



**BOARD OF DIRECTORS MEETING
REGULAR MEETING MINUTES**

Tuesday, February 19, 2008

5:00 PM

Library

I. PRELIMINARY:

A. **CALL TO ORDER** – Ms. Rene Rodman – 5:10 PM

B. **ROLL CALL** – Ms. Rene Rodman

Members Present:

Steve Klima

Darcy Stamler

Rene Rodman

Dave Suarez (absent)

Victoria Francis

Eileen Savage

John Riley (arrived 5:16)

Amy Dresser Held

James Paleno

Michael Rogers

Torino Johnson (absent)

Ex-officio Members:

Marcia Haskin

Greg Wood

James Bourne (arrived 5:20)

C. **APPROVAL OF MINUTES FROM BOARD MEETING ON JANUARY 15, 2008.** See final approved version at www.palihigh.org.

D. Ms. Marcia Haskin formally presented the 2007-2008 Academic Decathlon Team, stating, “This is the first time Palisades Charter High School had won the City Title in 18 years.” Congratulations were extended to Ms. Minh-Ha Ngo and Mr. Chris Lee, the team’s coaches, as well as the students; Kevin Gould, Thomas Krane, Karl Niu, Sun Jong Ji, Jamie Lopez, Hannah Moulthrop, Marvin Lopez, Preston Mendell and Weylin Wagon.

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.

A. Mr. John Rauschuber addressed the issue of dissolving the Assessment and Accountability Committee and having Education Programs absorb its duties. His main concerns were revising the By-Laws and making sure that there is a representative from each of the departments present when decisions are made. Mr. Rauschuber also appealed to the Board to keep Mrs. Haskin on as the Principal as long as possible. He said she is making strides in changing the school and wants to see it continued.

B. Ms. Linda Andrews questioned the Advanced Placement Policy and Contract, which is an issue to be discussed later.

III. ACTION ITEMS:

A. BOARD DISCUSSION AND ACTION ON THE POLICY COMMITTEE'S RECOMMENDED REVISIONS TO THE ADVANCED PLACEMENT POLICY/CONTRACT

- Mrs. Julia O'Grady presented the Advanced Placement and Contract Policy that Mr. Burr revised. The main revision was having the transcript reflect that an AP course was attempted even if the student needed to drop the class mid-year. The existing policy designates the dropped course as Honors vs. AP. The question was asked why students were required to take the AP exam to get course credit. The purpose was to ensure courses were rigorous and reflected the college level work tested by the AP exam. Ms. Kunkel affirmed that the school's pass rate was higher than the national average. Pali continues to explore ways to expand the diversity of students in AP classes.
- Ms. Vicky Francis moved that the Board accept the Policy Committee's recommended revisions for the Advanced Placement and Contract Policy. Mr. James Paleno seconded the motion.

BOARD ACTION: The Board voted to approve the Policy Committee's recommended revision to the Advanced Placement and Contract Policy:

9 – yes (Ms. Amy Dresser Held, Ms. Darcy Stamler, Mr. Michael Rogers, Ms. Eileen Savage, Mr. James Paleno, Dr. John Riley, Ms. Rene Rodman, Mr. Steve Klima, and Ms. Vicky Francis)

2 – absent (Mr. Dave Suarez and Mr. Torino Johnson)

B. BOARD DISCUSSION AND ACTION ON THE PROPOSED MERGER OF THE ASSESSMENT AND ACCOUNTABILITY COMMITTEE WITH THE EDUCATIONAL PROGRAMS COMMITTEE AND RELATED MODIFICATION TO THE EDUCATIONAL PROGRAM COMMITTEE'S BYLAWS

- Mrs. O'Grady stated that it was recommended in October 2007 that the Assessment and Accountability Committee merge with the Educational Programs Committee.
- All 11 departments (English, Foreign Language, Health Education, Mathematics, Physical Education, Science, Social Studies, Special Education, Technical Education, Visual and Performing Arts, and Work Experience) should be represented on the committee, to the extent that there were volunteer representative available to serve.
- It was suggested that since the committee will be enlarged that greater use be made of sub-committees.
- Mrs. Melinda Meinen suggested that one of the sub-committees be comprised of Mrs. Haskin, Mrs. Allen, Mr. Rauschuber and Mrs. Nance to give the committee a sense of how to gather data to assess programs. The Data Managers (Mr. Rauschuber and Mrs. Nance) would be responsible for bringing this information forward to Mrs. Haskin and Mrs. Allen to be analyzed.
- Ms. Vicky Francis moved that the Board approve the merger of the Assessment and Accountability Committee with the Educational Programs Committee. Dr. John Riley seconded the motion.

