



REGULAR MEETING MINUTES  
BUDGET/FINANCE COMMITTEE  
MONDAY, April 9, 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, , , , David Shabbouei, , , , Dick Held, Mary Bush
- In Attendance (Non-Voting Members): Stephanie Inyama, Nikki Washington, Pamela Magee, , Greg Wood
- In Attendance (Visitors): Helia Bidad, Ben Safvati, David Riccardi, John Rauschuber
- Approval of Minutes for 2/13/12
- Motion (Cheryl Onoye) to approve minutes as written. Seconded by Nancy Simon. Motion carries.
- Table Approval of Minutes for 3/5/12

**II. OLD BUSINESS:**

- A. Update From Executive Director/Principal P Magee
- SIS Update:
    - Costs to implement (J Rauschuber): Current Quote from Infinite Campus is \$54,850.00 for the first year and \$28,000.00 annually thereafter. Other optional costs could add up to \$5,970.00 annually.
    - Booster Club: Booster has committed the funds to get us started with Infinite Campus. ☺
  - Implementation of Budget Recommendations passed by Board of Trustees 3/6/12.
    - Department Chair Meeting addressed needs vs. wants and a timeline for funding those.
    - In order to have a fee-based summer school, another entity would have to collect the funds; discussions are beginning about this method of increasing revenue.
    - Programs: Some programs serve a small number of students; they may be suspended first semester.
    - Auxiliaries: So far the administrative team has identified approximately \$380,000 worth of auxiliaries that could be in play but would drastically affect the Master Schedule. If money can be saved elsewhere, we could keep more auxiliaries.



A CALIFORNIA DISTINGUISHED SCHOOL

- Operations (D Riccardi): In the next 8 – 16 weeks, operational changes will save us money; he plans to have an update with numbers at the next Budget meeting.

B. Budget Update

G Wood/All

- 2011-2012 Budget Update: IRS Form 990 is in process, due May 15<sup>th</sup>.
- 2011-2013 Budget Projections Update: ADA is currently 16.4 higher than the budgeted 2747; the financial impact of this is an additional \$106,000. See CBO Report for updates on SELPA financial advisory group, LACOE annual fee structure, Actuarial Results of the Lifetime Retirement Plan, LACOE CalSTRS requirements, 11-12 projections, Cafeteria Operations, the Governor's/CFT's Compromise Tax Initiative, and Pali's 2012-13 Budget Process. Profit & Loss Statement shows a) a 2011-12 projected surplus of \$404,966, b) a 2012-13 best case scenario surplus of \$129,951, and c) a 2012-13 worst case scenario surplus of \$642.
- 2011-2013 School Budget Process Update
- Budget Committee Recommendations (Action)

C. Human Resource Update

N Washington

- Tentative agreement reached with PESPU.

D. Booster Update

D Held/M Lynch

- Silent Auction grossed ~\$190,000; \$100,00 given to Dr. Magee for the new SIS; \$38,000 was given to update Mr. Simon's computer lab; the American Legion and Boosters teamed up to buy Mac Airs for the library. See materials for other approved requests. Donations made through the website need to be communicated clearly to the Booster Club so that tax receipts can be given. As of 4/1/12, donations to Booster this year totaled \$222,472; \$160,000 profit from the Silent Auction; \$153,000 cash on hand; \$27,000 requests were not funded.

E. ASB Update

K Olson/D Shabbouei

- Casino Night a success! Foodapalooza, too. Mixer next Friday.

**III. NEW BUSINESS:**

A. Report to Budget Regarding CUE Conference

R King/P Magee

- E-texts discussed at CUE Conference; many schools are about to launch such projects. One valuable aspect of this is embracing technology that students already have, shifting instruction so that the focus is on student-generated responses. Many exciting, innovative ideas require a paradigm shift more than a financial commitment. "Digital Citizenship" is a new focus – teaching students to use the technology they have responsibly and effectively. "Flipping the Classroom" is another new area of emphasis. (Many more ideas, too!)

B. Report to Budget Regarding Strategic Planning Goals

O Castro/C Onoye

- The overarching goal in the Strategic Plan is to find \$2 million in alternate funding sources.
- Specific steps in the plan include increasing grant revenue; better utilization/marketing of facilities; more creative use of on-line education and fee-based credit recovery; teacher use of DonorsChoose; alumni fund-raising.

C. Member Concerns

All



- (Rob King) Simon Santana has resigned from the committee; Mystic Thompson is interested in the interim position. No one objected; Rob King will take this recommendation to the next Board meeting.
- (Cheryl Onoye) We should have a clear policy about how to access the lost textbook funds in order to replace the books. Greg Wood will work out a policy.
- (Cheryl Onoye) Eventually the new SIS will cost ~\$30,000 a year. After the first two years (with Booster support), we'll need to account for this in future budgets.

D. Date of Next Regular Meeting: Monday, May 14, 2012 @3:30 – School Library (Agenda items must be submitted to [rking@palihigh.org](mailto:rking@palihigh.org) by Wednesday May 9, 2012@ 2:00 P.M. via EMAIL)