

PCHS BUDGET AND FINANCE COMMITTEE

Minutes of the Regular Meeting of January 22, 2007



A California Distinguished School

In Attendance:

Voting Members: Robert King (Co-Chairperson), Mark Snyder (Co-Chairperson) Richard Simon (Secretary), Susan Curren, Sandra Duarte, Richard Held, Karyn Newbill, Simon Santana, Eileen Savage, James Suhr

Non-voting Members: Amy Held, Nick Morshed, Eleanor Rozell, Greg Wood

Visitors: None

Opening

Mark Snyder called the meeting to order. Minutes from the regular meeting of November 27, 2006 were read and approved.

Ongoing Business

BUDGET REPORT

- ❑ Balance Sheet—Chief Business Officer Greg Wood reported as follows:
 - Summary of revenues, expenditures and fund balances for 2005-2006 school, per independent audit, which will be posted on the school's website.
 - Pali's 3rd consecutive "clean" audit.
 - New items listed as assets, including "property, plant and equipment."
- ❑ First interim report to LAUSD submitted.
- ❑ Measure R—Executive Director Amy Held reported as follows:
 - As of this meeting, LAUSD has denied Measure R fund. Rationale: PCHS has not added seats to relieve overcrowding elsewhere. Discussion:
 - As noted in November, issue has been brought to the attention of LAUSD's bond oversight committee & Board of Education President Marlene Canter. Attorneys representing PCHS will also be apprised & PCHS may appeal.
 - Should department chairs be informed to revise furniture/fixture requests?
- ❑ Mandated Costs—Greg Wood reported as follows:
 - PCHS has filed forms to obtain reimbursements from the State; currently working on recovery of approximately \$777,000 for 2004 through 2006 school years.
- ❑ 2006-2007 Ongoing and One-Time Grants—Greg Wood reported as follows:
 - A list of dedicated, ongoing and onetime grants has been distributed. Funding is subject to legislative approval. Discussion:
 - Should these grants be used as "mini-Measure R" in lieu of LAUSD's denial of Measure R funds?
 - ➔ Action: Recommend department chairpersons meet & prioritize instructional materials, furniture, fixtures and equipment needs for 2006-2007 school year for Board approval to access these funds.
- ❑ Current Accounts—Greg Wood reported as follows:
 - Textbooks—46% of budgeted funds remain unencumbered.
 - IMA—73% of budgeted funds remain unencumbered.

In accordance with the Brown Act requirement to post agendas 72 hours prior to public meetings, items for consideration & action by the Budget & Finance Committee must be submitted to the chairperson(s) no later than Tuesday @ 3:00 p.m., the week prior to scheduled meetings.

ASB: Greg Wood reported as follows:

- ❑ Draft report from independent auditor has been delivered. Official report next month.
- ❑ Draft report indicates need for greater student involvement.

BOOSTER CLUB: Richard Held reported October activities as follows:

- ❑ Silent Auction to be held February 9—all are invited to attend, with a special price for faculty.
- ❑ Allocations:
 - Football field speakers—up to \$18,000.
 - Environmental decathlon—\$800.
 - Environmental decathlon team letterman's jackets—up to \$4,100.

HEALTH BENEFITS: Amy Held, Mark Snyder, Sandra Duarte and Eileen Savage reported as follows:

- ❑ Goals and Activities—
 - Survey of employees to assess retirement or return-to-LAUSD plans has been developed. Discussion:
 - Need to provide a public relations-sensitive informative to employees, including:
 - Qualifications—teachers, substitutes, classified staff, administrators, corporate staff.
 - Guarantees in PCHS charter.
 - Actuarial report.
 - Comparisons of a PCHS-funded program with LAUSD's pay-as-you-go policy.
 - Insurance provider information.
 - Continue to negotiate, working with consortium of independent conversion charters, with LAUSD for appropriate costs of retiree benefits.

2007-2008 BUDGET DEVELOPMENT: Mark Snyder and Greg Wood reported as follows:

- ❑ Proposed calendar and worksheet forms distributed. Discussion:
 - Are there consequences for departments, programs, administrators, etc. who fail to plan and make appropriate requests?
 - Should two all-day meetings be scheduled?
 - Budget/Finance committee members should meet with chairpersons of departments not represented on the committee to discuss process & timeline.
 - Budget/Finance committee chairs, Executive Director & CBO will meet with administrators & program leaders & others to discuss process & timeline.
 - Need to change date of all day meeting to avoid conflict with AP classes.

CALENDAR ADJUSTMENT COSTS: Amy Held reported as follows:

- Proposed calendar change would incur only nominal costs for transportation & the expense of an additional paid holiday for some employees.

REIMBURSEMENTS: Sandra Duarte reported as follows:

- ❑ Need to meet with department chairpersons & program leaders to develop a policy. Discussion:
 - Booster Club is a possible avenue for teachers who do not (or cannot) obtain purchase orders.
 - Ethical behavior must be ensured.

New Business

MEMBER CONCERNS:

- Paychecks—some faculty have expressed desire for 12 paychecks. Discussion:
 - LAUSD has recently begun a similar program.
 - Item should be agendaized for February with information from CBO Wood and Eleanor Rozell.

Date, Time, and Location of Next Meeting:

The next regular meeting was set for Monday, February 26, 2007, at 3:15 p.m. in the school library
(Items to be included on the agenda must be submitted by Tuesday, February 20, 2007, no later than 3:00 p.m.)