



**BOARD OF DIRECTORS MEETING
REGULAR MEETING MINUTES**

Tuesday, November 20, 2007

3:30PM – 8:00PM

Library

I. WELCOME:

A. **CALL TO ORDER** – Ms. Rene Rodman, Vice Chair

B. **ROLL CALL** - Ms. Rene Rodman

Members Present:

Steve Klima

Victoria Francis

Dave Suarez

Torino Johnson

Rene Rodman

Darcy Stamler

Michael Rogers

Amy Dresser Held

James Paleno

John Riley

Eileen Savage

Ex-officio Members:

Marcia Haskin

Greg Wood

Madeline Seltzer - absent

C. **MOMENT OF SILENCE**

The Board observed a moment of silence for former Pali student Travis DeZarn, a member of the graduating class of June 2007, who recently passed away.

D. **INTRODUCTION OF NEW BOARD MEMBERS**

The Board welcomed newly elected Board Members: teacher representative, Mr. Dave Suarez, classified representative, Mr. Torino Johnson, local parent representative, Mr. Michael Rogers, and traveling parent representative, Ms. Darcy Stamler. The Board also welcomed re-elected community representatives Ms. Victoria Francis (faculty / staff representative), Mr. John Riley and Ms. Rene Rodman. The Board extended its sincere gratitude to outgoing board members Mr. Bud Kling, Ms. Maisha Cole Perri, Ms. Rosalind Wolf and Ms. Patrice Fisher for their dedicated service.

E. **RECOGNITION OF PAST PRESIDENTS OF THE PCHS BOARD**

Past Presidents Mr. Bud Kling and Ms. Minh Ha Ngo were presented with gavels as tokens of appreciation for their past service.

F. **APPROVAL OF MINUTES FROM BOARD MEETING ON OCTOBER 16TH and 22ND.** The approval of the Minutes of the October Board meeting(s) was tabled until the December 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.

- Mr. Robert Rosen, Ms. Amy Carlton and Ms. Randi Didio wished to speak on matters regarding personnel.
- Ms. Held asked that they make their comments to the Board during closed session. All three agreed to hold off their comments until that time.

III. ACTION ITEMS:

A. ELECTION OF OFFICERS FOR THE BOARD OF DIRECTORS

- Board Chairman –
 - Mr. Riley commented to the Board that the Chair designation carried with it great responsibilities. He then read from a document that listed the duties of the Chairman.
 - Ms. Rodman opened the floor for nomination for Chairman of the Board of Directors. Ms. Francis nominated Ms. Rodman as Chair. Ms. Savage seconded the nomination.

The Board unanimously approved to elect Ms. Rene Rodman as the new Board Chair.

- Vice Chairman –
 - Ms. Rodman opened the floor for nominations for Vice-Chairman. Mr. Riley nominated Mr. James Paleno. Ms. Savage seconded the motion. Mr. Paleno nominated Mr. John Riley as Vice-Chair. Ms. Stamler seconded the nomination.
 - Ms. Rodman called for a vote on Mr. James Paleno as Vice-Chair.
 - Since he received 8 votes, more than a majority of possible votes, Mr. James Paleno was elected Vice-Chair.

The Board's vote to approve to elect Mr. James Paleno as the new Board Vice-Chair was as follows;

8 – yes (Mr. Torino Johnson, Mr. Dave Suarez, Mr. John Riley, Ms. Rene Rodman, Ms. Amy Dresser Held, Ms. Eileen Savage, Ms. Victoria Francis, and Mr. Steve Klima)

3 – abstain (Ms. Darcy Stamler, Mr. Michael Rogers and Mr. James Paleno)

- Secretary –
 - Ms. Rodman then opened the floor for nominations for the Secretary position. Mrs. Held described the duties of the Secretary: While the Secretary does not write the Minutes during the meeting, the Secretary must review them for accuracy and, after they are approved at the following Board meeting, post the Minutes on the Pali website.
 - Ms. Francis nominated Ms. Eileen Savage for Secretary. Mr. Riley seconded the nomination.

The Board unanimously approved to elect Ms. Eileen Savage as the new Board Secretary.

