



A CALIFORNIA DISTINGUISHED SCHOOL

**SPECIAL MEETING MINUTES
BOARD OF DIRECTORS
Thursday, April, 8, 2010
5:00 PM LIBRARY**

I. PRELIMINARY:

A. CALL TO ORDER 5:02 PM

B. ROLL CALL

Members Present:

Amy Dresser Held

Carol Osborne

Karen Perkins

John Riley

Julia O'Grady

Patrice Fisher

Susan Frank

Alex Shuhgalter

Jason Cutler

John Callas

Officers/Non-Voting Members:

Greg Wood

Marcia Haskin

Azad Amanat

Absent:

James Paleno

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.

- o Nancy Babcock, parent, requested that the school community work collaboratively together.
- o Paul Mittelbach, teacher and chair of Ad-Hoc Long Range Planning Committee discussed the committee's recent meeting, and said that the minutes would be distributed.

III. ORGANIZATIONAL REPORTS:

A. ACADEMIC PRINCIPAL'S REPORT ON ED/PRINCIPAL SEARCH PROCESS-

Marcia Haskin

Marcia Haskin reviewed the progress made by the UCLA School of Management Program (SMP) in assessing what PCHS stakeholders want in our leaders. Faculty and parents have already met with SMP to offer input, staff will do so shortly. Marcia Haskin will be conducting the student meeting. An estimated time line of the complete process was passed out. The UCLA team will be meeting on April 13th with school employees to discuss the upper management structure.

The consultants will also be assisting in the extensive selection process, including the training of the hiring committee. The hiring committee will be trained on the California Professional Standards for Educational Leaders.

Carol Osborne asked for board members to receive administrator's job descriptions, a report on the over-lap in skill sets, and succession planning for the administrative team.

John Riley made the point that we should consider seeking the top leader first, before we decide on the upper management structure.

It was decided that the Board should meet the UCLA consultants at a Special Board meeting specifically for this purpose.

Patrice Fisher moved that the administrative team go ahead of the Policy Governance presentation.

The motion died for lack of a second.

- Allison Holdroff-Polhill, parent, at public comment, thanked Karen Perkins for her governance work, but expressed that the Board should move slowly and solicit stakeholder input on the policies.
- Ruth Mills, teacher, discussed the Board-teacher relationship.
- Rick Mills, community member, commented that the Governance Policies were not ready for approval.
- Roz Wolf, former Board member, noted that the Governance Policies needed to be reviewed with the collective bargaining agreements in mind.

IV. DISCUSSION ITEMS:

A. POLICY GOVERNANCE PRESENTATION: REINVENTING THE PCHS BOARD TO SUCCESSFULLY GOVERN OUR SCHOOL, FOLLOWED BY BOARD DISCUSSION- Karen Perkins

Patrice Fisher moved that we remove the Governance Process Policies from the agenda. John Riley seconded the motion.

There was a discussion as to how quickly the policies needed to be adopted.

Carol Osborne called the question, and restated the motion to remove item 5A from the agenda (to adopt the policies). John Riley seconded the motion.

BOARD ACTION: Motion Passed

9 – yes (Julia O'Grady, John Callas, Susan Frank, Amy Held, Patrice Fisher, John Riley, Jason Cutler, Alex Shuhgalter, Carol Osborne)

1 – no (Karen Perkins)

0 – abstain

Karen Perkins gave an in-depth Power Point presentation on the Carver Governance Model.

John Riley moved that we task the two senior managers and the Board Chair and Vice Chair with a high priority project to find a process to allow all stakeholders input into the proposed policies. The Board will also establish a process to work through the policies until completion. Carol Osborne seconded the motion.

BOARD ACTION: Motion Passed

10 – yes (Karen Perkins, Julia O’Grady, John Callas, Susan Frank, Amy Held, Patrice Fisher, John Riley, Jason Cutler, Alex Shuhgalter, Carol Osborne)

0 – no

0 – abstain

- B. REVIEW OF EXISTING GOVERNANCE PROCESS POLICIES: SELF-EVALUATION BY BOARD
- C. REVIEW OF EXISTING EXECUTIVE LIMITATIONS POLICIES: BOARD DISCUSSION OF HOW THESE POLICIES AFFECT THE AGENDA
- D. BOARD-EXECUTIVE DIRECTOR LINKAGE POLICIES- DISCUSSION WITH ADMINISTRATORS ON ROLES AND RESPONSIBILITIES

The following administrators: Greg Wood, Monica Iannessa, Mary Bush, Russ Howard, Richard Thomas, and Marcia Haskin individually presented their views regarding the Board-administrator relationship. Discussion focused on how the governance policies will clarify the roles of governance and management. The many challenges currently facing the school were acknowledged. Administrators requested more frequent dialogues with the Board. The role of Board Committees was also discussed.

V. DISCUSSION AND/OR ACTION ITEMS:

- A. REVIEW AND ADOPTION OF GOVERNANCE POLICIES EFFECTIVE IMMEDIATELY TO BE EDITED AS NECESSARY- Karen Perkins

VI. NEXT REGULAR MEETING:

- A. POSSIBLE SCHEDULING OF AGENDAS TO REFLECT DATES TO EDIT POLICIES.
- B. POSSIBLE MONITORING SCHEDULE WITH EXACT DATES.

VII. ADJOURNMENT 9:30 P.M.