APPROVED

Palisades Charter High School

Minutes

Board Meeting

Date and Time
Tuesday August 24, 2021 at 5:00 PM

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

Or Dial-In
Meeting ID: 817 9973 6200
Passcode: 872561
Dial by your location
+1 669 900 9128 US (San Jose)
+1 253 215 8782 US (Tacoma)
+1 346 248 7799 US (Houston)
+1 646 558 8656 US (New York)
+1 301 715 8592 US (Washington DC)
+1 312 626 6799 US (Chicago)
Meeting ID: 817 9973 6200
Passcode: 872561

As per Executive Order N-29-20 from Governor Newsom, the Palisades Charter High School Board of Trustees Meeting for Tuesday, August 24, 2021 at 5:00p.m. will offer a teleconferencing environment (phone-call in, no Zoom).

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.

Trustees Present
Andrew Paris, Brenda Clarke, Brooke King, Dara Williams, Jack Seltzer, James (Jim) Wells, Jewlz Fahn, Lisa Saxon, Maggie Nance (remote), Monica Batts-King, Sara Margiotta (remote)

Trustees Absent
None

Ex Officio Members Present
Dr. Pam Magee, Juan Pablo Herrera

Guests Present
Amy Nguyen, Christopher Clausen, Karen Cox

I. Opening Items

A. Call the Meeting to Order

Brooke King called a meeting of the board of trustees of Palisades Charter High School to order on Tuesday Aug 24, 2021 at 5:12 PM.

B. Record Attendance and Guests

It was noted that there were approximately 20 guests in attendance and 60 call-in participants.

C. Public Comment

D. Approve Minutes

Brenda Clarke made a motion to approve the minutes from Board Meeting (Budget) on 06-22-21.
Andrew Paris seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Brenda Clarke	Aye
Sara Margiotta	Aye
Lisa Saxon	Abstain
Jack Seltzer	Aye
Andrew Paris	Aye
Maggie Nance	Abstain
James (Jim) Wells	Aye
Monica Batts-King	Aye
Dara Williams	Abstain
Brooke King	Aye
Jewlz Fahn	Aye

E. Approve Minutes

Lisa Saxon made a motion to approve the minutes from Governance/Brown Act Training on 07-24-21.
Brenda Clarke seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Brenda Clarke	Aye
Andrew Paris	Aye
Maggie Nance	Aye
Dara Williams	Aye
Jack Seltzer	Aye
Sara Margiotta	Aye
Brooke King	Aye
Jewlz Fahn	Aye
Monica Batts-King	Aye
Lisa Saxon	Aye
James (Jim) Wells	Aye

F. Approve Minutes

Dara Williams made a motion to approve the minutes from Special Board Meeting on 08-05-21.
Lisa Saxon seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Brooke King	Aye
Monica Batts-King	Aye

Roll Call

Lisa Saxon	Aye
Sara Margiotta	Aye
Maggie Nance	Aye
Jewlz Fahn	Aye
James (Jim) Wells	Abstain
Dara Williams	Aye
Jack Seltzer	Abstain
Brenda Clarke	Aye
Andrew Paris	Aye

II. Organizational Reports

A. Student Report

Chris Clauson
Next week Fall Spirit Week
Footfall Fest this Friday - Blackout game; clubs; fundraising
Student Senate next week
Senior Tie-Die September 10th
Enhanced testing on campus has been very helpful
Students he has spoken to don't want for teachers to have to do simulcast teaching; hard to do both live teaching and simulcast teaching at the same time but there does have to be a plan for quarantined students
HRC Student Task Force has been working over the summer continuing the research

B. Parent Report

Jewlz Fahn - Concerns from parents about the teaching for kids in quarantine; hopes that there would be recordings in the classroom for those absent; also hearing about needing clear communication.

James Wells - hearing from parents about needing some sort of teaching for those students who are not in person; things have changed for the quarantine requirements for vaccinated students
When dropping his son off he has noticed students not wearing masks

Monica Batts-King
Doesn't see why the teachers cannot record their classes; if a student on a sports team gets it then a lot of students can be affected. Concerned about Covid testing; forced to use Pali testing based on the hours; parents have contacted her about receiving bills

C.

