessments through all PLCs to help students achieve the CCSS.
 - PLCs are developing lessons and sharing strategies to help increase student skills in reasoning and explaining.
 - PLCs developed enhanced multiple-choice questions.
 - Algebra 2A developed and implemented a Performance Task Fall 2013.
 - All PLCs have developed a Performance Task that will be implemented Spring 2014.

A drastic change in the assessment is that each 11th grader will take the same assessment no matter the level of math they have achieved by that time. For the Computer Adaptive Test (CAT) the students will be given computer-generated questions that adjust in level based upon the accuracy of the student's responses. This will provide individual student feedback as to his/her level of achievement. However, the Performance Task will be the same for each student, no matter their level. This means that a student in Calculus and a student in Geometry will be required to complete the same task and utilize the skills they have learned to that point. In looking at this assessment model, there has been some discussion about the need to revise the curriculum. This may require a change in the curriculum under the current sequencing or a

change to an integrated sequence. This is an ongoing discussion in the Math Department that will need action in the next year (state curriculum adoption will not be finalized until the 2015-16 school year) but either way will have an impact on the instructional program and the budget.

C. GRADUATION RATE (6:03 pm) Kimberly Theard

**Palisades Charter High School
Graduation Rates/UC A-G Eligibility**

Graduation Year	Graduates	Non - Graduates	Met UC A-G	Not Met UC A-G
2013	676	21	428	248
2012	671	28	373	298
2011	556	43	238	318

*Data based CALPADS on reporting

2013 Grad Rate is 96.9% The graduation rate has been increasing each year. Two years of foreign language and Algebra II are hurdles for students to complete the requirements. PCHS is working towards making A-G curriculum accessible to all students.

D. STUDENT INTERVENTION (7:10 pm – 7:20 pm) Monica Iannessa

Parents are receiving systemic mailings through Infinite Campus to alert them to any F there are present in progress reports. These letters give directions for contacting teachers and counselors. The letter also includes directions on Infinite Campus account access. National Board Certified teachers are holding Student Success Team meetings with counselors to support students with significant academic deficiencies. The PCHS Language Appraisal Team has been meeting regularly to support English Language Learners in accordance with the EL Master Plan. The LTEL designee program will hold a night meeting on March 13 for mentors to work with the families of their assigned students. BSU is celebrating student success with a 3.0 party. The AA team with the help of Melinda Meinen has designed tutoring referral forms that set appointments for students during faculty office hours. Ten-week progress reports and letters will be published mid-March.

E. LOCAL CONTROL ACCOUNTABILITY PLAN UPDATE (7:20 pm) Greg Wood

The state has allotted 3% of \$600,000 (\$18,000) to be identified to support underserved students. The budget is tightly connected to an accountability/action plan. The plan has been formed through the Long-term Strategic Plan committee made up of all stakeholder groups. Stakeholders groups will be surveyed for broader input.

F. TRANSPORTATION UPDATE (7:26 pm) Greg Wood

Student Transportation analytics are being identified which reveals that of the 643 active students in the Busing Program, 60.8% of these students are qualified for Free & Reduced meal programs. This data is important in light of the efforts that School Districts make to serve students in need and also adds to PCHS' diversity.

G. CHARTER OFFICE VISIT (7:27 pm) Dr. Pamela Magee

The administration is reviewing the 2013-14 Visit Preparation Guide for Charter School Oversight in preparation for our upcoming visit, Tuesday, April 29, 2014. This visit will include classroom visits and stakeholder interviews. The document contains critical information regarding oversight expectations.

A new addition to the oversight process is the "Charter School Compliance Monitoring." This document will need to be agendaized and discussed at a Governing Board meeting, signed by the Board President, then returned to the Charter Schools Division along with copies of the board agenda and approved minutes.

Further, a representative (s) of our governing board is/are (as long as there is no quorum) required to participate on the day of the scheduled visit. Our LAUSD Charter Office representative is Alex Gomez.

H. CHARTER RENEWAL (7:30 pm) Dr. Pamela Magee

Pali's charter renewal year is approaching (2015). The Charter Renewal committee (Dr. Magee, Chris Lee, Allison Holdorff Polhill, and Mark Epstein) met to review requirements and calendar dates. There is a training calendared in March. Dr. Magee is encouraging stakeholders to stay aware of and involved in the process. The newly updated Independent Charter School Renewal Petition Application Guide (January 6, 2014) is posted on the LAUSD Charter Schools Division website. Dr. Magee has attended several preliminary training meetings and is in contact with other conversion charter schools that have recently gone through the new process. The message that is coming from these various sources is that the recently mandated Local Control Accountability Plan (LCAP) is a significant component of the renewal process. Pali is in the initial stages of developing the framework for the LCAP and more information will be coming soon so that stakeholders can be involved and share input. The charter renewal process will be a way for stakeholders to be involved in school leadership. The following are needed components of the renewal process:

- 1) Facilitating stakeholder meetings
- 2) Participating in stakeholder meetings
- 3) Analyzing data
- 4) Writing
- 5) Editing

I. PUBLIC HEARING: THE PESPU-PCHS INITIAL PROPOSAL FOR BARGAINING A COLLECTIVE BARGAINING AGREEMENT WITH PCHS (SUNSHINING)- Dr. Pamela Magee

Tabled.

