

**PALISADES CHARTER HIGH SCHOOL  
BOARD OF DIRECTORS**

**Minutes of October 24, 2006**

**I. PRELIMINARY:**

A. CALL TO ORDER - Bud Kling

B. ROLL CALL - Bud Kling

Members Present:

Patrice Fisher  
Victoria Francis  
Amy Dresser Held  
Bud Kling  
James Paleno

Mary Red Clay  
John Riley  
Rene Rodman  
Eileen Savage  
Rosalind Wolf

Ex-officio Members:

Gloria Martinez  
Patrick Kim (student)  
Greg Wood

C. INTRODUCTION OF NEW BOARD MEMBERS

The Board welcomes newly elected Board Members teacher James Paleno and parent Eileen Savage. Mr. Paleno replaces Board Chair Minh Ha Ngo whose term expired. Ms. Savage replaces Jim Suhr whose term expired. The Board extends its sincere gratitude to Ms. Ngo and Mr. Suhr for their dedicated service.

D. APPROVAL OF MINUTES

Minutes of September 19, 2006 are approved with corrections. See final version of approved minutes on palihigh.org website.  
(ABSTENTIONS: Paleno, Savage, Wolf)

**II. PUBLIC COMMENTS:**

Dexter O'Connell (Student) expressed his opinion that 9th grade Integrated Science class should be eliminated because the curriculum does not adequately prepare students for future science classes. The qualifying test to skip Integrated Science is much too difficult. He suggests 9th grade students be allowed to take Chemistry or Biology. Ms. Davenport stated that in the past, there was a high fail rate when 9th graders took Biology. She also stated that the Education Program Committee had reviewed the matter and the Science Department supports Integrated Science.

### **III. ACTION ITEMS:**

#### **A. PHASE 2 OF THE BUNGALOWS PROJECT**

Ms. Held reported that the Board approved \$350,000 for the total project, of which \$171,000 was for Phase I. Additional costs of approximately \$10,000 resulted from LAUSD requirements for an Environmental Impact Report, Coastal Commission approval. California Environmental Quality exemption and low voltage design work. We are attempting to get title to the five portables from the District. Chaz Yench, Project Director for Granada Hills Charter High School, is assisting us in working with the District. We anticipate breaking ground by 11/15 and having bungalows available for use by the Spring semester.

Ms. Held and Mrs. Davenport will report on plan for use of the bungalows at the November 14 Board Meeting.

**The Board unanimously approved proceeding with Phase II of the Project.**

#### **B. NEW HUMAN RESOURCES PROCESSES**

Mrs. Held reported that the Human Resources Committee dissolved in late September. She met with the Committee and agreed that:

Mrs. Held and the Administrative team will negotiate salaries for unrepresented classified staff based on salary studies, subject to confirmation by the Board in closed session; Mrs. Held will confer with classified staff and the curriculum council on the creation of new positions; ad hoc task forces will be created as needed; a Human Resource consultant will be obtained at a cost of \$19,000, to research best practices, draft Policies and Procedures, job descriptions, and other HR documents by Winter break. Other issues for the consultant to address are centralized recruitment and evaluation procedures.

**The Board unanimously approved plan.**

### **IV. DISCUSSION/INFORMATION ITEMS:**

#### **A. SUNSHINING OF INITIAL PROPOSALS FOR THE UTLA-PCHS CONTRACT**

UTLA Initial Proposal - Joi Tanita (See attached)

- i. UTLA proposed negotiations regarding Salary (2 years), Health and Welfare Benefits, and Class Size.

- ii. PCHS Initial Proposal - Amy Held (See attached)  
PCHS proposed negotiations regarding Salary, Health & Welfare Benefits, National Board Certification, Professional Learning Community Meetings, and Evaluation and Discipline.

**B. ENROLLMENT PRIORITIES**

Applications are now being accepted until March 1, 2007. At the November meeting, the Board will adopt a policy. Proposed policy: LAUSD will continue to control admission of traveling students (Magnet, Public School Choice/ No Child Left Behind, Permit with Transportation, and Capacity Adjustment Program (overcrowded schools). This includes many Revere students. PCHS will admit to capacity, then wait list, in following priority order: 1) Pali's attendance area; 2) other Revere students; 3) others. Our Charter defines the attendance area as all sending schools. Within each group, priority will be given to siblings and children of faculty and staff.

**C. NEXT MEETING will be on November 14, 2006 at 5:00 PM**

**V. ORGANIZATIONAL REPORTS:**

1. Student Report - Patrick Kim  
Magazine Drive is underway; using "Deal No Deal" game with prizes up to \$1,000.

Why have cafeteria food prices increased? Greg Wood explained that last year the cafeteria ran a deficit of \$260,000. Cost cutting measures put in place include price increases of 25-50 cents per item, adding lower cost alternatives, and contracts with Subway and Domino. We are also adding healthier food choices which will be a state mandate next year. We are seeking student input to increase student cafeteria use from the current 36% use and increase enrollment in free and reduced meal program.

