



A CALIFORNIA DISTINGUISHED SCHOOL

**BOARD MEETING MINUTES
BOARD OF TRUSTEES
TUESDAY, JANUARY 21, 2014
5:00 PM, GILBERT HALL**

I. PRELIMINARY:

A. CALL TO ORDER: 5:00 pm

5:07 pm

B. ROLL CALL: 5:00 pm – 5:05 pm

	Present	Absent		Present	Absent
Polly Bamberger	X		Jeanne Saiza	X	
Mark Epstein	X		Kimberly Thomas	X phone	
Allison Holdorff Polhill	X		Mystic Thompson	X	
Monica Iannessa	X		Leslie Woolley	X	
Stephanie Inyama	X phone		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 12/17/13

Motion: Allison Holdorff Polhill moved to approve regular meeting minutes dated 12/17/13

Seconded the motion: Polly Bamberger

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

B. SPECIAL MEETING 12/19/13

Motion: Leslie Woolley motioned to approve the minutes of the special meeting dated 12/19/13

Seconded the motion: Mystic Thompson

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

III. **PUBLIC COMMENT:** (5:15 pm – 5:31 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.

Lisa Kalin and Ivy Greene from Booster Club gave update on: Silent Auction/Online Auction, March 1 Dodger tickets, walk on with Modern Family. Looking for trips, season tickets and vacation homes. Helping to replace teacher computers. Starry Night auction at Tiato Restaurant. Monica Iannessa and Nancy Fracchiola will co-host.

IV. **PRESENTATION ITEMS:**

A. IPAD PROGRAM AND BRING YOUR OWN DEVICE SCHOOL PROGRAMS AND TECHNOLOGY INFRASTRUCTURE UPDATE (5:31 pm – 5:40 pm) Donna Mandosa

1 Benefits of BYOD programs:

Parents would have more of a choice for devices. However, staff would have to be extremely versatile in cross platforms. Donna Mandosa recommended the administration look into cost benefit of BYOD. Currently, there are many upperclassmen who are bringing their own device.

2. Infrastructure update:

- a) CITRIX servers are configured- Thin Clients are in good working order
- b) NetAp (server storage) and VMware (virtual server software) – they are 70% done.
- c) Domain upgrades- cross campus stabilization is 50% done.
- d) Update to Destiny Database (for the library) is in process
- e) Server install for PO Finance Office software
- f) We still need teacher computer stations. Old Macs are utilized so that teachers have working computers.
- g) Cabling for teachers so that they can be in proximity to the tech.
- h) J123 is open as the Pali STEAM shop. MESA meets in there every 7th period. Pali Robotics club is meeting in the classroom at lunch.
- i) Donna Mandosa is working with Parent Ed foundation (Ellen Sloan, Polly Bamberger, Dr. Magee, and Allison Holdorff Polhill) to garner grant money to help fund the STEAM shop. Hoping to partner with UCLA for a business plan for STEAM shop funding sustainability.
- j) Bandwidth capability is going up every week.
- k) LAUSD Operations has contacted PCHS Operations to help the school expand its internet infrastructure. This could mean Temescal Academy upgrades February 3. We may be able to run fiber underneath the football field. ATT and LAUSD will do a walkthrough to determine if we have enough bandwidth and enough coverage. Contact is Lucy Gonzalez at LAUSD to coordinate this.
- l) JAMPF Update: The server is offline at the moment. Apple has given Donna Mandosa a contact to ensure that JAMPF is up and running.

B. WASC MIDTERM VISIT (5:40 pm – 5:45 pm) Monica Iannessa

April 15-18, 2012 PCHS received a 6 year accreditation with a mid cycle visit which will take place April 2015.

Monica Iannessa reviewed the Schoolwide Critical Areas for Follow-up and the Process for the Mid cycle WASC review.

