



# PCHS BUDGET AND FINANCE COMMITTEE

Minutes of the Special Meeting of May 26, 2009

## I. PRELIMINARY

A. Robert King (Budget Committee Chair) called the meeting to order.

B. In Attendance:

**Voting Members:** Robert King (Co-Chairperson), Richard Simon (Secretary), Susan Curren, Sandra Duarte, Richard Held, Karyn Newbill, Cheryl Onoye, Simon Santana, Lisa Saxon, Eileen Savage, & James Suhr.

**Non-voting Members:** Amy Dresser Held, Jennifer Avant Eustice, Martin Griffin, Kevin Olson, Eleanor Rozell, & Greg Wood.

**Visitors:** Mary Bush, Patrice Fisher, Tim Henderson, Grace Lategola, Rick Mills, Rene Rodman.

C. Selection of recorder: R. Simon.

D. Selection of Sergeant-at-Arms (timer): S. Curren.

## II. OLD BUSINESS

A. BUDGET OVERVIEW/HISTORY— Greg Wood reported as follows:

- ☐ History of budgeting process since the school gained independence is characterized by ever-increasing participation by faculty, staff, and other stakeholders.
- ☐ PCHS budgeting has been consistently prudent, enabling school to minimize cuts to the classroom suffered by other schools due to the current State funding crisis.

B. May Revise—Greg Wood reported as follows:

- ☐ Revised State budget numbers indicate a cut of approximately \$1 million from 2008-2009 funding levels. Revised numbers may also be adjusted in the aftermath of the recent special election and lower-than-expected State revenues.
- ☐ Federal stimulus dollars may offset some State cuts, but full impact is unknown at this time.

### **III. NEW BUSINESS**

#### **A. Budgeting Goals—**

- ❑ Members reached consensus on the goal of coming as close as possible to a balanced budget proposal while minimizing cuts to the classroom.

#### **B. Administrative Team Recommendations—**

- ❑ Administrators recommended savings and efficiencies totaling \$1.114 million.

#### **C. Educational Programs—**

- ❑ Grace Lategola, supported by Tim Henderson in regard to the Learning Teams request, presented recommendations. Discussion:
  - Education Program committee refined the method of evaluating programs using a scoring rubric.
  - New programs and changes to ongoing programs were scrutinized using the same rubric.
  - Administrative recommendations were taken into account.
  - Learning Teams is not really an educational program in that it does not deliver instruction to students, and while possibly a valuable new program, it does not currently have broad PLC commitment and would use most of the recommended annual budget for Professional Development.
- ➔ ACTION: Motion to fund Education Programs at current level plus \$41,490 was unanimously approved, except funding for Learning Teams, which will be considered as a separate item at the regular June 8, 2009 Budget & Finance committee meeting.

#### **D. Capital Budget—**

- ❑ Administrative team presented recommendations for significant cuts from previous years' budgets.
- ➔ ACTION: Motion to fund Capital budget as submitted was unanimously approved.

#### **E. Textbooks—**

- ❑ Administrative team presented departments' textbook requests. Discussion:
  - Major purchases mostly limited to departments' adoption years.
  - Math department was unable to fully refresh texts during adoption year of 2008-2009 and should be given additional future consideration.
  - Textbooks, excepting library books, should be ordered by the end of the fall semester; departments, administrators, and the Budget & Finance committee should consider spring requests separately.

- Textbook requests for *Williams* consent decree compliance must be approved.
- ➔ ACTION: Motion to fund Textbook budget as submitted was approved with one member voting nay.

#### F. Professional Development —

- ❑ Administrative team presented the Professional Development budget request.  
Discussion:

- Although it is not within the Budget & Finance committee's purview to evaluate programs, Learning Teams' program efficacy is unknown and this item would take most of the Professional Development budget.
- Opportunities for conference attendance and other professional development should have continued funding.
- ➔ ACTION: Motion to fund Professional Development budget at \$60,000, excluding Learning Teams program, which is to be re-evaluated by the Education Program committee and the Director of Instruction and requested/funded separately by the Board of Directors, was approved with two members abstaining.

#### G. Instructional Materials Account —

- ❑ Administrative team presented the departments' IMA budget requests.  
➔ ACTION: Motion to fund IMA budget as submitted was unanimously approved.

#### H. Field Trips—

- ❑ Administrative team presented the departments' Field Trip budget requests.  
Discussion:
- Administrators should ensure fair access to and distribution of limited resources.
- ➔ ACTION: Motion to fund Field Trip budget at 2008-2009 level of \$36,000 was approved with one member voting nay.

#### I. Professional Services—

- ❑ Administrative team presented Professional Services budget requests.  
Discussion:
- Services include special education, legal, accounting, site planning, development, and general categories.
- Sports Dreammakers needs to be vetted and recommended by appropriate committee and administrators.

- Fundraising should be included.
- ➔ ACTION: Motion to fund Professional Services budget \$400,944 was unanimously approved, with the provisos that cost-neutral, professional fundraising up to \$25,000 be included, and Sports Dreammakers be reconsidered at the Budget & Finance committee regular meeting of June 8, 2009.

J. Overall—

□ Discussion:

- Faculty and staff did a great job finding efficiencies, but cuts to previous years' funding levels are painful.
- A balanced budget seems impossible without severe impacts to classrooms.
- Recognizing that State funding may be austere in the foreseeable future, PCHS should consider longer-term budgeting efficiencies to ensure continued solvency.

- ➔ ACTION: Motion to recommend a budget of \$21,855,677 to the Board of Directors, with \$191,394 coming from reserves, and subject to reconsideration of Learning Teams, Sports Dreammakers, and the possible addition of a separate line item for contingencies, was unanimously approved.

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

The next regular meeting was set for Monday, June 8, 2009 at 3:30 p.m. in the school library.

Agenda items must be submitted to R. King no later than Wednesday, June 3<sup>rd</sup>, 2009 at 2:00 p.m. via email to: [rking@palihigh.org](mailto:rking@palihigh.org).