



A CALIFORNIA DISTINGUISHED SCHOOL

**BOARD MEETING MINUTES
BOARD OF TRUSTEES
Tuesday, June 18, 2013
5:00 PM, GILBERT HALL**

I. PRELIMINARY:

A. CALL TO ORDER: 5:00 PM

5:06 pm

B. ROLL CALL: 5:00 PM - 5:05 PM

Monica Iannessa – Pali High	Tucker Reynolds – Pali High
Chris Lee – Pali High	Stephanie Inyama – 3744 Carmona Avenue #4, LA 90016
Judi Firth – Pali High	Mark Epstein – Pali High
Mystic Thompson –	Jason Cutler – 2301 W. 190 th Street, Torrance, CA 90506
Marike Anderson Dam – Pali High	Matthew Wunder – 12501 S. Isis, Hawthorne, CA 90250
Polly Bamberger 10515 Le Conte Avenue LA 90024	
Pamela Magee – Pali High	Greg Woods – Pali High
Allison Holdorff Polhill – 1046 Iliff Street Pacific Palisades, CA 90272	

Conference Call 1-646-307-1300
Participant Access Code 3959481
Organizer Access Code *4249317

	Present	Absent		Present	Absent
Allison Holdorff Polhill		X	Mark Epstein	X	
Chris Lee	X		Matthew Wunder	X	
Jason Cutler	X		Monica Iannessa	X	
Judi Firth	X		Polly Bamberger		X
Mystic Thompson		X	Stephanie Inyama	X	
Marike Anderson-Dam	X				

NON VOTING MEMBERS

	Present	Absent
Tucker Reynolds		

PCHS MANAGEMENT

	Present	Absent
Pamela Magee		X
Greg Wood	X	
Joanna Decker		X
David Riccardi	X	

II. APPROVAL OF THE MINUTES: (5:05 PM - 5:20 PM)

A. REGULAR MEETING 5/21/13

Motion: Mark Epstein

Seconded the motion: Matthew Wunder

	YES	NO	AB		YES	NO	AB
Allison Holdorff Polhill	---	---	---	Mark Epstein	X		
Chris Lee	X			Matthew Wunder	X		
Jason Cutler	X			Monica Iannessa	X		
Judi Firth	X			Polly Bamberger	---	---	--
Mystic Thompson	---	--	---	Stephanie Inyama	X		
Marike Anderson-Dam	X						

Motion to table all the minutes May 14, 21, 28 and 30 for further review and possible corrections. Approve at July meeting

B. SPECIAL MEETING 5/14/13

Motion:

Seconded the motion:

	YES	NO	AB		YES	NO	AB
Allison Holdorff Polhill				Mark Epstein			
Chris Lee				Matthew Wunder			

Jason Cutler				Monica Iannessa			
Judi Firth				Polly Bamberger			
Mystic Thompson				Stephanie Inyama			
Marike Anderson-Dam							

TABLED

C. SPECIAL MEETING 5/28/13

Motion:

Secoded the motion:

	YES	NO	AB		YES	NO	AB
Allison Holdorff Polhill				Mark Epstein			
Chris Lee				Matthew Wunder			
Jason Cutler				Monica Iannessa			
Judi Firth				Polly Bamberger			
Mystic Thompson				Stephanie Inyama			
Marike Anderson-Dam							

TABLED

D. SPECIAL MEETING 5/30/13

Motion:

Secoded the motion:

	YES	NO	AB		YES	NO	AB
Allison Holdorff Polhill				Mark Epstein			
Chris Lee				Matthew Wunder			
Jason Cutler				Monica Iannessa			
Judi Firth				Polly Bamberger			
Mystic Thompson				Stephanie Inyama			
Marike Anderson-Dam							

TABLED

III. PUBLIC COMMENT: (5:20 PM – 5:40 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.

NONE

IV. PRESENTATION ITEMS: (5:40 PM – 6:00 PM)

A. COMMON CORE STANDARDS, Monica Iannessa

Component of presentation

https://www.youtube.com/watch?feature=player_embedded&v=y1l0fJrUAWE

Power point presentation on Common core standards. Currently 46 states have adopted which are to begin 2014-2015 school year. Concept Fewer, Clearer Higher. Computer based testing (no more bubbling in answers) critical thinking and writing skills will be major focus. State of California member of the Smart Balance consortium. 2013-2014 will be transition year for PCHS other schools have longer time frame. NBC teachers will play key role and will report to Miss I and not HR with their hours and progress.

