

**REGULAR MEETING MINUTES
BOARD OF TRUSTEES
Tuesday, July 17, 2012
5:00 PM, Library**

I. PRELIMINARY

- A. CALL TO ORDER – Time 5:11 PM
- B. ROLL CALL

	Present	Absent		Present	Absent
Allison Holdorff Polhil	X		Mark Epstein	X	
Chris Lee	X		Matthew Wunder		X
Jason Cutler		X	Monica Iannessa	X	
Judi Firth	X		Stephanie Inyama	X	
Mystic Thompson		X			
Marike Anderson-Dam	X		Polly Bamberger	X	

Additional Roll Tara Vahdani (student representative) Greg Wood, Dr. Magee, Nikki Washington

II. Closed Session out at 5:51 PM

- A. Conference with Information from labor negotiator: Dr. Pamela Magee, Principal, Mark Bresee Employee Organization UTLA
- B. Conference with Information from labor negotiator: Dr. Pamela Magee, Principal, Mark Bresee Employee Organization: PESPU

III. Open Session: 6:02 PM

Minutes reviewed by present board members.

Motion Stephanie Inyama- approval of 6/15 minutes Allison Holdorff Polhill 2nd – Polly Bamberger
ALL PRESENT: Yes
6/18 V1 A. typo on employment and evaluation Closed Session adjournment- approx. 11:20 PM

IV. APPROVAL OF MINUTES

- A. June 15, 2012 Regular Board Meeting Minutes

*Motion: Stephanie Inyama moved to approve the minutes of the June 15, 2012 Board Meeting
Seconded the motion: Allison Holdorff-Polhill*

	YES	NO	AB		YES	NO	AB
Allison Holdorff Polhil	X			Mark Epstein	X		
Chris Lee	X			Matthew Wunder	----		
Jason Cutler	----			Monica Iannessa	X		
Judi Firth	X			Stephanie Inyama	X		
Mystic Thompson	----			Wendy Hagan	----		

Marike Anderson-Dam	X			Polly Bamberger			x
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B. June 18, 2012 Special Board Meeting Minutes

Motion: Mark Epstein as amended

Seconded the motion: Stephanie Inyama

	YES	NO	AB		YES	NO	AB
Allison Holdorff Polhil	X			Mark Epstein	X		
Chris Lee	X			Matthew Wunder	----		
Jason Cutler	---			Monica Iannessa	X		
Judi Firth	X			Stephanie Inyama	X		
Mystic Thompson	-----			Wendy Hagan	----		
Marike Anderson-Dam	X			Polly Bamberger			X

V. PUBLIC COMMENTS

Lisa Saxon – Grants and Donations. Lisa has experience in establishing ways for community groups. She has done extensive research about grants and funding. Family Foundation has a grant that may be used for transportation. She provided her research on grants from the Ahmanson and American Honda Foundation.

VI. PRESENTATION ITEMS

A. REPORT ON SCHOOLWIDE PROJECTS – DAVE RICCARDI

As submitted. Dave Riccardi has been very busy with multiple school facility upgrades. Mercer Hall is currently going through asbestos abatement and new flooring. B101 is undergoing a similar renovation. Both facilities are getting the staging refinished and necessary painting. Both facilities will have new seating. J120 received a funding/donation for the PCHS Learning Lab.

Carla Levenson- Website redesign. Carla met extensively with every office that is involved in content on the website. The Communications Committee was helping to collect academic material for the website. Carla shared her art renderings of the website design and walked the board through the mock-ups of the different features of the site. The website will be up in October or possibly earlier.

B. Review of Updated PCHS Organizational Chart – Dr. Pamela Magee

Addition to the Org Chart: Temescal Academy is under the purview of the Executive Director/Principal.

C. Board Member Updates

Marike Anderson-Dam: Humanitas Units for 2 pods/AP Human Geography Class Prep

Tara Vahdani: In charge of clubs and organizations. Fundraising for Band during 4th of July

Dr. Magee: Investigating ways to bring more funding to the school.

Stephanie Inyama: Organized board training and board retreat.

Monica Iannessa: Organized board training and board retreat. Writing grants for Pods and VAPA. Visual and Performing Arts.

Chris Lee: ASB Leadership planning and organization-working with a stellar group of students.

Allison Holdorff Polhill: Presented at board training; Held meeting with community members for fundraising

Mark Epstein: Meeting with ad hoc committees

Judi Firth: Undergoing office transformation

Polly Bamberger: Attended board training

Greg Wood: Presentation for Optimist fund

Nikki Washington: Reviewing LAUSD employee file project; properly posting for job openings and FTE

VII. ORGANIZATIONAL REPORTS

Organizational reports shall be submitted in writing, it is recommended that oral reports be limited to less than 3 minutes.

A. EXECUTIVE DIRECTOR & PRINCIPAL'S REPORT – Dr. Pam Magee

SEE HANDOUT

B. CHIEF BUSINESS OFFICER'S REPORT – Greg Wood

SEE HANDOUT

Polly Bamberg asked question concerning paying back

C. HUMAN RESOURCES DIRECTOR – Nikki Washington

SEE HANDOUT

D. CLASSIFIED REPORT – Judi Firth

Nothing to report.