BOARD ACTION: The Board voted to approve the merger of the Assessment and Accountability Committee with the Educational Programs Committee:

9 – yes (Ms. Amy Dresser Held, Ms. Darcy Stamler, Mr. Michael Rogers, Ms. Eileen Savage, Mr. James Paleno, Dr. John Riley, Ms. Rene Rodman, Mr. Steve Klima, and Ms. Vicky Francis)

2 – absent (Mr. Dave Suarez and Mr. Torino Johnson)

- Mrs. Eileen Savage moved that the Board approve the expansion of the Educational Programs Committee to include a voting representative from each of the 11 departments, as volunteers are available. Mr. James Paleno seconded the motion.

BOARD ACTION: The Board voted to approve the expansion of the Educational Programs Committee to include a voting representative from each of the 11 departments, as volunteers are available:

9 – yes (Ms. Amy Dresser Held, Ms. Darcy Stamler, Mr. Michael Rogers, Ms. Eileen Savage, Mr. James Paleno, Dr. John Riley, Ms. Rene Rodman, Mr. Steve Klima, and Ms. Vicky Francis)

2 – absent (Mr. Dave Suarez and Mr. Torino Johnson)

- Mrs. Darcy Stamler moved that the Board approve the proposed amendments to the Educational Programs Committee By-Laws to accommodate the new duties previously covered by the Assessment and Accountability Committee. Ms. Vicky Francis seconded the motion.

BOARD ACTION: The Board voted to approve the proposed amendments to the Educational Programs Committee By-Laws to accommodate the new duties previously covered by the Assessment and Accountability Committee:

9 – yes (Ms. Amy Dresser Held, Ms. Darcy Stamler, Mr. Michael Rogers, Ms. Eileen Savage, Mr. James Paleno, Dr. John Riley, Ms. Rene Rodman, Mr. Steve Klima, and Ms. Vicky Francis)

2 – absent (Mr. Dave Suarez and Mr. Torino Johnson)

C. BOARD DISCUSSION AND ACTION ON BUDGET COMMITTEE’S RECOMMENDATION TO ALLOCATE \$5,160 FOR REMAINDER OF THIS YEAR FROM 2007-2008 BUDGET CONTINGENT UPON BOARD APPROVAL TO FUND \$15,500 FOR 2008-2009 FOR REMAINING COST OF LIBRARY DATABASE LICENSES.

- Mr. Gregory Wood spoke briefly on the Budget and Finance Committee’s recommendation for allocating funds for the cost of the Library Database Licenses.
- This item was tabled by the Board to be revisited at the Special Board Meeting scheduled for February 26th. The Board requested additional data to support the recommendation, specifically feedback (surveys) from teachers and students to assess their future use.

D. BOARD DISCUSSION AND AUTHORIZATION TO INCREASE FUNDING FOR LODGING IN SACRAMENTO BY UP TO \$2,000 SO SELECT STAFF CAN STAY TO SUPPORT THE ACADEMIC DECATHLON TEAM.

- Mr. Wood appealed to the Board to approve an increase of up to \$2,000 for lodging so that selected staff members may stay the weekend in Sacramento after the Charter School Conference to represent the school and support our students at the Academic Decathlon competition.
- Dr. John Riley moved that the Board approve an increase in funding for hotel expenditures in Sacramento up to \$2,000. Mr. Michael Rogers seconded the motion.

