



**BOARD OF TRUSTEES
MEETING MINUTES
Thursday, April 19, 2012
5:00 PM, Library**

I. PRELIMINARY:

A. CALL TO ORDER: Time 5:06 PM

B. ROLL CALL: 5:00PM - 5:05 PM

Board Members Present

Allison Holdorff Polhill	Mark Epstein
Chris Lee	Matthew Wunder - late
Judi Firth	Monica Iannessa
Lisa Kaas Boyle - late	Stephanie Inyama
Marike Anderson-Dam	Wendy Hagan

Board Members Absent

Jason Cutler

Non-Voting Members Present:

Eeman Khorramian – Student Rep

Officers/Senior Staff Present:

Pamela A. Magee – ED/Principal
Greg Wood – Chief Business Officer

II. APPROVAL OF THE MINUTES:

A. REGULAR MEETING 3/20/12

Amendments: Greg Wood – Change B) from 2853 to 2753

Motion: Mark Epstein approve March 20th minutes as amended

Secoded the motion: Allison Holdorff-Polhill

BOARD ACTION: MOTION PASSED

Yes – 9 (Allison Holdorff Polhill, Chris Lee, Judi Firth, Marike Anderson-Dam, Mark Epstein, Matthew Wunder, Monica Iannessa, Stephanie Inyama, & Wendy Hagan)

No – 0

Abstain – 0

B. B. SPECIAL MEETING 3/28/12

Motion: Wendy Hagan moved to approve the minutes of the special board meeting.

Secoded the motion: Stephanie Inyama

BOARD ACTION: MOTION PASSED

Yes – 8 (Allison Holdorff Polhill, Chris Lee, Judi Firth, Marike Anderson-Dam, Mark Epstein, Monica Iannessa, Stephanie Inyama, & Wendy Hagan)

No – 0

Abstain – 1 (Matthew Wunder)

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. Wendy Arenson: Regarding an English teacher and teachers in general. Teachers are not paying enough attention to students. Her student has received no information about her English teacher- her English teacher did show an interest in her child.
- B. Karen Giffin: Daughter has Miss A English teacher and enjoys her class.
- C. Rose Gilbert: She is happy to announce The Rose Gilbert Renovation and Modernization Facilities Fund for Mercer Hall and Rose Gilbert Hall (formerly known as B101) \$1 million. This fund in the amount of one million dollars will be managed by the Chief Business Officer. All contracts and purchase orders below \$5,000 may be approved by the Director of Operations or Executive Director/Principal.

IV. PRESENTATION ITEMS:

- A. GIRLS BASKETBALL PRESENTATION- Coach Torino
They are practicing at an all-star game. The presentation will be postponed.
- B. AUDIT REPORT: ASB ACCOUNTS- Bob Wilkinson
Tabled
- C. P2 ATTENDANCE AND ENROLLMENT INFORMATION- Monica Iannessa
For the Month 7 attendance reporting period, PCHS reported 16.4 ADA over budget projection. This will bring in \$106, 431 over projection.
- D. 2012-13 BUDGET UPDATE- Greg Wood
- Including 10 year Cash Flow Civic Center Permit Account Deferred maintenance. This is a sustainable model. 2020 is the year when surpluses will exist however, PCHS needs to consider deferred maintenance.
- E. COMPENSATION AND BENEFITS- Nikki Washington
Health and Welfare Meeting on April 12 meeting. Chapman company came into present. At this meeting the vendors informed us that PCHS' current insurance rates are some of the best that are out there.
- F. REVIEW OF ADMINISTRATIVE JOB DESCRIPTIONS- Nikki Washington
Nikki Washington presented job descriptions to the board.
- G. NEW SIS PRESENTATION- Dr. Pamela Magee and John Rauschuber
See power point
- H. WASC COMMITTEE VISIT REPORT- Wendy Hagan
- I. PUBLIC HEARING: UTLA-PCHS INITIAL PROPOSAL FOR BARGAINING A COLLECTIVE BARGAINING AGREEMENT WITH PCHS – Dr. Magee
Refer to sun-shining proposal.