B. BOARD ACTION ON AMENDMENTS TO ADMISSIONS POLICY TO PROVIDE ADDITIONAL PREFERENCE TO STUDENTS WHO HAVE MATRICULATED FROM COMPLEX ELEMENTARY SCHOOLS TO REVERE MS AND TO REDEFINE THE ATTENDANCE BOUNDARIES FOR PCHS TO INCLUDE THE FORMER CATCHMENT AREA ONLY

- Ms. Held articulated the reason to amend the current existing admissions policy in regards to the order of preference given for students applying to PCHS. The document was discussed. A motion was made and seconded to approve the document as amended. The amendments are:

The Board unanimously voted to approve the revised Admissions Policy as amended. (SEE FINAL DOCUMENT ATTACHED)

C. BOARD ACTION ON A PROPOSAL TO DISSOLVE THE ASSESSMENT AND ACCOUNTABILITY COMMITTEE AND MERGE ITS FUNCTION WITH THE EDUCATIONAL PROGRAMS COMMITTEE

- Ms. Lauren Allen proposed that the Assessment and Accountability Committee should be merged with the Educational Programs Committee since it had fulfilled its mission as set out in its by-laws and because it was difficult to get a quorum of stakeholders together in order to hold meeting. Consequently, the Assessment and Accountability Committee had not met from Feb. '07 until Aug. '07.

- The Educational Programs Committee voted to “merge” with the Assessment and Accountability Committee, but only if the latter would become an official Task Force that worked independently and gave advice to the Educational Programs Committee.
- Board members had many questions as to why the Assessment & Accountability committee should be dissolved. It was suggested that the by-laws of that committee should be changed to make the mission of the committee more broad and relevant. It was also asked how the two individuals who work on assessments work with the committee (they are members) and whether those who develop programs (the Educational Programs Committee) can also be asked to provide an independent assessment. The Board would like Ms. Allen to return in December with answers to questions that were asked of her.

The Board took no action on the dissolution of the Assessment and Accountability Committee.

D. BOARD ACTION ON A PROPOSAL TO CREATE AN EDUCATIONAL EQUITY TASK FORCE TO EXAMINE BEST PRACTICES IN CLOSING THE ACHIEVEMENT GAP AND MAKE RECOMMENDATIONS TO DEPARTMENTS AND PLCS.

- Committee members wanted to know more about the Educational Equity Task Force and its function as well as how and with what authority the EETF would make recommendations to departments and plc’s, but not give mandates to the departments and plc’s that must accepted and implemented. Four questions that the Board would like answered by the next meeting are:
 - What will be the composition and what is the scope of purpose of the Educational Equity Task Force?
 - How will the EETF and the Educational Programs Committee work together?
 - Will the EETF report monthly to the Ed. Programs Committee?
 - How do John Rauschuber and Maggie Nance fit into the EETF?
- The Board wants the current Assessment & Accountability Committee evaluate all Pali programs and how money is being spent in each department and on each program.

The Board took no action on the Educational Equity Task Force and would like this same item to be put on the Dec. ’07 Agenda.

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

- **No expenses were reported at this time.**

IV. DISCUSSION/INFORMATION:

A. DISCUSSION OF HOW TO STRUCTURE AND MANAGE THE PCHS LIFETIME BENEFITS RESERVE

- For the record, this is a negotiable item to be discussed with Pali’s collective bargaining units. \$1.5 million was set aside at the last Board meeting to fund lifetime benefits. Discussion centered on how the Board has this sum set up as a lifetime benefits trust, separate from other accounting entities. The trust must be well-invested and lawsuit-proof. It needs to be decided who will manage the trust and who will serve as trustees (soon to be retirees, all retirees, or all stakeholders), and how long trustee terms shall be.

It was decided that Ms. Held will bring this proposal to the Budget/Finance Committee for further exploration and begin to answer these questions by the December meeting, with the goal of having the Trust established by the February ‘08 meeting.

B. CONFIRMATION OF NEXT BOARD MEETING FOR TUESDAY, DECEMBER 11, 2007 AT 5:00PM 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 – **Madeline Seltzer**

- Tabled until Dec. '07 meeting.

B. Parent Report – **Julia O’Grady**

- Parent Advisory Committee –

- The next Parent Advisory Committee monthly meeting, “Pali’s Athletic Program: What’s the Game Plan?” is being held on Thursday, November 29, 2007, at 6:30 pm, in the Library. The featured speaker will be Rich McKeon, Pali’s new Athletic Director. Mr. McKeon will outline his vision for Pali’s athletic program and answer questions on everything from sports teams to PE classes to the new Pool Project.
- There will be no December meeting. The monthly speaker series will continue in January.

