



A CALIFORNIA DISTINGUISHED SCHOOL

**REGULAR MEETING MINUTES
BOARD OF TRUSTEES
Tuesday, April 12, 2011
5:00 PM - Library**

I. PRELIMINARY

A. Call to order 5:05 PM

B. Roll call

Board Members Present

James Paleno

Stephanie Inyama

Jason Cutler

Naomi Norwood

Susan Frank (left 7:35 PM)

Allison Holdorff Polhill

Eleanor Rozell

Chris Lee

Monica Iannessa

Wendy Hagan (left 8:00 PM)

Board Members Absent

Lisa Kaas Boyle

Non-Voting Board Member Present:

Shahin Mohammadi- Student

Officers/Senior Staff Present:

Michael A. Smith Marcia Haskin Greg Wood

II. APPROVAL OF MINUTES

March 11, 2011 Special Board Meeting

Allison Holdorff Polhill moved to approve the March 11, 2011 Board Meeting Minutes as written. Naomi Norwood seconded the motion.

BOARD ACTION: MOTION PASSED

Yes – 7 (Allison Holdorff Polhill, Naomi Norwood, Stephanie Inyama, James Paleno, Chris Lee, Susan Frank, Monica Iannessa,)

No – 0

Abstain – 3 (Jason Cutler, Eleanor Rozell, Wendy Hagan)

March 15, 2011 Regular Board Meeting

Jason Cutler moved to approve the March 15, 2011 Board Meeting Minutes as amended. Stephanie Inyama seconded the motion.

BOARD ACTION: MOTION PASSED

Yes – 9 (Allison Holdorff Polhill, Naomi Norwood, Stephanie Inyama, James Paleno, Chris Lee, Susan Frank, Monica Iannessa, Eleanor Rozell, Jason Cutler)

No – 0

Abstain – 1 (Wendy Hagan)

March 23, 2011 Special Board Meeting

Allison Holdorff Polhill moved to approve the March 23, 2011 Board Meeting Minutes as written. Stephanie Inyama seconded the motion.

BOARD ACTION: MOTION PASSED

Yes – 10 (Allison Holdorff Polhill, Naomi Norwood, Stephanie Inyama, James Paleno, Chris Lee, Susan Frank, Monica Iannessa, Eleanor Rozell, Jason Cutler, Wendy Hagan)

No – 0

Abstain – 0

III. 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.

Steve Klima, faculty member and UTLA representative, discussed presentation item D, budget cutting suggestions by faculty and staff, and highlighted that cuts should come from outside the classroom, thereby lessening, or eliminating, the need to reduce the teaching staff.

Nancy Simon, faculty member, spoke in regard to the budget, saying that kids are first and foremost. She asked the Board to consider teacher retirements and across the board cuts.

Tim Henderson, faculty member and UTLA representative, spoke in support of the teachers that received Reduction in Force (RIF) notices. Mr. Henderson said that community is important, and hopes that a way is found to keep the staff together.

Amy Baker, community member, spoke on behalf of PCHS parents, future parents, and community members. Ms. Baker asked the Board to weigh the UTLA proposal versus the current fiscal realities, and to consider the highest priorities to be student outcomes and the school's fiscal health.

Ann Powell, faculty member and office manager at Temescal Academy spoke on behalf of the 3 Temescal Academy teachers that received Reduction in Force (RIF) notices. Ms. Powell discussed the excellent work being done by the faculty there.

Adam Blakis, permit user of the Maggie Gilbert Aquatics Center wanted the Board to know that, as a permit user, he was experiencing difficulties and felt that the Center could be run better.

Roger Soffer, parent, spoke on behalf of a group of parents and students, and detailed the limited field availability for PCHS sports teams. Mr. Soffer presented a letter with 252 signatures asking the school balance permit income and student needs.

Nancy Fracchiolla, parent, spoke regarding Action Item D, detailed how valuable the College Center is to PCHS students, and asked that their budget not be cut.

IV. ORGANIZATIONAL REPORTS: (see meeting materials)

A. Executive Director's report- Michael A. Smith

In response to a Board member's question, Michael Smith said that he would bring fundraising revenue information to the next Board meeting.

Mr. Smith told the Board that he would be meeting in the near future with LAUSD to discuss busing. June 1st is when the amendment to the MOU should be signed (there is a 3 year agreement with yearly approvals). He said that Global Transportation Services is an at-will provider and seems to be the most logical provider for PCHS. Mr. Smith will present multiple busing proposals to the Board at the May Board meeting.

