



**BOARD OF DIRECTORS
REGULAR MEETING MINUTES**

Tuesday, May 15, 2007

5:00 pm –9:00 pm

I. WELCOME:

A. CALL TO ORDER 5:00 PM – Bud Kling

B. ROLL CALL – Bud Kling

Members Present:

Mary Red Clay

Victoria Francis

Bud Kling

Maisha Cole Perri

Rene Rodman

Rosalind Wolf (6:45)

Patrice Fisher

Amy Dresser Held

James Paleno

John Riley

Eileen Savage

Ex-officio Members:

Gloria Martinez

Patrick Kim (5:50)

Greg Wood

C. APPROVAL OF MINUTES

Minutes of April 17, 2007 were approved with corrections. See final approved version at www.palihigh.org.

II. PUBLIC COMMENTS:

- ◆ Mr. Bud Kling reiterated the rules for Board Meetings. – 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.
- ◆ Ms. Linda Burgess – (teacher) stated concerns about the attendance policy for committees and that they should be consistent for all committees.

III. ACTION ITEMS:

A. ACTION ON EDUCATIONAL PROGRAM PROPOSAL TO DISCONTINUE LIFE SKILLS COURSE REQUIREMENT BEGINNING FOR THE CLASS OF 2011

◆ Little discussion was needed on this subject.

◆ Ms. Red Clay moved that the Board approve the discontinuation of the Life Skills course requirements beginning for the class of 2011. Ms. Francis seconded the motion.

The Board unanimously approved discontinuing Life Skills as a graduation requirement beginning for the class of 2011.

B. CONSTITUTION OF A HEARING PANEL TO FACILITATE STUDENT AND EMPLOYEE APPEALS; SCHEDULING OF PANEL'S FIRST MEETING

- ◆ The Board wishes to delegate a hearing panel to facilitate student and employee appeals so they no longer have to wait to be heard by the Board. This panel will consist of one parent member of the Board, one community member of the Board and one faculty member of the Board.
- ◆ Ms. Mary Red Clay, Ms. Patrice Fisher and Mr. John Riley volunteered to serve on this panel.
- ◆ Mr. Riley moved that the Board approve the volunteers for the hearing panel to facilitate student and employee appeals. Mr. Paleno seconded the motion.

The Board unanimously approved the volunteers for the hearing panel that will facilitate student and employee appeals consisting of one parent member of the Board (Ms. Patrice Fisher), one community member of the Board (Mr. John Riley) and one faculty member of the Board (Ms. Mary Red Clay).

C. SELECTION AND AUTHORIZATION TO NEGOTIATE AND ENTER INTO CONTRACT WITH AN ARCHITECT TO CONDUCT MASTER PLANNING SERVICES FOR PCHS

- ◆ The school received 7 bids for the master planning services solicited from PCHS. The reviewing committee has narrowed the selection down to four candidates and is in the process of checking references. The committee is requesting that the Board approve the selection and authorization to negotiate and enter into contract with an architect to conduct master planning services for PCHS pending the Facilities Task Force's final selection and not to exceed the \$100,000 approved in the 2006-2007 budget for this purpose.
- ◆ Ms. Savage moved that the Board approve the selection and authorization to negotiate and enter into contract with an architect to conduct master planning services for PCHS. Ms. Maisha Cole-Perri seconded the motion.

The Board unanimously approved the selection and authorization to negotiate and enter into contract with an architect to conduct master planning services for PCHS pending the Facilities Task Force's final selection and not to exceed the \$100,000 approved in the 2006-2007 budget for this purpose.

D. SELECTION AND AUTHORIZATION TO NEGOTIATE AND ENTER INTO CONTRACT WITH A CONTRACTOR/S TO RESURFACE THE FIELD AND TRACK

- ◆ Ms. Held introduced Mr. Chaz Yench as the overseer to the Track and Field project and gave a little background of his help on the portables project.
- ◆ Mr. Yench stated we have four bidders and only two have come in at \$1.625 and \$1.72million. We need to wait for the other two and have all actively broken down with a schedule of values.
- ◆ Mr. Kling asked if all four have the same estimated completion date.
- ◆ Mr. Yench responded by saying all have been the same timeline of 120 days.
- ◆ Ms. Rodman noted that in March the cost was estimated at \$1.5million, why the increase?
- ◆ Mr. Yench summarized that location governs the cost, meaning this is the Palisades.
- ◆ Mr. Kling inquired as to why this should be so.
- ◆ Mr. Yench noted that the permits and other costs are higher here in the Pacific Palisades than other areas.
- ◆ Mr. Riley asked if Mr. Yench had any models to go by.
- ◆ Mr. Yench stated that \$1.4 million was spent at Granada to put in their tack and field.
- ◆ Ms. Savage wondered if we are still on track according to the timeline and is the date set a realistic one.