BOARD ACTION: The Board voted to approve an increase in funding for hotel expenditures in Sacramento of up to \$2,000 for the Charter School Conference attendees to stay to represent our school and support our students at the Academic Decathlon competition:

9 – yes (Ms. Amy Dresser Held, Ms. Darcy Stamler, Mr. Michael Rogers, Ms. Eileen Savage, Mr. James Paleno, Dr. John Riley, Ms. Rene Rodman, Mr. Steve Klima, and Ms. Vicky Francis)

2 – absent (Mr. Dave Suarez and Mr. Torino Johnson)

E. BOARD DISCUSSION AND ACTION ON A SCHOOL WIDE MATERNITY LEAVE POLICY (FOR UNREPRESENTED EMPLOYEES)

- This item was tabled by the Board to be revisited once Ms. Colleen McCarthy has gathered more information about the State’s disability program and Family Medical Leave Act and reviewed the policies for various bargaining units. It was noted that a general Disability Policy (including pregnancy) should be developed and adopted for all unrepresented employees.

- F. BOARD DISCUSSION AND ACTION ON STADIUM SOUND SYSTEM PROJECT
- This item was tabled by the Board in light of the increased project cost. Last year, the Booster Club allocated \$18,000 to be matched by the school. Since then, estimates indicate that a top of the line system would cost approximately \$40,000 plus electrical work that would be about \$20,000. The Board recommended additional bids for a reduced scope or fundraising for the remaining funds.
- G. DISCUSSION AND ACTION ON EXECUTIVE DIRECTOR EXPENSE REPORTS (STANDING ITEM)
- Mrs. Amy Held presented her monthly Expense Report for \$800. This reflected the cost of folders used for informational packets that are distributed at school tours, for press kits and fundraising
 - Mr. Michael Rogers moved that the Board approve the Executive Director's Expense Report. Mr. James Paleno seconded the motion.

BOARD ACTION: The Board voted to approve the Executive Director's Expense Report for \$800 used to purchase folders for the school's informational packets:

9 – yes (Ms. Amy Dresser Held, Ms. Darcy Stamler, Mr. Michael Rogers, Ms. Eileen Savage, Mr. James Paleno, Dr. John Riley, Ms. Rene Rodman, Mr. Steve Klima, and Ms. Vicky Francis)

2 – absent (Mr. Dave Suarez and Mr. Torino Johnson)

IV. DISCUSSION/INFORMATION ITEMS:

- A. PERIODIC UPDATE ON STUDENT ACHIEVEMENT DATA
- Data Coordinators, John Rauschuber and Maggie Nance, provided a periodic update on data which highlighted the increased number of common assessments created and administered, the continued lack of diversity in AP courses, the impact of the Pyramid of Intervention, the results of a Student Survey and other important information. The PLC's are continuing to expand common assessments and exploring ways to use the resulting data. Administrators and staff will be addressing feedback from the Student Survey.
- B. UPDATE ON ADMISSIONS PROJECTIONS FOR 2008-2009
- Mrs. Margaret Evans, Admissions Director, provided data regarding the projected number of spaces for next year (approximately 700+) and the applicant pool to date. Thus far, PCHS has received over 1,000 applications including 633 from Revere (490 of whom are residents, traveling program students, siblings or students matriculating through the Complex), 124 non-Revere residents, and 19 non-Revere siblings. It's predicted that all of the Revere students will ultimately be accepted. The lottery will be held on March 26th for the remaining Revere applicants (over the 490 designated above) and all other non-resident, non-Revere students.
- C. UPDATE ON PRINCIPAL SEARCH
- Ms. McCarthy said she has received four resumes and four phone calls since Friday, February 15th. She has met with a small committee to review the applications received last year.
 - The board voted at its last meeting to retain Mrs. Haskin through 2009 in some capacity but to proceed with a full search for a permanent Principal. If the perfect candidate isn't found, Mrs. Haskin will continue as Interim Principal next year and if a permanent Principal is selected, Mrs. Haskin will assist with the transition and serve as a mentor/coach/consultant. The posting for the position and update on recruitment efforts was shared with the Board.
- D. TIMELINE AND PROCESS FOR PERFORMANCE REVIEWS OF SENIOR STAFF AND EXECUTIVE DIRECTOR
- Evaluations and performance reviews will be taking place for the school's senior staff and the Executive Director over the next couple of months. Senior staff will be reviewed by their respective Supervisors; the Executive Director will be reviewed by a sub-committee of the Board. Assessments will include a self-appraisal, review of progress toward goals and

discussions with key staff.