- PTSA –

- The next meeting will be on December 6, 2007, at 8 am, in the Library. The featured speaker will be Dr. Richard Cohen. He will speak on “Empowering High School Parents.”
- The 2nd parenting series featuring Dr. Richard Cohen will take place on Saturday, December 8, 2007, at 10 am, in B101. The topic will be, “The Colombo Technique – Engaging Your Teen”.
- Submissions for the Reflections Program, with the theme of “I Can Make A Difference”, are now being accepted. Students can participate in six art categories: Literature, Visual Arts, Musical Composition, Film/Video Production, Photography, and Dance Choreography. The program started October 24, 2007 and ends December 3, 2007. Submission forms are available in the Main Office. For further information, please contact PTSA President, Debra Meiers, at dsm.emailaddress@verizon.net.

- BOOSTER CLUB –

- The Booster Club is having its 4th annual Dinner Dance and Silent Auction, called “GET WILD FOR PALI” on Friday, February 22, 2008, at the Sheraton Delphina Hotel.
- Donations for the Silent Auction are needed now. Examples of past donations are: entertainment, dining, spa treatments, sporting events, travel, jewelry, art work, gift baskets, electronics, movie memorabilia, and gift certificates to all your favorite restaurants. Please donate ASAP. Without donations, there is no auction! Donation forms are available in the Main Office.
- For those not knowing what to donate, please join our growing list of sponsor to make this fundraiser our most successful yet! Sponsors over \$250 will be generously thanked both at the event and in the dinner program. All sponsors will be listed.
- All proceeds benefit the students and faculty of Palisades High School and will count toward Booster Club contributions.
- For more information, please contact Auction Chair Laura Ullman Epstein at Ullmanepstein@verizon.net
- The final Booster Club meeting for 2007 will be the Holiday Party and Potluck Meeting on December 11, 2007, at 6:30 pm. The meeting is kindly and generously being held at the home of Joann and Wade Bourne. Their address is 547 North Bundy Drive, Brentwood. Please RSVP to JoAnn at (310) 471-8755 or by e-mail at joannbourne@msn.com. Please let her know if you will be bringing an appetizer, salad, main dish, dessert or drinks.

C. Faculty Report – **Bud Kling**

- The bathrooms have yet to be fixed. Ms. Held had a job start meeting with LAUSD reps and work should be completed over Winter Break.
- The stop sign at the end of the J Building has been ordered.
- The track should be installed over Winter Break.
- Faculty would like a 15 minute loading zone near the J Building. Over 50 traffic tickets have been issued to faculty and parent volunteers this fall.
- In PLC meetings the late start was discussed. There was concern that a late-start day will impact

already calendared meetings. Mrs. Davenport is seeking feedback from all departments ASAP because she has to schedule classes soon for spring 2008.

- Girls Volleyball and Girls Tennis are both City Champions. Congratulations to everyone involved.
- D. Academic Principal's Report – **Marcia Haskin**
 - Tabled until Dec. '07 meeting.
- E. Executive Director's Report – **Amy Held**
 - Tabled until Dec. '07 meeting.
- F. Chief Business Officer's Report – **Greg Wood**
 - Tabled until Dec. '07 meeting.
- G. Technology – **Maisha-Cole Perri**
 - Tabled until Dec. '07 meeting.
- H. Standing Committee Reports on roster of members and goals for the year as well as ratification of standing committee ACTION items:
 - Assessment and Accountability – **Lauren Allen** – covered earlier in the meeting.
 - Communications – **Margaret Evans**
 - **PALI POSITIVES** – Emily Burson, Consulting Food Service Director, nominated her entire staff to be Pali Positives because of the outstanding job they had done in getting the new menu items, carts and electronic pay system up and running. The names of the 10 winners are: Dan McDermott, Delilah Brown, Gearl Turner, Shaketha Armstrong, Sonia Cruz, La Tasha Ferguson, Elsa Garcia, Isabel Jáuregui, Maria Navarro, and Ethyl Ortiz. The Pali Positives were honored on November 6, 2007. Each winner received a certificate and \$10 gift card to Starbucks. Their pictures will be displayed throughout the campus for the next month.
 - **EMERGENCY PLANS/SUPPLIES** – On November 8, 2007, 3 gallons of water and cups were distributed to each classroom and office. The water is for lockdown situations. Emergency supplies for each classroom and office will be purchased and distributed soon.
 - Evacuation plans and routes posters need to be distributed and posted for every classroom and office.
 - Parent volunteers are needed for the Emergency Plan Committee. Pali's emergency plan should be in place before the end of the semester.
 - Education Program – **Melinda Meinen**
 - **PYRAMID OF INTERVENTION** – Marcia Haskin updated the committee of how the P.I. is working thus far. She has held an Intervention Meeting with parents at Crenshaw HS which was very successful. Parents indicated they wanted more succinct information about their students in order to understand in which areas their student needed extra help.
 - Last year at the 5 week grading period there were 1000 students with 1 Fail on a report card. This year there were only 700 students.
 - **ON-LINE COURSE CATALOGUE** – The second edition of the catalogue is on-line on the website.
 - **GATE** – The pilot program is progressing although 1 student dropped out. There are now 3 students participating. Each student will present something in their specialty area at Showcase night in the spring.
 - **GUIDED STUDY** – All guided study teachers will include some CAHSEE math prep in their classes.
 - Finance and Budget – **Greg Wood**
 - Tabled until Dec. '07 meeting.
 - Operations/Facilities / Technology Committee – **Amy Held**
 - Tabled until Dec. '07 meeting.
 - Policy – **Julia O'Grady**

