



SPECIAL MEETING MINUTES
BUDGET/FINANCE COMMITTEE
MONDAY, MARCH 5, 2012
3:30-8:00 PM, Palisades Charter High School Library

I. PRELIMINARY:

- CALL TO ORDER & INTRODUCTIONS – R King
- IN ATTENDANCE:

Voting Members: Robert King (Chair), Richard Held, Michele Lynch, Cheryl Onoye, Olivia Castro, Nancy Simon, , David Shabbouei, Mary Bush,

Non-voting Members: Pamela Magee, Nikki Washington, Kevin Olson, , Greg Wood, Stephanie Inyama

II. OLD BUSINESS:

A. Update From Executive Director/Principal

P Magee

1. Planning for Future/Deficits: These are areas we continue to look at as they're becoming more critical needs due to limited & frozen budgets the last few years and new core standards. Committees have been working on these.

a. Technology – see Tech Budget handout – costs are projected at approximately \$314,000 compared to last year's \$150,000 because what we've put off is catching up with us (replacing labs, etc.)

b. Textbooks/Ebooks – 9th, 10th, 11th History Textbooks – we'll get 200 comped electronic copies because we have newer editions of those; for the other books, our editions are too old, so we can't make the purchase to "spend money to save money" at this point. See handout regarding this year's tiered requests.

c. School infrastructure/Facilities

d Data Systems.– this week the sub-committee's top three vendors are presenting to stakeholders; to be accurate, timely, accountable, and in compliance, we need to be able to control our own data in a user-friendly system. Booster Club has a technology focus (both at the Silent Auction and in matching up to \$100,000 that Pali raises); Carla Levenson is starting a community-wide technology fundraising campaign, too. Up-coming publicity will focus on soliciting help in writing grants.



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- e. RIF Cycle – our objective is to come up with a strong enough contingency plan to allow the Board to both fulfill their fiduciary duty and avoid reducing our teaching staff if possible.
- B. Budget Update G Wood/All
 - 2011-2012 Budget Update – See handout.

II. NEW BUSINESS:

- A. CBO Budget Reduction Recommendations G Wood
 - Greg Wood presented possible Budget Contingencies (see handout). The “worst case” potential scenario includes
- B. Executive Director/Principal Recommendations P Magee
 - UTLA Negotiations Update: seems as if parties are all understanding the “plan for the worst, hope for the best” approach and have the same desire to work together to help the school succeed
- C. Contingency plans to prepare for possible severe cuts All
 - Committee Recommendations (Action Item)
- D. Resolutions:
 - Motion (Olivia Castro) to accept G. Wood’s 2012-2013 Budget Contingencies as a starting point.
Seconded by Mary Bush. Motion carries unanimously.
 - Motion (Michele Lynch) to modify 2012-2013 textbook budget to \$96,000 with the provision that \$42,500 (Economics books) will be reassessed when the November election results are in.
Seconded by Mary Bush. Motion carries unanimously.
 - Motion (Cheryl Onoye) to modify the Equipment-Technology line item in the 2012-2013 budget to \$260,000.
Seconded by Michele Lynch. Motion carries unanimously.
 - Motion (Cheryl Onoye) to freeze 2011-12 IMA spending as of March 30, 2012.
Funding requests for post-March 30th IMA spending must be approved by Dr. Magee.
Approximate savings of \$60,000 school year.
Seconded by Michele Lynch . Motion carries unanimously.
 - Motion (Olivia Castro) to freeze 2011-12 Textbook spending as of March 30, 2012.
Funding requests for post-March 30th Textbook spending must be approved by Dr. Magee. Approximate savings of \$20,000.
Seconded by Mary Bush. Motion carries unanimously.
 - Motion (Olivia Castro) to reduce legal fees by approximately \$20,000 (This could take the form of a fixed rate, less need for attorney presence at negotiation meetings, reduction in travel costs, or some other method) Approximate savings of at least \$20,000.
Seconded by Nancy Simon. Motion carries unanimously.



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- Motion (Mary Bush) – Commit to reducing LAUSD Consulting Fees (operations and custodial services) through efficiencies and improved billing system. Approximate savings of \$50,000.
Seconded by Dick Held. Motion carries unanimously.
- Motion (Olivia Castro) – Target any 2011-2012 budget surplus to offset any 2012-2013 operating budget deficit.
Seconded by Michele Lynch. Motion carries unanimously.
- Motion (Robert King) – In lieu of RIFs, the Budget Committee recommends that all auxiliaries be suspended to balance a deficit budget. Up to more than \$500,000 in savings if necessary.
Seconded by Olivia Castro. Motion carries unanimously.

E. Suggestions (These areas of savings were suggested by committee members, but they did not have specific dollar amounts or are negotiable, so they did not become part of the committee's resolutions.):

Suggestions requiring research to determine specific dollar amounts (all generally supported by the committee despite not coming to a vote):

- continued SELPA savings (MB)
- sell & recycle old resources, particularly eco-waste (like the E.A.S.T. fundraiser) (DS)
- increase on-line notices rather than mailings home to parents (DS)
- admin look for efficiencies in staffing (RS)
- reduce consulting contracts (SI)
- track and potentially reduce copy and paper expenses (DV)
- examine NBC differential efficiencies – renegotiate approved tasks as opposed to LAUSD model; as independent charter, set priorities that could save money elsewhere (CO)

Negotiable/Contractual Items:

- consider eliminating \$50 lump sum for committee attendance (\$25,000 annually) (KO)
- consider furloughing professional development days (DH/ML)
- consider capping health benefits (DH/ML)
- consider “flattening out” salary table, increasing pay by benchmarks (RK w/faculty meeting report)
- if salaries are addressed, address highest salaries first (especially those the greatest percent above LAUSD's) (RK w/faculty meeting report)
- review structure/approval of programs and compensation that grew with a strong economy; undergo paradigm shift in response to current economy (RK w/faculty meeting report)



- compare all employee compensation to other districts to get in line with the often-quoted “8%” higher figure across the board (SI)
- annotate organizational chart (admin & management) with costs per position and compare to local districts (RK w/faculty meeting report)

Long-term Ideas:

- offer early retirement where people would pay 50% of medical – could hire them back; long-term savings idea (ER)
- set aside for deferred maintenance (SI)

F. (Tentative) 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)