- ◆ Mr. Wood affirmed that the lenders are waiting with \$550k limit based on contingency of AYSO / LA Blue monies coming in at 30% due 30 days after ground breaking and another 30% after 60 days and then staggered 20% and 20%.
- ◆ Ms. Savage asked is it suggested we change the days and it was stated we are still on schedule.
- ◆ Ms. Rodman asked if we know how much monies have been raised to date.
- ◆ Mr. Kling asked if one product was better than another.
- ◆ Mr. Yench said it is a judgment call as far as one being better than the other.
- ◆ Ms. Red Clay inquired if we would be tapping into our budget for this project.
- ◆ Mr. Wood asked the Board to authorize to increase the amount for the project to \$1.7 million.
- ◆ Ms. Savage motioned that Board increase the loan to partially fund the project from \$550k to \$750k, these monies to be paid back through civic center permit fees. Mr. Paleno second the motion.

The Board's vote to authorize selection, negotiation and entering into a contract with the selected bidder to perform the track and field renovation and to increase the authorization for a loan to partially fund the project (to be repaid by civic center permit fees) from \$550,000 to \$750,000 based on initial bid estimates was as follows;
10 – yes (Ms. Patrice Fisher, Ms. Maisha Cole Perri, Mr. Bud Kling, Ms. Amy Dresser Held, Ms. Rosalind Wolf, Mr. John Riley, Ms. Rene Rodman, Mr. James Paleno, Ms. Victoria Francis, & Ms. Eileen Savage)
1 – opposed (Ms. Mary Red Clay)

E. AUTHORIZATION TO UPDATE PCHS PROMOTIONAL VIDEO

- ◆ Ms. Perri put forth a proposal to update PCHS promotional video for a cost of \$3k to \$4.5k, stating that a lot of the work would be contracted outside.
- ◆ Ms. Held stated that the last video was done for a cost of \$20k.
- ◆ Ms. Perri definitely wants the students involved in the project.
- ◆ Mr. Riley stated that there is a wonderful New Zealand student guided film.
- ◆ Ms. Red Clay motioned for the Board to approve to update the PCHS promotional video not to exceed \$3,500 for production materials and contracting for outside assistance to the AV staff. Ms. Fisher seconded the motion.

The Board's vote to authorize spending up to \$3,500 for production materials and contracting for outside assistance to coordinate with our AV staff and media students to update PCHS's promotional video was as follows;
9 – yes (Ms. Patrice Fisher, Mr. Bud Kling, Ms. Amy Dresser Held, Ms. Rosalind Wolf, Mr. John Riley, Ms. Rene Rodman, Mr. James Paleno, Ms. Mary Red Clay, & Ms. Eileen Savage)
1 – opposed (Ms. Victoria Francis)
1 – abstention (Ms. Maisha Cole Perri)

F. ACTION ON PROPOSED REVISIONS TO BOARD ELECTION CYCLE AND ALIGNMENT OF COMMITTEE GOVERNANCE (COMPOSITION, BYLAWS, ELECTION PROCESS)

- ◆ A handout was given depicting the current Board members and the position that are up for election this year. There are 8 out of the 11 positions that are up for election this year. It is suggested that the elections be staggered having some members elected for one year and others for 2 years this fall in order to avoid having so many positions open in the future.
- ◆ Ms. Francis stated that it is hard for a member who is elected for only 1 year to get to really know what is happening.

- ◆ Ms. Perri motioned that the Board approve revising the election cycle allowing one parent and one community representative to run for a single year this fall only. Mr. Kling second the motion.