V. **ORGANIZATIONAL REPORTS:** (6:25 pm – 6:45 pm)

Organizational reports shall be submitted in writing, it is recommended that oral reports be limited to less than 3 minutes.

A. EXECUTIVE DIRECTOR & PRINCIPAL’S REPORT – Dr. Pamela Magee

As submitted. Dr. Magee promoted the Booster Club’s Silent Auction on March 1, 2014 at Tiato restaurant in Santa Monica. All proceeds benefit the school. The booster online auction is currently open. PCHS is holding an open house to inform parents about the new common core standards on March 13. She highlighted another event to save the date for: the Visual and Performing Arts Showcase Night on April 24.

B. CHIEF BUSINESS OFFICER’S REPORT –Greg Wood

As submitted.

C. HUMAN RESOURCES DIRECTOR–Jim Schiffman

As submitted.

D. DIRECTOR OF OPERATIONS-Dave Riccardi

As submitted. Dave Riccardi reviewed PCHS parking revisions. The plan was originally developed by a traffic study done three years ago.

E. CLASSIFIED REPORT – Kimberly Thomas Allen

As submitted.

F. STUDENTS’ REPORT – Tucker Reynolds

Tucker Reynolds highlighted the ASB events: Winter Formal (March 1), Casino Night (March 13), Leadership Mixers. There is a meeting scheduled to plan the allocation of the Celebrate My Drive money. ASB is helping to promote the In One Instant driving contest. The ASB Valentine Day grams netted \$500. Tucker Reynolds is working with Mystic Thompson and Chris Lee on the School Climate committee to plan a “Fishbowl” activity involving Board, Student Leadership, Faculty, and students. The dates will be announced at the March board meeting.

G. FACULTY REPORT – Jeanne Saiza, Mystic Thompson, Chris Lee

As submitted. Jeanne Saiza highlighted The Village Nation activities during the month of February (Black History Month) which includes two assemblies.

H. BUDGET AND FINANCE COMMITTEE REPORT – Greg Wood, Rob King

Budget Committee Report to the Board – February 18, 2014

The Budget Standing Committee would like its role and that of the LTSP Budget Committee to be clearly defined. Thus far, budget policy and big picture ideas were the focus of the LTSP Committee while the Standing Committee has focused on the actual management and creation of the budget focusing on the big picture and school-wide goals and needs. How are these roles being defined in the charter renewal process and how will the Standing Committee and its members be involved in that process?

There are also questions regarding the role of all the LTSP committees in the creation of the budget. Several committees are discussing programs and funding projects. In addition, committees are being asked to evaluate requests. The following areas should be clearly addressed and procedures outlined:

Proposal, vetting, approval of new programs.

Development of budget and goals for programs and projects (Who? When? How?)

Evaluation of ongoing programs, their progress in meeting goals, and how appropriate funding is determined.

Process for LTSP to evaluate budget requests against the school-wide goals and make recommendations to the Budget Committee.

Some progress is being made, especially in the area of Technology (STEAM), in working with developers and grant writers. The goal is to develop a vision for the STEAM program and to develop specific projects for funding.

I. PARENT REPORT – Polly Bamberger, Allison Holdorff-Polhill

Subject: PTSA Board Report

Pali PTSA is pleased to announce that 3 Reflections entries have been forwarded to the State:

Ann Tanaka-11th grade, Photography

Matthew Affeld- 9th grade, Music Composition

Sari Wilson-10th grade, Literature

A complete list of 10th District winners will be published in an upcoming email blast.

Subject: Ed Fund - Grant submissions and LA Start Up Weekend

LA StartUp EDU Weekend sponsored by Google and the Gates Foundation at UCLA January 24-26 Pali Tech Supervisor Donna Mandosa and Ed Foundation founders Ellen Sloan, Polly Bamberger, and Allison Holdorff Polhill worked through the weekend to develop the Pali Steam

Shop Makerspace program concept. Modeled along the lines of a hack-a-thon, the Startup Weekend provided an opportunity for people with ideas for new ventures to pair up with developers, designers, and social entrepreneurs with the aim of building a foundation for a new business or organization. Pali's proposal made it through the Friday night pitch competition, a 60 second presentation to determine audience interest and support. After the pitch, teams were encouraged to mingle with and recruit audience members with development, educational, and marketing backgrounds. Our team added four innovators who dedicated their time to fleshing out ideas for the final Sunday night presentation. Special thanks to Monica Iannessa and Carla Levenson for their help with surveying parents to measure customer support. We now have a business model, promotional materials, marketing research, and fundraising plans to launch the Steamshop and have made supportive connections through this unique networking opportunity.

