



A CALIFORNIA DISTINGUISHED SCHOOL

REGULAR MEETING MINUTES BOARD OF DIRECTORS

Tuesday, July 28, 2009

4:00 PM

LIBRARY

(* handouts referred to are on file in the Executive Director's office)

I. PRELIMINARY:

A. CALL TO ORDER: Rene Rodman 4:10PM

B. ROLL CALL

Members Present:

Amy Dresser Held

Darcy Stamler

Karen Perkins

John Callas (absent)

James Paleno (arrived 4:20PM)

John Riley (left at 6:45PM)

Patrice Fisher

Rene Rodman

Alex Shuhgalter

Torino Johnson

Victoria Francis

Officers/Non-Voting Members

Greg Wood

Ramin Badiyan (absent)

C. APPROVAL OF MINUTES FROM BOARD MEETINGS ON JUNE 19, JUNE 22, JUNE 25 AND JULY 16, 2009. See final approved version at www.palihigh.org. (Note: these minutes were approved midway through the meeting.)

- Darcy Stamler moved that the Board approve the minutes from the June 19, 2009 Board Meeting. John Riley seconded the motion.

BOARD ACTION:

7 – yes (Ms. Vicky Francis, Ms. Patrice Fisher, Ms. Darcy Stamler, Ms. Amy Dresser Held, Mr. James Paleno, Dr. Karen Perkins, Dr. John Riley)

3- abstain (Mr. Alex Shuhgalter, Rene Rodman, Mr. Torino Johnson)

1 – absent (Mr. John Callas)

- Darcy Stamler moved that the Board approve the minutes from the June 22, 2009 Board Meeting. James Paleno seconded the motion.

BOARD ACTION: Motion Passed

8 – yes (Ms. Vicky Francis, Ms. Patrice Fisher, Ms. Darcy Stamler, Ms. Amy Dresser Held, Mr. James Paleno, Dr. Karen Perkins, Dr. John Riley, Mr. Torino Johnson)

2- abstain (Mr. Alex Shuhgalter, Rene Rodman)

1 – absent (Mr. John Callas)

- Darcy Stamler moved that the Board approve the minutes from the June 25, 2009 Board Meeting. Karen Perkins seconded the motion.

BOARD ACTION: Motion Passed

8 – yes (Ms. Vicky Francis, Ms. Patrice Fisher, Ms. Darcy Stamler, Ms. Amy Dresser Held, Mr. James Paleno, Dr. Karen Perkins, Dr. John Riley, Mr. Torino Johnson)

2- abstain (Mr. Alex Shuhgalter, Rene Rodman)

1 – absent (Mr. John Callas)

- James Paleno moved that the Board approve the minutes from the July 16, 2009 Board Meeting. Karen Perkins seconded the motion.

BOARD ACTION: Motion Passed

8 – yes (Ms. Vicky Francis, Ms. Patrice Fisher, Ms. Rene Rodman, Mr. Alex Shugalter Ms. Amy Dresser Held, Mr. James Paleno, Dr. Karen Perkins, Dr. John Riley)

2- abstain (Ms. Darcy Stamler, Mr. Torino Johnson)

1 – absent (Mr. John Callas)

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.

- John Lissauer expressed concern about the addition of a temporary operations assistant position during the current fiscal crisis.

III. ACTION ITEMS:

A. BOARD ELECTION PROCEDURES UPDATE AND ISSUES. (see handout*)

- Chris Lee raised concerns over Election procedure issues, focusing on the Election Committee composition, Duties of the Election Committee, and other concerns regarding Election procedures.
- Monica Ianessa recommended that the Board appoint an Election Procedures Committee.
- Darcy Stamler moved that the Board appoint an Election Procedures Committee to be comprised of Board members Darcy Stamler, Vicky Francis, and Alex Shugalter; parent representative Carolin Herrmann, Administrative representative Monica Ianessa, and teacher representative Chris Lee. John Riley seconded the motion.

BOARD ACTION: Motion Passed

10 – yes (Ms. Vicky Francis, Ms. Patrice Fisher, Ms. Rene Rodman, Ms. Darcy Stamler, Mr. Torino Johnson Mr. Alex Shugalter Ms. Amy Dresser Held, Mr. James Paleno, Dr. Karen Perkins, Dr. John Riley)

1 – absent (Mr. John Callas)

- Due to discrepancies between the current charter language and current by-laws language regarding term length of the Classified Staff Board member, and due to input in the last year from the Classified Staff regarding their preference that the Classified Board member serve a two-year term, the Board discussed adopting language to clarify that that member's term be a two year term.
- John Riley moved that the Board approve a two-year term for the Classified Staff Board member's seat that is up for election in October 2009. Patrice Fisher seconded the motion.

