



Regular MEETING MINUTES  
BUDGET/FINANCE COMMITTEE  
MONDAY, May 14, 2012  
3:30-5:20 PM, F201

**I. PRELIMINARY:**

- IN ATTENDANCE (Voting Members): , , , Robert King, , Helia Bidad, , Flor Contreras, , Mary Bush, , Mystic Thompson, Dick Held.
- IN ATTENDANCE (Non-Voting Members): Nikki Washington, Stephanie Inyama, Pamela Magee, Eleanor Rozell, Greg Wood, Kevin Olson, David Riccardi
- GUESTS: Susan Frank, Lundie Strom, Benjamin Safvati.
- Motion (Cheryl Onoye) to Approve 3/5/12 Minutes as written. Seconded by Nancy Simon.  
Motion carries.
- Motion (Cheryl Onoye) to Approve 4/9/12 Minutes as written. Seconded by Nancy Simon.  
Motion carries.

**II. OLD BUSINESS:**

- A. Update From Executive Director/Principal P Magee
- Implementation of Budget Recommendations passed by Board of Trustees 3/6/12
    - Programs/Auxiliaries: AcaDec suspended. Other programs being discussed.
    - Textbooks/IMA: thank you to departments for honoring the freeze.
    - Technology: about \$30,000 additional donations so far (in addition to Booster's contribution).
    - Operations (D Riccardi): Looking at outside sources to lower rate for some services. Also looking at building up our own facility crews rather than contracting with LAUSD. Savings should be substantial and coming within the next few weeks (for Aldersgate). Less contracts with LAUSD will make the budget line easier to manage, as well.
    - SIS Update: Prepping for new data system by changing job descriptions/personnel efficiencies to support the change to a new data system and keep it cost neutral (beyond the contract).
    - NBC teachers: how to use more efficiently (earn hours via stipended/auxiliary positions so that NBC costs offset program savings)



- Summer School options: a separate entity can offer the program. Preliminary discussions so far; optimistic that a program can be run through Acelis (hybrid teacher/on-line).
- Website options: cost comparisons; scheduling/calendaring system (hopefully to increase income); higher upfront cost for building our own site, but same cost as the system Revere uses. Once it's built, no maintenance fees or contracts. Personnel costs included in revised job descriptions.

#### B. Budget Update

G Wood/All

##### - 2011-2012 Budget Update:

- Funded ADA is 2762. Adds approximately \$97,500 to the 2011-12 budget.
- PCHS has recently received \$50,767 in funding from LAUSD SELPA (for Professional Development and Technology). Future potential savings as the advisory group decides what the SELPA reserve will be used for.
- CCSA and Charter School leaders made recommendations to provide a more efficient Charter/LACOE process and potentially reduce annual costs.
- Actuarial Results of the Lifetime Retirement Plan is being updated. Results expected next week.
- Interim audit work beginning with outside CPAs.
- Free and Reduced Students is at 1,014, or 35% of total enrollment.
- Mrs. Gilbert is interested in renovating Mercer Hall and B101. She would like to donate \$1 million to the projects. The monies would be used without any obligation to the general fund, with a focus on short-term projects, meeting compliance, and sprucing it up rather than large construction projects. May be restructuring loan from Mrs. Gilbert for the pool loan to allow General Fund to be reimbursed in a more timely fashion.
- Surplus (unrestricted) at \$249,000 right now. (Previous \$403,000 included \$150,000 in restricted fundraising/donations. ADA, payroll, IMA, textbook updates contributed to the drop, too.)
- See handout regarding Cafeteria and Transportation Updates.

##### - 2011-2013 Budget Projections Update:

- \$16 billion dollar revenue shortfall estimated at the state level. State approves shortening school year by up to fifteen school days if necessary (to be decided at local levels).
- "Worst Case" shows a \$10,865 surplus, but that includes line items that total \$610,739 for salary options for all employees.

#### C. Adjust Budget Calendar – Aldersgate Meeting June 4, 2012 and Board of Trustees Budget Approval – June 12, 2012 (Action Item)



A CALIFORNIA DISTINGUISHED SCHOOL

- Revision to calendar proposed due to forthcoming information from state. Aldersgate would be moved to June 4<sup>th</sup> to a) allow administration to process the new state funding information and b) allow administration to meet with UTLA one more time.
  - Motion () to move the Aldersgate Meeting to June 4th.  
Seconded by Mary Bush. Motion carries. 7 for; 2 against; 1 abstention.

D. Lifetime Health Benefits Sub-Committee Update

G Wood

- Lifetime Health Benefits Update: new actuarial results should help sub-committee reconvene and determine next-steps. G. Wood is unable to separate funds in PeopleSoft; LACOE told him we cannot open up a new account for the funds. (LACOE offers best interest rate right now.)
- Subcommittee needs to a) revisit question of separating funds, balancing cash flow with need to protect the funds, and making use of the funds for general purposes subject to Board approval; b) survey of interested staff members; c) timeline for Board; and d) revisit original motion to determine what is asked of the subcommittee.

E. Human Resource Update

N Washington

- NBC Teachers: roles have been specified for next year's eligible NBC hours; looking at teachers' qualifications; looking at hours being earned through stipend/auxiliary positions to offset those costs.
- Looking for efficiencies in different offices, both for cost savings and support for new SIS. For example, two full-time positions will be eliminated and one reconfigured.
- Health & Welfare Committee hearing presentations from vendors. Looking for best rate. Renewal rates are going up, especially considering plans that are "beyond the basic."

F. Booster Update

D Held

- See Booster Club Minutes for details of the \$20,323.05 total approved at the April 24<sup>th</sup> meeting. Thank you!

G. ASB Update

K Olson/H Bidad

- Class fundraisers, class movie night going on; blood drive 6/4/12.
- ASB year to date: \$20,816.97 Net Income. S. Inyama requests year to year comparison for the yearly numbers.

**III. NEW BUSINESS:**

A. Member Concerns

All

- O. Castro: how/when do we address priorities for using money if the "worst case" doesn't come into play. G. Wood suggests a mid-year meeting to establish priorities for next year rather than establishing those priorities now. Overall, we would like to clarify the "next step" in this process.
- R. Steil requests as much financial information as early as possible (at least 24 hours in advance) for Aldersgate.

B. Date of Next Meeting (pending Board approval): Monday, June 4, 2012 @ 8:30 – Aldersgate.



C. Date of Next Regular Meeting: Monday, June 11, 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)