

Pacific Collegiate School

Board Meeting Minutes

Wednesday, January 16, 2019
Closed Session: 5:30 PM- Conference Room
Open Session: 7:00 PM-Student Center
3004 Mission Street, Santa Cruz, CA

Niels Bohr Institute
Blegdamsvej 17, 2100
København, Denmark

Mission and Vision

Pacific Collegiate School's mission is to provide exemplary, standards based college preparatory and fine arts education for public middle and high school students of Santa Cruz County and bordering areas. Our vision is to offer any student the same quality of education offered by the most academically distinguished schools in California. Our graduates will be prepared to enter and thrive at the world's finest colleges and universities.

In addition to a core college preparatory curriculum, Pacific Collegiate School will emphasize international, cross-cultural, and technological education in order to prepare graduates for life in the 21st Century. Pacific Collegiate students will be introduced to the rich variety of world cultures and become fluent in at least one foreign language. They will become proficient in the basic information technologies essential for cultural literacy in the 21st Century.

1.0 OPEN SESSION CALL TO ORDER AND ESTABLISHMENT OF QUORUM

Tom Morell, Board President, will call the meeting to order and establish quorum.

Board Members present: J. Azcarate, J. Barchas, D. Holm, S. Jinnah, J. Karno, T. Livingstone, T. Morell, L. Nagamine, K. Olson, T. Strudley

Board Members at off site locations: E. Ramirez-Ruiz,

Staff present: S. Fletcher, L. Friend, T. Harrison, S. Kiernan, D. Levy

Student Representatives Present: S. Smith

2.0 APPROVAL OF AGENDA

Agenda deletions and/or changes of sequence will be approved or the agenda will be approved as submitted.

Motion: D made motion to approve agenda, J. Karno seconded.

Vote: J. Azcarate-Y, J. Barchas-Y, D. Holm-Y, S. Jinnah-Y, Y, J. Karno-Y T. Livingstone-Y, T. Morell-Y, L. Nagamine-Y, K. Olson-Y, T. Strudley-Y.

3.0 ANNOUNCEMENT OF CLOSED SESSION

3.1 CONFERENCE WITH LABOR NEGOTIATORS

Government Code section 54957.6:

Agency designated representatives: James E. Young, Esq.

Employee organization: United PCS/CTA

3.2 PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Government Code Section 54957

Principal Performance Evaluation

The Board will meet in closed session to discuss the Principal Evaluation.

Public comments are allowed on closed session items (limited to 3 minutes per speaker) *Several teachers spoke regarding contract negotiations and their concerns around compensation, complaint process, teacher's evaluation, benefits package, PCS culture and how these would be addressed in the contract. Tom Morell and Ken Olson commented on process and protocol and invited teacher to attend a finance committee meeting.*

4.0 OPEN SESSION - Student Center

Tom Morell, Board President, will discuss any reportable action(s) taken in closed session.

No reportable action taken in closed session. Item 3.2 was not discussed.

5.0 OPPORTUNITY TO ADDRESS THE BOARD

This is an opportunity for the public to address the Board regarding items not on the agenda. The Board President will recognize any member of the audience who wishes to speak on a matter directly related to school business. Each speaker on any specific topic may speak up to three (3) minutes unless otherwise limited or extended by the President. The President may allot time to those wishing to speak but no action will be taken on matters presented (E.C. Section 35145.5). If appropriate, the President, or any Member of the Board, may direct that a matter be placed on a future agenda.

none

6.0 ORAL COMMUNICATION FROM BOARD, STAFF, OR COMMITTEE MEMBERS

This is an opportunity for Board, Staff or Committee members to address the Board regarding items not on the agenda. The Board President will recognize any Board, Staff or Committee member not previously placed on the agenda who wishes to speak on a matter directly related to school business. Each speaker on any specific topic may speak up to three (3) minutes unless otherwise limited or extended by the President. The President may allot time to those wishing to speak but no action will be taken on matters presented (E.C. Section 35145.5). If appropriate, the President, or any Member of the Board, may direct that a matter be placed on a future agenda.

