



A CALIFORNIA DISTINGUISHED SCHOOL

**SPECIAL MEETING MINUTES
BOARD OF TRUSTEES
Tuesday, October 5, 2010
5:00 PM, LIBRARY**

I. PRELIMINARY

A. Call to order 5:08 PM

B. Roll call

Members Present

Ann Davenport
James Paleno
Patrice Fisher
Wendy Hagan
Carol Osborne
John Riley

Julia O'Grady
Susan Frank
Karen Perkins
Jason Cutler
John Callas

Members Absent

none

Officers/Non-Voting Members Present:

Michael A. Smith Marcia Haskin Greg Wood Shahin Mohammadi

II. PUBLIC COMMENT:

Non-agenda items: No individual presentation shall be for more than two (2) minutes and the total time for this purpose shall not exceed sixteen (16) minutes. Board members will not respond to presentations and no action can be taken. However, the Board may give direction to staff following a presentation. Use of names of individuals should be avoided when referring to accusations or wrongdoing (names should be presented to the Executive Director for follow-up action). Speakers may choose to speak during the public comment segment and/or at the time an agenda item is presented.

Polly Bamberger, parent, spoke on the agenda item concerning the eligibility of traveling parents. Ms. Bamberger pointed out that the Elections Committee recommendation leaves a large group of families who live outside the local catchment area, but not within the designated zip codes, without representation.

Chris Lee, teacher, discussed the traveling student eligibility issue and expressed that he wants to make sure that the needs of the students from the traditional sending areas are met.

III. DISCUSSION AND/OR ACTION ITEMS

A. UCLA School Management Program (SMP)

Pat Martinez-Miller- UCLA SMP Facilitator

Julie Jennings- Assistant Superintendent for Personnel for the South Pasadena Unified School District

Meeting with the Governing Board to establish the scope and define the tasks of the leadership selection process, including:

- Further development of leadership structure from proposals of May 11, 2010 Board Meeting.
- Development and approval of job descriptions pursuant to the structure of leadership roles.
- Definition of leadership selection criteria.
- Development and implementation selection committee process that considers the input of all stakeholder groups.

Pat Martinez-Miller discussed the importance of designing the process in order to select Pali's leadership.

In small groups, Board members worked together to answer the following questions:

- What effect would you like it to have on the Pali Community?
- What tangible outcome would be satisfying to you?

Pat Martinez-Miller introduced Julie Jennings, who is Assistant Superintendent for Personnel for the South Pasadena Unified School District. She noted that the South Pasadena School District has many similarities with Palisades Charter High School. It is a small district with 4,400 students at one high school, one middle school, and three elementary schools.

Julie Jennings handed out a paper titled "Aligning and Connecting Hiring Practices with Organizational Vision". She spoke about how relationships are key to working together to meet goals and that all perspectives are important. Ms. Jennings pointed out that effective leadership has 21 characteristics. The South Pasadena Unified School District has a standardized process by which candidates are selected. Before they review applications, they discuss and agree on the criteria of the skill set that they are looking for. The scoring of candidates is aligned with the agreed upon criteria. Ms. Jennings remarked that a well trained hiring committee is a key component to the process. A hiring committee consists of 10-15 people. Job candidates must demonstrate competence through a PowerPoint presentation, teaching a lesson, etc. Candidates meet with three separate panels, with each panel making recommendations as to which candidates would be successful, they do rank candidates. Reference checks include people outside of the applicant's reference list. At times attractive candidates at other districts are approached.

Ms. Jennings noted that the hiring process is strictly confidential. She pointed out that determining the criteria of the successful hire, and then selecting candidates with the desired criteria leads to more positive results. She cautioned to stop the process if it is determined that the candidate pool is poor and advised revisiting the process a few months later. Both Ms. Jennings and Ms. Martinez-Miller recommended March 15th

as the date to post the ad. In conclusion Ms. Jennings said that when everyone is aligned to the vision and mission of the school, you need to trust the hiring process.

