

REGULAR MEETING MINUTES  
 BOARD OF TRUSTEES  
 Tuesday, August 21, 2012  
 5:00 PM, Room J121

I. PRELIMINARY

- A. Call to order 5:14 PM
- B. Roll call

	Present	Absent		Present	Absent
Allison Holdorff Polhil	X		Mark Epstein	X	
Chris Lee	X		Matthew Wunder	X late	
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	
Nikki Washington	x	

II. APPROVAL OF MINUTES

- A. July 10, 2012 Special Board Meeting Minutes

- ✓ Change Agenda to Minutes
- ✓ Addition Board Members Present: (next to roll)
- ✓ Add Haley Biscow not present

*Motion: Allison Holdorff Polhill moves to approve special board meetings minute as amended.*

*Secoded the motion: Polly Bamberger*

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

- B. July 17, 2012 Board Meeting Minutes

- ✓ Omit the word “only” under 8B
- ✓ Add Stephanie Inyama Handout Description (change standing to ad hoc) to action item IX A
- ✓ Add IX A. ASB Treasurer and a budget committee staff member will be added to this committee as non-voting members.
- ✓ Amend 4A to Polly Bamberger abstaining
- ✓ 8D Add: One appeal granted one appeal denied-add designation of case number
- ✓ #1101195F037 appeal was granted and #040496M034 denied
- ✓ Greg Woods report: Add Polly’s question and response concerning paying back

*Motion: Allison Holdorff Polhill moves to approve the regular board meeting minutes of 7/17/12*

*Seconded the motion: Stephanie Inyama*

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

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.

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Wally Hasting: (community) Smart Power Board Contribution \$5500 for two smart boards to be used in the classroom and security equipment. Introduced Stu Kaiser with the Optimist Club.

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Monica Gilsanz: (student) Teacher Staffing ----Teacher seniority vs Needs of the Academic Program

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IV. ORGANIZATIONAL REPORTS:

- a. Executive Director/Principal’s report- Dr. Pamela Magee

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As submitted.

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b. Chief Business Officer's report- Greg Wood

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As submitted.

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Polly Bamberger asked the CBO and the Assistant Principal of Athletics about athletic policies to prevent "pay to play" type of contributions. If there is any information going out to the parents about fundraising, a disclaimer should be added clarifying that students are not required to pay. This policy should be articulated in fundraising policies. Marike Anderson- Dam requested that community members contact the PCHS administration with questionable material as soon as possible.

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c. Human Resources report- Nikki Washington

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As submitted.

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d. Classified report- Judi Firth

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Judi Firth has been accommodating PCHS students who are applying for the transcripts to prove their educational history.

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e. Students' report- Haley Biscow

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As submitted.

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Addition: Haley participated in the college counselor hiring, and enjoyed the experience. Haley and leadership class and In One Instant is participating in a competition sponsored by State Farm to win \$100,00 for PCHS and a new car.

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f. Faculty report- Marike Anderson-Dam, Chris Lee, Mystic Thompson

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No report.

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g. Budget and Finance Committee report- Rob King

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n/a

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h. Policy Committee report- Kim Theard

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n/a

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i. Educational Programs Committee report-

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Mary Bush: Caroline Kelly (last year's committee chair) has resigned due to work commitments. Mary Bush is the interim committee chair. Asked for the board's guidance.

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Greg Wood recommended an agenda item to address standing committee focus for the year.

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j. Communications Committee report- Michael Friedman

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No meeting held in June.

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k. Operations, Facilities & Technology Committee report- A. King & C. Herrmann

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Upcoming meeting.

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V. CONSENT AGENDA

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No agenda items.

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VI. A. Approval of YMCA/PCHS Center for Social Responsibility Contract

*Motion: ----*

*Seconded the motion: -----*

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

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\$10,000 per semester

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Chris Lee moved to table absent objection.

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ASB to elicit feedback on the program and Haley Biscow to report to board.

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VII. PRESENTATION ITEMS

## 1. PCHS Parent Volunteer Program

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Polly Bamberger presented the Parent Volunteer Program Form that was revised by Monica Iannessa, Polly Bamberger and Allison Holdorff Polhill . Polly Bamberger and Allison Polhill Holdorff presented this material to the new, incoming parents. Polly Bamberger has created a data base for the school so that parents have a concrete way to participate and give to our school.

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## 2. WASC Accreditation

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Dr. Pamela Magee presented the WASC letter. The committee granted PCHS a 6-year accreditation with a midterm review. The committee acknowledged that PCHS has an “ambitious” plan.

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## 3. Facilities Update

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As submitted.

