



PALISADES CHARTER HIGH SCHOOL

CHIEF BUSINESS OFFICER

COVER SHEET FOR AGENDA ITEMS

December 14, 2021

TOPIC/ AGENDA ITEM:

XI. GOVERNANCE

A. PCHS Ed Fund Brokerage Account

PERSONNEL INVOLVED:

Board of Trustees, Executive Director/Principal, Chief Business Officer, Director of Development

ISSUES INVOLVED/FISCAL IMPLICATIONS (IF ANY):

The purpose of this action is to approve Pamela Magee (Executive Director/Principal), Juan Pablo Herrera (Chief Business Officer) and Michael Rawson (Director of Development) as authorized users on the PCHS Ed Fun brokerage account. This action will also remove Gregory Wood from the account.

The PCHS Ed Fund brokerage account is held at Charles Schwab and is used for the sole purpose of receiving stock gifts/transfers for the PCHS Ed Fund. The brokerage account currently has a \$0 balance. Upon receiving a stock donation, one of the three (3) authorized users will be allowed to sell/settle the stock and immediately transfer the donation to the PCHS Ed Fund bank account.

IMPACT ON SCHOOL MISSION, VISION OR GOALS, (IF ANY):

The action requested of the Board today will support the school's financial goal, specifically maintaining compliance and transparency for PCHS and also supporting the development plan.

OPTIONS OR SOLUTIONS:

The expectation is that the board approve the new authorized users to the PCHS Ed Fund brokerage account in order to maximize stock gift donations.

CHIEF BUSINESS OFFICER'S RECOMMENDATION:

The Chief Business Officer recommends that the Board approve this motion.

RECOMMENDED MOTION:

“To approve the addition of Pamela Magee, Juan Pablo Herrera and Michael Rawson, as authorized users on the PCHS Ed Fund Brokerage Account at Charles Schwab, and removal of Gregory Wood.”

Juan Pablo Herrera
Chief Business Officer