



A CALIFORNIA DISTINGUISHED SCHOOL

**REGULAR MEETING MINUTES
BOARD OF TRUSTEES
Tuesday, August 17, 2010
5:00 PM, STAFF CAFETERIA**

I. PRELIMINARY

- A. Call to order 5:01 PM
- B. Roll call

Members Present

John Riley
James Paleno
Patrice Fisher
Wendy Hagan

Members Absent

Carol Osborne
Jason Cutler
John Callas

Officers/Non-Voting Members Present:

Michael A. Smith Marcia Haskin Greg Wood Shahin Mohammadi

- C. Introduction of New Board Member

Karen Perkins introduced, and welcomed, Wendy Hagan, the new student elected faculty Board Member.

II. APPROVAL OF MINUTES

July 20, 2010 Board Meeting Minutes

James Paleno moved to approve the Minutes as written. Julia O'Grady seconded the motion.

BOARD ACTION: MOTION PASSED

Yes – 4 (Julia O'Grady, Karen Perkins, James Paleno, Susan Frank)

No – 0

Abstain – 3 (Patrice Fisher, Wendy Hagan, John Riley)

III. PUBLIC COMMENT:

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.

There were no public comments.

IV. ORGANIZATIONAL REPORTS:

A. Interim Executive Director's report- Michael A. Smith (see handouts)

Michael Smith discussed how the process by which Ann Davenport was elected to the management/administrative board seat was not correct, and the process will be re-done. After a new election, the representative will be seated at the first available time.

Mr. Smith said that he spoke to PCHS's law firm, Middleton, Young and Minney, regarding obtaining past legal opinions and correspondence as requested. James Young communicated that compiling approximately 7 years of documents would be an onerous and expensive task. The Board decided a prudent first step would be to ask Michael Smith and John Riley to review the last six months of invoices and report back to the Board. Greg Wood acknowledged that the school has retained all of the past legal invoices.

Michael Smith discussed his fundraising efforts regarding the Northern Trust Golf Tournament held at Rivera Golf Course. It would involve PCHS stakeholders selling tickets to the event, with the school retaining 80% of the funds raised. Our law firm has reviewed, and approved, the contract. Mr. Smith said that funds raised would be earmarked for traveling students. Also under discussion is using PCHS as a parking facility on the Saturday and Sunday of the tournament.

Donor Perfect software is a computer data system designed to track fundraising. We will be purchasing the software for \$227 a month, or \$3,219 annually.

B. Interim Principal's report- Marcia Haskin (see handouts)

Marcia Haskin reviewed for the Board her first faculty and staff newsletter of the new school year. She said that her mission is to prepare the community for permanent leaders. Ms. Haskin discussed the recent administrative retreat where quantifiable goals for the school year were formulated. The emphasis this school year will be on data, which will be used to inform instruction. Also, she said that the school community needs to start discussing the use of value added data. Efforts will be focused on a targeted student assistance program for struggling students, and up to date Teacher Web use by 100% of the faculty.

C. Chief Business Officer's report- Greg Wood

Greg Wood gave an update on the pool accounting and the Civic Center permit account. As requested, Mr. Wood said that he would prepare an accounting of the Civic Center operating expenses that have been paid by the General Fund that are to be repaid over time.

In a brief budget update, Greg Wood reiterated that the State of California has yet to pass a 2010-2011 budget.

Sodexo has developed both short and long term goals for PCHS that work to increase student and staff participation rates, as well as improve cafeteria financials.

D. Human Resources Director's report- Jennifer Eustice

Jennifer Eustice discussed recent new hires. She also distributed an administrative salary comparison chart which compared salary and work metrics between PCHS, Granada and LAUSD A-basis and LAUSD E-basis.

(handout was not available at the time of posting, but can be obtained upon request)

- E. Students' report- Shahin Mohammadi
Shahin Mohammadi said he will bring a calendar of student events to the September Board Meeting. He also discussed the freshman orientation schedule.
- F. Faculty report- James Paleno and/or Karen Perkins
No report.
- G. Budget and Finance Committee report- Rob King
Greg Wood updated the Board regarding the Budget & Finance Committee. He said that he would be attending an agenda setting meeting with the Committee Chair in the following week.
- H. Policy Committee report- Julia O'Grady
No report.
- I. Educational Programs Committee report- Grant Smith
No report.
- J. Communications Committee report- Monica Iannessa
No report.
- K. Operations, Facilities and Technology Committee report- Maisha-Cole Perri
No report.
- L. Parent report- Julia O'Grady
The first Parent Advisory Council (PAC) meeting of the year entitled "A Conversation With the Board Chair and the Administration" will be held on Thursday, September 30th at 6:30 PM.

V. DISCUSSION ITEMS:

- A. GOVERNANCE POLICIES- Ad Hoc Policy Committee
Julia O'Grady, speaking on behalf of the committee, said that progress was being made, and that the committee expected to present a portion of the policies in the near future.

VI. DISCUSSION AND/OR ACTION ITEMS:

- A. AMENDMENT TO LANGUAGE IN BANK OF THE WEST LOAN DOCUMENT FOR POOL- Greg Wood (see handout)
This item was tabled until the next Regular Board Meeting when Carol Osborne will be present.
- B. 2010-2011 BUDGET UPDATE --
The State of California has still not passed a 2010-2011 Fiscal Year budget.
- C. POOL UPDATE-
Sarlan Builders believes that water will be in the pool when students return to school on September 13th.
- D. RECONFIGURATION OF SEAT REPRESENTING ADMINISTRATOR/MANAGER ON BOARD- Michael A. Smith
Michael Smith referred to his comments in his organizational report.

- E. DISTANCE LEARNING CONSULTING CONTRACT- Michael A. Smith
This item was tabled until the September Board Meeting because the Independent Consulting Agreement between PCHS and Ann Davenport for the selection and launch of a Distance Learning/Independent Study Program at PCHS was not available for review prior to the Board Meeting.

VII. OUTSTANDING BUSINESS

A. LONG RANGE PLANNING ADVISORY COMMITTEE UPDATE

The committee expects to report their progress at the September Board meeting.

NEW BUSINESS

There were no new business items.

Board chair to announce items for closed session.

(Open Session ended at 6:48 PM)

VIII. CLOSED SESSION (6:58 PM)

A. PUBLIC EMPLOYEE: CONFIDENTIAL LEAVE REQUEST

John Riley moved to accept employee #130002499's request for a one year leave of absence to explore an educational opportunity with the right to return to the Science Department with the understanding that notification to return must be done in writing by April 30, 2011.

Susan Frank seconded the motion.

BOARD ACTION: MOTION PASSED

Yes – 6 (Julia O’Grady, Wendy Hagan, James Paleno, Susan Frank, John Riley, Patrice Fisher)

No – 0

Abstain – 0

(Karen Perkins recused herself and left the room for the discussion and vote)

B. CONFERENCE WITH LEGAL COUNSEL- anticipated litigation

Significant exposure to litigation pursuant to subdivision b of section 54956.9

C. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

IX. OPEN SESSION (8:45 PM)

Board Chair will report publicly on any closed session action items for which a vote occurred.

X. ADJOURNMENT (8:45 PM)

(Meeting materials can be found on the Pali High website, www.palihigh.org, under Governance, Board of Trustees, Agendas and Minutes, Material for Board Meetings)