



REGULAR MEETING MINUTES
BUDGET/FINANCE COMMITTEE
Monday, February 13, 2012
3:30-5:20 PM., Palisades Charter High School Library

I. PRELIMINARY:

- CALL TO ORDER & INTRODUCTIONS – R King
- In Attendance (Voting Members): Olivia Castro, Robert King, Cheryl Onoye, , Michele Lynch, Dick Held, David Shabbouei, Rick Steil, Ellen Pfahler, Mary Bush, Nancy Simon,
- In attendance (Non-voting Members): Pam Magee, Nikki Washington, Greg Wood, Kevin Olson, Stephanie Inyama
- APPROVAL OF MINUTES FROM January 9, 2012 meeting
- Motion () to approve minutes with two corrections to attendance (Greg Wood only in non-voting section; Stephanie Inyama not present). Motion carries.

II. OLD BUSINESS:

- A. Development Consultant Update C. Levenson
- Focusing on technology – a student information system, tablets, and new website. The new website would be hosted by us, so we would save the money we currently pay to Edlio to host our site (a savings of approximately \$5340 annually). Design and programming of new website may cost ~\$10,000 - \$12,000. Maintenance, though, would be on-site, so in two years, it would save us money. The new site would reflect the themes highlighted in our “branding” conversations (diversity, college-going culture, etc.).
- The website and branding is the first step towards allowing Dr. Magee to raise more funds and increase our revenue.
- B. Update From Executive Director/Principal P Magee
- Strategic Planning coming up on 2/23, 2/24 in order to develop a six year plan for Pali, including development, curriculum, instruction, facilities. WASC has highlighted the need for this planning. Committee Chairs, Department Chairs, parents, board members, students, classified staff members will be participating.
- Planning for Future/Deficits
- a. Technology – definite needs to be addressed; most strikingly, there are teacher desktops that hardly suffice to take roll on a regular basis.
 - b. Textbooks/Ebooks – see report from committee below.
 - c. Data Systems – team meeting on regular basis (Burr, Rauschuber, Bush, for example) to narrow down options to three; then we’ll pilot and investigate these further. Booster Club helping work on creative solutions to fund this step forward; working on a targeted matching campaign. Also,



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there's an e-mail going out to parents and community members asking them to lend expertise in pursuing grants to fund a new system

- d. School infrastructure/Facilities – A) The facelift project is under negotiation with LAUSD to determine what priorities will be addressed first (such as bleachers, lighting, locker painting); should be addressed in April. B) Through Measure Q, renovation/building funding is available – will depend on school's vision for future; master planning committee spoke with Measure Q representatives. C) Some outreach to the community regarding some of the Master Planning ideas.

- e. RIF Cycle – All trying to find creative options that don't involve laying off teachers. March 15th deadline rapidly approaching. Will look to Board for guidance. Recognize that this committee has said we want to avoid RIFs if at all possible.

C. Text Book and Technology Estimates (Action) ALL

1. Houghton-Mifflin – partnership school (will look for clarity on this term); would include ebooks (for example, will get corresponding number of ebooks for the Social Studies books purchased a few years ago); representative discussed a Nook; laptops would be ideal, but much more expensive.
2. Cheryl Onoye: we need to make sure students, teachers, and parents know how to access the on-line resources and texts that do come with our textbook purchases; we do need to be mindful that not all students do their homework when they're sitting at a desk with a computer. Stephanie Inyama agreed that getting staff on-board with using the technology.
3. Overall: there's not one clear model of how to use the technological resources to replace/coordinate with textbooks; at this point, financially, we will probably purchase "bundles" that combine various approaches. Purchasing electronic copies of books does offer the possibility of savings in that a) books don't get lost or fall apart and b) updates may be included. We may run some pilot programs with groups with smaller needs.
4. As options get narrowed down, Greg Wood would help with a cost analysis regarding hardware and licensing to determine how each plan would affect cash flow and Pali's budget.
5. Concerns to keep in mind: insurance, upgrades, equality of access, current student ownership
6. Department Chair Estimates tech/textbooks: prioritizing will be greatest task; smaller committee will address this.

D. Budget Update G Wood/All

- 2010-2011 Budget Update
Audit Partner coming to next Board meeting to present the audit.
- 2011-2012 Budget Update
96.4% attendance; loss of ~\$38,000 ; SB81 passed, enacting one-time budget cut of ADA \$42, even though it's in regard to categorical transportation funding; PCHS Transportation update – we're at \$19,000 lower than our projected expense); Cafeteria profit of \$3,800 in January.
- 2012-2013: State is still projecting \$9 billion deficit; PCHS-UTLA preliminary planning meeting took place on 2/10; "best case" scenario would be an increase of \$46,699 in funding; "worst case" scenario would be a decrease of \$1,005,402.
- Susan Frank (in audience) asked about cash flow; Greg Wood responded that it was similar to two months ago; there was a possible \$40,000 shortfall then, which was borrowed against the lifetime health benefits fund.
- Greg Wood will bring an updated organizational chart with dollar amounts attached to the March Budget Committee meeting (to clarify how the administrative/management allocation was spent).

E. Motion (Cheryl Onoye) to approve the 2012-2013 Budget Calendar with the addition of March 12th for



the TBD date. Seconded: Nancy Simon. Motion carries unanimously.

- G. Human Resource Update N Washington
- Recent hires: three new English teachers, one Special Ed. Teacher.
- Final Operations Manager interview tomorrow.
- H. Booster Update D Held/M Lynch
- March 10th – Silent Auction. On-line auction first.
- Draft of minutes includes a conversation regarding technology; specifically, Booster will fund \$14,000 to replace 10 notebooks in the library that don't work. Also, there will be a board at the Silent Auction asking for donors to sponsor a laptop for \$500. After the auction, they'll revisit a request of \$38,000 to update a computer lab.
- Booster Club has raised \$195,000 this year (\$23,000 for Senior Class included).
- Rose Gilbert donated \$10,000 to sponsor the Booster Club's bronze plaque of donors.
- American Legion, Junior Women's Club, and Masons have donated – thank you!
- I. ASB Update K Olson/D Shabbouei
- Winter Formal: FUN and different group than usual, if not financially successful.
- Casino Night, Priority Schedule conversation

III. Emergency Budget Request (ACTION ITEM)

- A. None

IV. NEW BUSINESS:

- A. Member Concerns All
- Olivia Castro: What we do or don't do about RIFs will send a message about our school's priorities; can we be creative about how we could make adjustments in November if the "worst case" comes to fruition.
- Ellen Pfahler: is there a way to let teachers go in mid-November if triggers happen?
- B. Date of Next Regular Meeting: Monday, March 12, 2012 @3:30 – School Library (Agenda items must be submitted to rking@palihigh.org by Wednesday March 7, 2012@ 2:00 P.M. via EMAIL)