E. UPDATE ON CHARTER RENEWAL PROCESS

- The board subcommittee reported out that they'll be meeting the 2nd and 4th Wednesday of the month at 2:15pm in B101 and that all meetings are open to the public. The charter will be revised/updated one element at a time (there are 16 elements with the first, Educational Program, being the most in need of updating). There will be an anonymous online form for all stakeholders to submit recommended changes. Subject matter experts (i.e. Mrs. Evans for Admissions, Ms. Bush for Special Education, Department Chairs/Educational Programs Committee, and Ms. Haskin for Element 1) will review their sections, including any suggested changes, and recommend revisions to the subcommittee and the Board. Once the Board has voted to adopt a revised Element, the keepers of the document, Paul Mittelbach and Olivia Castro, will integrate the changes, maintain the control document, and ensure consistency in the final version.

F. CONFIRMATION OF NEXT (SPECIAL) MEETING FOR FEBRUARY 26, 2008 AT 3:30PM IN THE LIBRARY. CONFIRMATION OF NEXT (REGULAR) MEETING FOR MARCH 25, 2008 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 – **James Bourne**

- With regard to the “right of return,” when will the students know which teachers will be leaving, especially those who teach specific courses, eg. Photography. This information will help as students plan their courses for the next school year.
- The students want to know what is being done to reduce class sizes. It was reported that Mrs. Davenport has now put a cap on classes at 37, so no students will be allowed in any class above that number.

B. Parent Report – **Julia O’Grady**

- Parent Advisory Committee –
 - “A Conversation With...the Science Department’s Karyn Newbill and Dave Schalek” will take place on Thursday, February 26, 2008, at 6:30 PM, in the Library. They will discuss what courses are available and the order in which they should be taken, how the curriculums differ between regular, honors and AP classes, who should take AP subject tests in science, and what tutoring is available for science courses. An open Q&A will follow the pre-set questions. Refreshments will be served.
- PTSA –
 - The next meeting will be held on March 7, 2008, at 8 AM, in the Library. Updates will be provided on the PTSA Scholarships, Reflections Program, and the Safety and Welfare Committee. Teacher Appreciation Day Luncheon, Book Fair, Founder’s Day and PTSA By-Laws will also be discussed.
- BOOSTER CLUB –
 - The “Wild for Pali” Silent Auction and Dinner Dance is being held on Friday, February 22, 2008, at the Sheraton Delphina.
 - Booster Club passed the following resolution regarding the upcoming Casino Night:
 - The BC board supports the Leadership Class and all its efforts. We strongly encourage the students and teacher sponsor to enlist more parental assistance. Our suggestions: send a flyer to all Pali students promoting the event and asking for sponsorship dollars from parents and community, push advance ticket sales to increase attendance, and make adult tickets higher priced than student tickets.
 - The Booster Club pledged an additional \$50,000 towards the Pool Project.
 - The Booster Club Board needs the following positions filled for the 2008-2009 school year:

Auction Chair, Phon-A-Thon Chair, and Secretary (the Booster club is willing to purchase a laptop computer for the Secretary's use). Please talk with Dick Held, Sarah Miller or Dorotheanne Henne if you are interested.