The PA system can't be heard in some rooms (gym and new bungalows) due to construction. Ms. Red Clay suggested students record the announcement and play it in rooms with no PA.

2. Parent Report - Patrice Fisher  
The Parent Advisory Committee (PAC) held its first meeting immediately before the Board meeting with a large turnout.

Angels at Risk is in operation.

Parent Lydia Simon's husband is in the website business and is creating and donating websites for PTSA and PAC parent groups, and offers to assist with PCHS website.

The parent email list was increased to 750 names at Back to School Night and College Fair.

3. Faculty Report - Mary Red Clay

The faculty is looking at the Library Plan used at Taft High School, the 9th grade Plan used at Polytechnic High School and the Financial Plan used at Granada Hills Charter High School.

Bud Kling reported Faculty Senate concern regarding class size reduction..

4. Academic Principal's Report - Gloria Martinez (See attached)

Rose Gilbert is in the hospital and is not expected to return until January.

Intervention Program – Dr. Martinez sent a letter to parents of all students who received one or more F's on five week grades. These students are required to pick up a Weekly Progress Report, have it completed by all teachers, signed by the parent and returned weekly. Parents are informed of available tutoring.

LAUSD Charter School Review - Peter Misseijer, LAUSD Charter Coordinator, will be on campus reviewing our instructional program.

LAUSD will conduct a Compliance Review of the Magnet, GATE and Permits with Transportation Programs on November 16.

5. Executive Director's Report - Amy Dresser Held (See Action Items above, and see attached)

Facilities – She is working with our consultant and the District to define the Charter requirement that improvements and modernization must be done "in accordance with District standards." The Pool Project has identified two possible sites on either side of the gym; Track & Field is fundraising; construction is scheduled for the summer to avoid conflict with graduation and football.

The elevator has been approved by the State Architect and has gone out to bid. We hope it will be finished by next Fall.

The Facilities Task Force is preparing a Request for Proposal for a long term planning consultant to visualize several options, including Administration, pool, track, Performing Arts Center.

Outreach materials are being prepared for informational meetings at other schools and community public relations by Mark Snyder and parents Eileen Savage and Jill Cannella.

6. Chief Business Officer's Report - Greg Wood (See attached)
  - Measure R - no update from LAUSD
  - Enrollment - 2,705 at end of September
  - Audit of 2005-06 will be done starting November 6 -
  - State Funding - for additional counselors, Art, Music PE and Instructional Materials.
  - STRS/PERS - Reporting is now fully up to date.
  - LA County Office of Education accepted PCHS proposal on behalf of all LA County charters. Result in \$45,000 annual savings.
  - State Reimbursement of Mandated Costs - Consultant is assisting in filing claims for 2004-05 and 2005-06, now eligible for reimbursement from State.
  - LAUSD Conversion Charter School Network - discussed lifetime health benefits and facility charges.

## **VI. STANDING COMMITTEE REPORTS:**

1. Policy – Cheryl Onoye
  - Calendar Change – In the parent poll, 470 opposed, 345 favor; student poll to be done this week; faculty poll next week. There is no change in transportation cost, unless we add a summer session; the Budget Committee is reviewing financial implications;

**On November 8, the Policy Committee will meet and make a recommendation to the Board for action at its November 14 meeting.**

Parent Leslie Yates stated that a calendar change was voted down two years ago. The change would conflict with other schools and with summer jobs like camp counselor.

Parents Jill Cannella and Julia Rosenbaum were elected as members of the Committee. Alternates for all members are still needed.

Healthy Schools Plan - Federal Wellness Policy is required as of June 2006. New State requirement (SB 12) is effective July 2007. We do not have a policy now.

2. Communications – Margaret Evans
  - We are encouraging use of Teleparent. 114 teachers have used; 48% are using on a regular basis. ISIS is not in sync yet. Most teachers are now taking attendance every period.

Board Election – The cost of the mailing was \$1490 with use of a mailing company with very little response. 119 out of 2795. Purchase of a mailing machine would cost \$10,000.

3. Finance and Budget – Greg Woods

The Budget Committee is forming a Subcommittee on Lifetime Benefits to include all stakeholders.

Need to educate the faculty on the Budget process and timeline.

Considering purchase of a mail meter machine, folding machine, and time clock for hourly classified employees use.

4. Operations and Facilities – Amy Held

Capital budgets have been approved and given to departments

We have 84 new printers.

Bud Kling stated that bathrooms in the Gym are closed due to construction.

Construction of bleachers in the small gym is completed. More construction is ongoing in the big gym.

**VII. CLOSED SESSION**

**Open session ended at 9:00. Board entered Closed Session.**

A. Board approved salary increase for Computer Technician

B. Board approved PCHS Initial UTLA Bargaining Proposal as amended

**VIII. ADJOURNMENT**