



# Palisades Charter High School

## Board Meeting

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### **Date and Time**

Tuesday June 18, 2024 at 5:00 PM PDT

### **Location**

Gilbert Hall, Palisades Charter High School  
15777 Bowdoin Street, Pacific Palisades, CA 90272

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*REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY:  
Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting of the Governing Board of Palisades Charter High School may request assistance by contacting the Main Office at (310) 230-6623 at least 24 hours in advance.*

### **SUPPORTING DOCUMENTATION:**

*Supporting documentation is available at the Main Office of the School, located at 15777 Bowdoin Street, Pacific Palisades, CA 90272, (Tel: 310- 230-6623) and may also be accessible on the PCHS website at <http://palihigh.org/boardrecords.aspx>.*

### **ALL TIMES ARE APPROXIMATE AND ARE PROVIDED FOR CONVENIENCE ONLY:**

*Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice. All items may be heard in a different order than listed on the agenda.*

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### **Agenda**

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>5:00 PM</b>
Opening Items			
<b>A.</b>	Call the Meeting to Order	Sara Margiotta	
<b>B.</b>	Record Attendance and Guests		2 m
	Robert Rene will attend remotely and will be located at the following address - 401 Wilshire Blvd Suite 1200 Santa Monica, CA 90401		
<b>C.</b>	Public Comment		30 m
	<p><i>"Public Comment" is available to all audience members who wish to speak on any agenda item or under the general category of "Public Comment." "Public Comment" is set aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws, the Board can only listen to your issue, not respond or take action. These presentations are limited to two (2) minutes, per person. A member of the public who requires the use of a translator, in order to receive the same opportunity as others to directly address the Board, shall have twice the allotted time to speak, and the total allocated time shall be appropriately increased as well. Govern Code § 54954.3(b)(2).</i></p> <p><b>Google Form Public Comment Procedure:</b> A Google form is available 24 hours prior to the meeting for Public Comment. Please refer to the Dewey Dolphin email or copy/paste this link <a href="https://forms.gle/kSsxkvL6T9GgXpdEA">https://forms.gle/kSsxkvL6T9GgXpdEA</a>. Your comment will be read aloud by the Board Vice Chair. Public comments submitted through the Google form will be read after the public comments presented live at the meeting. General public comments not read after 60 minutes will be included in the meeting minutes. Due to public meeting laws, the Board can only listen to your comment, not respond or take action. Comments are limited to two (2) minutes, per person and one cannot cede their time to another. A member of the public who requires the use of a translator, in order to receive the same opportunity as others to directly address the Board, shall have twice the allotted time to speak, and the total allocated time shall be appropriately increased as well. Govern Code § 54954.3(b)(2).</p>		
<b>D.</b>	Approve Minutes	Approve Minutes Sara Margiotta	2 m
	Approve minutes for Board Meeting on May 14, 2024		

	Purpose	Presenter	Time
<b>E.</b> Approve Minutes	Approve Minutes	Sara Margiotta	2 m
Approve minutes for Board Meeting (Budget) on June 11, 2024			

**II. Organizational Reports 5:36 PM**

<b>A.</b> Student Report	FYI	Rustin Kharrazi	3 m
<b>B.</b> Parent Report	FYI	Melissa Schilling, Saken Sherkhanov, Kristina Irwin	3 m
<b>C.</b> Represented Classified Staff Report	FYI	Andrew Paris	3 m
<b>D.</b> Unrepresented Classified Staff Report	FYI	Karen Ellis	3 m
<b>E.</b> Faculty Report	FYI	Maggie Nance, David Pickard, Tyler Farrell	3 m
<b>F.</b> Human Resources Director (HR) Report	Vote	Dr. Martha Monahan	5 m

Motion: "To approve the Administrative Director of Academic Achievement."

Motion: "To approve the Salary Schedule for the Director of Information Technology."

<b>G.</b> Director of Operations Report	FYI	Rafael Negroe	3 m
<b>H.</b> Director of Information Technology Report	FYI	Jeff Roepel	5 m
<b>I.</b> Admin. Safety and Security Team	FYI	Brooke King	3 m
<b>J.</b> Director of Development Report	FYI	Juan Pablo Herrera	3 m
There is nothing to report at this time.			
<b>K.</b> Chief Business Officer (CBO) Report	FYI	Juan Pablo Herrera	3 m
<b>L.</b> Executive Director/Principal (EDP) Report	FYI	Dr. Pam Magee	5 m

**III. Board Committees (Stakeholder Board Level Committees) 6:18 PM**

<b>A.</b> Academic Accountability Committee Update	FYI	Tyler Farrell	5 m
<b>B.</b> Budget & Finance Committee Update	FYI	Sara Margiotta	5 m
<b>C.</b> Election Committee Update	FYI	David Pickard IV	5 m