E. STUDENTS' REPORT – ASB Representative

Tara Vahdani: There are no school events in July. However, she reported on some of the upcoming events that have been planned: Brain bowls and election year activities, such as mock elections. Envirothon has been busy preparing for their upcoming competition. The Make-a-Wish club held a summer fundraiser. The PCHS Marching Band is rehearsing for the upcoming season. On Sept 9 they will hold a fundraiser. The band will be accepting clothing donations by M101. The donations will be used for band transportation.

F. FACULTY REPORT – Marike Anderson-Dam, Mystic Thompson, Chris Lee

UTLA member voting will be held this week is held through Survey Monkey.

G. BUDGET AND FINANCE COMMITTEE REPORT – Rob King

None.

H. POLICY COMMITTEE REPORT – Kimberly Theard

None.

I. EDUCATIONAL PROGRAMS COMMITTEE REPORT – CAROLINE KELLY

None.

J. COMMUNICATIONS COMMITTEE REPORT – Michael Friedman

None.

K. OPERATIONS, FACILITIES & TECHNOLOGY COMMITTEE REPORT – A. King & C. Herrmann

None.

VIII. Discussion Items

a. PCHS Review consolidated application

There are changes in submitting the state consolidated application. The board will be updated upon the application's submission.

b. Ad Hoc Board Audit Committee Formation

The audit committee is not meant to participate in the budget process. This committee would interact with auditor, the CBO and the Executive Director & Principal. The ad hoc committee would be small and comprised of non-interested voting board members, the ASB treasurer and a staff member from the budget committee. The committee will be given authority from the board and will meet as needed. This committee will not exceed 5 members.

c. Ad Hoc Board Fundraising Committee Formation

The Executive Director & Principal feels an immediate need for the school to quickly act on this formation due to the budgetary needs of the school.

Polly Bamberger, Judi Firth, Stephanie Inyama, Allison Holdorff Polhill and Haley Biscow were recommended for this ad hoc committee.

d. Grade Appeal Committee Report # 1101195F037 and #040496M034

Report out: There are three ways that a grade can be changed on a) bad faith b) incompetency and c) clerical error. One appeal granted 1101195F037 and one denied 040496M034

e. Creation of Annual Agenda

This agenda will be created at the board retreat.

f. PCHS Board of Trustees Officer election

The current officers were elected to their same positions. Chris Lee will continue as president of the board.

Allison Holdorff Polhill is the vice-president, and Monica Iannessa is the secretary. See motions below.

IX. ACTION ITEMS

A. BOARD AUDIT AD HOC COMMITTEE FORMATION

Committee members: Mark Epstein, Polly Bamberger and Stephanie Inyama

ASB Treasurer and a budget committee staff member will be added to this committee as non voting members.

Description – Ensure stakeholder participation in the decision making regarding revenue, expenditures, and fund balance allocations. Fiscal decisions based on the goal of ensuring fiscal solvency while fostering development of a quality educational program and improved student achievement at PCHS.

Motion: Allison Holdorff Polhill. I move to create an ad hoc board audit committee comprised of three non-interested board members: Mark Epstein, Polly Bamberger, and Stephanie Inyama.

Seconded the motion: Judi Firth

	YES	NO	AB		YES	NO	AB
Allison Holdorff Polhill	X			Mark Epstein	X		
Chris Lee	X			Matthew Wunder	--		
Jason Cutler	--			Monica Iannessa	X		
Judi Firth	X			Stephanie Inyama	X		
Mystic Thompson	--			Wendy Hagan	--		
Marike Anderson-Dam	X			Polly Bamberger	X		

B. BOARD FUNDRAISING COMMITTEE FORMATION

Current members: Stephanie Inyama, Allison Holdorff Polhill, Haley Biscow, Dr. Magee

Motion: Judi Firth moves that we add Polly Bamberger to Fundraising Committee along with a designated ASB class member.

Seconded the motion: Allison Holdorff Polhill

	YES	NO	AB		YES	NO	AB
Allison Holdorff Polhil	X			Mark Epstein	X		
Chris Lee	X			Matthew Wunder	--		
Jason Cutler	--			Monica Iannessa	X		
Judi Firth	X			Stephanie Inyama	X		
Mystic Thompson	--			Wendy Hagan	--		
Marike Anderson-Dam	X			Polly Bamberger			X

C. PCHS BOARD OF TRUSTEES OFFICER ELECTION

Motion summary below:

Judi Firth moved to elect Chris Lee by acclimation (Mark Epstein 2nd) Unanimous Chris abstained

Stephanie Inyama moved to elect Allison Holdorff Polhill by acclimation (Chris Lee 2nd) Unanimous Allison Holdorff Polhill abstained

Stephanie Inyama moved to elect Monica Iannessa by acclimation (Mark Epstein 2nd) Unanimous Monica Iannessa abstained

X. OUTSTANDING BUSINESS

A. Board Retreat – Stephanie Inyama

Stephanie Inyama informed the board that there may be a change the date. Once the date is secured a venue will be secured. Chris Lee commended the ability of the board to plan training and retreats “in house.”

XI. NEW BUSINESS

Board chair to announce items for closed session.

Polly Bamberger- requested an agenda item to discuss Academic Honesty at PCHS

XII. ADJOURNMENT: 7:50 PM