The Board unanimously approved revising the election cycle by allowing one parent and one community representative to run for a single year this fall (2007-2008 school year) only.

G. DISCUSSION AND ACTION ON DISCRETIONARY BLOCK GRANT-SITE (\$161,053)

- ◆ Ms. Held stated that there is a need to relocate the third portable and to do the landscaping for the portables.
- ◆ Ms. Savage moved that the Board approve the designation of this funds for the moving of the third portable, add PA to the portables by the tennis courts and the landscaping of all the portable area. Ms. Red Clay seconded the motion.

The Board unanimously approved that the Discretionary Block Grant – Site be designated to the landscaping of the portable are, relocation of the third portable and add PA to the portables by the tennis courts.

H. DISCUSSION AND ACTION ON EXECUTIVE DIRECTOR/PRINCIPAL EXPENSE REPORTS (STANDING ITEM)

- ◆ Dr. Martinez turned in an expense report for obtaining name badges for Showcase night and postage for a letter adding up to \$31.69.

The Board unanimously approved to reimburse Dr. Martinez \$31.69 for name badges and postage purchased.

IV. DISCUSSION/INFORMATION ITEMS:

A. ADMISSIONS UPDATE

- ◆ Mrs. Evans updated the board on admissions indicating that 704 9th graders and 75 students at other grade levels have been accepted to Pali. Twenty Revere charter students remain on the waitlist and 35 Revere magnet students. The district did not notify us as of close of business 5/15 which was the deadline for them to advise PCHS of unfilled PSC seats. The board indicated a desire to release those seats to Revere students asap.
- ◆ Ms. Savage stated that there needs to be consequences for those who do not return their letters or call on or before the due date. The due date needs to be strictly abided by.
- ◆ Ms. Burgess – (teacher) said that she knows a student who two years in a row did not receive a letter.
- ◆ Ms. Held declared that the Brentwood Council wants Kenter’s boundaries aligned with PCHS.
- ◆ Ms. Francis stated that currently Kenter’s boundaries are split.
- ◆ Mr. Kling asked what the District’s feelings are on the matter.
- ◆ Ms. Rodman asked about what % of Brentwood are we talking about.

B. SCHOOL CALENDAR UPDATE

- ◆ A handout of the traditional calendar and the exact dates for next year was passed out.

C. DISCUSSION OF INTEGRATED SCIENCE

- ◆ Ms. Sharon King - (teacher) said for many students biology and chemistry can be difficult and that integrated science covers a range and students like the diversity and there is an exit exam. She feels that integrated science bridges the courses.
- ◆ Ms. Rodman affirmed that some students have the ability to go right into what ever science course they chose.
- ◆ Ms. King said 25% of the students tested last year and out of that 50% of those students chose to stay in integrated science. 11 students for this current year.
- ◆ Mr. Kim (student rep) said he just sat there the whole year and was given a book and told to read. He said the class is unfair for those who have the knowledge to go on to have it as a

required course. He said the AP classes do go over the basics very thoroughly.

- ◆ Ms. Red Clay declared that a couple of students have brought the matter to the Educational Programs Committee and would like the exit exam given to the current students just to see how much they did learn and if it is really necessary.
- ◆ Mr. Kling affirmed that it should go to the Educational Programs Committee.

D. CONFIRMATION OF BOARD RETREAT ON MAY 25TH, LOCATION TBD. NEXT BOARD MEETING FOR MAY 29TH (SPECIAL BUDGET MEETING) FROM 5:00-8:00PM

- ◆ The Board will have an all day off site special meeting at St. Matthews to strategize on key issues like preparing for the right of return, lifetime health benefits, the role of the board, etc. on May 25th. There will be a special board meeting dedicated to reviewing and acting on the budget on May 29th at 3:30pm 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 - **Patrick Kim**

- ◆ There were some challenges with the student election process; they will be having a re-vote.
- ◆ Students also voted for their new Board representative.
- ◆ Prom is coming up as well as the school carnival