- C. Faculty Report – **James Paleno/Dave Suarez**
- Still in question – the plumbing in the gym.
 - As far as the “right of return”- there is much discussion about recruiting efforts to replace those who leave. What are we doing to encourage staff to stay?
- D. Academic Principal's Report – **Marcia Haskin**
- The teachers need to hear that they will be missed if they choose to leave. Clearly, they will be.
 - Steps for Achievement Gap
 - Emphasize 1st teaching and ensure rigour in all classes, not just Honors and AP.
 - Conference with teachers and follow up.
 - Look at the grade distribution and talk to the teachers with a high fail rate.
 - Review AYP data. Each teacher has been given CST data for the students on their roster. Key is to focus first on raising the middle group
 - Mr. Russ Howard, Mr. Kelly Loftus, Mrs. Patrice Fisher, Mrs. Melinda Meinen, and Ms. Joletta Simmons targeted 90 kids with 4 or more fails and asked them, “What adult on this campus would you like to meet with?” Mrs. Haskin will meet with a smaller group once a week and is encouraging the development of mentor relationships for these students.
 - Must look at student work through the PLC's, which is at the heart of closing the gap.
- E. Executive Director's Report – **Amy Held**
- Update on School Wide Goals
 - Close the achievement gap
 - Data on prior student achievement performance being distributed to all teachers once classes settled for semester.
 - Test prep materials out to teachers as soon as possible.
 - Program evaluation is underway.
 - Expand GATE and diversify honors and AP enrollment
 - GATE Coordinator has communicated to Department Chairs how to access the funds and is working on an improved system for the future to ensure the funds are really targeted for enrichment activities.
 - AP teachers discussed at the PD Day 2/4 how to diversify enrollment in honors and AP. Great ideas included targeted invitations for minority students scoring proficient or above, pre-AP courses over the summer, AP course specific tutoring, having diverse groups of AP students go and speak to underclassmen to encourage them to enroll, etc.
 - Reduce class size to a maximum of 37; expand and institutionalize distance learning and community college enrollment by Fall 08.
 - Mrs. Davenport and Counseling Office have already implemented the 37 student cap per class for Spring semester.
 - We are soliciting from Department Chairs their input on which courses we should focus on offering online or through community colleges to reduce class size and enrich offerings to students.
 - Improve service to parents and families
 - Increased responsiveness now that we're fully staffed at the administrative level.
 - Have more than doubled the amount of parent email addresses collected and using email blasts more to communicate with parents.
 - Professional development focused on getting all teachers enrolled in teacher web and using it.
 - Improved website with consolidated calendar.
 - Improved phone system with calendar on the voicemail.

- Increase quality of life for employees
 - Collaborating with other conversions to get clarity for our employees about right of return and lifetime benefits.
 - Working to reduce class size.
- Increase resources and optimize allocation of them
 - Pool project has raised \$1.6m and has another \$150k in likely/anticipated donations on the horizon as well as an active campaign to reach out to wealthy Palisadians and grant proposals in to all the major foundations (LA84, Weingart, Ahmanson, Nike, etc.)
 - Zero based budgeting is proceeding. To date all department chairs and program coordinators have received the template and developed and submitted draft budgets.
- Right of Return and Lifetime Benefits
 - Palisadian Post did an article last week about this topic.
 - Approximately 100 employees (1/2 the staff) has the right to return and will need to decide by April 12th whether to resign from Pali and return to LAUSD or vice versa
 - In addition to researching outside insurance brokers and models for creating a trust for Pali to purchase lifetime benefits independently we are also having STRS and PERS out to talk to employees about retirement and LAUSD representatives out 3/4/08 to talk to employees about the process to return.
 - LAUSD is indicating subtly that they don't intend to cover our employees for lifetime benefits beyond June 30th. We are collaborating with the other conversion charters to fight for this right. Either way our employees will be covered since PCHS has committed the resources to do this.
- 9th Grade Orientation and Registration for Next Year
 - Administrative team is working on a more extensive registration process next year that would entail:
 - An orientation for new students and families
 - A day for students (and families) to come to Pali, get a tour, get their photo and student id, complete the Acceptable Use Policy application for technology, complete and submit their emergency cards and the releases in the Parent Handbook, submit their meal application/put money on their cafeteria accounts, and ultimately – once all of that is submitted, get their program cards
- Pool Project Update
 - Aquatic Design Group will complete construction documents within six weeks for submission to LAUSD and DSA for design review.
 - California Environmental Quality Act (CEQA) review underway. A full traffic study and mitigated negative declaration is likely needed. We will also need to work with the Coastal Commission.
 - We are in talks with multiple potential end user groups including LA Water Polo, TSM Swimming, Westside Aquatics and the YMCA. We did meet with several members of the Y's Leadership Team recently to discuss possible joint use, including master planning together. This is all in the very early tentative stages of discussion. Our goal with all the user groups is to have long term civic center permit agreements in place by early March.
 - A well known local contractor has offered to donate his services and do the project at cost which would amount to a sizable donation to the school. The project will go out to bid and the school will select the most responsible bidder to complete the project.
- Miscellaneous
 - Academic Decathlon won for the first time in 18 years against more schools than ever (64) and is going to the state to compete in March.
 - LA Magazine was here today – they are doing a profile on top LA schools and along with Pali are featuring LACES and Animo Leadership in their September edition.
 - Facilities Master Planning Charette is this Thursday for an all day off site. It will really launch the process.