Subject: Parent Booster Club

The Booster Club is planning a gala fundraising night at Tiato's in Santa Monica on March 1 at 6:30 pm. STARRY NIGHT.

bid on....

- * Clippers Ball Boy/Girl Opportunity & Family tickets.
- * Family Dude Ranch Vacation.
- * Dodger Dugout Seats.
- * Katy Perry Tickets.
- * Original Art by renown local artists.
- * Ojai Valley Inn Getaway.
- * Unique & Creative Gift Baskets.
- * Modern Family Walk-On
- * Entertainment Reporter Internship
- * Signed Sports memorabilia and more.....

J. AUDIT COMMITTEE REPORT – Polly Bamberger

Audit Committee Report

(Polly Bamberger, Mark Epstein, Stephanie Inyama)

Board of Trustees Meeting

February 18th 2014

Matt Miller, our external auditor with VTD has relayed the following:

- The 2013 PCHS Tax Return will be filed on or before April 15th, 2014.
- The 2014 audit is set to begin initial testing, tentatively on March 24th.
- At request of the Board on 01/18/14, VTD's renewal contract for years ending June 30th 2014 and 2015 has been clarified (pg. 9 of contract outlining fees) and amended. Renewal of the contract as amended is an agenda "action item" for this evening.
- VTD is acting expeditiously on the ED's request to conduct a meeting with all 501c3 or related organizations during the week of March 17th or 24th. Exact date/time to be determined.

K. COMMUNICATIONS COMMITTEE REPORT – Jeanne Saiza

Tabled.

L. SCHOOL CLIMATE COMMITTEE REPORT – Chris Lee

See Tucker Reynold's report.

M. LONG-TERM PLANNING COMMITTEE REPORT – Dr. Pamela Magee

The LTSP meeting takes place on February 26, 2014 at 3:30 PM in the library. The focus will be on the LCFF.

N. FUNDRAISING COMMITTEE – Polly Bamberger, Allison Holdorff-Polhill
Tabled.

VI. **DISCUSSION ITEMS:**

A. ADMINISTRATION EVALUATION

The Executive Director and Principal Evaluation Committee is comprised of Matt Wunder, Leslie Wooley, Stephanie Inyama, Allison Holdorff Polhill, Mark Epstein, and Polly Bamberger. The research-based, Columbia University designed, stakeholder survey will be used to collect data for the evaluative process.

B. 2014-2015 BUDGET CALENDAR

The CBO reviewed the calendar of events in the budget adoption for the 2014-14 school year. The budget committee's annual Aldersgate budget review and approval meeting will be held on May 19, 2014. There will be calendar adjustments to allow for changes in the process to accommodate the Local Control Funding Formula.

C. PROP. 30 EDUCATION PROTECTION ACCOUNT 2013-2014 BUDGET (8:07 pm)

Proposition 30, *The Schools and Local Public Safety Protection Act of 2012*, approved by the voters on November 6, 2012, temporarily increases the states sales tax rate for all taxpayers and the personal income tax rates for upper-income taxpayers. The new revenues generated from Proposition 30 are deposited into a newly created state account called the Education Protection Account (EPA). School districts, county offices of education, and charter schools (LEAs) will receive funds from the EPA based on their proportionate share of the statewide revenue limit amount, which includes charter school general purpose funding. A corresponding reduction is made to an LEA's revenue limit or charter school general purpose state aid equal to the amount

of their EPA entitlement. LEAs will receive EPA payments quarterly beginning with the 2013–14 Fiscal Year. The budget and spending plan must be reviewed by the Board to meet the Prop 30 requirements.

VII. **CONSENT AGENDA**

A. APPROVAL OF REIMBURSEMENTS FOR EXECUTIVE DIRECTOR/PRINCIPAL- none.

B. APPROVAL OF OVERNIGHT FIELD TRIPS- none.

VIII. **ACTION ITEMS:** (7:05 pm-7:20 pm)

A. APPROVAL OF CERTIFICATION BOARD COMPLIANCE REVIEW TABLED.

Motion:

Seconded the motion:

	YES	NO	AB		YES	NO	AB
Polly Bamberger				Jeanne Saiza			
Mark Epstein				Kimberly Thomas			
Allison Holdorff Polhill				Mystic Thompson			
Monica Iannessa				Leslie Woolley			
Stephanie Inyama				Matthew Wunder			
Chris Lee							

B. APPROVAL OF UPDATED VTD AUDIT CONTRACT FOR YEARS ENDING JUNE 30TH 2014 AND 2015

Motion: Mark Epstein moved to approve the updated VTD contract for year's ending June 30, 2014 and 2015.