V. ORGANIZATIONAL REPORTS:

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
See Handout
- B. CHIEF BUSINESS OFFICER’S REPORT–Greg Wood
See Handout / Updates: Greg Wood is attending SELPA meeting to discuss reserves with other charter finance personnel --- Greg Wood participated in the LACOE charter school fee structure.
- C. HUMAN RESOURCES DIRECTOR–Nikki Washington
See Handout
- D. CLASSIFIED REPORT – Judi Firth
Counseling Office was distinguished in the WASC report. Received a suggestion to put non-voting retiree on the board. Request for additional employees in support roles.
- E. STUDENTS’ REPORT – David Shabbouei
Leadership conference hosted at PCHS. Movie Night. Elections are upcoming. 90s Day. EAST is holding an e-waste drive.
- F. FACULTY REPORT – Marike Anderson-Dam, Wendy Hagan, Chris Lee
Leadership Update: Celeste Fraley has stepped down as leadership advisor. She will return to her full-time science position.
- G. BUDGET AND FINANCE COMMITTEE REPORT – Rob King
Cheryl Onoye: Administration is looking into auxiliary cuts (\$380,000 of aux cuts and program suspension). Fee-based summer school (Accellus) is being investigated to gain revenue. Ops Director is investigating operational ways to cut funds. He is working on permitting to increase revenues. Booster Club profit 160,000 from the Silent Auction. They are involved in a matching fund drive for technology upgrades. April 27 the long-term strategic planning committee will be meeting about grants, online learning, permits and how they will impact the PCHS budget. Infinite Campus: First and second year costs are covered but need to look at long term sustainability. Investigate additional costs of migration. Q conference brought into the forefront the need for modernization of our campus.
- H. POLICY COMMITTEE REPORT – Julia O’Grady
See Handout
- I. EDUCATIONAL PROGRAMS COMMITTEE REPORT – S. Santana & C. Kelly
No Show – No Report – No Brown Act
- J. COMMUNICATIONS COMMITTEE REPORT – M. Friedman & J. O’Grady
See Handout
- K. OPERATIONS, FACILITIES & TECHNOLOGY COMMITTEE REPORT –
A. King & C. Herrmann
 1. Carolin Herrmann- Traveling teachers, learning lab, facelift projects (railing, painting, signage)
 2. Dave Riccardi is increasing filming permits for the school. Working with LAUSD to save money operationally. Special meeting in two weeks to look at budget for technology.

- L. PARENT LIAISON REPORT – Julia O’Grady
 - 1. PTSA- applications for senior scholarships are due April 25. They are giving six scholarships. Teacher and Staff appreciation week is April 30. May 4 is the appreciation breakfast.
 - 2. PAC senior speak out was a success. Booster gave 40,000 for library computers and 100,000 for the SIS system. Note: Lisa Kaas Boyle left at 6:55 PM to attend a Heal the Bay board meeting.

VI. DISCUSSION ITEMS:

- A. ORGANIZATIONAL REVIEW OF BOARD STANDING COMMITTEES:
Charter line 3186 -Ad Hoc Charter Committee, Allison Holdorf-Polhill
 - 1. The Ad Hoc Charter Review Committee is hurrying to finish the work that was started in October. Mark Epstein has worked diligently on charter language. The Ad Hoc will be agendized
 - 2. Next month to finish its tasks. Budget, Operations and Facilities, and Policy were represented in the discussion. Concerns were expressed about the progress of certain standing committees
- B. EXECUTIVE DIRECTOR EVALUATIVE TOOL- Stephanie Inyama
 - 1. Stephanie Inyama reviewed the evaluation tool and the narrative on how the tool should be used.
 - 2. Wendy Hagan pointed out a formatting error.
- C. ELECTION COMMITTEE UPDATE– Chris Lee
 - 1. Open seats for the 2012-13
 - a. Traveling Parent seat
 - b. Student elected Teacher seat
 - c. Teacher elected Teacher seat
 - d. Community Seat
 - e. Administrative Seat
 - 2. Nominations are due May 4
 - 3. Town Hall May 21st
 - 4. Elections May 29- May 31
 - 5. Stephanie Inyama mentioned that a board job description needed to be made available.
 - 6. Mark Epstein voiced a concern over the lack of participation from the incoming 9th grade parents in the 2012-13.
 - 7. Matt moved to table. A special meeting will be scheduled to address this April 25 at 5:00 PM
- D. REVIEW OF PCHS TAX RETURN- Greg Wood
This item is on the agenda to enable PCHS corporation to file app

