



PCHS BUDGET AND FINANCE COMMITTEE

Minutes of the Regular Meeting of March 9, 2009

I. PRELIMINARY

A. Robert King called the meeting to order.

B. In Attendance:

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

Non-voting Members: Amy Dresser Held, Kevin Olson, Katrina Rochlin, Greg Wood

Visitors: Chris Lee, Cheryl Onoye

C. Minutes:

- ❑ February 9, 2009 minutes were approved

D. Selection of recorder: R. Simon

II. NON-ROUTINE BUDGET REQUESTS

A. ACADEMIC DECATHLON—

- ❑ Team is scheduled to compete in State championship in Sacramento, but LAUSD is not providing any funding. Booster Club and ASB are providing most resources, but additional funds are needed.
- ➔ ACTION: Motion by R. Simon, seconded by K. Newbill: Fund up to \$1,863. Motion approved unanimously.

B. BUSINESS CARDS—

- ❑ Executive Director requests funds to purchase business cards for employees. Discussion:
 - What value to organization? Answer: contributes to professional environment, better communication with parents, improved PR.
 - For everyone or only those who want cards?
- ➔ ACTION: Motion by R. Held, seconded by R. Simon: Fund up to \$5,000 business cards for those employees who choose to opt in. Motion approved with 6 ayes and 1 nay.

III. OLD BUSINESS

A. BUDGET UPDATE—Greg Wood and Amy Held reported as follows:

- ❑ 2008-2009 budget—
 - Second Interim Report submitted.
 - State funding for 2008-2009 revised downward by \$700,000, including cuts to COLA, general purpose funds, and block grant.
 - 2009-2010 budget development:
 - Projection for reduction in revenues totaling \$1.01 million.
 - FAQ for requestors is online, along with formatted packet.
- Discussion:
 - Online signatures? Prioritization?
 - FAQ will be updated and online procedures, e.g. email approvals, will be developed further.
- Savings—
 - Subcommittee report tabled.
- Facilities use agreement with LAUSD is nearing completion.
- Special Education—LAUSD is proposing an “encroachment” equaling 500% of per-ADA special education funding.

B. CLARIFICATION OF FEBRUARY MOTION TO FREEZE TEXTBOOK FUNDS.

- ➔ **ACTION:** Motion by E. Savage, seconded by J. Suhr: Exempt Library from freeze of 2008-2009 textbook funds. Motion approved with 6 ayes and 1 abstention.

C. HUMAN RESOURCES—Amy Held reported as follows:

- ❑ Human Resources—new director will start in late March.
- ❑ Negotiations—
 - In austerity budget climate, need to ensure contractual stipends are necessary and fair.
 - Health benefits—negotiating various issues with LAUSD.
 - Right-of-Return—unknown whether LAUSD will grant further extensions to charter school leaves of absence.

D. BOOSTER CLUB—Richard Held reported as follows:

- ❑ Approximately \$80,000 received or committed at the Silent Auction.
- Discussion:
 - Kudos to the Booster Club for its support, and to M-C. Perri and Kevin Olson for organization of event.

- ❑ \$18,006.38 in February, 2009 allocations, including:
 - \$1,700 for a protective cover for the gymnasium floor;
 - \$500 for “Core Course GPA,” a software program to improve management of college preparation for student athletes;
 - \$4,037 for the Academic Decathlon team’s trip to the State finals;
 - \$3,000 for the Journalism program’s trip to an April convention in Phoenix, AZ.;
 - \$300 for the PTSA’s Green Program teacher incentives; and
 - \$7,519.38 for the Drama program’s spring musical, “Honk!”
- ❑ \$25,000 approved in August, 2008 was allocated to the Pool Fund (Maggie Gilbert Aquatic Center).

E. ASB—Kevin Olson and Katrina Rochlin reported as follows:

- ❑ Sadie Hawkins is on schedule with 200 tickets sold so far.
- ❑ Winter semi-formal dance was canceled. ASB is negotiating with venue to hold next year’s homecoming at the site some portion of the deposit will probably be lost.
- ❑ 2010 prom location chosen.
- ❑ Balance sheet indicates \$276,009.38 in checking account, with \$229,556.38 in liabilities, including funds in trust accounts.

F. Committee Elections—

- ❑ Four candidates for two open positions. Election to be held the week of March 16.
- ❑ Community member seat is open.

G. “BIG IDEAS” IMPLEMENTATION—

- ❑ Tabled.

IV. NEW BUSINESS

A. BUDGET COMMITTEE PRIORITIES/SUGGESTIONS FOR THE FUTURE—

- ❑ All requestors should be mindful that:
 - The school needs to absorb a \$700,000 reduction in this year's State funding;
 - All employees should make a conscious effort to reduce expenditures for the remainder of the school year; and
 - When formulating next year's budget, requestors should focus on resources necessary for the classroom, keeping in mind the school and program's vision, and *prioritize*.

➔ Recommendation to the Board:

Due to prudent financial management and oversight, along with support from the Booster Club and other donors, PCHS is in a strong position to weather the austerity State budget climate. However, finding \$700,000 to make up for a reduction in State funding this late in the year is problematic. Therefore, the Budget and Finance Committee recommends cuts of approximately half of the 2008-2009 State budget reductions, with the remainder funded from reserves and to be made up by incorporating the expenditure in the 2009-2010 budget.

B. MEMBER CONCERNS:

- ❑ None.

C. DATE, TIME, AND LOCATION OF NEXT MEETING:

The next regular meeting was set for Monday, April 13, 2009 @ 3:30 p.m. in the School Library.

Agenda items must be submitted to R. King no later than Wednesday, April 8, 2009 at 2:00 p.m.