Classified Staff Report

Andrew Paris
Traffic and testing at the start of school has been quite manageable; thanks to Don Parcell and John Achen to getting many entry-ways opened up; and thanks to the students for making it work

D. Faculty Report

Brenda Clarke
Students are being phenomenal about what is expected of them; very positive atmosphere; appreciate the emails to trustees in general.
Read the teacher report - teachers dedicated to dealing with teaching and mental health; UTLA and administration reached a contract for this year with negotiations continuing for the next 3 years.
PDs in person and online
Concerned about compliance issues and hoping for answers on conflict of interest questions
Interested in Lifetime Benefits investments

Lisa Saxon
Thankful to be back on campus and the joy that the students bring to the room; many teachers are working 10 to 14 hours a day; with regard to zoom, some teachers are happy to do it but there are issues with doing it and need to know that there are students who are out there who want it.
A big thank you to Jeff Roepel, the school nurse Stephanie Boyd, Oscar Herrera, and Monica Iannessa for putting together a wonderful PD program

Maggie Nance - moving forward with a consistent way for the faculty report will be based on the systematic collection of data.

E. Human Resources Director (HR) Report

Report stands as submitted; approximately 20 new employees; UTLA agenda later in the agreement

F. Director of Operations Report

Report stands as submitted. Faculty and classified employees have done a fantastic job and it has been a group effort; gone fairly well and it will improve over time.

G. Director of Development Report

Report stands as submitted.

H. Chief Business Officer (CBO) Report

Report stands as submitted. LTSP is tomorrow; there will be a discussion of federal relief funds that have to be spent by a deadline.

I. Executive Director/Principal (EDP) Report

Pam Magee
This year the focus is on being a community and equity and care.
Equity in grading; support and access to services and intervention
Takes an effort to be a tight-knit community; challenges to this that require an immense amount of patience; de-escalate when we can.
Growth mindset here for the students and for ourselves.
Thanked those who came to the meeting and asked for their empathy.
Many teachers worked throughout the summer for mini-grants; worked on grading practices and curriculum; in an effort to provide the best education to the students
Thanks to many on the management team with Monica Iannessa on the PD.
LAUSD Board meeting is in session. Pali is finally on the list to get air conditioning in all of the classrooms.
Echoed what Juan Pablo Herrera said about attending LTSP meeting tomorrow.
Back to school night is September 23rd; working on what that will look like; current plan is for it to be in person but that will depend on the Delta variant.

III. Board Committees (Stakeholder Board Level Committees)

A. Investment Committee Update

Juan Pablo Herrera.
Have selected an investment advisor that has a low cost fee. In order to transfer the money to the investment account, the BOT must approve a Investment Policy Statement.
Thanked Michael Rawson for his help.
Dara Williams made a motion to approve the Investment Policy Statement for 2021-2022.
Jack Seltzer seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Dara Williams	Aye
Sara Margiotta	Aye
Maggie Nance	Abstain
Jack Seltzer	Aye
Monica Batts-King	Aye
Brenda Clarke	Abstain
Lisa Saxon	Abstain
Andrew Paris	Abstain
James (Jim) Wells	Abstain

Roll Call

Jewlz Fahn	Aye
Brooke King	Abstain

IV. Academic Excellence

A. Changes/Updates in Response to COVID

Don Parcell
Multiple gates open to distribute everyone as much as possible; things have improved over the last 5 days
Mask wearing - students have been pretty good; masks are available at every checkpoint; the school has plenty of masks; each room has a teachers kit that includes masks, hand sanitizer, wipes
Testing - two points on campus; one near to the buses and one near to the elevator by the library; options to open up others; change in testing to eliminate problems with kids eating food prior to testing so now nasal
Window fans in classrooms with windows
Mary Bush
Teachers are getting used to being back in the classroom and getting used to the protocols
Any slowness in getting things out is due to the changes that keep occurring
School nurse is contact tracing
Slide on the latest Covid cases in Los Angeles; some information that rates are going down
UTLA voted in favor of mandating vaccines
PESPU are considering it for a vote
Pali is considering mandating vaccinations; LAUSD has mandated vaccines for staff, Culver City for students and staff; LA County employees by October 1st
Prepared for compliance with LA County mandates; on Friday, August 13th received the mandate from LAUSD that was different than the County orders; orders keep changing and the school has to modify its protocols based upon the changing orders
Slide on what to do when testing positive - testing positive must isolate for 10 days and can come back (the slides will be added to the materials).
Exposure to a confirmed case difference for vaccinated and unvaccinated; unvaccinated must quarantine but vaccinated if not symptomatic do not
New plan is on the website
Encouraging teachers to post as much as possible on Schoology and are holding zoom office hours for those who are absent; study center is open and is there to provide support for students in isolated/quarantined
Jewlz Fahn brought up that new sports teams protocols were just announced; the school needs to review the policy before letting everyone know
It is not always up to the school as to when things get shut down
Jim Wells asked how many of the Pali kids are out on quarantine - there is a Covid dashboard; right now there are 10 active cases; still contact tracing; new cases every