- Whiteboard installation is almost complete, new track being installed right now so the Spring teams have been temporarily displaced, elevator is in progress but likely won't be completed before the end of the year, temporary boilers are functional again and new boilers in process of being installed, fire alarm project is progressing, retrofitting of U buildings underway, gym bathrooms just about complete and Mr. J plans to reopen them soon.

F. Chief Business Officer's Report – **Greg Wood**

➤ Enrollment/Attendance

At the close of the fifth month at PCHS (86 days), the enrollment was at 2,649 down 18 from last month (2,667- Dec. 2007) and the ADA was at 2,567.1 (2,573.5-Jan. 2007). Last month's ADA was lower than previous years. The 2007-2008 Full Year Budgeted Enrollment and ADA are 2,644 and 2,520 respectively.

➤ 2007-2008 Funding Update

- The Second Interim Financial Report is due to the CDE (via LAUSD) on March 3, 2008. This report will contain actual financial data through January 31, 2008 and projections for the remainder of the year. This report will be provided at the next regularly scheduled Board meeting in March.
- The Consolidated Application (Part II) was filed at the end of January and is included in the Board information. The Summary Report for the 2007-8 was filed, as prepared by the VAPA Department Chair, and is also included in the Board materials.
- Three claims for 2006-7 Mandated Costs were filed with the State of California last week: Meeting Graduation Requirements, Annual Parent Notification and Notification of Truancy totaling \$401,918. However, these amounts have not been approved for funding in the current 2007-2008 Governor's Budget and will be deferred until future year's Budget.

➤ 2008-2009 Budget Update

The Governor's 2008-2009 Budget Outlook continues to be ominous for next year. The latest information provided by the State of California indicates reductions in funding ranging from 2%-6.5% for a majority of funding categories. This information is being formulated and will be discussed in further detail at the special Board meeting next week.

➤ Cafeteria Update

The Cafeteria continues to sustain positive participation and operating results compared to the prior year. Our Free & Reduced student population now exceeds 26% (22%- for 2006-2007) and our subsidy has been reduced by \$14,000 from prior year.

➤ STRS Workshop/Counseling Sessions

PCHS has arranged for CalSTRS and LACOE to come on-site tomorrow to present a STRS Workshop to review benefits. Additionally, employees near retirement will be able to sign up to have individual counseling sessions (March 13th) on site, the first Charter School to offer this opportunity.

➤ Conflict of Interest-Form 700

I am still looking for a number of Form 700's for new Board Members. Please see me at the end of the Board meeting.

G. Technology – **Maisha-Cole Perri**

No report.

H. Human Resources – **Colleen McCarthy**

➤ Recent Recruiting:

- Have or will post Principal position (job description and web ad attached).
 - Pali Web site
 - EdJoin
 - Craig's List
 - Teach for America
 - CCSA