PVA Report- *Jenny Barchas noted that the Parent Education night was last night. Tara Leonard from Santa Cruz County Mental Health and Todd Harrison presented on vaping. Two more parent education events are being planned for this year. BASH planning is under way for BASH 2019 on 3/16 and the next BASH planning meeting is 1/24 at 9 AM*

Development Report- *Paula Kenyon reported that the AFD current tally is 440K in cash, 669K in pledges and we are at 52% participation. Many events being planned for PCS's 20th anniversary celebration on Memorial Day 2019. Jennifer Karno thanked board members for making AFD phone calls. The neighborhood business event is being planned for 2/7/19.*

Principal Search Working Group- *Sikina Jinnah reported that 22 candidates have applied for the Head of School position, 7 of them are viable candidates. The working group will meet Monday, 1/21, to decide who to interview by phone. WG will interview 4-5 and meet on 2/5 to decide who to invite to campus for on campus interviews. The working group is hoping to make a recommendation to the board on who to hire on 3/11.*

7.0 CONSENT AGENDA

All items appearing on the consent agenda are recommended actions which are considered to be routine in nature and will be acted upon as one motion. Information concerning the Consent Item(s) has been made available to each Board Member prior to this meeting for his/her study. Specific items may be removed for separate consideration. Item(s) removed will be considered immediately following the consent agenda motion as Deferred Consent Items.

7.1 Approve December 5, 2018 Draft Board Meeting Minutes.

7.2 Approve Test Prep Stipend

7.3 DEFERRED CONSENT ITEMS (if required)

This item is placed on the agenda to address any items that might be pulled from Agenda Item 5.0 for further discussion/consideration if so determined.

Motion: T. Strudley made motion to approve Consent Agenda, D. Holm seconded.

Vote: J. Azcarate-Y, J. Barchas-Y, D. Holm-Y, S. Jinnah-Y, Y, J. Karno-Y T.

Livingstone-Y, T. Morell-Y, L. Nagamine-Y, K. Olson-Y, T. Strudley-Y.

8.0 ORAL REPORTS

8.1 Principal's Report 5 minutes

Simon Fletcher, Principal, will provide an update on school activities, outreach, and matters of interest.

S. Fletcher reported that 2nd semester is underway and students are registering for courses next year. AP Exam registration has opened. On the Professional Development day on 1/17/19 work was continued around cultural proficiency and Nicole Anderson spoke to the staff. On the PD day, both the incoming and going Santa Cruz County superintendents, Faris Sabbah and Michael Watkins, visited PCS with the message to continue to improve the diversity of our school population. Our ADA continues to hold steady and enrollment is up a notch. Outreach efforts are underway for the 2019 lottery. The first lottery information meeting will take place on 1/24/19. The Diversity Committee hosted a Posada in December for our Hispanic families and it was a successful event. The MLK Day march will take place on 1/21/19, PCS will be marching together. MLK youth day is 1/19/19 and the MLK community forum will take place on 2/11/19.

8.2 Faculty Report 5 minutes

Lauren Friend, Faculty Representative, will provide an update on faculty activities.

L. Friend reported that the PD day was fantastic and dynamic and well received by staff. Teachers have been meeting regarding contract negotiations and their hope for a contract that matches PCS culture.

8.3 Student Representative Report 5 minutes

PCS Student Representatives will provide an update on student activities.

S. Smith reported on multiple events happening at PCS such as AP registration, college news, course selection, spring musical rehearsal, winter formal and sporting events.

8.4 President's Report 5 minutes

Tom Morell, Board President, will provide an update on Board activities and matters of interest.

T. Morell encouraged board members to attend one of the upcoming lottery meetings and noted the visit of Faris Sabbagh and Michael Watkins to speak to staff about diversity at PCS.

9.0 DISCUSSION ITEMS

9.1 Student Discipline 15 minutes

Todd Harrison, Vice Principal, will lead a discussion and present data regarding student discipline trends.

T. Harrison presented an overview of student discipline procedures at PCS, discussed student handbook guidelines and suggested changes, and presented suspension data.

9.2 LCFF Dashboard 15 minutes

Simon Fletcher, Principal, will lead a discussion on the LCFF Dashboard.