B. Parent Report – **Julia O’Grady**

- ◆ Parent Advisor Committee –
 - PAC will hold its last meeting of the year on Thursday, May 17, 2007, from 6-7:30 pm, in the Library. The theme of the meeting will be “PAC Wrap!” Everyone is invited to come and help evaluate the 2006-2007 school year programs. Ideas for next year’s speakers will be discussed.
- ◆ PTSA –
 - Will be holding The Founder’s Day luncheon on May 29, 2007. This luncheon honors outstanding volunteers and retiring administrators. The luncheon will be held at Dante/Atrio Cucina in Pacific Palisades. Please contact Coco Kass at 310-451-1783 or adamtkass@roadrunner.com for more information.
 - PTSA wants to thank the outgoing 2006-2007 Board of Directors for their dedication and service as well as welcome the newly elected members.
- ◆ Booster Club –
 - Will be holding Board elections during the May 22, 2007, meeting. All positions are open and everyone is welcome to get involved. There are currently 5 board positions: President, Treasurer, Secretary, VP Communications, and VP Fundraising. There are also specific jobs under fundraising which need chairpersons: Great Taste of Brentwood Fundraiser, Silent Auction/Dinner Event, Senior Class Fundraising, and Phone-A-Thon.
 - Booster Club will also need a volunteer to oversee hospitality, a New Parent Liaison, someone who will order and handle sales of sweatshirts and an Athletic Coordinator. (If you are currently holding one of these positions and wish to continue next year, please let Sarah or Dick know ASAP.)
- ◆ Senior Class –
 - Senior parents are encouraged to participate in planning the following activities:
 - Prom – Friday, May 18th at the Long Beach Aquarium, 8 p.m.
 - Senior Breakfast – Tuesday, May 22nd in Mercer Hall at 8 a.m.
 - Senior Picnic – Thursday, June 7th in Temescal Park during lunch and Period 6.
Please contact Margaret Evans in the Attendance Office at (310) 230-6623

C. Faculty Report – **Bud Kling**

- ◆ Last meeting was just a question and answer forum on campus news.

D. Academic Principal’s Report – **Gloria Martinez**

- ◆ The academic progress at the 15 week and the continuation of intervention programs such as Guided Study and Pyramid of Intervention.

E. Executive Director’s Report – **Amy Dresser Held**

- ◆ Both the pool project and the track and field projects are moving forward.

- ◆ We are in the process of interviewing for a Human Resource person and will be advertising for a Director of Instruction soon.
- F. Chief Business Officer's Report – **Greg Wood**
 - ◆ Update on the lifetime benefits research.
 - ◆ The Charter Office review will be coming up shortly, June 6, 2007.
- G. Standing Committee Reports and Ratification of Standing Committee ACTION items:
 - ◆ Assessment and Accountability –
 - Negotiating contract with UCLA researcher for independent analysis and evaluation of PCHS programs
 - ◆ Communications –
 - Researching and developing a proposal to improve school wide communications.
 - ◆ Education Program –
 - Looking at Integrated Science curriculum, piloting a GATE program to provide independent study enrichment for gifted students who are also special education students.
 - ◆ Finance and Budget –
 - Significant progress in reviewing and making recommendations on the submitted budgets of all departments and offices for 2007-2008
 - ◆ Operations and Facilities / Technology / Facilities Planning Task Force –
 - Has met 3 times recently to review and make recommendations on the school wide and department facilities and technology budget requests.
 - ◆ Policy –
 - Holding elections for their members, recommending board adoption of a revised field trip policy, adding an attendance requirement for their members to committee bylaws.

VI. CLOSED SESSION:

- A. PUBLIC EMPLOYEE DISCIPLINE / DISMISSAL / RELEASE
- B. PUBLIC EMPLOYMENT
 - 1) TECHNOLOGY STAFF - Amending employment contract
 - 2) SECURITY SUPERVISOR - Amending employment contract
 - 3) ATHLETIC DIRECTOR - Amending employment contract
 - 4) APPOINTMENT OF AVID COORDINATOR
 - 5) EXECUTIVE DIRECTOR – Performance Review
- C. CONFERENCE WITH LABOR NEGOTIATOR
 PCHS Negotiator: Mrs. Amy Dresser Held, Executive Director
 EMPLOYEE ORGANIZATIONS: UTLA, CTA, AALA

VII. PUBLIC SESSION:

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

VIII. ADJOURNMENT:

MEETING ADJOURNED AT 11:00 PM