BOARD ACTION: Motion Passed

10 – yes (Ms. Vicky Francis, Ms. Patrice Fisher, Ms. Rene Rodman, Ms. Darcy Stamler, Mr. Torino Johnson Mr. Alex Shugalter Ms. Amy Dresser Held, Mr. James Paleno, Dr. Karen Perkins, Dr. John Riley)

1 – absent (Mr. John Callas)

- Alex Shugalter raised issues regarding his recent election to the Board as the Faculty member elected by the students. He expressed concerns that there was an inconsistency in adopting language to have the Classified member's term serve a two-year term, while not having the Faculty member that is elected by the students serve a two-year term.
- Monica Ianessa related to the Board that she had surveyed the Leadership Class before the end of the school year and that the Class had indicated that they preferred that the student-elected Faculty member be voted on each year.

- Board discussion centered on further investigating whether the students were under the impression that they were voting for a one year term for this member versus a two year term before possibly taking further action.
- Alex Shugalter moved that the Board approve a two-year term for the Faculty member who was voted in by the students in June 2009. Karen Perkins seconded the motion.

BOARD ACTION: Motion Did Not Pass

2 – yes (Mr. Alex Shugalter, Dr. Karen Perkins)

6- no (Ms. Vicky Francis, Ms. Patrice Fisher, Ms. Rene Rodman, Ms. Darcy Stamler, Ms. Amy Dresser Held, Dr. John Riley)

2- abstain (Mr. James Paleno, Mr. Torino Johnson)

1 – absent (Mr. John Callas)

- B. UPDATE ON 2009-2010 BUDGET AND POTENTIAL ACTION ON ADDITIONAL CHANGES. DISCUSSION AND ACTION ON INCLUDING EXPENSES FOR LEARNING TEAMS IN THE 2009-2010 BUDGET. (see handout)*
- Greg Wood presented an update on the 2008-09 budget ending June 30, 2009. PCHS received additional Federal Stimulus Funding at the end of the school year. The 08-09 updated budget now reflects a \$46,200 reduction in the amount that will be taken from PCHS reserves to balance the budget. Total reserves to be tapped for the 08-09 fiscal year will now likely be \$80,600.
 - At the June 16 Board meeting, the Board had directed the Budget and Finance Committee to revise the 09-10 budget so that a maximum of \$500,000 in reserves would potentially be used to balance the budget. As part of its revision, the Committee increased projected ADA students to 2,630, thereby increasing revenue, and also made further reductions. The current 09-10 budget reflects use of \$500,000 in reserves.
 - Greg Wood will be issuing budget updates and cash flow estimates at each regular Board meeting so that the Board can more closely monitor the budget during the current fiscal crisis.
- C. ACTION ON TEACHER EMERGENCY CLAD CREDENTIALS.
- Amy Dresser Held moved that the Board acknowledge that PCHS will have up to 10 teachers working under an Emergency CLAD Credential for the upcoming school year. Vicky Francis seconded the motion.
- BOARD ACTION: Motion Passed**
- 10 – yes (Ms. Vicky Francis, Ms. Patrice Fisher, Ms. Rene Rodman, Ms. Darcy Stamler, Mr. Torino Johnson, Mr. Alex Shugalter, Ms. Amy Dresser Held, Mr. James Paleno, Dr. Karen Perkins, Dr. John Riley)**
- 1 – absent (Mr. John Callas)**
- D. ACTION TO CLARIFY GRADE APPEAL COMMITTEE’S FUNCTION, AUTHORITY AND MEMBERSHIP.
- Rene Rodman moved that the Board clarify the Board decision on May 15, 2007 to constitute a Grade Appeals Committee that is delegated the full authority of the Board. The Committee will be comprised of James Paleno, John Callas and John Riley. Amy Dresser Held seconded the motion.
- BOARD ACTION: Motion Passed**
- 10 – yes (Ms. Vicky Francis, Ms. Patrice Fisher, Ms. Rene Rodman, Ms. Darcy Stamler, Mr. Torino Johnson, Mr. Alex Shugalter, Ms. Amy Dresser Held, Mr. James Paleno, Dr. Karen Perkins, Dr. John Riley)**
- 1 – absent (Mr. John Callas)**
- E. POOL FUNDRAISING UPDATE AND POTENTIAL ACTION ON ADDITIONAL FINANCING. (see handout*)
- Susan Frank, a parent, made a Public Comment regarding the Pool funding.
 - Amy Dresser Held updated the Board on fundraising efforts to date; the pool still needs roughly \$1.5 million to be fully funded. She and Greg Wood will begin to explore loan options to bridge the potential \$1.5 million gap in order to fully fund the pool without affecting the general fund. The funds will be needed by spring of next year. The potential loan, from a private or public source, would be paid back

through fundraising and also operating revenues that will be generated once the pool is finished.