day; number of kids who are in quarantine will go down because of the change in protocols. Asked about having a webcam in the classroom. Don Parcell responded that Pali has the infrastructure to accommodate a webcam-like system but that is something that has to be worked out with the teachers. Mary Busch brought up that the state-mandated in-person instruction and this might cause issues with that. Brenda Clarke brought up that changes to the teaching contract have to be negotiated.
Brenda Clarke asked about if and how any vaccine mandate would be enforced if a mandate is adopted.
Pam Magee brought up that any mandate will be brought to the BOT for approval; administration is in talks about teaching for students who are absent
Brenda Clarke asked whether students are required to inform the school that they are covid positive; they don't but many parents have
Comment from a parent that her son did not receive his covid test results - reach out to Mary Bush if that is a problem.

B. PCHS Academic Policies - Extend Suspension

Public comment - not in favor of changing the attendance policy for this semester; worried that parents are sending their kids to school when sick.
Pam Magee asking for the suspension of the attendance policy; want people to stay home if they are not well.

Brenda Clarke made a motion to extend the suspension of the PCHS Attendance Policy during the first semester 2021-22; to extend the suspension of the PCHS No Credit (NC) Grade Policy during first semester 2021-22; to extend the PCHS Community Service Graduation Requirement Waiver for the class of 2022.
Jewlz Fahn seconded the motion.
Questions were asked about the requirement of community service which is 40 hours; Chris Lee responded to those questions; there was a discussion about kids waited until the last minute to do it so the entire 40 hours is being waived; for the class of 2023, it will be discussed next year; Sara Margiotta expressed that over the long term she doesn't want this requirement to go away and that there are ways to get community service hours and students should be helping those that struggle. Chris Lee stated that they are recommending that students to this but not all kids have access to ways to do this; not shying away from the mission but are trying to account for students who may not have the same opportunities. There was a discussion about whether students do all have the opportunities to do community service with multiple points of view as to whether all students do have the same opportunities or capacity to do community service. Chris Lee also discussed the No Credit policy. This is something that he and others in the

administration would like to consider as a permanent policy, as opposed to giving an F in an class; this is something that some teachers are also working on. Student perspective is in favor of all three.
The board **VOTED** to approve the motion.

Roll Call	
Sara Margiotta	Aye
Lisa Saxon	Aye
James (Jim) Wells	Aye
Jack Seltzer	Aye
Andrew Paris	Aye
Brenda Clarke	Aye
Dara Williams	Aye
Jewlz Fahn	Aye
Brooke King	Aye
Maggie Nance	Aye
Monica Batts-King	Aye

C. Assembly Bill 104

Chris Lee
Assembly 104 is a bill passed over the summer.
Materials have a summary
For any class last year, student can change it to an NC or to a pass. Deadline is 8/31.
Key thing is to consult colleges because not clear what colleges will accept a pass. UCs and Cal States will accept it. If applying out of state or private, the student needs to contact the college.
Only applies to the 2020-2021 school year; legally Pali cannot take any applications after 8/31.
If a student changes a math grade from a D to a pass then they would move up to the next level math class and they would HAVE to move up.
Interim grade retention request - in the past students could repeat a grade but that hasn't been the case for over 20 year; students can do credit recovery but they are not retained; students can request to repeat a grade if they received deficient grades in 50% or more of their classes; doesn't apply to this year's seniors; class of 2021 and 2022 can graduate with the California Department of Education (CDE) requirements, which are different than Pali's graduation requirements but this does not meet the A-G requirements; students do have to be enrolled full time
PCHS requires 230 credits but CDE requires 130 credits
Pali's graduation rates did not decline during covid

