



**BOARD OF DIRECTORS
REGULAR MEETING MINUTES**

Tuesday, August 19, 2008

5:00 PM

LIBRARY

I. PRELIMINARY:

A. CALL TO ORDER – Mrs. Rene Rodman (5:16 PM)

B. ROLL CALL – Mrs. Rene Rodman

Members Present:

Steve Klima (absent)

Darcy Stamler

Rene Rodman

Dave Suarez

Victoria Francis (absent)

Eileen Savage (absent)

John Riley

Amy Dresser Held

James Paleno

Michael Rogers (absent)

Torino Johnson (arrived 6:43 PM)

John P. Callas (alternate/did not attend closed session)

Ex-officio Members:

Martin Griffin (absent)

Greg Wood

Ramin Badiyan (5:18)

C. APPROVAL OF MINUTES FROM BOARD MEETINGS ON JULY 15, 2008 AND AUGUST 5, 2008. See final approved version at www.palihigh.org.

- The minutes for both the July 15th and the August 5th meetings were tabled until the following meeting.

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.

- Mrs. Rose Gilbert voiced a few concerns;
 - a) Will there be a new organizational chart passed out, so everyone will know who is reporting to whom?
 - b) Will there be a new phone list reflecting all of the new staff?
 - c) There is a new Honors Code that all of the 2nd Period Teachers need to make sure it has been signed by the student / parent and turned in.

III. ACTION ITEMS:

A. APPROVAL OF EMPLOYMENT CONTRACTS FOR PRINCIPAL, DIRECTOR OF INSTRUCTION, DIRECTOR OF STUDENT SERVICES AND DIRECTOR OF

ACADEMIC PLANNING AND GUIDANCE SERVICES.

- Board action was tabled until next meeting pending discussions with each of the individuals listed.

B. DISCUSSION AND ACTION ON BOARD ELECTION PROCEDURES AND UPCOMING OPEN BOARD SEATS.

- Mrs. Rodman reviewed the purpose of last years staggering of term elections.
- Mrs. Held stated that there are many discrepancies between the charter and the by-laws in terms of election procedures.

Seat	Charter	By-laws
Community Member	Elected by Faculty or Faculty and Parents	Elected by Pali Personnel or all Stakeholders
Student Elected Member	1 year term	2 year term
Classified Member	1 year term	2 year term

- Mr. Suarez moved that the school should follow the Charter since it supersedes the By-laws and to have the discrepancies reviewed and brought into alignment by the Charter Renewal Taskforce. Mr. Paleno seconded the motion.

BOARD ACTION: The Board voted to approve following the Charter’s language in regards to the election process since it supersedes the By-laws and to have the discrepancies reviewed and brought into alignment by the Charter Renewal Taskforce. 6 – yes (Mrs. Amy Dresser Held, Mr. Dave Suarez, Mrs. Rene Rodman, Mrs. Darcy Stamler, Mr. James Paleno, and Dr. John Riley) 5 – absent (Mrs. Eileen Savage, Mr. Steve Klima, Mr. Michael Rogers, Ms. Vicky Francis, and Mr. Torino Johnson)

C. DISCUSSION AND ACTION ON COMMITTEE ELECTION PROCEDURES AND APPOINTMENT OF A COMMITTEE ELECTION TASK FORCE.

- Mrs. Rodman mentioned that there are issues with the committee election procedures.
- Mrs. Held suggested that the Board appoint a task force to do some research on this.
- Ms. Angie Gee volunteered to work with Mr. Suarez and Mrs. Julia O’Grady to gather information on current election procedures and meet with the Committee Chairs to review their procedures and process.

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

- No items to be reported at this time.

IV. DISCUSSION/INFORMATION ITEMS:

A. SEPTEMBER 2 BOARD TRAINING AGENDA.

- Mrs. Rodman is working on getting outside input from other Charter schools and this is still in the planning stages and will be announced. The training will be in a panel format with question and answers on how other Charters handle different situations such as Board functioning, communications, consensus building and strategic planning.

B. CONFIRMATION OF NEXT MEETINGS FOR SEPTEMBER 16 AT 5:00 PM IN THE

LIBRARY.

V. **ORGANIZATIONAL REPORTS:**

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

A. Student Report – **Ramin Badiyan**

- Leadership is working on upcoming events and changing some policies. The next meeting is August 21 at 8:30 a.m..