Pat Martinez-Miller said the plan for PCHS over the next nine months is for stakeholders to revisit the vision. She said we need final closure on the academic background of the leader, whether it is one position or two, and details of the job description. Marcia Haskin will coordinate with Ms. Martinez-Miller regarding dates to meet with stakeholder groups.

B. California Charter School Conference Attendance

Carol Osborne moved to accept the Interim Executive Director's recommendation to pay for up to 15 people for the registration fee for the California Charter School Conference. John Callas seconded the motion.

BOARD ACTION: MOTION PASSED

Yes – 7 (John Riley, James Paleno, Susan Frank, Carol Osborne, Jason Cutler, Wendy Hagan, John Callas)

No – 3 (Julia O'Grady, Patrice Fisher, Ann Davenport)

Abstain – 1 (Karen Perkins)

C. Criteria for Traveling Parent Eligibility- Monica Iannessa

Monica Iannessa explained the recommendations of the Elections Committee regarding the upcoming elections. There was discussion regarding the definition of a "traveling parent" and how the definition has changed over time. The Elections Committee recommends defining "traveling parents" by designated zip codes that tie in with the traditional traveling student programs.

The Elections Committee was asked to review their recommendation of a separate "traveling parent" seat, versus the candidate with the most votes fitting the criteria for a "traveling parent" being elected for that seat.

Patrice Fisher moved, and Ann Davenport seconded, that the board accept the recommendations of the Elections Committee to:

- 1. Send one ballot per household*
- 2. There will be a different candidate pool for each seat*
- 3. A candidate can only run for one seat, however for the Traveling Parent Seat, only parents of students residing within the zip codes of students eligible for the Permit With Transfer (PWT), Public School Choice (PSC), and Magnet Programs are eligible.*

With respect to the Traveling Parent Seat, the Election Committee will revisit the balloting procedure in the future.

BOARD ACTION: MOTION PASSED

Yes – 8 (John Riley, James Paleno, Patrice Fisher, Ann Davenport, Carol Osborne, Jason Cutler, Wendy Hagan, Julia O'Grady)

No – 3 (John Callas, Susan Frank, Karen Perkins)

Abstain – 0

Board chair to announce items for closed session.

(Open session ended at 8:30 PM)

IV. **CLOSED SESSION** 8:35 PM

- A. Conference with legal counsel- anticipated litigation
Significant exposure to litigation pursuant to subdivision b of section 54956.

(Ann Davenport left the meeting as required)

Karen Perkins moved that we terminate Ann Davenport's contract dated 6-30-2010 as provided in Section 6 of the contract. Susan Frank seconded the motion.

Discussion ensued until John Callas called the question and end debate. Carol Osborne seconded the motion.

BOARD ACTION: MOTION TO END DEBATE PASSED

Yes – 6 (Carol Osborne, Jason Cutler, Wendy Hagan, Susan Frank, John Callas, Karen Perkins)

No – 4 (John Riley, James Paleno, Julia O'Grady, and Patrice Fisher)

Abstain – 0

BOARD ACTION: MOTION TO TERMINATE CONTRACT PASSED

Yes – 6 (Carol Osborne, Jason Cutler, Wendy Hagan, Susan Frank, John Callas, Karen Perkins)

No – 4 (John Riley, James Paleno, Julia O'Grady, and Patrice Fisher)

Abstain – 0

OPEN SESSION 9:05 PM

Board Chair will report publicly on any closed session action items for which a vote occurred.

The Board Chair announced that as a result of our closed session discussion the Board has voted to terminate Ann Davenport's contract dated 6-30-2010 as provided in Section 6 of the contract.

V. **ADJOURNMENT** 9:07 PM

(Meeting materials can be found on the Pali High website, www.palihigh.org, under Governance, Board of Trustees, Agendas and Minutes, Material for Board Meetings)