



**BOARD OF TRUSTEES
MEETING MINUTES
Tuesday, May 15 2012
5:00 PM, Faculty Cafeteria**

I. PRELIMINARY:

A. CALL TO ORDER: Time 5:01 PM

B. ROLL CALL:

Board Members Present

Allison Holdorff Polhill
Chris Lee
Jason Cutler
Judi Firth
Wendy Hagan

Board Members Absent

Lisa Kaas Boyle

Non-Voting Members Present:

Eeman Khorramian – Student Rep - late

Officers/Senior Staff Present:

Pamela A. Magee – ED/Principal
Greg Wood – Chief Business Officer

II. APPROVAL OF THE MINUTES:

A. REGULAR MEETING 4/19/12

David Shabbouei- Student Report VE pg.2 8D omit name and “please bring”

Motion: Allison Holdorff Polhill moved to approve the minutes dated 4/19/12 as amended

Seconded the motion: Matt Wunder

BOARD ACTION: MOTION PASSED

Yes – 9 (Allison Holdorff Polhill, Chris Lee, Judi Firth, Marike Anderson-Dam, Mark Epstein, Matthew Wunder, Monica Iannessa, Stephanie Inyama, & Wendy Hagan)

No – 0

Abstain – 1 (Jason Cutler)

B. SPECIAL MEETING 04/25/12

Motion: Mr. Epstein moved to amend the Minutes due to Board member’s concerns to insert the following language after the description of the motion to set the election date: “The motion was clarified to reflect that parents of incoming ninth grader parents who did not have a child at the school at the time of the election would not be eligible to vote.

Seconded the motion: Motion died for want for a second.

Motion: Judi with amendment

2nd: Stephanie Inyama—

BOARD ACTION: MOTION PASSED

Yes – 7 (Allison Holdorff Polhill, Chris Lee, Jason Cutler, Judi Firth, Matthew Wunder, Monica Iannessa, Stephanie Inyama,)

No – 1 (Mark Epstein)

Abstain – 1 (Wendy Hagan)

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. Speakers may choose to speak during the public comment segment and/or at the time an agenda item is presented.

None

IV. PRESENTATION ITEMS:

A. GIRLS BASKETBALL PRESENTATION- Coach Torino

Tabled

B. ENVIROTHON PRESENTATION- Steve Engelmann

PCHS won both first and second place in this competition. The PCHS enviro team consists of 11 students. McCain Andros explained the current issue of the competition, which was Low Impact Development to the board. This is a rigorous outdoor competition that provides the opportunity to apply science in practical field skills and create apprenticeships/connections to companies.

C. VIDEO PRODUCTION PRESENTATION- Sean Passan

Tabled

D. AUDIT REPORT: ASB ACCOUNTS- Bob Wilkinson

Tabled

E. OPEN NEIGHBORHOODS- James Brennan

Tabled

F. IN ONE INSTANT INFORMATION-Russ Howard

Streetwise Media *In One Instant* is a multi faceted, peer driven safe program, as teens are most often influenced by their peers. This message is delivered through a gripping, dramatic reenactment of a reckless driving collision due to drinking and texting, and how –In One Instant- an entire community is devastated. It involves teens and community members on a profoundly emotional level and resonates long after its conclusion. Each high school establishes an *In One Instant* club/organization on campus, overseen by a teacher or counselor. Students meet to plan the IOI program. They work with the PTSA/Parent Organization, selected Administrators, Teachers and the Community at large. Throughout the year, these students develop social media tools that will help to keep their peers engaged in making "Smart Choices" when driving. They develop blogs, write editorials for school papers and create posters and artwork. They engage their peers to take ownership of the problem by becoming part of the solution. All students are invited to share their creative expression by uploading a story, drawing, video, poetry or song onto the "BE HEARD" section of our website. May 30 2 assemblies 9and 10 and 11 and 12.