B. STAKEHOLDER SURVEYS, Stephanie Inyama

Currently the results are being tallied and should be complete by end of month.

C. SCHOOL WIDE GOALS, Dr. Pamela Magee

Handout. Question raised regarding feedback from various committees as it related to goals.

V. **ORGANIZATIONAL REPORTS:** (6:00 PM – 6:30 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

Handout

B. CHIEF BUSINESS OFFICER’S REPORT–Greg Wood

Handout

C. HUMAN RESOURCES DIRECTOR–Dr. Pamela Magee

Handout. Long Term subs may be required for teachers out of classrooms while working as Student Achievement coordinators.

D. DIRECTOR OF OPERATIONS – Dave Riccardi

Handout. Adopt a classroom project in the works and will be open to community.

E. CLASSIFIED REPORT – Judi Firth

Staff even busier during summer months with summer school in progress.

F. STUDENTS' REPORT – Tucker Reynolds

Various clubs/groups meet with administration to review the upcoming school calendar to schedule events.

G. FACULTY REPORT – Marike Anderson-Dam, Chris Lee, Mystic Thompson

9th grade teachers working on mini grants are very excited to begin working with iPads. Several teachers will attend Humanitas training August. Year end check out progress was really smooth and less cumbersome than previous years. Graduation ceremony was good and attended by many teachers.

H. BUDGET AND FINANCE COMMITTEE REPORT – Rob King

n/a

I. LONG TERM STRATEGIC PLANNING COMMITTEE REPORT-Dr. Magee

New committees won't meet until start of new school year. Additionally, all minutes will be posted on website. Suggestion – regular meeting minutes sent out to all stakeholders.

J. PARENT REPORT- Allison Holdorff-Polhill .

Congratulations to all 2013 graduates

VI. DISCUSSION ITEMS: (6:30 PM – 7:00 PM)

A. INDIVIDUAL TRUSTEE REPORTS (6:50 PM- 7:00 PM)

Stephanie – working on board training and evaluations.

Marike – Last meeting as board member. However will stay involved by forming study group with faculty to review board meeting content.

Matthew – n/a

Jason – last meeting as board member. Will stay involved by staying in contact with senior class president to plan 10 year reunion which will include a fundraiser. Will work with Ed Fund committee members as well.

Chris – Audit committee and ASB budget, review roles and responsibilities and discuss increased duties with leadership

Pam – Kudos to PCHS from Optimus club. Good things going on at Pali.

Judy – Planning in fall 2nd annual holiday boutique

Mark – Thanks to everyone for their continued support

B. 2013-14 BOARD CALENDAR REVIEW (7:00 PM – 7:10 PM)

July 9th @ 3 pm. Location PCHS. Suggestion for calendar to change April 8th meeting date to 22nd after spring break and instead of before to have more time between meetings

C. EVALUATION COMMITTEE REPORT (7:10 – 7:20)

Schedule date for special board meeting to discuss Executive Director/Principal evaluation.

June 27th @ 3 pm.

VII. CONSENT AGENDA:(7:00 PM-7:05 PM)

A. APPROVAL OF REIMBURSEMENTS FOR EXECUTIVE DIRECTOR/PRINCIPAL

Motion:

Seconded the motion:

	YES	NO	AB		YES	NO	AB
Allison Holdorff Polhill				Mark Epstein			
Chris Lee				Matthew Wunder			
Jason Cutler				Monica Iannessa			
Judi Firth				Polly Bamberger			
Mystic Thompson				Stephanie Inyama			
Marike Anderson-Dam							

n/a

VIII. ACTION ITEMS: (7:05 PM-7:10 PM)

A. APPROVAL OF PUBLIC EMPLOYMENT CONTRACTS:
1. OPERATIONS LIAISON

Motion: Matthew Wunder

Seconded the motion: Stephanie Inyama

	YES	NO	AB		YES	NO	AB
Allison Holdorff Polhill	---	---	--	Mark Epstein	X		
Chris Lee	X			Matthew Wunder	X		
Jason Cutler	X			Monica Iannessa	X		
Judi Firth		X		Polly Bamberger	--		
Mystic Thompson	---			Stephanie Inyama	X		
Marike Anderson-Dam	x						

David Riccardi emphasized need for full time person in this position which will pay for itself with the increased revenue PCHS will receive. Additionally, communication and

coordination of calendaring events for both in house stakeholders as well as outside vendors/stakeholders in really needed.

