



A CALIFORNIA DISTINGUISHED SCHOOL
REGULAR MEETING MINUTES
BOARD OF TRUSTEES
Tuesday, October 18, 2011
5:00 PM, Library

I. PRELIMINARY

- A. Call to order 5:10 PM
- B. Roll call

Board Members Present

James Paleno
Stephanie Inyama
Jason Cutler
Naomi Norwood
Allison Holdorff Polhill

Susan Frank
Chris Lee
Lisa Kaas Boyle
Monica Iannessa

Board Members Absent

Wendy Hagan

Non-Voting Board Member Present:

Eeman Khorramian – Student

Officers/Senior Staff Present:

Dr. Pamela Magee, Greg Wood

II. APPROVAL OF MINUTES

A. September 17, 2011 Special Board Meeting (Retreat) Minutes

Allison Holdorff Polhill moved to approve the September 17, 2011 Special Board Meeting Minutes as written.

The motion was seconded by Lisa Kaas Boyle.

BOARD ACTION: MOTION PASSED

Yes – 9 (Chris Lee, Naomi Norwood, Stephanie Inyama, Jason Cutler, Susan Frank, Monica Iannessa, James Paleno, Lisa Kaas Boyle, Allison Holdorff Polhill)

No – 0

Abstain – 0

B. September 20, 2011 Regular Board Meeting Minutes

Allison Holdorff Polhill moved to approve the September 20, 2011 Regular Board Meeting Minutes as amended.

The motion was seconded by Stephanie Inyama.

BOARD ACTION: MOTION PASSED

Yes – 9 (Chris Lee, Naomi Norwood, Stephanie Inyama, Jason Cutler, Susan Frank, Monica Iannessa, James Paleno, Lisa Kaas Boyle, Allison Holdorff Polhill)

No – 0

Abstain – 0

C. October 5, 2011 Special Board Meeting Minutes

Lisa Kaas Boyle moved to approve the October 5, 2011 Special Board Meeting Minutes as written.

The motion was seconded by Stephanie Inyama.

BOARD ACTION: MOTION PASSED

Yes – 7 (Naomi Norwood, Stephanie Inyama, Jason Cutler, Susan Frank, Monica Iannessa, Lisa Kaas Boyle, Allison Holdorff Polhill)

No – 0

Abstain – 2 (James Paleno. Chris Lee)

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. Speakers may choose to speak during the public comment segment and/or at the time an agenda item is presented.

- A. Matthew Kato**, student, spoke regarding the support and positive team spirit that Coach Brumel has given to him and the cross country team.
- B. Kylie Rawn**, student, spoke positively about Coach Brumel and highlighted his very supportive nature.
- C. Kate Frankel**, student, discussed her positive experiences with Coach Brumel.
- D. Abby Ventura**, student, said that Coach Brumel is a great coach and that he cares about the well-being of each of the students on the team.
- E. Anna Gelber**, parent, asked the Board to carefully consider the negative impact on the individual and the students before making any decisions.
- F. Lucy Yu**, student, said that Coach Brumel is a great coach, cares about the team, and is an overall great person.
- G. Austin Gelber**, student, discussed how students have benefited from Coach Brumel.
- H. Erick Yoque**, student, explained that Coach Brumel made him not just a better runner, but a better person as well.
- I. Nicholas Wong**, said that losing Coach Brumel would be a big loss.
- J. Grant Stromberg**, student, who spoke later in the evening, said that this was his 4th year being coached by Coach Brumel. He discussed how supportive Coach Brumel has been to him and other students regarding both athletics and on a personal level.

IV. ORGANIZATIONAL REPORTS: (see meeting materials posted with agenda)

- A. PRINCIPAL'S REPORT** – Dr. Pam Magee
Some Board members expressed an interest in viewing Ms. Ferraud's Curriculum, Instruction and Assessment Audit, and Maggie Nance's School Performance Management presentation.
- B. CHIEF BUSINESS OFFICER'S REPORT** – Greg Wood
There were no questions regarding the written CBO report.
- C. CLASSIFIED REPORT-**
There was no report.
- D. STUDENTS' REPORT** – Eeman Khorramian
Eeman Khorramian, in conjunction with his written report, gave a short update of upcoming events.

