



**BOARD MEETING MINUTES
BOARD OF TRUSTEES
TUESDAY, OCTOBER 16, 2012
5:00 pm Library**

I. PRELIMINARY

A. CALL TO ORDER 5:00 pm
5:07 PM

B. ROLL CALL 5:05 pm

	Present	Absent		Present	Absent
Allison Holdorff Polhill	X		Mark Epstein	X	
Chris Lee	X		Matthew Wunder		X 2 nd absence
Jason Cutler	X		Monica Iannessa	X	
Judi Firth	X		Polly Bamberger	X	
Mystic Thompson	X		Stephanie Inyama	X	
Marike Anderson-Dam	X				

NON VOTING MEMBERS

	Present	Absent
Hailey Biscow	X	
Greg Wood	X	
Pamela Magee	X late	
Nikki Washington	X	

II. APPROVAL OF THE MINUTES (5:05 pm – 5:15 pm)

A. REGULAR MEETING 9/18/12

Motion: Mystic Thompson

Seconded the motion: Polly Bamberger

	YES	NO	AB		YES	NO	AB
Allison Holdorff Polhill				Mark Epstein			
Chris Lee				Matthew Wunder			
Jason Cutler				Monica Iannessa			
Judi Firth				Polly Bamberger			
Mystic Thompson				Stephanie Inyama			
Marike Anderson-Dam							

Page 7 votes not recorded should be unanimous (check notes to verify)

Page 5 HR Ed code should be 45103 and short term services are paid through general fund not ASB fundraising.

Operations update – remove still shooting and add all filming.

B. SPECIAL MEETING 9/20/12

Motion: Monica Iannessa

Seconded the motion: Mark Epstein

	YES	NO	AB		YES	NO	AB
Allison Holdorff Polhill			x	Mark Epstein	x		
Chris Lee	X			Matthew Wunder			
Jason Cutler	X			Monica Iannessa	X		
Judi Firth	X			Polly Bamberger	X		
Mystic Thompson	X			Stephanie Inyama			x
Marike Anderson-Dam	x						

Change wording to Approve “creation” of Ad Hoc “committee”

Allison not present (called in via Oregon)

III. PUBLIC COMMENT (5:15 pm – 5:31 pm)

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.

NONE

IV. DISCUSSION ITEMS (5:31 pm – 6:11 pm)

1. Trustee individual goals

Not all members understood directions. Clarity needed. Goals should be transparent. Members should be prepared to share by next month's board meeting.

2. Board Goals Dashboard

Sample handed out of NY Charter school. Goals should be measureable. Ideally a monthly update given as fiduciary duty. Committee will to establish format of goals and be prepared to send to community to address. Due to Monica by Friday Oct. 19th.

3. Board Ad Hoc Charter Committee

After last meeting, on target to have final plan completed by October 31 and bring to board for vote. By December plan submitted to charter. Proposal prepared and along with stakeholder buy in

4. Academic Honesty Committee

Name is Academic Integrity Task Force. Views from students, parents, faculty and broader community. Identify long term and short term goals. Draft letter in process, hopefully sent out by next Tuesday. Mission to update all policies and be consistent across board. Ethical scholarly view and modeling after other charter schools. Professional development one of the tools needed for success of committee.

5. Compensation of Off Campus Athletic Coaches

Sample letter handed out. Meeting with Allison, Polly, Russ and John Achen to make stipends equitable for both of and on campus coaches. Short term answer to bigger problem (i.e. supervision during off seasons, etc). Potential to backfire but policy needs to be in place to ensure that students receive the best sports experience available and continue to get 7th period PE credit for playing sports.

V. PRESENTATION ITEMS (6:11 pm – 7:31 pm)

1. Math Department Presentation- Dr. Minh Ha Ngo
Handout.

2. PCHS Video Production Presentation- Sean Passan

TABLED

3. Administration: Presentation of School Goals- Dr. Magee

Handout.

4. Facilities Update and Tour- Dave Riccardi
Viewing of Mercer and Gilbert Hall. Mercer due to be completed by December 1 and Gilbert Hall will get used for first time tomorrow during POD assemblies. Bathrooms are still being constructed

5. Fundraising Committee Update- Dr. Magee
Quarterly financial reports will be provided to update on progress. Meeting with ED fund to tie in other organizations Booster, PTSA etc. Holiday boutique scheduled for Nov. 17 and vendors are being asked to donate 20% of all sales to PCHS some have offered 100%.
-
-
-

6. Audit Committee Update- Stephanie Inyama
View various reports provided by Greg. Auditor visiting PCHS next week. Follow up with Whistle blower committee. Goals of committee to view internal controls. Fiscally prudent to have committee.
-
-
-

7. Zimmer Resolution Update- Allison Holdorff Polhill
Revisions made to original document. Resolution moved to November agenda.
-
-
-

VI. ORGANIZATIONAL REPORTS: (7:31 pm – 7:55 pm)

Organizational reports shall be submitted in writing, it is recommended that oral reports be limited to less than 3 minutes.

A. EXECUTIVE DIRECTOR & PRINCIPAL'S REPORT – Dr. Pam Magee
Handout. Homecoming and spirit week events all went well. Great team spirit.
Crisis team in place and POD assemblies scheduled tomorrow and Nov 1. Various presentations and resources for related to coping strategies. In December in service for staff.