Schoolwide Critical Areas for Follow-Up (list numerically)

1. Develop and implement a bell schedule that allows for more PLC and professional Development collaborative time and to maximize instructional minutes.
 2. In coordination with LAUSD implement the facility modernization Master Plan, including electrical and network upgrades and bringing facilities into compliance with all local, state, and federal regulations.
 3. Fully develop all PLCs so as to maximize their effectiveness and impact on student achievement.
 4. Implement a current, integrated data system to provide accurate information/feedback to stakeholders (parents, students and staff) regarding student achievement, attendance, and related issues.
 5. Develop and implement a coordinated professional development program that is aligned to the Board goals and the School's ESLRs.
 6. Develop a comprehensive teacher evaluation process that includes a measure of teacher effectiveness.
 7. Develop and implement a clear systemic schoolwide model of response to intervention (R&I).
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C. COMMON CORE PERFORMANCE TASKS (5:45 pm – 5:55 pm) Monica Iannessa

Power point handout

D. CHARTER RENEWAL (5:55 pm – 6:00 pm) Dr. Pamela Magee

Charter Office Visit is scheduled for April 29, 2014. The Charter Office has updated their process; the office has also changed key personnel. The process is more aligned to the WASC accreditation process. The District's oversight places an emphasis on performance as well as on the lead fiduciary role of the charter school's Governing Board in the overall success of the school for students, including compliance with applicable law and policy, and fulfillment of the approved charter.

As in prior years, the CSD will continue to review our school's fulfillment of its charter, as measured by its performance in four categories: Governance; Student Achievement and Educational Performance; Organizational Management and Operations; and Fiscal Operations. This year's "Annual Performance-Based Oversight Visit Evaluation" reporting tool is similar to what we have seen previously; the office has sought, however, to streamline and clarify some of the rubrics and quality indicators.

E. GRADUATION RATE PRESENTATION (6:00 pm – 6:10 pm)
Kimberly Theard

TABLED

F. PUBLIC HEARING: THE PESPU-PCHS INITIAL PROPOSAL FOR BARGAINING A COLLECTIVE BARGAINING AGREEMENT WITH PCHS (SUNSHINING)- (6:10 pm – 6:15 pm) Dr. Pamela Magee

TABLED

G. LOCAL CONTROL ACCOUNTABILITY PLAN- (6:15 pm – 6:25 pm) Greg Wood

As part of the Local Control Funding Formula (LCFF), school districts, COEs, and charter schools are required to develop, adopt, and annually update a three-year Local Control and Accountability Plan (LCAP). This funding formula is a dramatic change in how schools are funded. Bargaining Units should play an important role

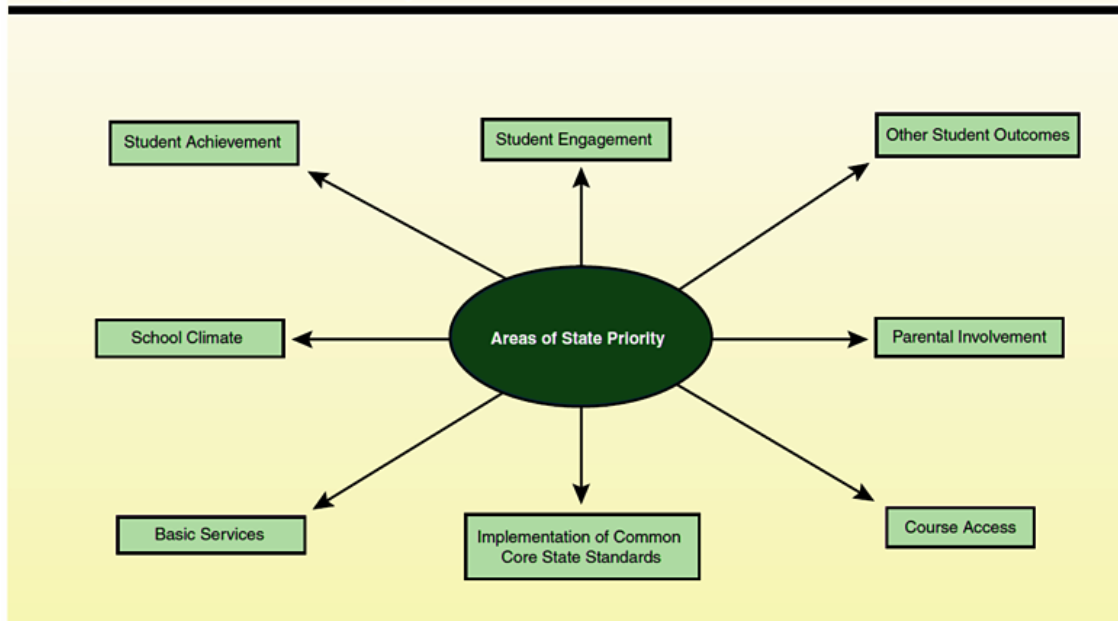
The LCAP must focus on eight areas identified as California’s educational priorities as well as its own local priorities. The eight areas of specified state priorities are intended to encompass the key ingredients of high-quality educational programs. The plan must describe the overall vision for students, annual goals and strategic actions needed to achieve the goals. In formulating the plan, each school district/county office must engage parents, employees, educators and the community in developing these plans.