B. APPROVAL OF SALARY SCHEDULE FOR AQUATIC DIRECTOR AND ATHLETIC DIRECTOR

Motion: Judi Firth

Seconded the motion: Matthew Wunder

	YES	NO	AB		YES	NO	AB
Allison Holdorff Polhill	--			Mark Epstein	X		
Chris Lee	X			Matthew Wunder	X		
Jason Cutler	X			Monica Iannessa	X		
Judi Firth	X			Polly Bamberger	--		
Mystic Thompson	--			Stephanie Inyama	X		
Marike Anderson-Dam	X						

C. PCHS HOMELESS EDUCATION POLICY

Motion: Marike Anderson Dam

Seconded the motion: Mark Epstein

	YES	NO	AB		YES	NO	AB
Allison Holdorff Polhill	---			Mark Epstein	X		
Chris Lee	X			Matthew Wunder	X		
Jason Cutler	X			Monica Iannessa	X		
Judi Firth	X			Polly Bamberger	---		
Mystic Thompson	---			Stephanie Inyama	X		
Marike Anderson-Dam	X						

PCHS receives funding from state and this information must be reported.

D. PCHS TITLE I PARENT INVOLVEMENT POLICY

Motion: Mark Epstein

Seconded the motion: Marike Anderson Dam

	YES	NO	AB		YES	NO	AB
Allison Holdorff Polhill	--			Mark Epstein	X		
Chris Lee	X			Matthew Wunder	X		
Jason Cutler	X			Monica Iannessa	X		
Judi Firth	X			Polly Bamberger	---		
Mystic Thompson	---			Stephanie Inyama	X		
Marike Anderson-Dam	X						

_____ PCHS receives funding for Title 1

IX. OUTSTANDING BUSINESS: (7:10 PM- 7:30 PM)

A. AD HOC CHARTER COMMITTEE UPDATE

_____ N/A

B. BOARD TRAINING UPDATE

_____ July 9th @ 3 pm

C. BOARD AND ADMINISTRATION RETREAT UPDATE

_____ September 7th @ 10 am. Contact new board members

X. NEW BUSINESS: (7:30 PM-7:35 PM)

- A. REPORT ON SCHOOL WIDE CRITICAL PROJECTS FOR THE 2013-2014 SCHOOL YEAR- Dr. Magee, Dave Riccardi

Board chair to announce items for closed session.

Special meeting June 28th @ 10 am. (changed from earlier date of June 27 at 3 pm) Via conference call. Approve RFP contract(s)

XI. CLOSED SESSION: (7:35 PM – 8:00 PM)

- A. PESPU NEGOTIATIONS UPDATE
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- B. UTLA NEGOTIATIONS UPDATE
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- C. PUBLIC EMPLOYMENT

1. Public Employee Performance Evaluation Title: Security Supervisor
2. Public Employee Performance Evaluation Title: College Advisor
3. Public Employee Performance Evaluation Title: College Advisor
4. Public Employee Performance Evaluation Title: College Advisor
5. Public Employee Performance Evaluation Title: Aquatics Director
6. Public Employee Performance Evaluation Title: Athletics Director
7. Public Employee Performance Evaluation Title: Finance/ASB Manager
8. Chief Business Officer
9. Director/AP of Admissions/Attendance
10. Director/AP of Student Services
11. Director/AP of Counseling
12. Director/AP of Discipline and Athletics

- 13. Director of Human Resources
- 14. Director of Operations

Suggestion for next year – additional column added to evaluation “unacceptable”. We understand that everyone is “great” however, no one is perfect. Document needs to be used as tool for employee to improve as well as as grow in their position. More constructive criticism required to make evaluation productive for everyone.

Evaluations not reviewed – College advisors, aquatics director and director of human resources.

XII. OPEN SESSION: (8:00 PM – 8:05 PM)

XIII. ADJOURNMENT: (8:05 PM)

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