

## DRAFT

# ***PCHS BUDGET AND FINANCE COMMITTEE***

Minutes of the Regular Meeting of September 25, 2006



A California Distinguished  
School

### **In Attendance:**

**Voting Members:** Robert King (Co-Chairperson), Richard Simon (Secretary), Susan Curren, Sandra Duarte, Richard Held, Rachel Lerner, Simon Santana, Eileen Savage, James Suhr

**Non-voting Members:** Amy Held, Michelle Kim, Greg Wood

**Visitors:** Louis Brathwaite, Gloria Martinez, Paul Mittelbach, Max Toves

### **Opening**

Robert King called the meeting to order. Minutes from the regular meeting of August 28, 2006 were read and approved

### **Old Business**

*Budget Report:* Chief Business Officer Greg Wood reported as follows:

- ❑ Measure R:
  - Expect notification in late October after a site visit
  - Expansion of defined “impacted” schools at which overcrowding is relieved by PCHS—the percentage of Pali’s students in this category increased from approximately 20% to over 40%
- ❑ Mandated Cost Reimbursement:
  - Charter schools are now able to recover some mandated costs from the State. PCHS will apply for approximately \$400,000 in funds for 2004-2005 & 2005-2006. Reimbursement of 2003-2004 mandated costs will be pursued.
- ❑ Independent Charters of Los Angeles (ICLA):
  - Group meets regularly to discuss & develop strategies & solutions to issues common to charter schools, particularly in dealings with LAUSD. PCHS is participating in a task force to identify common practices, potential group needs & possible coalitions to achieve common goals.
- ❑ PERS Interest Distribution:
  - Interest accrued while PERS contributions were awaiting processing by LACOE has been distributed to eligible employees on their September 8 paychecks.
- ❑ LACOE Charges:
  - CCSA has designated Greg Wood to act as point person to collaborate in LACOE’s process to determine appropriate charges for their services. Meetings have resulted in fairer & in some cases reduced charges to PCHS & other charter schools.

*Human Resources:* Robert King (for Linda Ello) reported as follows:

- The Human Resources committee recommends:
  - Drama auxiliary—approximately \$7,000-\$8,000 plus benefits for certificated supervision of approximately 60 students in Period 7. Drama students are spread across campus, from Mercer Hall to B-101, & cannot be adequately supervised by a single teacher.
  - ➔ Approved, with recommendation that duties be defined by department administrator

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- Salary differential of \$1.00 per hour for Spanish-speaking classified staff who use bilingual skills in the performance of their duties—
  - Discussion:
    - Spanish-speaking employees are the primary means of communication with many in the PCHS community & act as translators at parent meetings with faculty & staff.
    - LAUSD pays a \$.28 per hour differential, which must be honored by PCHS. Determining an appropriate increase to this differential is within Human Resources committee's purview.
    - Affected classified staff members are currently not represented by a union.
    - Perception by many classified employees that dealings with PCHS are unfair—most are treated in strict accordance to contracts and procedures while a particular group of unrepresented classified employees, despite committee recommendations, seem able to get whatever they ask for from the Board of Directors.
    - Need for a comprehensive master plan with salary tables & job descriptions for all employees of PCHS.
  - ➔ Provisionally approved for this semester & subject to amendment of relevant collective bargaining agreements, & to be superseded by a comprehensive agreement, including a salary table.

*Booster Club:* Richard Held reported as follows:

- Current funding requests:
  - Speakers for the football field—\$25,000. Discussion:
    - Safety/security issue? No; PA is not used on field during emergencies.
    - Share expenses between Booster, ASB, & Athletics?
  - ➔ Tabled.
  - Dance uniforms & equipment— Discussion:
    - PCHS has obtained legal opinion that, as an independent charter, the school can pay for athletic activities.
    - Dance uniforms are fitted & retained by students—school does not pay for this type of uniform.
  - ➔ Tabled pending more information regarding equipment.
  - Other requests (\$2,500 for tennis equipment storage & unknown amount for fitness center maintenance) neither introduced nor discussed.

### New Business

*Drama Program:*

- Monica Iannessa requested that Budget & Finance committee form (or participate in) a subcommittee to identify funding sources for various Mercer Hall expenditures.

*Non-Routine Requests:*

- Choral music program requests \$3,300 for instructional materials. Discussion:
  - \$4,500 budgeted for vocal music program IMA.
- ➔ No action taken.

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- Drama SLC & 9<sup>th</sup> grade English teachers request approximately \$10,000 for a field trip. Discussion:
  - Requestors now precluded from raising funds through candy sales. Fund-raising letters have been sent to parents.
  - Funds are available in the school's field trip account.
  - Policy unclear—last year, the field trip budget paid for transportation & substitute time but not entry fees or other costs.
  - Booster Club will participate but prefers a three-way split on the costs.
  - ➔ Approve funding up to \$5,000 to be matched by Booster Club with these amounts offset by parent contributions solicited by each participating pod; recommendation for referral to Policy committee for development of fundraising policies.
- Administration requests Professional Development funds to be used to pay up to \$75 per night for lodging while members attend conferences. Discussion:
  - School has traditionally paid only conference registration & substitute time unless conference attendance is at the Board's direction.
  - Members should be encouraged to attend conferences, but prudent stewardship of school funds compels the Budget & Finance committee to ask that members avail themselves of the numerous opportunities for professional enrichment in the Los Angeles metropolitan area rather than travel extensive distances.
  - ➔ Referred to the Policy committee.
- Executive Director requests \$5,000 for "Pali" promotional materials. Discussion:
  - Cost includes both professional design of "hand-out" materials & a new school logo and production of materials.
  - ➔ Approved \$5,000 for start-up costs with a revisit if necessary & with ongoing expenses to be included in the 2007-2008 budget.

*Health Benefits for retirees:* Tabled until the next regular committee meeting.

*Member Concerns:* Deferred due to lateness of hour.

### Date, Time, and Location of Next Meeting:

The next regular meeting was set for Monday, October 23, 2006, at 3:15 p.m. in the school library  
(Items to be included on the agenda must be submitted by Tuesday, October 17 no later than 3:00 p.m.)

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