D. SMC Dual Enrollment

Chris Lee

Partnership with SMC; great opportunity to get college credits and to be exposed to college classes
Another partnership with WLA college.
WLA is on Schoology and SMC is done within the classes
WLA - Sign Language, Psychology, and Criminal Law; ASL meets the language requirement for at least some colleges (UCs and Cal State)
WLA has a representative that works with Pali to get the kids signed up
Classes that students can take for Pali credit are posted on Schoology

V. Finance

A. 2021-2022 Budget Update

Agenda materials have the updated budget. The budget was approved in June. There have been changes in the last few weeks. In some cases the revenue increased and these increases are reflected in the materials; there was a decrease in revenue (also reflected in the materials); some minor expenditure increases; the revenue increases increased Pali's positive balance but there the UTLA agreement, which the BOT is being asked to approve does increase the school's expenditures; there is still a positive balance of approximately $226,000.
LTSP is on zoom tomorrow.

VI. UTLA Tentative Agreement

A. UTLA-PCHS Tentative Agreement 2021-2022

Proposed contract is in the materials. It includes one time payment depending on whether the loan is forgiven.
Jack Seltzer made a motion to approve the UTLA-PCHS Tentative Agreement 2021-2022.
Jewlz Fahn seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
Monica Batts-King	Aye
Lisa Saxon	Abstain
Sara Margiotta	Aye
Dara Williams	Aye
James (Jim) Wells	Aye
Andrew Paris	Abstain
Brenda Clarke	Abstain
Jack Seltzer	Aye
Jewlz Fahn	Aye
Brooke King	Abstain
Maggie Nance	Abstain

VII. Governance

A. Proper Activities of Board Members and Board Use of PCHS Email System

Several violation of the Brown Act and Pali's Code of Conduct policies.
The Code of Conduct was signed by the trustees
Governance is not management; fiduciary duty to make decisions for the school, not based on a personal agenda
Replying all to emails violates the Brown Act and there are other continuing violations
The Brown Act is the law in the state of CA, not a Pali rule
We are all here to do the best for PCHS
We need to understand these guideline to work together
You cannot have a conversation with a majority of the trustees; cannot text all of the trustees
Duty to conduct the people's business in public; violating the rights of the people
Multiple conversations end up being a serial meeting; it includes direct conversations or through intermediaries
Pali High email should be used for communications; do not forward your Pali High email to your personal email; if you have any trouble using it, training can be provided
Violations cause our stakeholders to question our leadership and our overseeing a budget of over $40 million
Code of Conduct was provided to each BOT member and read by the Chair
Governance policies are on the Pali website and all BOT trustees are bound by these as well
Policy GP #6
Slide stating these policies
Cannot let stakeholder affiliation to interfere with fiduciary duty to at in the best interests of PCHS as a whole
Exercise powers and duties honestly and in good faith
Cannot make personal promises or take private action that would compromise their position as a trustee
Cannot exercise individual authority over the organization
Following the Brown Act is necessary to protect the school.
Address concerns in a way that is measured or steady.
Question from James Wells about putting things on the agenda needs 2 people.
Chair is on the agenda but if two people want something on the agenda so long as it is lawful it must be put on the agenda but there does have to be time for the administration to prepare for the agenda item so it might now be on the next agenda
Discussion was held about emails being sent out by BOT members.
Chair decides who talks when; doesn't like a parent rep being attacked
Have to move away from saying that we represent our constituency groups; we voice what they say but we don't vote for any particular group
Chris Clausen pointed out that we represent the best interest of the school but we have to be conscious of the image that we are putting out

Jewlz Fahn talked about how she represents the best interests of the school; there are no malintentions; everything she sends out she makes sure that it has factual information; she is doing the best she can to communicate with the parents; she is just trying to communicate.
Brenda Clarke commented that it is important to go to committee meetings; encourages BOT members to attend these meetings
LIsa Saxon commented that the emails did have similarities; she also pointed out that the number of emails are about 2% of the parents; she also mentioned that there were discussions on NextDoor that contained a lot of misinformation; the loud voices do not necessarily represent all of the parents and we need to keep that in mind; important to make the best decisions possible for this institution
Brooke King brought up that we should not be guided by email campaigns; we need to make decisions based upon information.