B. Parent Report – **Julia O’Grady**

- Parent Advisory Committee – No Report
- PTSA – No Report
- BOOSTER CLUB – No Report

C. Faculty Report – **James Paleno/Dave Suarez**

- Concerns have been voiced about where everyone is going to go, Principal’s office, etc.

D. Academic Principal’s Report – **Martin Griffin**

- No Report

E. Executive Director’s Report – **Amy Held**

- **Achievement Data:** - The California Standards Test results were just released and our data managers are in the process of crunching the data. From my initial cursory review it looks like there were dramatic gains. Math, science and social studies scores increased by double digit percentages in many areas. Our CAHSEE passage rates for students taking the test in the 10th grade increased from 84% in math last year to 92% this year and from 92% in English Language Arts last year to 94% this year. Additionally, the overall pass rate on the Advanced Placement Exams increased from 80% last year to 82% this year with big gains achieved in Statistics and Government.
- **Charter Renewal**
 - Faculty survey completed
 - Draft of element one authored by Olivia Castro and Paul Mittelbach available for viewing online
 - Next meeting 8/27/08 after the buy back day the focus will be governance
 - Update to be provided at 9/2 first day of school meeting
- **Pool Project:**
 - Heavy construction delayed pending final DSA approval
 - Plan for relocation of P.E. classes and athletics during construction complete
 - Fundraising efforts continuing with house parties, mailings, grant applications, etc. planned.
 - Alumni Database has been acquired with more than 10,000 names and 40 pages of updates to input. This is a major step forward in building an infrastructure for development at Pali. In the coming months we’ll work to update the list and acquire email addresses for alum and reconstitute the alumni organization. We will then be doing outreach to reengage alumni through freebies and invitations to school events and networking opportunities.
- **Pali Facilities Projects:**
 - 3rd bungalow almost complete and hopefully will be cleared for classroom use by beginning of school
 - Bungalow landscaping – final designs due by 8/25
 - Installation of benches and chairs and tables - completed

- Wiring projects for sound system on the quad and media center in the library - underway

➤ **District Facilities Projects:**

- ✓ New AC project U101-104
- ✓ Boilers – new boilers installed, rerouting and repair of underground steam pipes still underway – rerouting broken pipe next to girls gym – break next to faculty lot -
- ✓ Gym repipe 90% done – continuously – no water for first couple months of school – because of ADA project needing
- ✓ Elevator – done just awaiting DSA approval of fire sprinkler
- ✓ Ramp in parking lot...
- ✓ Fire alarm – 90% complete – will pull underground wire this weekend, final devices being installed – 2mths more
- ✓ Dimmers for B101 being done right now

F. Chief Business Officer's Report – **Greg Wood**

- **Enrollment/Attendance** - Summer School Ended on August 12,2008. Enrollment during this six week program (including Dolphin Days) amounted to 637 students who attended 64,261 hours of instruction.

- **2008-2009 Budget Update** - The 2008-2009 State of California continues to be at an impasse in Sacramento. Although the level of Funding to PCHS has yet to be determined, PCHS has received some funding in the 2008-9 School Year. One of the initial repercussions of the current State Budget situation is that approximately 5.1% (or \$685,000) of the PCHS July 2008 General Purpose Funding was deferred until September 2008.

Our local Assembly Member Julia Brownley (D-Santa Monica), who chairs the Assembly Budget Subcommittee No. 2 on Education Finance, spoke to what the Governor's May Revision Budget would do to education, indicating it would amount to a \$79 per pupil cut at every school. She said that the current Assembly Budget before them reflects a \$2 billion cut to schools. Brownley noted that California's school funding ranks 46th in the nation, and that a quarter of our students drop out. No timetable for the resolution of the State Budget has been announced.

The 2007-2008 Unaudited Actuals Financial Report Due to the CDE on September 15, 2008 will be covered at the next Board Meeting.

- **Department of Education Teacher-To-Teacher Conference** - PCHS hosted a 2-day Free Teacher-To-Teacher Conference held by the U.S. Department of Education (DOE). Over 300 Teachers from Multiple States attended this event. Our Cafeteria catered the event which was praised by the attendees. The Conference was deemed a success by the DOE who may be interested in hosted more events here in the future.
- **Palihigh.org Site** - The ASB and School are in the process having our web site be able to accept Donations & Student Store purchases via credit card on the web site. Additionally, the Student Store now has a credit card machine an will begin accepting payments for goods in the school year.
- **Cafeteria** - In the next few days, PCHS will be doing outreach to the Parents of the new enrollees at PCHS to encourage the completion of the Free & Reduced Applications.

