

Agenda Information Sheet for the Board Meeting (3-9-2010)

Date: March 9, 2010

Topic: Strategic/Long Range Planning Committee

Presenter: Susan Frank

Recommendation: The Board commit to creating, and documenting, a long term strategic plan for the school. This strategic planning document's purpose is to capture and align PCHS's mission, priorities, goals, activities, and resources. I also recommend that the Board create a subcommittee to plan the process, and do some of the leg work, for the full Board.

Costs: There might be some relatively minor costs involved. Some expense if a coach was used in Board strategic planning sessions.

Background: Unsuccessful efforts have been made in the past to create a long range vision and plan for the school. Late in 2009 an Ad-Hoc committee was formed by the Board to advise on setting up a Long Range Planning Committee. This committee made little progress, because of differing visions as to the role of the committee. After attending the CA Charter School Conference last week it is clear that strategic planning is a key fiduciary responsibility of the Board, and it should not be delegated. Broad stakeholder input and buy-in is a necessary component of the process, but the Board needs to take ownership of this important component of governance.

Prior discussions and/or action: An Ad Hoc Long Range Planning Committee was created by the Board in December. It met for the first time in February, to consider the mission and make-up of a permanent Long Range Planning Committee, but two separate and opposing visions caused a lack of clarity and momentum.

Relevance to PCHS' mission: The Long Range Planning Committee is tasked with formulating the strategic plan for the school, which is a cornerstone of Governance Process Policy (Ends Policy- Goals).

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Date: March 9, 2010

Topic: Auditor Selection Committee conversion into an Audit Committee

Presenter: Susan Frank

Recommendation: The Board vote for the conversion of the Auditor Selection Committee into a Standing Audit Committee whose responsibilities include those listed below.

Costs: none

Background:

Audit Committees are considered an important component of good governance. Educational institutions, hospitals and religious institutions are specifically exempt from the requirement to have one.

Report to Congress and the Nonprofit Sector on Governance, Transparency, and Accountability

The board's responsibilities for overseeing the audit process and duties it should either perform itself or delegate to an audit committee include:

- Retaining and terminating the engagement of the independent auditor;
- Reviewing the terms of the auditor's engagement at least every five years;
- Overseeing the performance of the independent audit;
- Conferring with the auditor to ensure that the affairs of the organization are in order;
- Recommending approval of the annual audit report to the full board;
- Overseeing policies and procedures for encouraging whistleblowers to report questionable accounting or auditing matters of the organization;
- Approving any non-audit services performed by the auditing firm;
- Reviewing adoption and implementation of internal financial controls through the audit process; and
- Monitoring the organization's response to potentially illegal or unethical practices within the organization, including but not limited to fraudulent accounting.

Relevance to PCHS' mission:

An Audit Committee will give the Board greater accountability over the school's finances, and is in line with good governance practices.

Executive Director: Board Meeting 3-9-2010

1) Transportation negotiations with LAUSD update -

Cortines sent us another letter acknowledging our savings proposal but indicating that without a proposal to reimburse LAUSD for transportation he wouldn't recommend continuation of the program to their Board. I spoke to his chief of staff and requested a point person to negotiate with.

2) Charter Renewal Update - The response to all of the redlines and their charter renewal review form along with 20 or so attachments (requested supporting documents) went in to LAUSD 2/22. While they had initially said we would go before the board 3/16 they have since waffled on that date indicating that everything needed to be "correct" (i.e. we need to submit to all their requested changes) before it will go forward to their board. We accepted many of their changes (which were not substantive or standard for all charters now or reflected changes since the time we submitted - i.e. purchasing our health benefits independently and right of return occurring). We pushed back on their changes to the student discipline section, closing procedures and references to same or better compensation as LAUSD for our employees. We anticipate there will be a somewhat protracted negotiation with them on these issues and the transportation matter.

3) Retiree Benefits Investments Update - I have no update on this at this time - I will check with Greg to see if he has more information on this.

4) Salary Schedules for Administrators This will be forthcoming.

5) Resolution of Questions regarding the pool contract

There is no further information to present on this issue. There are no documents to present. LAUSD's Office of the Inspector General (OIG) conducted a confidential investigation after members of our school community made allegations. They concluded their investigation and my understanding is they make their report to their board only. I will not be making any report about this. The issue has been repeatedly investigated, scrutinized, etc. and no wrongdoing has been identified.