- ACSA
- Have received four resumes since Friday's posting.
- We have filled the Instrumental Music Teacher (part-time, second semester). Interviewed four candidates, two finalists. Spring semester 2008, given two classes of Instrumental Music 6th & 7th periods.
- Right of Return
 - At the February 4, 2008 Professional Development Day, we discussed where we are.
 - A meeting was held in the Fall with LAUSD Benefits Representatives, UTLA, Pali Administration to discuss with staff Right of Return & Lifetime Benefits.
 - Perceptions of what we were purchasing from LAUSD need clarification:
 - Active Employee Health & Welfare Benefits
 - Pali Retiree Benefits
 - Board decided to
 - Set aside \$1.25M in a trust for funding Pali Retiree Benefits
 - Look at other options for funding Active Employee Health & Welfare Benefits
 - Further, we discussed that we will have initial benefit proposals in the next two weeks, including clarification from LAUSD regarding who is eligible for lifetime benefits shortly (made more difficult due to LAUSD Benefits Administrator resignation).
 - Following the meeting, we emailed an updated Frequently Asked Questions.
 - In March, we will have Representatives from LAUSD Personnel, PERS and STRS on site to answer questions.
 - An anonymous survey was distributed to all employees asking:
 - Are you eligible for right of return?
 - At this time do you think you'll stay?
 - At this time do you think you'll go?
 - Classified or Certificated?
 - Of the 55 surveys returned:
 - 6 returned not willing to state whether Certificated or Classified
 - 1 might leave
 - 1 Classified Employee survey returned
 - 1 might stay
 - 48 Certificated Employee surveys returned
 - 2 are eligible and might leave
 - 13 didn't state their eligibility for right of return but plan on staying at Pali
 - 2 are eligible and will stay and wrote in that they do not want right of return extended
 - 28 are eligible and they want to stay
 - At the February 12, 2008 Staff Meeting, it was announced that CAL/STRS/LACOE will hold a "Retirement Check-up Workshop", Wednesday, February 20th, at 3:30. It will be held in B101. At that meeting, employees can sign up for individualized retirement counseling sessions that will be held at PCHS on Thursday, March 13.
 - We are not yet sure if CAL/PERS will come out, but are reviewing the option of providing time off for those who need to speak with a PERS retirement specialist at their Glendale office.
 - Further, at the March 4 staff meeting, we will devote one hour to Right of Return.
 - At this time, LAUSD Staff Relations will not attend
 - An LAUSD Benefits Rep will attend
 - Certificated Staff Local District 3 Representative will attend
 - UTLA Rep will attend
 - Classified Staff Local District 3 has been asked and will get back to us.

- Lifetime Benefits:
 - We will be meeting with one of the benefits brokers Wednesday, February 20th to go over their results. I have created a draft employee benefits survey, tentatively scheduled to be disseminated at the March 4th meeting.
 - In addition, we are reaching out separately to other consortiums/groups in an effort to ensure we are finding the best possible alternatives for employees.

I. Standing Committee Reports:

- Assessment and Accountability – **Lauren Allen**
- Communications – **Margaret Evans**
 - The Pali Positives for the month of March were chosen.
 - Emergency Supplies were purchased for all classrooms and offices.
 - The new website was discussed.
- Education Program – **Melinda Meinen**
 - The Educational Programs Committee discussed the Interaction of Zero-Based Budgeting with assessment of educational programs.
 - The Ed Programs Committee also unanimously passed the Revised Ed Programs By-Laws (see section 2---Function #2).
 - The Business Academy and proposed Media Academy were discussed.
- Finance and Budget – **Greg Wood**
 - Previously covered.
- Operations/Facilities / Technology Committee – **Amy Held**
 - Previously covered.
- Policy – **Julia O’Grady**
 - The Policy Committee unanimously passed the Revised AP Enrollment Contract and the AP Enrollment Contract Cover Letter. These documents will go into effect with the 2008-2009 school year.
 - The Policy Committee preliminarily discussed the formation of a Campus Memorials Policy.

VI. CLOSED SESSION:

There were no actions taken in closed session, just discussion of multiple issues.

- A. PUBLIC EMPLOYEE DISCIPLINE / DISMISSAL / RELEASE
- B. CONFERENCE WITH LABOR NEGOTIATOR
PCHS Negotiator: Mrs. Amy Dresser Held, Executive Director
EMPLOYEE ORGANIZATION: PESPU, UTLA, AALA, SEIU
- C. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION
 - 1) Case No: SC081985 – Board review of settlement and authorization for release of all claims
 - 2) Case No: BC383735

VII. PUBLIC SESSION:

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

VIII. ADJOURNMENT: