

PALISADES CHARTER HIGH SCHOOL
Minutes from the July 19, 2004 Board of Directors Meeting
Library

In attendance:

Gay Chambers	Jonathan Fielding
Bud Kling	Tina Lee
Minh Ha Ngo	Ruth Simeon
Jim Suhr	Jack Sutton

Welcome and Roll Call:

Approval of Minutes:

- Minutes of the June 21, 2004 and July 1, 2004 special meetings were approved
- Approval of minutes of the June 15, 2004 meeting were tabled until August 2004 meeting

Technology Plan

- Update of implementation plans for computers and software
- Board voted to delay purchase of computers pending resolution of cost issues and results of Executive Briefing at Apple Computer on July 27th
- Agreed that purchase of servers should continue
- It was re-emphasized that the goal is implementation of attendance, grades, homework on-line, and teacher email
- Goal is to begin process with at least attendance online at the start of school in September

Relationship with LAUSD

- What is our relationship with LAUSD?
- What must be accede to and what should we challenge?
- Action: Place on agenda for August meeting

Class size, room availability and planning

- Class size data (from Fall 2003) presented
- Board informed that enrollments are significantly higher than anticipated (~2,800)
 - This will further restrict options for lower class size since fewer rooms will be available
 - Approximately 64 classrooms available for regular classes (*check this number*)
 - Approximately 11 classrooms used for special education classes
 - Following discussion, it was determined that we should continue to accept applications with admitting students, and that the Executive Director, Principal and Board Chair would begin a process to address both short- and long-term solutions

Math and English Department Proposals for Intervention Support

- Both the English and Math departments, in response to a request from the Board, presented plans to provide intervention support for students with Ds and Fs (see attached)
- The Board approved both proposals with the direction to the principal to coordinate the process and keep the Board informed

Parent Involvement

- Ruth Simeon recommended contracts be signed by parents/family at the point of entry to the school
- With some discussion, it was determined that all parents/families, not just those entering, be included in the contract arrangement
- Action referred to the principal to have a develop a plan and have a draft contract written

USC MSW Proposal

- The administration was directed to follow-up on the proposal to use MSW candidates from USC to work with students at PCHS at a cost not to exceed \$15,000

By-Laws

- The 6/25/04 draft of the by-laws were discussed
- The By-Laws were amended to include the Academic Principal as an ex-officio member of the Board
- The By-Laws were ratified unanimously

New Leadership Team

- Jonathan Fielding publicly acknowledged Margaret Evans' for her contributions to the school and thanked her for her willingness to apply and to continue to serve in her present position
- Gloria Martinez was introduced as the new Academic Principal
- Discussion regarding role of an Executive Director/Chief Learning Officer
 - Single point of accountability to the Board of Directors
 - Supervise the principal, chief business officer, and consultant(s)
 - Assure that educational reform is proceeding
 - Official interface on board issues with LAUSD
 - Assures smooth functioning of the Board's standing committees
 - Responsible for developing and maintaining an external presence
 - Responsible for dealing with legal issues
 - Other duties as assigned
- Agreed in principle to hire Merle Price, up to 50% time, as a consultant to June 30, 2005
- Agreed in principle to hire an Executive Director/Chief Learning Officer up to 50% time to June 30, 2005

CLOSED SESSION

- Litigation issues
- Personnel issues

OPEN SESSION**Announcement of closed session decisions**

- Jim Suhr was authorized to enter into negotiations with Jack Sutton to serve as the Executive Director/Chief Learning Officer up to 50% time to June 30, 2005
- Authorization to hire a coordinator for special education

Meeting adjourned at 11:30pm