- E. FACULTY REPORT** – James Paleno, Wendy Hagan, Chris Lee
James Paleno thanked those who worked toward, what is hopefully, a resolution to the UTLA negotiations.
Chris Lee discussed the positive faculty and staff feedback on hosting period meetings to explain the Ad-Hoc Charter Committee’s recommendations.
- F. BUDGET AND FINANCE COMMITTEE REPORT** – Rob King
Greg Wood reported that the Retiree Healthcare fund sub-committee will meet soon.
- G. POLICY COMMITTEE REPORT** – Julia O’Grady
Julia O’Grady said that the committee is reviewing what policies stakeholder want posted to the PCHS website.
- H. EDUCATIONAL PROGRAMS COMMITTEE REPORT** – C. Kelly
There was no report.
- I. COMMUNICATIONS COMMITTEE REPORT** – M. Friedman & J. O’Grady
- J.** Julia O’Grady said that the committee was reviewing the PCHS website.
- K. OPERATIONS, FACILITIES & TECHNOLOGY COMMITTEE REPORT** – A. King & C. Herrmann
Carolyn Herrmann gave a public comment at this time, asking the Board to approve Russ Howard as the administrator on the committee if a Special Board Meeting is held before the November Regular Board Meeting.
There was a question and then discussion as to an item in the committee report pointing out that copier use needs to be curtailed if we are to stay under the contract maximum.
- L. PARENT LIAISON REPORT** – Julia O’Grady
Julia O’Grady asked for a final 2011-2012 school calendar to send out to parents. She said that parents have also been requesting the 2012-2013 school year start date and was glad to see that it was on the Board agenda for discussion.
Dr. Magee explained that the reason the school calendar has not been posted is that we are anticipating a UTLA agreement shortly.

V. PRESENTATION ITEMS (see meeting materials)

- A. PRESENTATION ON SMALL LEARNING COMMUNITIES (SLC’S- PODS)**
– Marike Anderson-Dam and Monica Iannessa
 1. Marike Anderson-Dam and Sarah Crompton are the co-coordinators of the SLC’s. Monica Iannessa is the administrator over the SLC’s.
 2. Marike Anderson-Dam discussed the history behind the Small Learning Communities. She said that they are going back to the original goal of diverse learning communities. There have been inconsistencies in the PODs because proper training was not implemented as stated in the Charter. There are currently considering Humanitas training for the POD teachers, improved professional development and are working to change the culture surrounding the PODS. Results have shown that English and Integrated Science coordination has improved student learning.
- B. PRESENTATION OF PRINCIPAL RECOMMENDATIONS FOR SCHOOLWIDE QUANTITATIVE END (GOALS) POLICIES** – Dr. Pam Magee
Dr. Magee discussed the process of how the Schoolwide Goals Policies are being developed, starting with the broad ideas given to the administrative team at the September Board retreat. The administrative team then met to develop the broad ideas into specific goals. Maggie Nance shared performance data with the administrators

and they looked at academics and the operational side and how they could best work together.

Dr. Magee explained that the 2011-2012 goals revolve around determining baseline statistics and establishing a framework for the future. She said that it is difficult at this point to put time frames on the evaluation phase. Dr. Magee mentioned that they are working with John Rauschuber on PLC evaluation metrics.

C. SCHOOL FINANCES AND GOVERNANCE POLICIES SCHEDULE OF PERIODIC MONITORING – Greg Wood

Greg Wood reviewed the 2010-2011 unaudited actual, highlighting some areas. Revenue came in \$1.4 million higher than projected, mostly due to a one time incremental funding of \$1 million from the federal government. Student transportation costs came in \$345,000 higher than budgeted. For the full year, there was a \$300,000 addition to the General Fund. Mr. Wood spoke about the negative impact that revenue deferrals are having on the school's financials. He disclosed that on 6-30-2011 the school's cash balance was \$3.7 million, of which \$2.7 million is the Retiree Healthcare Fund- pointing out that net of this Board Designated Fund, cash was only \$1 million.

Greg Wood discussed the 2011-2012 PCHS budget and said that we now have a signed Tumbleweed contract (busing). ADA was running 14 students below projections after the first month of school but 9 new students were brought in from the waiting list. Due to greater than expected demand by paying transportation students, a 15th bus has been added. Also, the budgeted \$202,500 transportation reimbursement from students will rise by \$50,000 -\$70,000 due to the additional students and strong collection efforts. The cafeteria showed a \$2,850 profit in September.