G. Technology – **Maisha-Cole Perri**

H. Human Resources – **Colleen McCarthy**

➤ **RECENT HIRES**

Lisa Morford	Drama Teacher
Stephen Berger	English Teacher
Timothy Kim	Math Teacher
Rick Steil	Photography Teacher

➤ **STILL RECRUITING**

English long-term substitute
Operations Manager

➤ **CURRENT ACTIVITIES**

Contracts
Job Descriptions
Review of HR activities
New Employee Mentor Program (Friday, August 22)
Employee Handbook
Buy-back days (August 25, 26, 27)
Sexual Harassment training
Classified Professional Development

➤ **ISSUES** - LAUSD's handling of Employee Benefit audit

➤ **ONGOING**

Employee Relations
Benefits management

I. Standing Committee Reports on roster of members and goals for the year as well as ratification of standing committee ACTION items:

- Communications – No Report
- Education Program – **Melinda Meinen** - No Report
- Finance and Budget – **Greg Wood** – see CBO Report
- Operations/Facilities / Technology Committee – **Amy Held** - No Report
- Policy – **Julia O'Grady** - No Report

VI. CLOSED SESSION: - The Board entered closed session at 6:11 p.m.

A. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION

i. Case No: BS108722

B. PUBLIC EMPLOYMENT

Title: Chief Business Officer 2008-2009
Title: Human Resources Director 2008-2009
Title: Technology Coordinator
Title: Finance/ASB Manager
Title: Community Service Coordinator 2008-2009
Title: Security Supervisor 2008-2009
Title: College Advisors 2008-2009
Title: Executive Administrative Assistant 2008-2009

C. CONFERENCE WITH LABOR NEGOTIATOR PCHS Negotiator

EMPLOYEE ORGANIZATION: PESPU, UTLA

VII. PUBLIC SESSION:

Ms. Rodman returned the meeting to open session at 9:48pm and reported out the closed session Board action as follows:

BOARD ACTION: For the Chief Business Officer, Human Resources Director, Technology Coordinator and Finance/ASB Manager, the Board voted to grant up to a 3% one-time bonus (which shall not increase go-forward base salary), payable in June

2009, contingent upon the successful completion of mutually agreed upon performance goals for the 2008-2009 school year.

7 – yes (Mrs. Amy Dresser-Held, Mr. James Paleno, Mr. Torino Johnson, Mr. John Riley, Mrs. Rene Rodman, Mr. Dave Suarez, and Mrs. Darcy Stamler)

4 – absent (Ms. Vicky Francis, Mr. Steve Klima, Mr. Michael Rogers, Mrs. Eileen Savage)

BOARD ACTION: As compensation reflective of the 2007-2008 COLA salary increase to other groups, for the Community Service Coordinator, the Board voted to grant a 4.53% salary increase for 2008-2009, payable retroactively in June 2009, contingent upon the successful completion of mutually agreed upon performance goals for the 2008-2009 school year.

7 – yes (Mrs. Amy Dresser-Held, Mr. James Paleno, Mr. Torino Johnson, Mr. John Riley, Mrs. Rene Rodman, Mr. Dave Suarez, and Mrs. Darcy Stamler)

4 – absent (Ms. Vicky Francis, Mr. Steve Klima, Mr. Michael Rogers, and Mrs. Eileen Savage)

BOARD ACTION: As compensation reflective of the 2007-2008 COLA salary increase to other groups, for the Security Supervisor, College Advisors and Executive Administrative Assistant, the Board voted to grant a 4.53% salary increase retroactive to July 2007.

7 – yes (Mrs. Amy Dresser-Held, Mr. James Paleno, Mr. Torino Johnson, Mr. John Riley, Mrs. Rene Rodman, Mr. Dave Suarez, and Mrs. Darcy Stamler)

4 – absent (Ms. Vicky Francis, Mr. Steve Klima, Mr. Michael Rogers, Mrs. Eileen Savage)

VIII. ADJOURNMENT:

Ms. Rodman adjourned the meeting at 9:49pm.