



A CALIFORNIA DISTINGUISHED SCHOOL

REGULAR MEETING MINUTES
BUDGET/FINANCE COMMITTEE

Monday, April 11, 2011

3:30-5:20 PM., Palisades Charter High School Library

I. PRELIMINARY:

A. CALL TO ORDER & INTRODUCTIONS – R King

B. ROLL CALL – In attendance:

Rob King, Jennifer Avant Eustice (Non-Voting Human Resources), Karyn Newbill, Kevin Olson (Non-Voting ASB), Greg Wood (Non-Voting CBO), Dan Kelly, Stephanie Inyama (Non-Voting Board of Trustees), Rick Steil, Simon Santana, Eleanor Rozell (Non-Voting Financial Administrator), Lucy Pogoriler, Mary Bush, Marcia Haskin (Non-Voting Administrator), Michael Smith (Non-Voting Administrator), Greg Wood (Non-Voting CBO), Kim Carson, Ellen Pfahler, Michele Lynch, Cheryl Onoye

C. APPROVAL OF MINUTES FROM March 14, 2011 meeting

Action to Approve: Dan Kelly Seconded: Mary Bush

Motion carries: Minutes approved as written.

I. OLD BUSINESS

A. Budget Update – 2010-2011 & 2011-2012

G Wood

- See materials for updates on overall finances, including ADA, budget projections, reserve & liquidity update.

B. ASB Update

K Olson/L Pogoriler

- Raised \$400+ with Dodgeball, working to send it to Tsunami Relief; Broke even or better on Casino Night.
- Continuing budget process, reaching out to coaches; expect similar budget to last year.

C. Human Resource Update

JA Eustice

- Rates from SISC expected in May.
- Blue Cross PPO/HMO expected to have similar changes to each other rather than one going up more than the other.
- 3 people left from admin/management; 3 teachers planning to retire; 8 RIFs have been issued to faculty.

D. Booster update

M Lynch

- Silent Auction netted approximately \$128,700!
- See Booster Materials for funding requests and responses.

E. Budget/Ed Programs Sub Committee Update

S Santana

- Simon Santana's recommendation based on speaking to sub committee members: Ed Programs to provide reports to program coordinators and administrators; then administration would make recommendations to budget committee.
- Marcia Haskin agrees that getting input from Ed Programs allows administration to make the necessary decisions.
- Stephanie Inyama would, in the long run, like to see Ed Programs look at effectiveness and efficiency of programs.
- The group plans to meet again to clarify their recommendation, help define how Ed Programs can measure programs objectively, and include the whole committee in making the recommendations.

F. Retiree Health Benefits Trust Update

S Inyama

- Board wants to know a) what are alternatives to how the money for Retiree Health Benefits is currently designated within the budget, b) if a trust is established (one of these options), what will be the investment guidelines, c) are we currently funding it adequately, and d) what sort of long-term plan do we have?
- Dan Kelly, Kim Carson, , and Kevin Olson volunteered to work with Greg Wood to answer these questions (Retiree Health Benefits Sub-Committee). Greg invited people to e-mail him with contacts who would be able to help answer some of these questions.
- Committee wants to define scope of work before setting timeline.

II. Emergency Budget Request (ACTION ITEM)

None

III. NEW BUSINESS:

A. Budget Proposal from Pali Faculty and Staff

- Chris Lee emphasized the importance of making bold, innovative, responsible decisions about the budget with as little impact on instruction as possible.
- Marcia Haskin said her first step will be to work with the administrative team tomorrow to turn this list into a) areas for cuts or changes, b) rationale for the cut or change, and c) impact of that cut/change on instruction.
- Greg Wood said that the administrative team can also annotate the list regarding legal and contractual obligations related to some items.
- A discussion followed regarding keeping an emphasis on a) impact on students (including Temescal), b) achievable goals for new admin team, and c) long-term and far-reaching effects of choices.

B. Recommendations regarding Budget Reductions for 2011-2012

School Year - Proposed Freeze IMA/Textbook/Personnel/Consulting All

- Motion proposed by Rob King to freeze the turning in of P.O.s for IMA/Textbook spending as of 5/4/11 unless a Department Chair gets an Administrator to sign off on the purchase and the purchase is intended for the current year's instruction.
Motion seconded by Dan Kelly.
Motion carries.
- Motion proposed by Rob King to recommend freezing new spending on personnel and consulting from the current year's budget.

Motion seconded by Dan Kelly.
Motion carries.

Member Concerns

All

- Olivia Castro asked admin and everyone who works with the budget to consider a) necessary structural change, b) true zero-base budgeting across the board, and c) an open-mindedness about negotiable items that could affect how we get the job done.
 - Marcia Haskin asked everyone involved to remember that what it takes to run a school efficiently may be behind the scenes.
 - Ellen Pfahler asked everyone to remember a) students first, b) outside-the-box thinking, and c) long-term sustainability.
 - Michele Lynch asked to make sure we set up the new PCAO for success (in terms of admin team, support & goals).
- C. Date of Next Regular Meeting: Monday, May 9, 2011, 3:30 – School Library (Agenda items must be submitted to rking@palihigh.org by Wednesday May 4, 2011@ **2:00 P.M.** via EMAIL)