The Plan must demonstrate how the budget ensures alignment of projected spending and services to support the achievement of the goals. Each year the plan must provide data on how well the plan meets the overall goals and the goals for each numerically significant student subgroup.

COLA bargaining units changed dramatically for the first time in 30 years. Components with the LCFund formula

Evolving process state recognizes the CDE updates and templates slide D5 - 3 year account plan and update it annually. Comprehensive plan at school site but D7 needs assessment evidence templates are already out. This plan targets disadvantaged students. D23 – 25 D26 CBO suggests that we agenize this as a discussion item.

Eight Areas of State Priority Must Be Addressed in LCAPs



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

TEDx Saturday January 25 in Mercer Hall \$10 admission. Mama G memorial Sunday, January 26, her family has planned a meaningful celebration of her life. Pali production is streaming this event live. 3% of the increase is for high needs students.

B. CHIEF BUSINESS OFFICER'S REPORT –Greg Wood

Report stands as submitted. 8.9% ADA increase(3% of which is designated for high needs students). Updates Form 700 for all current and former Board members. February 24 ½ day event operations. The state will have no deferrals for 2014-2015 school year, Rainy day account.

C. HUMAN RESOURCES DIRECTOR–Jim Schiffman

Conflict resolution training. Job study underway. Active shooter safety training. Cal Charter School association policy packets, recruiting for special education, Kicked off new education tool, condensed to semester, school climate (exercise room).

D. DIRECTOR OF OPERATIONS-Dave Riccardi

Report stands as submitted. New hydration stations. Graffiti on campus, Auto shop – cars donated, tools and equipment needed as well as volunteers.

E. CLASSIFIED REPORT – Kimberly Thomas

Still meeting. Currently working with PESPU

F. STUDENTS’ REPORT – Tucker Reynolds

Report stands as submitted. Add Celebrate My Drive through In One Instant promoting safe driving for \$250 prize for best video. Freshman class President Benjamin Makhi, Vans fundraiser one of 150 school to win \$150,000 and have shoe design distributed to stores.

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

Report stands as submitted.

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

Report stands as submitted.

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

Ed Fund report as submitted. Google LA start up (Kiara update). More parent information meetings. Booster Report o Auction, PTSA Thanks to Golnar for hospitality, 2nd general meeting Thursday February 6 in Faculty Staff Cafeteria.

J. AUDIT COMMITTEE REPORT – Polly Bamberger

Report stands as submitted

K. COMMUNICATIONS COMMITTEE REPORT – Jeanne Saiza

Allison, Dr. Magee, Jeanne, distinguish ourselves and role of committee. 1) How does the board disseminate information 2) communicate positive things board is doing 3) collect information that the board needs from stakeholders. Next meeting update, develop protocol, faculty recap.

L. SCHOOL CLIMATE COMMITTEE REPORT – Chris Lee

Pam, Allison, Chris, Greg, Jim, Leslie, Stephanie, Kimmie, Myrna, Minh Ha

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

Upcoming meeting. Local control Funding formula. Formatting Plan and standardizing action plans between sub committees. Meeting next Wednesday January 29th.