	Purpose	Presenter	Time
<b>IV. Board Committees (Board Members Only)</b>			<b>6:33 PM</b>
<b>A. Board Members Only - Committee Updates</b>	FYI	Various	5 m
<ul style="list-style-type: none"> <li>• Audit Committee</li> <li>• Grade Appeal Committee</li> <li>• Survey Committee</li> </ul>			
<b>V. Academic Excellence</b>			<b>6:38 PM</b>
<b>A. Academic Progress/School-Wide Goals Update</b>	FYI	PCHS Administrators	20 m
<ul style="list-style-type: none"> <li>• Academics</li> <li>• Campus Climate/Safety</li> <li>• Diversity</li> </ul>			
<b>B. FCMAT Special Education Report Executive Summary</b>	FYI	Tammie Wilson	10 m
<b>C. Independent Study Policy for Emergency Conditions</b>	Vote	Tyler Farrell	5 m
Motion: "To approve the Independent Study Policy for Emergency Conditions."			
<b>D. PCHS Attendance Policy</b>	Vote	Tyler Farrell	5 m
Motion: "To approve the PCHS Attendance Policy."			
<b>E. PCHS Grading Policy</b>	Vote	Tyler Farrell	5 m
Motion: "To Approve the Updated PCHS Schoolwide Grading Policy."			
<b>F. Revised Grade Appeal Policy</b>	Vote	Sara Margiotta	5 m
Motion: "To approve the PCHS Revised Grade Appeal Policy."			
<b>G. PCHS Artificial Intelligence Policy</b>	Vote	Dr. Pam Magee/Jeff Roepel	5 m
<b>VI. Governance</b>			<b>7:33 PM</b>
<b>A. Revised Board of Trustees Election Policy</b>	Vote	Sara Margiotta	5 m

	Purpose	Presenter	Time
Motion: "To approve the Board of Trustees Election Policy."			
<b>B.</b>	LAUSD Charter School Division - Palisades Charter High Annual Performance-Based Oversight Visit Report 2023-2024	FYI Dr. Pam Magee	5 m
<b>VII.</b>	<b>Employment Contract Amendment for the Executive Director/Principal</b>		<b>7:43 PM</b>
<b>A.</b>	Consideration of Tenth Amendment to Contract for Employment of Executive Director/Principal	Vote Sara Margiotta	5 m
Motion: "To approve the employment contract amendment for the Executive Director/Principal."			
<b>VIII.</b>	<b>Consent Agenda: Finance Items</b>		<b>7:48 PM</b>
<b>A.</b>	School Organized Conferences/Trips November 18 - November 20   CA Charter School Development Conference, Sacramento, CA   Attendee: Dr. Pam Magee	Vote Sara Margiotta	5 m
<b>IX.</b>	<b>New Business / Announcements</b>		<b>7:53 PM</b>
<b>A.</b>	Announcements / New Business	FYI Sara Margiotta	1 m
<ul style="list-style-type: none"> <li>• Date of the Annual Governance Training: Saturday, July 13, 2024 at 10:00am (Zoom)</li> <li>• Date of the next regular Board Meeting: Tuesday, August 20, 2024 at 5:00pm</li> <li>• Date of the Annual Goal Setting Retreat: Saturday, September 14, 2024 at 10:00am (Palisades Village/Swarthmore Room)</li> </ul>			
<b>B.</b>	Announce items for closed session, if any.	FYI Sara Margiotta	1 m
<b>X.</b>	<b>Closed Session</b>		<b>7:55 PM</b>
<b>A.</b>	Conference with Legal Counsel - Anticipated Litigation	Vote	5 m
<ul style="list-style-type: none"> <li>• Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Government Code Section 54956.9: (one potential cases)</li> </ul>			

	Purpose	Presenter	Time
<b>B.</b> Employee complaint/Assignment/Discipline/Dismissal/Release	Vote	Dr. Martha Monahan	5 m
<ul style="list-style-type: none"> <li>• (Govt. Code section 54957) (Education Code section 44929.21)</li> </ul>			
<b>C.</b> Potential Litigation	Vote		5 m
<ul style="list-style-type: none"> <li>• Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Government Code section 54956.9</li> </ul>			
<b>XI. Open Session</b>			<b>8:10 PM</b>
<b>A.</b> Return to Open Session	FYI	Sara Margiotta	1 m
<b>B.</b> Report Out on Action Taken In Closed Session, If Any.	FYI	Sara Margiotta	1 m
<b>XII. Closing Items</b>			<b>8:12 PM</b>
<b>A.</b> Adjourn Meeting	FYI	Sara Margiotta	1 m