



**SPECIAL BOARD MEETING MINUTES  
BOARD OF TRUSTEES  
WEDNESDAY, APRIL 2, 2014  
5:00 PM, GILBERT HALL**

**I. PRELIMINARY**

A. Call to Order 5:04 PM

Dial in Number 646-307-1300  
Participant Access Code 22057  
Organizer Access Code \*4249317

B. Roll call

	Present	Absent		Present	Absent
Polly Bamberger	Via phone		Tucker Reynolds	x	
Mark Epstein	Via Phone		Jeanne Saiza	x	
Allison Holdorff Polhill	x		Kimberly Thomas	x	
Monica Iannessa	x		Mystic Thompson		x
Stephanie Inyama	Via phone		Leslie Woolley	x	
Chris Lee	x		Matthew Wunder	Via phone	

**NON VOTING MEMBERS**

	Present	Absent
Tucker Reynolds	X	

**PCHS MANAGEMENT/STAFF**

	Present	Absent
Pamela Magee	X	

Jim Schiffman	X	
Greg Wood	X	
Donna Mandosa	X	
Jordan Landers	X	

**II. PUBLIC COMMENT**

*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.*

A. Alex Van Name- Technology and support of the technology positions. Teachers are in need of immediate support to ensure that integration of technology in the classroom is successful. There is also a need to prepare the school infrastructure for between 10,000 to 15,000 more devices. At the CUE conference, Mr. Van Name went to a special session for Bring Your Own Device schools. He was introduced to a formula where the school population is multiplied by 4 to estimate the devices that could be connected to the wireless network.

**III. DISCUSSION ITEMS 30 minutes**

**A. TECHNOLOGY DEPARTMENT – STRUCTURING OF NEW HIRES  
DR. PAMELA MAGEE AND DONNA MANDOSA**

**HUMAN INFRASTRUCTURE IS JUST AS IMPORTANT AS TECHNICAL INFRASTRUCTURE.**

Executive Director Dr. Magee and Technology Supervisor Donna Mandosa presented a proposal for Pali’s Technology Department. They emphasized that in order to bring the students into the 21st Century we must hire a new technology team. It is necessary to ensure we are prepared to go one-to-one with mobile devices. Donna Mandosa stated we have 3,000 humans with multiple devices and it is critical to have an excellent infrastructure. According to Ms. Mandosa, Pali took a huge step without a lot of human structure. Whether it is laptop based or iPad based it does not matter. For the last five or six months, Pali has been filling IT positions with high level temporary employees. Ms. Mandosa cannot train employees because these individuals have not been permanently hired. Pali is currently paying for four desk top consultants as contracted employees. According to Chief Business Officer Greg Wood, these contracted positions have Pali slated to go over budget by approximately 75,000. We are paying consultants \$6,000 per week and will save money hiring these new positions.

According to Dr. Magee and Ms. Mandosa, Pali needs several technology positions. An Audio/visual systems specialist - stage technicians are currently paid to do the work. Pali needs an IT Team Manager with great knowledge of Citrix etc. Pali also needs a Data Base Manager for Infinite Campus. We are paying someone to do the job, just not full-time with benefits. There are multiple ways to build out Infinite Campus. Ms. Mandosa stressed that teachers received some education of iPads and technology, but there was not enough. Optimally, that individual should be a teacher for the teachers. A Tech Communications position is also necessary. Pali needs to have someone respond to parent and teacher

inquiries.

The Board had a lengthy discussion regarding: the 2013/2014 Budget that was approved in June 2013; the role of the Budget and Finance Committee; recent information reported to the Budget Committee about the technology team by Ms. Mandosa; past practices in hiring employees within categories of the budget; and Carver and Carpenter as our guiding governance principles. Ms. Mandosa pointed out that she recently discussed the proposed technology positions with the Budget and Finance Committee. Jeanne Saiza and Chris Lee indicated that the Budget and Finance Committee while apprised of these positions, were not aware of the salaries for these positions. Based on past precedence and consistent with the Carver method of governance, the Board ultimately approved of two technology positions (basically somewhat similar to the positions approved in the 2013/2014 Budget) in order to save money and to allow Ms. Mandosa to start training her technology team to prepare for the 2014/2015 school year. The Budget Committee and Finance Committee will be informed of this decision

### **1. IT STRAND**

- MOST POSITIONS ARE ALREADY PAID FOR THROUGH OPEN POSITIONS, CONSULTANTS,
- TEMPORARY EMPLOYEES DO NOT HAVE ALL KEYS OR PASSWORDS
- 3,000 SPICEWORKS TICKETS SUBMITTED SINCE AUGUST
- AUDIO VIDEO NEEDS
- ITT MANAGER: CITRIX IS THE PROBLEM SOLVER
- DATA BASE MANAGER SUPPORTS INFINITE CAMPUS

### **2. EDUCATIONAL STRAND**

- TEACHER NEED FOR EDUCATIONAL INTEGRATION AND TRAINING
- TECH COMMUNICATIONS

### **3. TECH INFRASTRUCTURE (\$270,000)**

#### **B. TECHNOLOGY BUDGET**

- (REFER TO TECH BUDGET VS ACTUALS 3/31/14)
- THE COST OF CONSULTANTS IS IMPACTING THE BUDGET MORE THAN IF THE BOARD ESTABLISHES PCHS POSITIONS.

## **IV. ACTION ITEMS**

#### **A. APPROVE JOB DESCRIPTIONS FOR TECHNOLOGY DEPARTMENT**

1. IT TEAM MANAGER (\$58,900 - \$70,035)
2. ADDITIONAL TECH I POSITION (\$34,570 - \$50,565)

*Motion:* Jeanne Saiza moved that the Board approve the two IT Positions for the 2013/14 Budget.

*Seconded the motion:* Kim Allen

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

**V. CLOSED SESSION**

NONE

**VI. OPEN SESSION**

6:44 pm

**VII. ADJOURNMENT**

6:45 pm