B. Principal's report- Marcia Haskin

Marcia Haskin discussed improved coordination with Revere and said that Ann Davenport (administrator over the department) and Minh Ha Ngo (department co-chair) recently met with their Revere counterparts to discuss math articulation.

Ms. Haskin disclosed that Richard Thomas, Director of Instruction, had resigned and was no longer at the school. She said that she has assumed his responsibilities, including Club Dolphin and WASC, but excluding graduation. Club Dolphin's success will be assessed at the end of the semester. Ms. Haskin will report on Club Dolphin at the May Board meeting.

C. Chief Business Officer's report- Greg Wood

Greg Wood said that the budget picture will become clearer once the Governor's updated budget projections are issued in mid May. Mr. Wood disclosed that his prior worst case scenario of a 2011-2012 PCHS budget deficit of approximately \$800,000 is being overshadowed by an "all-cuts" catastrophic budget predicated by a \$4-5 billion cut to education (\$825 reduction in per pupil ADA). Mr. Wood projected that the "all-cuts" budget would reduce PCHS funding levels by an additional \$1.3 million, thereby increasing the PCHS budget deficit projection to approximately \$2.1 million for the 2011-2012 school year.

Greg Wood detailed that PCHS, as of 6-30-2010, had a liquid cash reserve of \$2.1 million, and estimates that number to rise to \$2.6 million at 6-30-2011. Mr. Wood also said that LAUSD custodial costs were being revised upward by \$40,000 - \$50,000.

D. Human Resources report- Jennifer Eustice

There were no questions regarding the Human Resource Director's report.

E. Classified report- Eleanor Rozell

Eleanor Rozell said that budget cutting ideas originating from the classified staff are incorporated into the faculty and staff presentation.

F. Students' report- Shahin Mohammadi

Shahin Mohammadi discussed a number of student related activities highlighting Casino night, which raised \$800.

G. Faculty report- James Paleno, Wendy Hagan, Chris Lee

There was no faculty report.

H. Budget and Finance Committee report- Rob King

Greg Wood spoke on behalf of Rob King and said that the Budget & Finance Committee took action to freeze the 2010-2011 textbook and IMA account, which has \$143,000 of unspent funds allocated to it. Mr. Wood said that the faculty and staff budget cutting ideas were presented at the committee meeting. The Budget & Finance Committee directed the recommendations to the administrative for their feedback.

I. Policy Committee report- Julia O'Grady

There were no questions regarding the Policy Committee report. Julia O'Grady commented that committee elections would be held in the near future.

J. Educational Programs Committee report- Simon Santana

Simon Santana said that the committee was reviewing data regarding the effectiveness of academic programs.

K. Communications Committee report- Monica Iannessa

Monica Iannessa said that the committee would be meeting later in the week. She also announced that the Communications Committee would be holding elections before the end of the school year.

L. Operations, Facilities and Technology Committee report- C.Herrmann & A. King

Carolyn Hermann and Andrea King are the new co-chairs of the Operations, Facilities and Technology Committee. The committee has been working on copier protocol, a parking plan, traffic flow, the black top area, and technology. Master planning is meeting to discuss updating the science labs. Other areas of focus include trophy cases, storage, and the permit activities schedule. The Student Senate expressed concerns to the committee regarding the poor state of the student restrooms.

M. Parent Liaison report- Julia O'Grady

Julia O'Grady announced that the Booster Club's Silent Auction raised \$128,700.

V. **PRESENTATION ITEMS**

- A. Special Education Local Program Administration (SELPA)- Mary Bush (see meeting materials)

Mary Bush gave an instructive presentation explaining how Special Education Local Program Administration's (SELPA) operate. Ms. Bush detailed the 3 options that are available to PCHS in regards to SELPA choices.

Ms. Bush recommended that at this time we remain with the LAUSD SELPA, but consider alternatives in the future.

- B. Accounting of Monies Owed to General Fund from Civic Center Permit Account and Maximizing of Revenue- Greg Wood, James Paleno, Andrew Cervantes

There was a Board discussion wherein members indicated they would like to consider overhead for permitting and analyze the facility's usage. An accounting of monies will be done to determine what monies are owed to the General Fund. It was stated if PCHS shuts off the lights at 8:00 pm, PCHS could lose between \$50,000 to \$80,000 in permit revenues.

- C. Whistleblower Hotline: Cost/Benefit Analysis of Various Options- Jennifer Eustice & Michael A. Smith

Jennifer Eustice recommended My Safe School.

- D. Staff Budget Cutting Suggestions- Chris Lee, Wendy Hagan, Eleanor Rozell (see meeting materials)

A multi-page list of faculty, staff and administrative budget cutting ideas was presented to the Board with the focus being to keep cuts away from the classroom. It was felt by the Board that putting some numbers behind the budget cutting suggestions would add value.

