

PCHS BUDGET AND FINANCE COMMITTEE

Minutes of the Regular Meeting of April 14, 2008



IN ATTENDANCE:

Voting Members: Robert King (Co-Chairperson), Richard Simon (left early), Susan Curren, Sandra Duarte, Richard Held, Karyn Newbill, Simon Santana, James Suhr

Non-voting Members: Amy Dresser Held, Colleen McCarthy, Nick Morshed, Eleanor Rozell, Kevin Olson, Greg Wood

Visitors: Mary Korsan, Chiara Sussman

OPENING

Robert King called the meeting to order. Minutes of the March 10 meeting were approved with the following corrections:

- ❑ 2007-2008 Budget Update - "Overall position: within approximately \$81,000 of a balanced budget"
- ❑ 2008-2009 Budget Update - "State may defer 7% of the July 2008 funding..."

NON-ROUTINE BUDGET REQUESTS

NONE

OLD BUSINESS

BUDGET REPORT: Chief Business Officer Greg Wood reported as follows:

- ❑ P2 Enrollment Data – 2,672 total student enrollment as of the end of March 2008. This figure is 32 students ahead compared to March 2007. The ADA to date is 2555, up one from last year.
 - In addition PCHS is retaining more students at all grades compared to previous years.
- ❑ A meeting has been arranged with LAUSD and Granada Hills Charter High School with the goal being to reach an agreement for LAUSD fees charged to PCHS and other charter school that are not clearly defined, or that may not be due on a regular basis.
- ❑ 2007-08 Textbook reports – Out of \$265,000 allocated, we have about \$97,000 left to spend. Budgets not spent will be returned to the school general fund .
- ❑ 2007-2008 IMA budgets - We have spent \$218,517, and have \$185,162 remaining to be spent.
- ❑ The May revise for next years budget will come mid-may with more accurate figures.
- ❑ 100% of the 2008-2009 department and program budgets back have been submitted to Greg Wood. The totals are \$361,000 of IMA requests, \$356,000 of Technology Requests, and \$995,861 of ongoing and new personnel requests.
- ❑ Motion Approved: An ad-hoc committee made up of Rob King, Mark Snyder, Greg Wood, Marcia Haskin, Eleanor Rozell, and Colleen McCarthy to create priorities/issues for the all day meeting on May 27th.

HUMAN RESOURCES: Human Resources Director Colleen McCarthy reported as follows:

- ❑ Principal candidates narrowed down to three candidates.

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.

- ❑ Lifetime Benefits – Negotiations between LAUSD and LAUSD Conversion Charter Schools is underway.
- ❑ STRS and PERS are currently meeting with PCHS staff regarding retirement options.

BOOSTER CLUB: Richard Held reported as follows:

- ❑ February 2008 allocations totaled \$28,427
- ❑ March 2008 allocations totaled \$9,812
- ❑ Has pledged \$100,000 towards the pool.
- ❑ All teachers received a \$50.00 gift card to Staples thanks to the generosity of the PCHS parents, community members, and other parties involved in this years Silent Auction.

ASB REPORT: Nick Morshed and Finance Manager Kevin Olson reported as follows:

- ❑ The Leadership Class and ASB has been preparing for Casino Night coming this Friday, April 18.
- ❑ The painting of the stadium bleachers has occurred over the last two Saturdays and will be finished over the next couple Saturdays.
- ❑ The 0 based budgeting process for the athletic coaches to submit a 2008-2009 budget has been established.
- ❑ Golf tournament coming up May 10th at the Malibu Country Club.

NEW BUSINESS

BYLAW REVIEW: Robert King reported as follows:

- ❑ Amend “Section 4 - Composition and Size” as follows:
 - Add the following voting members: Board of Directors Member, Booster Club Designee, and a student member. The student member will abstain from any votes involving contracts, until they reach 18 years of age.
 - The Executive Director and Chief Business Officer to continue as non-voting members.
 - Add the following non-voting members: Human Resources Director, Financial Administrator, and Finance Manager.
- ❑ Amend “Section 5 – Chairperson” as follows:
 - Present or delegate presentation of committee reports to the board of directors
- ❑ Amend “Section 7- Meetings” as follows:
 - ➔ Strike “in the PCHS library.”
- ❑ Motion passed to approve the above changes to the Budget Committee bylaws.

MEMBER CONCERNS:

- ❑ There may be a need for faculty training on intermediate to advance functions with computers, software, and peripheral hardware.

DATE, TIME, AND LOCATION OF NEXT MEETING:

The next regular meeting was set for Tuesday, May 27, 2008 @ 8:00 am at Aldersgate, subject to Aldersgate confirmation of reservation– all day budget meeting.