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## 4. Attendance and Enrollment Update

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Monica Iannessa: Approximately 2950 at this time. ADA is difficult to determine due to intermittent ISIS connectivity. Unfortunately the district ISIS program has been down or slowed since the first day of school. Teachers have had to take roll on paper until the program is back up. ISIS has not been successful at meeting the needs of our school in critical times such as enrollment and

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Budget targets include 2802 ADA We would need 2940-50 to meet this goal with a 96% ADA.

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Temescal Academy 70 students.

Attendance Contribution program

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## 5. PCHS Fundraising Committee

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Allison Holdorff Polhill: The committee held its first meeting on 8/16/12

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The committee would like to form an Educational Foundation to look at models for obtaining bigger donor contributions that could be sustained throughout the year.

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Judi Firth recommended a schoolwide holiday boutique complete with snow.

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VIII. ACTION ITEMS

- a. Amend Board of Trustees Regular Meeting Calendar- November 20 date was discussed as a possible date change.

Tabled to retreat

*Motion:*

*Secoded the motion:*

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

IX. DISCUSSION ITEMS

- a. Deferment Status and Retirement reimbursement update

Greg Wood: The IRS has published IRS regulation changes that will potentially impact employees eligible for STRS and PERS. The IRS has a proposal that that would exclude charter employees from state pensions.

NEA and AFT sent letters to the IRS not to exclude charter schools and must differentiate its proposal.

PCHS has reimbursed The unrestricted general fund balance to the designated lifetime benefit account for funds advanced, as approved by the board, to the 2011-2012 state budget deferrals.

- b. Review of Signed 2011-2012 Consolidated Application- Part I

Tabled.

- c. Board Retreat

Stephanie Inyama: We have been planning an excellent retreat agenda. Standing Committee's will be asked to bring materials and participate in the retreat.

The agenda will include reviewing the strategic plan, communication strategies, goals, data dashboards, goal attainment and counsel.

- d. Academic Honesty Policy

Dr. Magee: We have formed a committee to address concerns about Academic Honesty. The committee will discuss the need to amend the current Academic Honesty Policy.

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e. School Policy Update

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CCSA has a set of charter school policies in template form. Mark Epstein recommended that the PCHS Administration consider a plan for archiving school policies and adapting need policies for the school.

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Allison Holdorf Polhill: Recommended that parent volunteers could archive existing policies.

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f. Parent Volunteer Recognition

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Parent volunteers will be recognized at PCHS Back to School Night.

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g. Risk Management

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Mark Epstein proposed the formation of an ad hoc board committee to advise the board and the Executive Director when there is a risk of litigation against the organization.

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X. OUTSTANDING BUSINESS

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XI. NEW BUSINESS

- a. 20<sup>th</sup> Annual Charter Schools Conference March 11-14, San Diego
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Tabled to September board meeting.

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Board chair to announce items for closed session.

XII. CLOSED SESSION

- a. Conference With Information From Labor Negotiator: Dr. Pamela Magee, Executive Director and Principal; Mark Bresee (Atkinson, Andelson, Loya, Ruud & Romo) UTLA
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No conference.

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- b. Conference With Information From Labor Negotiator: Dr. Pamela Magee, Executive Director and Principal; Mark Bresee (Atkinson, Andelson, Loya, Ruud & Romo) PESPU

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No conference.

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c. LAUSD Employee File Review Findings-Nikki Washington

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LAUSD wanted all charter schools to review employees' files dating back to 1972. Nikki Washington has reviewed over 500 files checking for violations that would be considered offensive such: child abuse, sexual misconduct, inappropriate behavior, violence and drug abuse. Her review showed that PCHS administration acted quickly and appropriately in handling student allegations. However, Nikki Washington did conclude that PCHS staff could improve on adult treatment of other adults. Colleagues should treat each other professionally and civilly.

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d. Pending Litigation

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Restraining Order and Safety Plans were discussed.

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Mark Epstein makes a motion:

The board authorizes Dr. Magee, in consultation with counsel, to pursue legal means to attain a restraining order against David Hegelson to protect the interests of PCHS and the safety of its stakeholders.

2nd Motion: Stephanie Inyama

Motion passes unanimously

Stephanie Inyama moves to direct the administration to create a safety plan concerning Mr. David Hegelson to ensure the safety of PCHS and its stakeholders.

2nd Motion: Judi Firth.

Motion passes unanimously.

Matt Wunder makes a motion to allocate up to \$5,000 to enable Dr. Magee to hire additional security if necessary regarding Mr. Hegelson.

2nd Motion: Stephanie Inyama

Motion passes unanimously.

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Came out of closed session at 8:18 PM

Board President reported out at

The board took action pertaining to certain legal matters.



Adjournment 8:18 PM