B. Election of Board Officer - Board Chair

Brooke King made a motion to approve Dara Williams as PCHS BOT chair.
Andrew Paris seconded the motion.
Lisa Saxon - Dara would be an excellent choice and understands the law; respect her because she doesn't always make popular decisions but she has always made decisions in the best interests of the school. James Wells wants to nominate Brenda Clarke and then she would make a great choice. Dara Williams gave a statement about her background and her history as a BOT member in the past. Maggie Nance gave a statement about Dara Williams saying that she would be a great chair and mentioned her intelligence and hard-working. Maggie mentioned that she knows her from her being a parent on the baseball team and as a parent at the school. Monica Batts-King asked why Brooke King no longer wants to be chair. Brooke King brought up that she believes it is in the best interest of the Board to have a non-interested chair. While it is legally permissible, Brooke King believes that having an impartial chair is in the best interest of the school.
The board **VOTED** to approve the motion.

Roll Call

Sara Margiotta	Aye
Brenda Clarke	Abstain
Jack Seltzer	Aye
Maggie Nance	Aye
Monica Batts-King	Abstain
Andrew Paris	Aye
Dara Williams	Aye
James (Jim) Wells	Aye
Jewlz Fahn	Aye
Lisa Saxon	Aye
Brooke King	Aye

C.

Election of Board Officer - Board Vice Chair

Dara Williams made a motion to approve Brenda Clarke as the Vice-Chair.
Monica Batts-King seconded the motion.
Brooke King mentioned that she wants Brenda Clarke to be willing to do things that she was asked to do and didn't want to do last year. Brooke King believes that Maggie Nance would be better in the role. Lisa Saxon mentioned that when she put in her application for the Board and she was dissuaded by one person and that was Brenda Clarke. Monica Batts-King pointed out that she sees Brenda Clarke at many different committee meetings. There was a discussion about Brenda Clark contacting multiple members of the BOT about her being chair. Concerns were expressed about Brown Act violations. Monica Batts-King pointed out that Brenda Clarke took a step back when Dara Williams was nominated for chair and that was something that Monica Batts-King appreciated. Monica Batts-King also appreciated that Dara Williams nominated Brenda Clark.
The motion did not carry.

Roll Call

Maggie Nance	Abstain
Sara Margiotta	Abstain
Andrew Paris	No
Brooke King	Abstain
James (Jim) Wells	Aye
Lisa Saxon	No
Brenda Clarke	Aye
Dara Williams	Aye
Jack Seltzer	No
Monica Batts-King	Aye
Jewlz Fahn	Aye

Dara Williams made a motion to approve Maggie Nance as vice chair.
Lisa Saxon seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Sara Margiotta	Aye
Maggie Nance	Aye
Brenda Clarke	No
Jack Seltzer	Aye
Monica Batts-King	Abstain
Jewlz Fahn	Aye
Lisa Saxon	Aye
Andrew Paris	Aye
Brooke King	Aye
James (Jim) Wells	Abstain
Dara Williams	Aye

D. Election of Board Office - Board Secretary

Andrew Paris made a motion to approve Sara Margiotta as Secretary.
Maggie Nance seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
Jewlz Fahn	Aye
Maggie Nance	Aye
Andrew Paris	Aye
Jack Seltzer	Aye
Brooke King	Aye
Lisa Saxon	Aye
Sara Margiotta	Aye
Monica Batts-King	Aye
Dara Williams	Aye
James (Jim) Wells	Absent
Brenda Clarke	Abstain

VIII. New Business / Announcements

A. Announcements / New Business

Saturday September 18th Board Retreat at 9:00 am
FPCC will do a free training with us.
Next BOT meeting is September 21st
We need to decide dates for the FPCC training - date proposed is September 28th for a zoom FPCC meeting; BOT went into closed session.

B. Announce items for closed session, if any.

IX. Open Session

A. Return to Open Session

B. Report Out on Action Taken In Closed Session, If Any.

No reportable action taken during closed session.

X. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:46 PM.

Respectfully Submitted,
Brooke King