B. CHIEF BUSINESS OFFICER'S REPORT–Greg Wood
Hand out. ADA checks have been streaming in. Pool revenue increased by 20%

C. HUMAN RESOURCES DIRECTOR–Nikki Washington
Handout

D. DIRECTOR OF OPERATIONS-Dave Riccardi
Viewing of Gilbert hall and Mercer

a. Infinite Campus Update
Training for teachers and staff went well. The ‘Train the trainers” session was
informative and training will begin soon.

E. CLASSIFIED REPORT – Judi Firth

none

F. STUDENTS’ REPORT – Haley Biscow
143 students participated in blood drive which will save 129 lives.

G. FACULTY REPORT – Marike Anderson-Dam, Mystic Thompson, Chris Lee
Thumbs up to all faculty that participated in pep rally and chaperoned homecoming
dance. Great collaborative effort.

H. BUDGET AND FINANCE COMMITTEE REPORT – Rob King
Meeting with other organizations to plan strategic outreach to avoid double ask of
parents and community. After November elections regular meeting schedule as
well as a special meeting to discuss results.

I. POLICY COMMITTEE REPORT – Kate Svoboda-Spanbock
Members frustrated and have asked the board what they should be doing??

J. EDUCATIONAL PROGRAMS COMMITTEE REPORT –
Hand out

K. COMMUNICATIONS COMMITTEE REPORT – Committee Chairperson Mr.
Friedman resigned
No meeting. Members have communicated to Monica and suggest that board assign
tasks directly. Russ offered to step in until chairperson is assigned. Possibly hiatus or
dormant status

L. OPERATIONS, FACILITIES & TECHNOLOGY COMMITTEE REPORT – A. King
& C. Herrmann
Feedback needs to be offered as to needs and expectations of each committee.

VII. ACTION ITEMS (7:55 – 8:15 pm)

A. Approval of Board Calendar

Motion: Judy Firth

Seconded the motion: Marike Anderson Dam

	YES	NO	AB		YES	NO	AB
Allison Holdorff Polhill	X			Mark Epstein	x		
Chris Lee	X			Matthew Wunder			
Jason Cutler	X			Monica Iannessa	x		
Judi Firth	x			Polly Bamberger	x		
Mystic Thompson	X			Stephanie Inyama	x		
Marike Anderson-Dam	x						

Approved as amended. Used as reference calendar.

B. Approval of Budget Committee Members

Motion: Marike Anderson Dam

Seconded the motion: Mystic Thompson

	YES	NO	AB		YES	NO	AB
Allison Holdorff Polhill	X			Mark Epstein		X	
Chris Lee	x			Matthew Wunder			
Jason Cutler		X		Monica Iannessa	X		
Judi Firth	X			Polly Bamberger	X		
Mystic Thompson	X			Stephanie Inyama	x		
Marike Anderson-Dam	x						

Parent selection of Corrie Massey

C. Approval of School-wide Goals

Motion: Allison Holdorff Polhill

Seconded the motion: Judy Firth

	YES	NO	AB		YES	NO	AB
Allison Holdorff Polhill	X			Mark Epstein	X		
Chris Lee	X			Matthew Wunder			
Jason Cutler	X			Monica Iannessa	X		
Judi Firth	X			Polly Bamberger	X		
Mystic Thompson	X			Stephanie Inyama	X		
Marike Anderson-Dam	X						

Approved as amended

D. Approval of Operations, Facilities, and Technology Committee Members

Motion:

Seconded the motion:

	YES	NO	AB		YES	NO	AB
Allison Holdorff Polhill				Mark Epstein			
Chris Lee				Matthew Wunder			
Jason Cutler				Monica Iannessa			
Judi Firth				Polly Bamberger			
Mystic Thompson				Stephanie Inyama			
Marike Anderson-Dam							

TABLED

E. Place Holder Custodial Contract

Motion:

Secoded the motion:

	YES	NO	AB		YES	NO	AB
Allison Holdorff Polhill				Mark Epstein			
Chris Lee				Matthew Wunder			
Jason Cutler				Monica Iannessa			
Judi Firth				Polly Bamberger			
Mystic Thompson				Stephanie Inyama			
Marike Anderson-Dam							

TABLED

F. Authorization for Board Fundraising Committee to relay Communications School-wide re: School Fundraising Organizations

Motion: Judy Firth

Secoded the motion: Stephanie Inyama

	YES	NO	AB		YES	NO	AB
Allison Holdorff Polhill	X			Mark Epstein	X		
Chris Lee	X			Matthew Wunder			
Jason Cutler	X			Monica Iannessa	X		
Judi Firth	X			Polly Bamberger	X		
Mystic Thompson	X			Stephanie Inyama	X		
Marike Anderson-Dam	x						

AS amended Booster club to add input.

G. Approval of Policy re: Compensation for Off-Campus Athletic Coaches

Motion:

Seconded the motion:

	YES	NO	AB		YES	NO	AB
Allison Holdorff Polhill	X			Mark Epstein	X		
Chris Lee	X			Matthew Wunder			
Jason Cutler	X			Monica Iannessa	X		
Judi Firth	X			Polly Bamberger	X		
Mystic Thompson			X	Stephanie Inyama	X		
Marike Anderson-Dam			x				

Review again at later date. Provide update by next meeting.

VIII. OUTSTANDING BUSINESS: (8:15 pm)

IX. NEW BUSINESS: (8:20 pm)

Board chair to announce items for closed session.

X. CLOSED SESSION ITEMS (8:25 pm)

XI. OPEN SESSION:

XII. ADJOURNMENT: (8:30 pm)

9:00 pm

(Meeting Materials can be found on the Pali website under

DRAFT