S. Fletcher gave an overview of PCS's LCFF dashboard and explained the metrics and rationalization behind each of the performance levels given to PCS by the state.

9.3 Discussion regarding Charter Renewal for PCS 15 minutes

Tom Morell, Board President, will lead a discussion regarding timeline for charter renewal including discussion of potential addition of a 6th grade to PCS.

T. Morell noted that our charter renewal will start in the next 6-8 months and the board should be thinking soon as to whether or not any significant changes to the charter is wanted or needed. Discussion deferred to later date.

9.3 Discussion regarding Immigration Enforcement Policy 15 minutes

Tom Morell, Board President, will lead a discussion regarding a comparison between Immigration Enforcement Policy adopted in December, 2018, and previously adopted “*Resolution Making Pacific Collegiate School a Safe Learning Environment For All Students Regardless of Immigration Status.*”

T. Morell noted that these policies are complementary and the simple solution to consolidate polices is to express reference the former policy in the new policy.

10.0 ACTION ITEMS

10.1 Treasurer’s Report 5 minutes

Ken Olson, Board Treasurer, will review and recommend approval of the October PVA Financials (which were previously deferred) and the PCS financials for General Account, Club, and PVA Income Statement, Balance Sheet, Cash Flow, and check registers for November 2018.

Treasurer’s Report approved as present.

Motion: *J. Barchas made motion to approve Treasurer’s Report. J. Karno seconded.*

Vote: *J. Azcarate- Y, J. Barchas-Y, D. Holm-Y, S. Jinnah-Y, Y, J. Karno-Y T.*

Livingstone-Y, T. Morell-Y, L. Nagamine-Y, K. Olson-Y, T. Strudley-Y.

10.2 Approval of 2017-2018 Audit Report. 5 minutes

Ken Olson, Board Treasurer, will review and recommend approval of the 2017-2018 Audit Report.

Clean audit, Audit report approved as presented.

Motion: *T. Strudley made motion to approve Audit Report, D. Holm seconded.*

Vote: *J. Azcarate- Y, J. Barchas-Y, D. Holm-Y, S. Jinnah-Y, Y, J. Karno-Y T.*

Livingstone-Y, T. Morell-Y, L. Nagamine-Y, K. Olson-Y, T. Strudley-Y.

10.3 New Employee Contract 5 minutes

Simon Fletcher, Principal, will recommend approval of the New Employee Contract for Mary Kelly, Latin teacher.

Contract approved as presented.

Motion: *T. Livingstone made motion to approve employee contract, D. Holm seconded.*

Vote: *J. Azcarate- Y, J. Barchas-Y, D. Holm-Y, S. Jinnah-Y, Y, J. Karno-Y*

T. Livingstone-Y, T. Morell-Y, L. Nagamine-Y, K. Olson-Y, T. Strudley-Y.

10.4 Employee Contract Modification - Principal Contract 20 minutes

Tom Morell, Board President, will present potential modification to Principal Contract for approval.

Salary range for principal being moved to range that the new Head of School range is being advertised at.

Motion: *K. Olson made motion to approve contract modification, J. Karno seconded.*

Vote: *J. Azcarate- Y, J. Barchas-Y, D. Holm-Y, S. Jinnah-Y, Y, J. Karno-Y T.*

Livingstone-Y, T. Morell-Y, L. Nagamine-Y, K. Olson-Y, T. Strudley-Y.

11.0 FUTURE MEETING TOPICS

Digital Media Policy

12.0 FUTURE MEETING SCHEDULE

January Executive Committee Meeting, Wednesday, January 23 2019, 8:15 AM

February Board Meeting, Wednesday, February 6, 2019, 6:00 PM

13.0 ADJOURNMENT

Pacific Collegiate School does not discriminate against persons with disabilities. Upon request, the agenda can be provided in a format to accommodate special needs. Additionally, if you wish to attend this public

meeting and will require assistance such as an interpreter for American Sign Language, Spanish, or other special equipment, please call the school office at 479-7785 at least five days in advance so that we can arrange for such special assistance.

Reimagining the Possibilities of Public School