- G. WEBSITE DEVELOPMENT- Carla Levinson
Carla is working with the communications committee and different administrative offices to collect information to create a more unified and easy to navigate website sitemap. Carla is working with Dave Riccardi to create a stream-lined and effective way to reserve permits on the website. She is optimistic about the school's ability to maximize revenue in this area with a facilities management software. Carla is proposing a more economical web design that is customized and that is managed onsite. This redesign will allow for Carla to create specific giving pages for our school. She reviewed a website development cost comparison. Carla is recommending EMS software to accomplish this.
- H. STUDENT TRANSPORTATION FOR 2012-13 SCHOOL YEAR COST/BENEFIT ANALYSIS OF VARIOUS OPTIONS- David Riccardi
- I. 2012-13 BUDGET UPDATE- Greg Wood
Including 10 year Cash Flow Civic Center Permit Account
Mr. Wood reviewed the Governor's fiscal report. The report does not directly state how the budget deficit would impact ADA funding, however, the report is allowing for flexibility for reducing the school year to 160 instructional days. The Governor's quote in his fiscal report recommends that districts "Plan a prudent budget based on their understanding of what we're trying to do."
G. Wood proposed that the date of the budget calendar meeting be changed to analyze the governor's midterm report and plan accordingly.
Currently, there is a projected \$366 per pupil reduction to our budget. This could mean over a million plus budget reduction in a worse case scenario.
- J. LONG-TERM STRATEGIC PLANNING COMMITTEE- Dr. Magee
Dr. Magee has organized a long-term strategic planning committee to meet the needs of the school and follow the recommendations of the previous WASC report. Carol Ferraud facilitated a large stakeholder group to relook at the mission and vision of the school to set the groundwork for long-term goals. March 30/ April 30 to flesh out the plan. Family and Community, Facilities and Technology, and Student Achievement. Dr. Magee also made sure that this long-term strategic plan aligns with our WASC action plan. Dr. Magee is currently formatting the document for the entire school community.

V. **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 / Mr. Wood noted that when looking at the budget historically, grade level enrollment is remaining steady and retention rates have increased.
- C. HUMAN RESOURCES DIRECTOR – Nikki Washington
See Handout
- D. DIRECTOR OF OPERATIONS REPORT- Dave Riccardi
Transportation:
 1. Negotiations nearly complete for 2012/2013
 2. Pricing remains fixed for next contract

3. 12 month contract VS 36 as requested by transport company. I was able to negotiate a 12 month deal with the promise of opening dialog for service provider invoicing for 2013/2014 with maybe a longer term contract 2013/2014
 4. No fuel surcharges
 5. Gained an extra hour for straight time, bumped from four standard hours to 5 with no OT for that extra hour.
 6. Will provide special Ed busing- price still TBD
 7. Cost to riders needs to be bumped next year to at least 125.00, will hold at the 100.00 for the 2012/2013 year.
 8. Meeting to improve routes and stops
 9. We (transport company) will provide and document and provide regulatory compliance of bus safety emergency procedures for new school year
 10. Built in mechanisms to capture service provider failures in dollars back to school.
- Film LA: Mr. Riccardi was able to break the stranglehold of laUSD and film la to allow PCHS to fully permit, manage, and capture all revenue from "film work" performed at school. Reviewed the language built into the Sole Occupant Agreement which allowed me to open up that dialog with both entities and regain control of the complete filming revenue streams. The Increased revenue will be about 75% more than we currently receive from film la/laUSD for "film work"
- E. CLASSIFIED REPORT – Judi Firth
Mrs. Firth noted that the classified staffing is maximized and there is concern over how cuts will affect office workloads.
 - F. STUDENTS’ REPORT – Eeman Khorramian
See Handout
 - G. FACULTY REPORT – Marike Anderson-Dam, Wendy Hagan, Chris Lee
Nothing reportable
 - H. BUDGET AND FINANCE COMMITTEE REPORT – Rob King
Cheryl Onoye reported on the budget meeting. The committee is requesting figures to accompany proposals for cuts. If the funding returns, what items will be reinstated. The administration should prioritize which budget items should be reinstated.
 - I. POLICY COMMITTEE REPORT – Julia O’Grady
See Handout
 - J. EDUCATIONAL PROGRAMS COMMITTEE REPORT – S. Santana & C. Kelly
Transitional year for the committee. The committee is focused on educational innovations. Two developments: Pali SEALS an intervention program (mentors/advocates) Committed Field Trip days on the Pali calendar
Goal for next year is to align more classes to community colleges. Online learning options Researching student interest in electives. Need more teachers on the committee.
 - K. COMMUNICATIONS COMMITTEE REPORT – M. Friedman & J. O’Grady
See Handout
 - L. OPERATIONS, FACILITIES & TECHNOLOGY COMMITTEE REPORT – A. King & C. Herrmann
See Handout
 - M. PARENT LIAISON REPORT – Julia O’Grady
See Handout