VII. ACTION ITEMS:

- A. APPROVAL OF INFINITE CAMPUS SIS CONTRACT
Motion: Matthew Wunder
Secoded the motion: Chris Lee
BOARD ACTION: MOTION PASSED
Yes – 9 (Allison Holdorff Polhill, Chris Lee, Judi Firth, Marike Anderson-Dam,

Mark Epstein, Matthew Wunder, Monica Iannessa, Stephanie Inyama, & Wendy Hagan)

No – 0

Abstain – 0

- B. APPROVAL TO SUBMIT AND AUTHORIZATION FOR EXECUTIVE DIRECTOR TO SIGN THE 2011-2012 CONSOLIDATED APPLICATION PART I
Tabled

VIII. CONSENT AGENDA:

- A. APPROVAL OF REIMBURSEMENTS FOR EXECUTIVE DIRECTOR/PRINCIPAL

BOARD ACTION: MOTION PASSED

Yes – 9 (Allison Holdorff Polhill, Chris Lee, Judi Firth, Marike Anderson-Dam, Mark Epstein, Matthew Wunder, Monica Iannessa, Stephanie Inyama, & Wendy Hagan)

No – 0

Abstain – 0

- B. APPROVAL OF MYSTIC THOMPSON TO THE 2011-12 BUDGET AND FINANCE COMMITTEE

BOARD ACTION: MOTION PASSED

Yes – 9 (Allison Holdorff Polhill, Chris Lee, Judi Firth, Marike Anderson-Dam, Mark Epstein, Matthew Wunder, Monica Iannessa, Stephanie Inyama, & Wendy Hagan)

No – 0

Abstain – 0

IX. OUTSTANDING BUSINESS

- A. Wendy Hagan: Requested more communication from the ad hoc board committee about new law firm decision. The understanding from the last meeting was that the ad hoc was formed to investigate law firms. Uninterested trustees were not informed that the ad hoc committee actually chose a law firm.
- B. Allison Holdorf-Polhill: The ad hoc committee apologized for the missing communication. The ad hoc intended to report out their findings at the next board meeting. The ad hoc acknowledged that a more specific board communication should have been delivered about it. The ad hoc committee will put out extra communication to clear up confusion.

X. NEW BUSINESS

- A. Board chair to announce items for closed session.
- B. Board training planning is in progress. They are compiling all materials needed for new board members and a retreat will be planned in the summer.
- C. Matt Wunder would like a financial reassurance about the million donation that the project would not cost the school any additional money.

XI. CLOSED SESSION:

- A. PUBLIC EMPLOYMENT: DISCIPLINE/DISMISSAL/RELEASE
- B. BOARD CONSIDERATION OF POSSIBLE STUDENT EXPULSION: CASE #11/12-A
- C. CONFERENCE WITH INFORMATION FROM LABOR NEGOTIATION-
Dr. Pamela Magee, Executive Director Employee organizations: PESPU, UTLA
Motion: Mark Epstein to ratify the selected law firm for labor negotiations only
Seconded the motion: Matthew Wunder
BOARD ACTION: MOTION PASSED
Yes – 5 (Allison Holdorff Polhill, Mark Epstein, Matthew Wunder, & Monica Iannessa)
No – 0
Abstain – 1 (Stephanie Inyama)
Motion by Mark Epstein: Resolved, We deeply regret the poor communication regarding the retention of the law firm and in the future we will take great care to communicate accurately and promptly.

XII. OPEN SESSION: 9:19 PM

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

XIII. ADJOURNMENT : 9:21 PM

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