- **STUDENT ID** - Student, Dexter O'Connell, will speak with Consulting Food Service Director, Emily Burson, about the program she uses for ID-ing the students. Policy Committee suggests that the Administrators in charge of implementing the new student ID policy might also consider having the campus security carry PDAs equipped with a program that would immediately call up a student's name, picture and ID information when asking anyone on campus or out of class for identification. Such PDAs could aid in spotting persons lying about who they were in order to escape detention or other who may possess a student ID who is not authorized to have one.
- **AP DESIGNATION FOR CLASSES** – The committee discussed the requirements for receiving AP credit on transcripts.

VI. BOARD TRAINING IN BEST PRACTICES FOR BOARD GOVERNANCE WAS PROVIDED BY THE CALIFORNIA CHARTER SCHOOLS ASSOCIATION (Time certain 5:30-8:00pm)

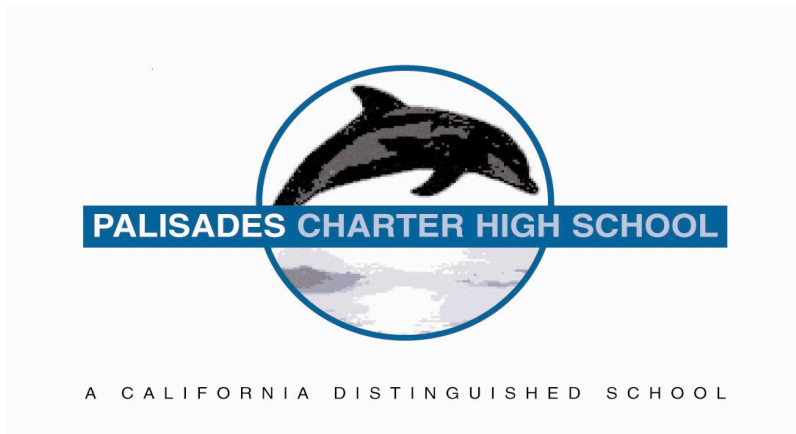
VII. CLOSED SESSION:

- A. PUBLIC EMPLOYEE/DISCIPLINE/DISMISSAL/RELEASE
- B. PUBLIC EMPLOYMENT
 - 1) PRINCIPAL CONTRACT – tabled until the next meeting.

VIII. PUBLIC SESSION:

IF REQUIRED, PUBLIC REPORT ON ACTION TAKEN IN CLOSED SESSION (includes the vote or abstention of every member present).

IX. ADJOURNMENT:



REVISED ADMISSIONS POLICY

All students must apply to PCHS between 10/1/07 and 3/3/08. Applicants will be accepted in the following order of preference:

- 1) Applicants from PCHS' Historical Attendance Area - Residents (Topanga, Palisades, areas of Brentwood)
- 2) Siblings of continuing students and family members of PCHS staff
- 3) Non-resident and non traveling program applicants from Revere Middle School who attended any of the five complex elementary schools (Palisades ES, Topanga ES, Marquez ES, Kenter ES, Canyon ES)
- 4) All other applicants graduating from Revere Middle School
- 5) All other applicants

Additionally there is currently a set aside of 1,427 spaces school-wide for the LAUSD traveling programs. The vast majority of these students come from Revere Middle School, and LAUSD will continue to provide Revere students first preference to PCHS' traveling programs. These programs include the Magnet School and Permits with Transportation (PWT) Integration Programs, the overcrowding relief Capacity Adjustment Program (CAP), the Other Transportation Services (OTS) program for students in hazardous transportation areas and the NCLB Public School Choice (PSC) program. Any unfilled seats for these programs (with the exception of the Magnet) will continue to revert back to PCHS by May 15th of every year to fill with charter applicants remaining on the waitlist. Applicants to both the Magnet and Charter who are accepted to both will be placed in the Magnet School.