

Approved September 1, 2009



PCHS BUDGET AND FINANCE COMMITTEE

Minutes of the Special Meeting of June 16, 2009

I. PRELIMINARY

A. Robert King (Budget Committee Chairperson) called the meeting to order and discussed the Board of Directors' mandate to identify further reductions in expenditures to prevent depletion of reserves.

B. In Attendance:

Voting Members: Robert King, Richard Simon (Secretary), Susan Curren, Sandra Duarte, Rick Mills, Karyn Newbill, Cheryl Onoye, Simon Santana, Lisa Saxon, James Suhr.

Non-voting Members: Kevin Olson, Greg Wood.

Visitors: Steve Burr, Helen Kunkel.

C. Selection of recorder: R. Simon

II. OLD BUSINESS

A. Budget Update—Greg Wood reported as follows:

- ☐ Updated State revenue information indicates a further net reduction in current-year revenues of \$126,000, requiring further expenditures from reserves. Current information indicates no change in 2009-2010 revenue projections.
- ☐ Discussion:
 - The process going forward should be:
 - Identify immediate cuts
 - Form a subcommittee to work over the summer that would identify further cuts and make recommendations to the Budget and Finance committee
 - Why impose further cuts? An alternate solution could be a modest increase in enrollment:
 - 100 additional students would bring in more than \$800,000 and would only increase class sizes by an average of one student

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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.

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- Additional students should not be 9th graders—there is no room for more freshmen in our current programs
- Would additional staff be required? The answer is “no”—some auxiliaries may be required but any inconvenience is a tradeoff for maintaining funding for field trips, summer planning, etc.
- How would load be spread? This plan impacts the master grid and would require administrative support.
- Does this idea violate our charter? The enrollment capacity of 2,760 is set by the District—it is believed that there would be no problem enrolling over the cap, but that it would violate the school’s agreement with the District to enroll under the cap. Further research should be done.
- The impact on class sizes should not be minimized—many parents and students feel their classes are already overcrowded.

III. NEW BUSINESS

A. Action on recommendations for cuts and/or revenue increases must be taken.

Suggestions:

- ☐ Summer mini-grants—\$30,000
 - ☐ A 10% reduction in IMA—\$25,000
 - ☐ Freeze (elimination) of field trips—\$36,000
 - ☐ Professional development, including conferences—\$25,000
 - ☐ Do not hire new full time employees to fill open positions, e.g. English teacher, athletic director, etc.
 - ☐ Reduce or eliminate consultants, e.g. athletic counselor
 - ☐ Cut number of stipends—too many paid assistant coaches
 - ☐ Eliminate 9th grade pod program IMA and textbook budgets
 - ☐ Reduce legal costs
 - ☐ Need a subcommittee to meet over summer that would investigate and recommend further cuts
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- ➔ ACTION: Motion by L. Saxon, seconded by C. Onoye, to (1) eliminate summer mini-grants; (2) reduce IMA by 10%, to be determined by departments and excluding restricted funds; (3) freeze field trips; and (4) cut PD/conferences was approved by a vote of 7 to 3.
 - ➔ ACTION: Motion by R. Simon, seconded by K. Newbill, to increase enrollment by 1% to 1.5 %, approximately 27 and 40 students, in grades 10

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through 12, and subject to any restrictions defined in the charter was approved by a vote of 8 to 1 with 1 abstention.

- ➔ ACTION: Motion by S. Curren, seconded by S. Duarte, to task the administration with (1) investigating the practicality of reducing or cutting assistant coaches not included in the UTLA contract: (2) raising the current 20:1 freshman English class size ratio: and (3) eliminating summer hours for employees outside of their basis was approved by a vote of 9 to 0.
- ➔ ACTION: Motion by L. Saxon, seconded by S. Duarte, to form a subcommittee of at least 4 members representing at least 3 stakeholder groups that would, if necessary, meet over the summer to identify and recommend options to the Budget and Finance committee was approved by a vote of 8 to 0.

B. Members Concerns

- ❑ Need to solicit cost-saving ideas for from faculty and staff. Discussion:
 - Suggest working with Director of Operations to create an online “Survey Monkey”
 - Need a suggestion box in the main office for those who don’t utilize technology

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

The next regular meeting was rescheduled for Tuesday, September 31 at 10:00 a.m. in the school library.

Agenda items must be submitted to R. King no later than Thursday, August 27, 2009 at 2:00 p.m. via email to: rking@palihigh.org.

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