Cafeteria Traffic Trends and Financials- Greg Wood

Tabled until the May Board meeting.

VI. ACTION ITEMS

Classified Reduction in Force (RIF) Notices

Tabled until the May Board meeting.

Whistleblower Hotline

This agenda item was referred to the Executive Director.

A. Operations, Facilities & Technology Committee Replacement of Faculty Member Anita Stephens for Mary Cappelli

Chris Lee moved to have Operations, Facilities and Technology Committee replacement of faculty member Anita Stephens for Mary Cappelli. Eleanor Rozell seconded the motion.

BOARD ACTION: MOTION PASSED

Yes – 8 (Eleanor Rozell, Stephanie Inyama, Naomi Norwood, Allison Holdorff Polhill, Chris Lee, Monica Iannessa, Jason Cutler, James Paleno)

No – 0

Abstain – 0

B. Operations, Facilities & Technology Committee Replacement of Administrative Member Michael Smith for Maisha-Cole Perri

Chris Lee moved to have Operations, Facilities and Technology Committee replacement of administrative member Michael A. Smith for Maisha-Cole Perri. Eleanor Rozell seconded the motion.

BOARD ACTION: MOTION PASSED

Yes – 8 (Eleanor Rozell, Stephanie Inyama, Naomi Norwood, Allison Holdorff Polhill, Chris Lee, Monica Iannessa, Jason Cutler, James Paleno)

No – 0

Abstain – 0

C. Ad-Hoc Board Stakeholder Survey Committee

There will be an update at the May Board meeting.

D. Task the Executive Director With Reporting to the Board Regarding Fees Charged to Students in Relation to Recent Legal Developments, Including Legal Review

The Executive Director will report back regarding compliance.

E. Discussion and/or Action Regarding Principal & CAO Search

There was no discussion.

VII. DISCUSSION ITEMS

A. Accounting of monies Owed to General Fund from Civic Center Permit Fees and Maximizing Revenue

There was a Board discussion wherein members indicated they would like to consider overhead for permitting and analyze the facility's usage. An accounting of monies will be done to determine what monies are owed to the General Fund. It was stated if PCHS shuts off the lights at 8:00 pm, PCHS could lose between \$50,000 to \$80,000 in permit revenues.

B. Clarification of Online Learning Program

Marcia Haskin said that credit recovery is being provided.

C. Board Training and Governance

The Ad-Hoc Governance Committee will be creating training schedules and goals.

D. Review of the 2009-2010 PCHS Tax Return- Greg Wood

Postponed until the May Board Meeting.

E. Grade Appeal Report Out

Chris Lee reported that a grade appeal was presented and the grade will remain the same because there was no clerical error, fraud or bad faith involved. (Student #1101)

VIII. ACTION ITEMS

A. Policy Defining Professional Behavior Throughout the School Community-
Stephanie Inyama & Jason Cutler

An Ad-Hoc Board Committee comprised of Stephanie Inyama, Jason Cutler and Allison Holdorff Polhill was created to further define professional behavior.

B. Board Censure/Removal From Board Secretary Position and/or Removal From Board- Monica Iannessa & Wendy Hagan

Monica Iannessa moved to remove Susan Frank as the Board Secretary. Wendy Hagan seconded the motion.

Monica Iannessa read a three page letter outlining concerns about the Board Secretary ranging from secretarial duties to Governing Policies. A lengthy discussion ensued. Several Board members expressed concern that the Board Secretary was not properly notified of the allegations, and questioned whether this issue was properly put forward as an agenda item. Monica Iannessa agreed to withdraw her motion with the understanding that Naomi Norwood and Allison Holdorff Polhill discuss Monica Iannessa's concerns directly with the Board Secretary.

IX. OUTSTANDING BUSINESS

James Paleno announced that he had sent a letter to UCLA SMP terminating their services.

X. NEW BUSINESS

The question of Board training by the Cosca Group was raised.

Board chair to announce items for closed session.

XI. CLOSED SESSION 8:00 PM

A. Conference With Information From Labor Negotiator: Michael A. Smith, Interim Executive Director

Employee organization: PESPU, UTLA

B. Public Employment: Discipline/Dismissal/Release

A. Conference with legal counsel – Existing Litigation
(Subdivision (a) of Section 54956.9):

California Commercial Pools, Inc. v. Sarlan Builders, Inc., Palisades Charter High School,

Case Number BC 451626

OPEN SESSION 11:30 PM

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

XII. ADJOURNMENT 11:30 PM