VI. DISCUSSION ITEMS:

- A. ADHOC CHARTER COMMITTEE RECCOMENDATIONS – Allison Holdorff
Polhill
Tabled
- B. AD HOC ELECTION COMMITTEE UPDATE- Chris Lee
Reviewed and amended the election cycle dates.
- C. BOARD MEMBER UPDATES- Board of Trustees
 - 1. Greg – Pali fundraising with the Chamber of Commerce
 - 2. Jason – heard parent concerns about the school calendar change
 - 3. Mark – drama production-standing committee
 - 4. Pam – Soroptomist breakfast-and fundraising
 - 5. Stephanie – Budget committee work
 - 6. Allison – attended fundraiser
 - 7. Chris – NPR interview
 - 8. Monica – Election Committee work
 - 9. Wendy – Green Science Pod development
 - 10. Matt – pass
 - 11. Marike – AP Human Geography course was approved
 - 12. Judi – Attends Operation and Facilities meeting
 - 13. Eeman – no report
 - 14. Lisa – absent

VII. ACTION ITEMS:

- A. APPROVAL TO SUBMIT AND AUTHORIZATION FOR EXECUTIVE DIRECTOR TO SIGN THE 2011-2012 CONSOLIDATED APPLICATION PART I
Tabled
- B. RESOLUTION – ELIMINATION OF CLASSIFIED SERVICES – N. Washington
Mr. Epstein moved to amend the motion to approve the Reduction in Force, the proposed amendment was withdrawn.
Motion: Marike Anderson-Dam
Secoded the motion: Matt Wunder
BOARD ACTION: MOTION PASSED
Yes – 10 (Allison Holdorff Polhill, Chris Lee, Jason Cutler, Lisa Kaas Boyle, Marike Anderson-Dam, Mark Epstein, Matthew Wunder, Monica Iannessa, Stephanie Inyama, & Wendy Hagan)
No – 0
Abstain – 1 (Judi Firth)

VIII. CONSENT AGENDA:

- A. APPROVAL OF REIMBURSEMENTS FOR EXECUTIVE DIRECTOR / PRINCIPAL
BOARD ACTION: MOTION PASSED
Yes – 10 (Allison Holdorff Polhill, Chris Lee, Jason Cutler, Judi Firth, Marike Anderson-Dam, Mark Epstein, Matthew Wunder, Monica Iannessa, Stephanie Inyama, & Wendy Hagan)
No – 0
Abstain – 0

B. APPROVAL OF STANDING COMMITTEE MEMBERS

Tabled

C. APPROVAL OF AMENDED PCHS 2012-2013 BUDGET CALENDAR

The amendment moved the all-day retreat at Aldersgate to June 4th.

BOARD ACTION: MOTION PASSED

Yes – 10 (Allison Holdorff Polhill, Chris Lee, Jason Cutler, Judi Firth, Marike Anderson-Dam, Mark Epstein, Matthew Wunder, Monica Iannessa, Stephanie Inyama, & Wendy Hagan)

No – 0

Abstain – 0

D. AUTHORIZATION FOR THE ED/PRINCIPAL TO SIGN \$1 MILLION ROSE GILBERT CONDITIONAL DONATION

BOARD ACTION: MOTION PASSED

Yes – 10 (Allison Holdorff Polhill, Chris Lee, Jason Cutler, Judi Firth, Marike Anderson-Dam, Mark Epstein, Matthew Wunder, Monica Iannessa, Stephanie Inyama, & Wendy Hagan)

No – 0

Abstain – 0

IX. OUTSTANDING BUSINESS

Calendared dates for the June meetings.

Board members to email Stephanie Inyama for dates available for board training.

X. NEW BUSINESS

Board chair to announce items for closed session.

XI. CLOSED SESSION:

A. PUBLIC EMPLOYMENT: DISCIPLINE/DISMISSAL/RELEASE

None

B. CONFERENCE WITH INFORMATION FROM LABOR NEGOTIATION-

Dr. Pamela Magee, Executive Director Employee organizations: PESPU, UTLA

None

XII. OPEN SESSION:

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

XIII. ADJOURNMENT : Time 8:38 PM

(Meeting Materials can be found on the Pali website under Governance, Board of Trustees, Agendas and Minutes, Material for Board Meetings)