- Greg Wood will provide pool operating revenues and cash flow projections at the next regular Board meeting.

F. APPROVAL OF LACOE 2009-2010 CERTIFICATE OF SIGNATURES FOR THE COUNTY TREASURY ACCOUNT OF PCHS. (see handout)*

- Darcy Stamler moved that the Board approve Greg Wood, Monica Ianessa, and Amy Dresser Held to sign checks or warrants on behalf of PCHS to be submitted to the County. Patrice Fisher seconded the motion.

BOARD ACTION: Motion Passed

9 – yes (Ms. Vicky Francis, Ms. Patrice Fisher, Ms. Rene Rodman, Ms. Darcy Stamler, Mr. Torino Johnson, Mr. Alex Shugalter, Mr. James Paleno, Dr. Karen Perkins, Dr. John Riley)

1- abstain: Amy Dresser Held

1 – absent (Mr. John Callas)

G. EXECUTIVE DIRECTOR EXPENSE REPORTS (STANDING ITEM).

- There were no expense reports.

IV. DISCUSSION/INFORMATION ITEMS:

A. REVISED PCHS DRAFT BYLAWS. (see handout*)

- The Board reviewed the Draft Revised Bylaws that were drafted to more accurately reflect the existing Charter as well as PCHS precedents established over the past several years. The Bylaws will be posted online for input from stakeholders before a final version is presented to the Board for approval.

B. OVERVIEW OF LEADERSHIP TEAM JOB FUNCTIONS FOR 2009-2010. (see handout*)

- Jennifer Avant Eustice presented a chart which details job functions and responsibilities of each of the Leadership Team.

C. UPDATE ON 2009-2010 PCHS FUNDRAISING PLAN. (see handout*)

- Amy Dresser Held presented the working plan for PCHS fundraising for the upcoming fiscal year. The plan is being developed in response to the Board's directive to establish a strategic fundraising plan that has as its goal the generation of a minimum of \$500,000 in the next year. The \$500,000 goal matches the amount of reserves that PCHS will likely have to use to balance the fiscal year budget in the absence of additional fundraising revenues.
- Fundraising throughout Pali will be coordinated for the first time, so that individual groups are not seeking funding from the same organizations/individuals.
- A consultant who has had experience in similar campaigns for private schools in the Los Angeles area in recent years would possibly manage fundraising efforts.

D. PRESENTATION OF FINALIZED 2009-2010 CONSOLIDATED APPLICATION. (see handout*)

E. GOVERNANCE PRACTICE INFORMATION/UPDATE.

- Rene Rodman reminded the Board that they each should be reviewing a book related to Governance Practice to report on at the August 18 Board meeting.

F. CONFIRMATION OF NEXT REGULAR MEETING FOR TUESDAY, AUGUST 18 AT 4:00 PM IN THE LIBRARY AND SCHEDULING OF ADDITIONAL SPECIAL MEETING IN AUGUST.

- The special meeting will be held August 25 at 4PM 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 – **Ramin Badiyan – no report**
- B. Parent Report – **Julia O’Grady – no report**
 - Parent Advisory Committee –
 - PTSA –
 - BOOSTER CLUB –.
- C. Faculty/Staff Report – **James Paleno/Torino Johnson – no report**
- D. Academic Principal’s Report – **no report**
- E. Executive Director’s Report – **Amy Held (see handout)***
- F. Chief Business Officer’s Report – **Greg Wood (see handout)***
- G. Technology – **Maisha Cole Perri (see handout)***
- H. Human Resources – **Jennifer Avant Eustice (see handout)***
- I. Standing Committee Reports: - **no reports**
 - Communications – **Monica Iannessa**
 - Education Program – **Melinda Meinen**
 - Finance and Budget – **Greg Wood**
 - Operations/Facilities/Technology Committee – **Maisha Cole Perri**
 - Policy – **Julia O’Grady**

Board Chair then announced agenda items for closed session.

VI. CLOSED SESSION: 8:10PM

- A. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
- B. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
SIGNIFICANT EXPOSURE TO LITIGATION PURSUANT TO SUBDIVISION b OF SECTION 54956.9
- C. CONFERENCE WITH LABOR NEGOTIATOR PCHS Negotiator: Ms. Amy Dresser Held, Executive Director
EMPLOYEE ORGANIZATION: PESPU, UTLA
 - James Paleno, Karen Perkins, Alex Shugalter, and Torino Johnson left the meeting at 8:25PM, as they are members of employee bargaining units.

VII. PUBLIC SESSION: 8:32PM

- Rene Rodman announced that there was no action taken in Closed Session.

VIII. ADJOURNMENT: 8:33PM