

PCHS BUDGET AND FINANCE COMMITTEE

Minutes of the Regular Meeting of June 9, 2008



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

Non-voting Members: Greg Wood, Katrina Rochlin

Visitors: None

OPENING

- ☐ Robert King called the meeting to order.
- ☐ Minutes:
 - April 14 minutes were approved with the following correction:
Visitors: “Chiaro Sussman” was corrected to Chiara Sussman
 - May 27 minutes were approved with the following corrections:
Add & “conferences” to the 7th bullet under the goals & recommendations in the Opening section; and “unfunded” to the 1st bullet in reference to the COLA in the 2008-2009 freezes & reductions in the Overview section.

NON-ROUTINE BUDGET REQUESTS

None

OLD BUSINESS

BUDGET UPDATE—Greg Wood reported as follows:

- ☐ No changes in 2007-2008 budget
 - ☐ Board of Directors approved Budget & Finance committee 2008-2009 recommendations with the addition of \$200,000 to the capital budget
 - ☐ Salaries for 2008-2009 will be frozen at 2007-2008 levels.
 - ☐ New principal will conduct analysis of teachers-of-record, auxiliaries, etc.
 - ☐ Discussion:
 - Budget & Finance committee should ask the Board of Directors to agendaize committee’s prioritized recommendations.
 - Approved budget should be posted as soon as possible.
 - Department chairs & other requestors should be individually informed of their 2008-2009 budgets
 - Unspent 2007-2008 funds returned to the school’s general reserve could be designated.
- ➔ Approved recommendation to the Board of Directors that committee recommendations be agendaized, prioritizing them as follows:

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.

1. School should analyze purchase of LAUSD services vs. outside contracting.
2. Streamlining of organization.
3. School should conduct an analysis of the use and possible realignment of National Board Certified (NBC) teachers.
4. Administrators, departments, and other requestors should engage in long-term planning (3 to 5 Years).
5. School should audit personnel expenditures regarding compensation outside regular salary and benefits.

HUMAN RESOURCES

No report

BOOSTER CLUB—Richard Held reported as follows:

- ❑ \$12,537.83 in May, 2008 allocations, including:
 - Angels at Risk: \$600
 - Career Fair: \$800
 - Laptop for Ms. Gee: \$2,387.83
 - Paint bleachers: \$4,000
 - Boys Volleyball: \$1,600
 - Village Nation Institute (teacher conference/workshop): \$2,400
 - Science department: \$750

ASB—Greg Wood reported for Kevin Olson as follows:

- ❑ A balanced budget will be presented to ASB leadership for their review
- ❑ New revenue from Robeks, the Golf Tournament and other fundraisers have helped maintain full funding for athletics and clubs
- ❑ A \$5,000 contingency fund for athletics to refresh higher-priced uniforms and equipment. An increase to \$10,000 is the target of improved fundraising

NEW BUSINESS

BYLAWS

- ❑ Bylaws discussed and approved at the April 14 committee meeting are to be sent to the Board of Directors for review and approval. Discussion:
 - Reference to student member's voting status should be included
 - Should an academic administrator be included as a voting member?
 - Board's concerns are for consistency and opportunity
 - Bylaws can be revisited and amended in the fall
 - ➔ Approved bylaws as amended to be forwarded the Board of Directors.
 - ➔ Approved motion to revisit bylaws in September to discuss incorporation of an attendance policy.

WRAP-UP

- No end-of-year “loose ends” remain.

CONCERNS

- With increases in fuel costs, mileage reimbursements should be examined and possibly readjusted.

DATE, TIME, AND LOCATION OF NEXT MEETING:

The next regular meeting was set for Monday, August 25, 2008 @ 12:00 noon, site TBD.