When asked about budgetary concerns, Mr. Wood noted 2 areas: LAUSD line item expenses and Special Education.

After the presentations, Allison Holdorff Polhill, representing the Board, thanked James Paleno and Naomi Norwood for their exceptional service on the Board.

VI. ACTION ITEMS

A. APPROVAL OF SCHOOLWIDE QUANTITATIVE ENDS (GOALS) POLICIES

Naomi Norwood moved that the Board adopt the Schoolwide Quantitative Ends (Goals) Policies as proposed by Dr. Magee and amended.

The motion was seconded by Allison Holdorff Polhill

BOARD ACTION: MOTION PASSED

Yes – 9 (Naomi Norwood, Stephanie Inyama, Jason Cutler, Susan Frank, Monica Iannessa, Lisa Kaas Boyle, Allison Holdorff Polhill, James Paleno, Chris Lee)

No – 0

Abstain – 0

B. APPROVAL OF BOARD CALENDAR

Allison Holdorff Polhill moved to approve the 2011-2012 PCHS Board Calendar as amended and incorporating the pending PCHS 2011-2012 Measurement Reporting Schedule.

The motion was seconded by Lisa Kaas Boyle.

BOARD ACTION: MOTION PASSED

Yes – 9 (Naomi Norwood, Stephanie Inyama, Jason Cutler, Susan Frank, Monica Iannessa, Lisa Kaas Boyle, Allison Holdorff Polhill, James Paleno, Chris Lee)

No – 0

Abstain – 0

The Board moved to Action Item F item dealing with Dr. Magee’s title prior to addressing Action Item C.

C. APPROVAL OF PRINCIPAL AND CHIEF ADMINISTRATIVE OFFICER’S JOB DESCRIPTION

Chris Lee moved to approve the Executive Director & Principal’s job description with the title amended.

The motion was seconded by Monica Iannessa.

BOARD ACTION: MOTION PASSED

Yes – 9 (Naomi Norwood, Stephanie Inyama, Jason Cutler, Susan Frank, Monica Iannessa, Lisa Kaas Boyle, Allison Holdorff Polhill, James Paleno, Chris Lee)

No – 0

Abstain – 0

D. NAMING OF ONE OR MORE BOARD MEMBERS TO RECEIVE THIRD PARTY WHISTLEBLOWER REPORTS

Dr. Magee spoke the outside whistleblower service (My Safe School) that PCHS has contracted with and said that one or more Board members needed to be designated as recipients of the reports.

Allison Holdorff Polhill moved to have community members Jason Cutler and Lisa Kaas Boyle receive whistleblower reports, along with Dr. Magee.

The motion was seconded by Naomi Norwood.

BOARD ACTION: MOTION PASSED

Yes – 7 (Naomi Norwood, Stephanie Inyama, Susan Frank, Monica Iannessa, Allison Holdorff Polhill, James Paleno, Chris Lee)

No – 0

Abstain – 2 (Jason Cutler, Lisa Kaas Boyle)

E. REVIEW AND APPROVAL OF 2010-2011 AUDIT REPORT

Tabled until January.

F. APPROVAL OF CHARTER AD-HOC BOARD SUB-COMMITTEE’S RECOMMENDATIONS

1. Change five current committees (Budget and Finance, Communications, Educational Programs, Operations, Facilities, and Technology, and Policy) from standing Board Committees to traditional school administrative committees.
2. Remove the Board from any role in selecting, hiring, evaluating, or replacing any administrator other than the top leader, who reports to the Board.
3. Change Dr. Magee's title to “Executive Director & Principal.”
4. Revise preference order in school's Attendance Policy and make corresponding revision to Charter, to restore level three priority for employees' children and level four priority for students who have matriculated through the Palisades Charter Complex.

Prior to Action Item C.

James Paleno moved to have the Board change Dr. Magee’s title to “Executive Director & Principal” from Principal & Chief Administrative Officer to align with the Charter.

The motion was seconded by Jason Cutler.