Seconded the motion: Polly Bamberger

	YES	NO	AB		YES	NO	AB
Polly Bamberger	X			Jeanne Saiza	X		
Mark Epstein	X			Kimberly Thomas	X		
Allison Holdorff Polhill	X			Mystic Thompson	---		
Monica Iannessa	X			Leslie Woolley	X		
Stephanie Inyama	---			Matthew Wunder	X		
Chris Lee	X						

C. APPROVAL OF MODIFICATION TO RISK MANAGEMENT COMMITTEE CHARTER: "RESOLVED THAT THE BOARD OF TRUSTEES SHALL, AND HEREBY DOES, DELEGATE TO THE RISK MANAGEMENT COMMITTEE THE POWER TO APPROVE, WITH THE CONCURRENCE OF THE

PRINCIPAL/EXECUTIVE DIRECTOR, SETTLEMENTS OF PENDING OR THREATENED LITIGATION IN AN AMOUNT UP TO AND INCLUDING \$30,000 FOR ANY GIVEN CASE, BUT NOT EXCEEDING A TOTAL OF \$150,000 IN TOTAL IN ANY ACADEMIC YEAR. NOTWITHSTANDING THE FOREGOING, EITHER THE PRINCIPAL/EXECUTIVE DIRECTOR OR THE RISK MANAGEMENT COMMITTEE CAN BRING ANY SUCH PROPOSED SETTLEMENT TO THE BOARD OF TRUSTEES FOR CONSIDERATION IF EITHER DEEMS IT ADVISABLE TO DO SO. SETTLEMENTS EXCEEDING \$30,000, OR EXCEEDING \$150,000 IN ANY GIVEN ACADEMIC YEAR, MUST BE APPROVED BY THE BOARD OF TRUSTEES. ANY SETTLEMENT SO APPROVED SHALL BE REPORTED AT THE BOARD’S NEXT REGULAR MEETING.”

Motion: Matt Wunder moved to approve item C as amended.

Seconded the motion: Leslie Woolley

	YES	NO	AB		YES	NO	AB
Polly Bamberger	X			Jeanne Saiza	X		
Mark Epstein	X			Kimberly Thomas	X		
Allison Holdorff Polhill	X			Mystic Thompson	---		
Monica Iannessa	X			Leslie Woolley	X		
Stephanie Inyama	---			Matthew Wunder	X		
Chris Lee	X						

Amendment was the addition of the last sentence: “Any settlement so approved shall be reported at the Board’s next regular meeting.”

D. APPROVAL 2014-2015 BUDGET CALENDAR

Motion: Matt Wunder moved to approve the 2014-15 Budget Calendar

Seconded the motion: Mark Epstein

	YES	NO	AB		YES	NO	AB
Polly Bamberger	X			Jeanne Saiza	X		
Mark Epstein	X			Kimberly Thomas	X		
Allison Holdorff Polhill	X			Mystic Thompson	--		
Monica Iannessa	X			Leslie Woolley	X		
Stephanie Inyama	--			Matthew Wunder	X		
Chris Lee	X						

Notation: June 10 is the date for the budget to be submitted to the Board for approval.

E. APPROVAL PROPOSITION 30 EDUCATION PROTECTION ACCOUNT 2013-2014 BUDGET

Motion: Matt Wunder moved to approve the Proposition 30 Education Protection Account 2013-14 Budget

Seconded the motion: Kimberly Thomas

	YES	NO	AB		YES	NO	AB
Polly Bamberger	X			Jeanne Saiza	X		
Mark Epstein	X			Kimberly Thomas	X		
Allison Holdorff Polhill	X			Mystic Thompson	--		
Monica Iannessa	X			Leslie Woolley	X		
Stephanie Inyama	--			Matthew Wunder	X		
Chris Lee	X						

IX. OUTSTANDING BUSINESS:

None.

X. NEW BUSINESS:

A. FIRST READING OF NEW BOARD POLICIES

Tabled.

Board chair to announce items for closed session.

XI. CLOSED SESSION: (6:16 pm – 6:52 pm)

A. PENDING, THREATENED OR POTENTIAL LITIGATION UPDATE – DUE PROCESS

The Board discussed a settlement agreement for case #2014020012.

B. COLLECTIVE BARGAINING DISCUSSION ON THE PESPU - PCHS INITIAL PROPOSAL FOR BARGAINING A COLLECTIVE BARGAINING AGREEMENT WITH PCHS

Tabled.

XII. OPEN SESSION: (6:53 pm)

XIII. ADJOURNMENT: (8:36 pm)

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