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

VI. **DISCUSSION ITEMS:**

A. COMMUNICATION COMMITTEE (6:45 pm- 6:55 pm)

B. SCHOOL CLIMATE COMMITTEE (6:55 pm – 7:00 pm)

Climate mini workshop – survey given at end. PD survey sense of faculty school climate date

Student forum fishbowl activity. Student concerns meeting, have been helped Thursday and Friday of last week. Received good feedback and things we can work on as a school. Formatting Tucker working with Mystic on meeting in February.

C. COMMON CORE PERFORMANCE TASKS (7:05 pm -7:10 pm)

Professional Development is moving in the right direction. Academic Achievement Team.

D. AUDIT COMMITTEE RECOMMENDATION/VTD EXTERNAL AUDITOR CONTRACT RENEWAL FOR YEARS ENDING JUNE 30th, 2014 AND JUNE 30th 2015, VTD CURRENT YEAR FEES (7:10 pm – 7:15 pm)

From Matt Miller’s report, the committee has been given an option VTD (RSP 120 hours) external auditor billing history actual fees were more.

E. CALIFORNIA CHARTER SCHOOL CONFERENCE (7:15 pm – 7:20 pm)

F. TECHNOLOGY INFRASTRUCTURE UPDATE (7:20 pm – 7:25 pm)

VII. **CONSENT AGENDA**

VIII. **ACTION ITEMS:** (7:25 pm-7:35 pm)

A. APPROVAL OF 2013 VTD AUDIT FEES (\$15,042), TAX RETURN (\$750), TRAVEL/EXPENSES (\$1263) TOTALING \$17,055 FOR YEAR ENDING JUNE 30, 2013.

Motion: Mark Epstein moved to approve the 2013 VTD audit fees (15,042), Tax Return (\$750), Travel Expenses (1263) Totaling \$17,055 for year ending June 30, 2013)

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	X		
Monica Iannessa	X			Leslie Woolley	X		
Stephanie Inyama	X			Matthew Wunder	-		
Chris Lee	x						

B. APPROVAL OF 2013 VTD ADDITIONAL FEES (ASB, FEDERAL TESTING, AND INTERNAL CONTROLS) IN THE AMOUNT OF \$7892.00

Motion: Mystic Thompson moved to approve the 2013 VTD additional fees (ASB, Federal testing and Internal controls) in the amount of \$7892.00

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	X		
Monica Iannessa	X			Leslie Woolley	X		
Stephanie Inyama	X			Matthew Wunder	-		
Chris Lee	X						

C. APPROVAL OF VTD AUDIT CONTRACT FOR YEARS ENDING JUNE 30th, 2014 AND 2015.

Motion: Mark Epstein moved to approve the VTD audit contract for year ending June 30, 2014 in the estimated amounts of \$18,000 for audit, \$900 for tax return.

Seconded the motion: Mystic Thompson

	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	X			Matthew Wunder	-		
Chris Lee	X						

IV. **OUTSTANDING BUSINESS:** (7:35 pm)

VI. **NEW BUSINESS:** (7:35 pm)

A. REMINDER OF TRUSTEE CONFIDENTIALITY POLICY

B. BOARD NEW YEAR'S GATHERING

Passing of the baton to new board members. Scheduled for Saturday, February 8th at 12:30 pm Former board members invited Jason, Marike, Judy, Haley Biscow.

C. CALIFORNIA CHARTER SCHOOL CONFERENCE

March 3-6 in San Jose, CA Board members, teachers and administrators scheduled to attend: Kimberly Allen, Michelle Brantley, Allison Holdorff Polhill, Kimberly Theard, Stephanie Inyama, Chris Lee, Pamela Magee, Min Ha Ngo, Nancy Simon, Jim Schiffman, Randy Tenan Snow, Greg Wood, Leslie Woolley, Myrna Cervantes,

Board chair to announce items for closed session.

VII. **CLOSED SESSION:** (7:45 pm – 8:00 pm)

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

IX. **OPEN SESSION:** (8:00 pm)

Discussion ensued in preparation for PESPU – PCHS for Sunshining Proposal.

X. **ADJOURNMENT:** (8:05 pm)

8:12 pm

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