BOARD ACTION: MOTION PASSED

Yes – 9 (Naomi Norwood, Stephanie Inyama, Susan Frank, Monica Iannessa, Allison Holdorff Polhill, James Paleno, Chris Lee, Jason Cutler, Lisa Kaas Boyle)

No – 0

Abstain – 0

Chris Lee discussed the 2 day period by period meetings with staff to discuss the Ad-Hoc Charter Committee's recommendations. He said that the faculty and staff appreciated the transparency and dialogue. He said that there were concerns regarding the specific language that will be used. He recommended that #1 and #2 be tabled until the sub-committee meets and specific language is developed. Other Board members discussed their opinions and recommendations.

Naomi Norwood moved that the Board accept the recommendation of its Ad-Hoc Charter Review Committee to revise the preference order in the school's attendance policy and make corresponding revision to the Charter, to restore level 3 priority for family members of employees and level 4 priority for students who have matriculated through the Palisades Charter Complex.

The motion was seconded by Allison Holdorff Polhill.

BOARD ACTION: MOTION PASSED

Yes – 9 (Naomi Norwood, Stephanie Inyama, Susan Frank, Monica Iannessa, Allison Holdorff Polhill, James Paleno, Chris Lee, Jason Cutler, Lisa Kaas Boyle)

No – 0

Abstain – 0

The Board issued the following statement in regards to the Ad-Hoc Charter Review Committee's recommendations #1 & #2 (see below).

The Board directed the Ad-Hoc Charter Review Committee to meet and confer concerning the stakeholder input on the proposed governance revisions and to prepare proposed language for the Charter revisions to be considered by the employees and the Board.

#1 Change five current committees (Budget and Finance, Communications, Educational Programs, Operations, Facilities, and Technology, and Policy) from standing Board Committees to traditional school administrative committees.

#2 Remove the Board from any role in selecting, hiring, evaluating, or replacing any administrator other than the top leader, who reports to the Board. Consider upper management's ability to appeal to the Board in the event they were terminated by the Executive Director and Principal.

G. APPROVAL OF DEVELOPMENT AND MARKETING CONTRACT FOR CARLA LEVENSON

Tabled until the November Board Meeting.

H. AMEND CHIEF BUSINESS OFFICER (CBO) SALARY SCHEDULE

Tabled until the November Board Meeting.

VII. DISCUSSION ITEMS

A. BOARD TRAINING

It was decided that the Board training on November 15th would be for all Board members and should include:

1. Shorter Board meetings

2. Brown Act

It was also decided that a packet of critical materials should be given to new Board members prior to the November 15th training and should include Schoolwide Goals, Governance Policies, Carver pamphlet, etc.

Stephanie Inyama will investigate having the Cosca Group lead the training. The Board agreed that the cost should not exceed \$1,000.

B. Move to Mid-August 2012-2013 School Year Start Date

Dr. Magee disclosed that LAUSD is definitely moving to a mid-August start date for the 2012-2013 school year. Everyone agreed that stakeholders should be solicited for their input.

VIII. OUTSTANDING BUSINESS

IX. NEW BUSINESS

Board chair to announce items for closed session. (Open session ended at 9:05 PM)

X. CLOSED SESSION (9:05 PM)

A. ANTICIPATED LITIGATION

Naomi Norwood moved the Board vote to approve a Final Settlement Agreement and Release of all claims with employee #10002482, wherein employee #10002482 resigns from employment effective October 18, 2011, in exchange for a severance payment.

The motion was seconded by Monica Iannessa.

BOARD ACTION: MOTION PASSED

Yes – 8 (Chris Lee, Naomi Norwood, Stephanie Inyama, Jason Cutler, Susan Frank, Monica Iannessa, James Paleno, Lisa Kaas Boyle)

No – 0

Abstain – 1 (Allison Holdorff Polhill)

B. PUBLIC EMPLOYEE: DISCIPLINE/DISMISSAL/RELEASE

C. CONFERENCE WITH INFORMATION FROM LABOR NEGOTIATOR:

Dr. Pamela Magee, Principal and Chief Administrative Officer; James Young, Middleton Young & Minney
Employee organization: UTLA

D. CONFERENCE WITH INFORMATION FROM LABOR NEGOTIATOR:

Dr. Pamela Magee, Principal and Chief Administrative Officer; James Young, Middleton Young & Minney
Employee organization: PESPU

OPEN SESSION 10:25 PM

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

XI. ADJOURNMENT 10:25 PM

(Meeting Materials can be found on the Pali website under Governance, Board of Trustees, Agendas and Minutes, Material for Board Meetings)