APPROVED

Palisades Charter High School

Minutes

Board Meeting

Date and Time
Tuesday December 13, 2022 at 5:00 PM

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

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, Avi Massaband (remote), David Pickard IV, Karen Ellis, Lisa Saxon, Maggie Nance, Melissa Schilling, Monica Batts-King, Peter Garff, Saken Sherkhanov, Sara Margiotta

Trustees Absent
Robert Rene

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

I. Opening Items

A. Call the Meeting to Order

Sara Margiotta called a meeting of the board of trustees of Palisades Charter High School to order on Tuesday Dec 13, 2022 at 5:10 PM.

B. Record Attendance and Guests

C. Public Comment

Charlie Shore: I would like to have Pali adopt Meatless Mondays. Meatless meals are delicious and we began because of the environmental cause. There are many benefits and it would be an easy and simple way to introduce healthy habits and a better future for our students. Please consider introducing Meatless Mondays at Palisades Charter High School.

Maggie Nance: Apologies for not opening the online public comment and it was not in an attempt to silence any voices. It was simply an oversight in the madness of finals and the end of the semester. No online public comment to report.

D. Approve Minutes

Maggie Nance made a motion to approve the minutes from Board Meeting on 11-15-22.
Andrew Paris seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Andrew Paris	Aye
Sara Margiotta	Aye
Monica Batts-King	Aye
Melissa Schilling	Aye
Peter Garff	Aye
Lisa Saxon	Aye
Karen Ellis	Aye
Avi Massaband	Aye
Maggie Nance	Aye

Roll Call

Robert Rene	Absent
David Pickard IV	Aye
Saken Sherkhanov	Abstain

II. Organizational Reports

A. Student Report

Peter Garff: Thank you for the student public comment from Charlie.

So far students are stressed during finals week, but thank you to Lin Lim and the Mental Health team, as well as the College Center for posting resources and supporting students.

Frosh Elections have concluded and we have a new class president and new representatives.

Holiday Spirit week was a success after Thanksgiving Break.

We are supportive of our boys basketball team, who won in their home opener.

The Leadership Class hears the concerns of students and will reflect on this over break to find solutions.

Thank you to Booster Club for support with the Leadership Show.

B. Parent Report

Saken Sherkanov: Parents are asking for additional tickets to Homecoming Dance.

Melissa Schilling: As a parent, I would be very supportive of Meatless Mondays.

C. Classified Staff Report

Andy Paris: Meatless Monday sounds wonderful!

The classified Special Education TAs are spread thin covering multiple students a day and are struggling to provide sufficient support. We are winding down a great semester and thank you everyone for their support.

D. Faculty Report

Maggie Nance: Everyone is fine and just busy grading.

Lisa Saxon: Faculty is very appreciative for all the coffee and pastries that help support us and congratulations to classified for reaching an agreement. Everyone is looking

forward to a successful close to the semester. Classified has come to me and is appreciative of getting their checks in time for the holidays. There is just one outstanding matter that is a change of classification and they are hoping that is taken care of soon.

E. Human Resources Director (HR) Report

Martha Monahan: Report stands as submitted.

All teachers must have a CLAD Certificate. This is a requirement of the state of CA and we have one preliminary teacher working on this certification and the Board must approve that she continues working this year until clearing the credential, which is expected in March or April.

Sara Margiotta: So she is in the process of getting the CLAD certification?

Martha Monahan: Yes, she is in the process of attaining the CLAD certification.
Maggie Nance made a motion to approve Debra Demontreaux to continue teaching art without a CLAD certification at PCHS while she gets her CLAD certification.
Melissa Schilling seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Avi Massaband	Aye
Robert Rene	Absent
Monica Batts-King	Aye
Melissa Schilling	Aye
Maggie Nance	Aye
Karen Ellis	Aye
David Pickard IV	Aye
Sara Margiotta	Aye
Andrew Paris	Aye
Peter Garff	Aye
Lisa Saxon	Aye
Saken Sherkhanov	Aye

F. Director of Operations Report

Don Parcell: Report stands as submitted.

Sara Margiotta: You mention eRate for wireless network upgrade. Is this new?

Don Parcell: No, it is the next recurrence of every 5-7 years to upgrade the infrastructure. This will cost us half of what it would normally cost.

Sara Margiotta: You mention using the one-time grant money. Will this be included in the survey?

Don Parcell: When the time comes, we will talk about how it will be funded. We will discuss that at that time.

G. Admin. Safety and Security Team

Brian Banducci: Brooke King is working with myself and the rest of the administrative team on an upcoming presentation for the Board on Safety and Security.

H. Director of Development Report

Mike Rawson: Report stands as submitted.

I. Chief Business Officer (CBO) Report

Juan Pablo Herrera reviewed CBO report noting that Parent Square is a new system we are introducing and we are getting a 3 month free trial and will see if this is something our parents and families are interested in. We will bring this back to the March BoT meeting.

Karen Ellis: Is this replacing Schoology?

Juan Pablo Herrera: This will be used more for communication and surveys. We are also exploring NFHS, which will gives us streaming capabilities and access to live high school sports around the country. We have confirmed with the IT team that our infrastructure can support this. No major cost to the school.

Maggie Nance: We lost about 27 students recently and I am curious if we have exhausted our waitlist for 9th graders.

Juan Pablo Herrera: The Attendance Office has that data, I do not have it on-hand. The waitlist has been exhausted and the admissions and attendance team is working on recruiting students.

Maggie Nance: What is stopping us from looking at 10th and 11th graders?

Juan Pablo Herrera: It would create issues with the master schedule and the continuity of classes would be interrupted.

Maggie Nance: Are there big demographic changes for fewer kids in the future?

Dr. Pam Magee: This is a trend and the Attendance Office is working on ensuring enrollment is meeting expectations.

Juan Pablo Herrera: Other school districts are facing this issue and we are in a good place because we can take students from outside our school boundaries.

Melissa Schilling: This is also an issue in higher education.

Lisa Saxon: We are also getting children from outside the country.

J. Executive Director/Principal (EDP) Report

Dr. Pam Magee: Report stands as submitted. Everyone is working hard and we are happy to be wrapping up the semester and getting ready for 2023.

Sara Margiotta: Where is the campus mural going?

Dr. Pam Magee: The wall above the A building, facing the quad.

Sara Margiotta: Where are the funds coming from for that?

Dr. Pam Magee: Campus beatification funds.

Sara Margiotta: The DataLinks updates have been very helpful, but I am wondering how are we going to put in place all of the recommendations?

Dr. Pam Magee: There is a lot of discussion that needs to happen. We are working in PLCs and Departments to find active solutions.

Sara Margiotta: They are talking about the school going 1-1 with devices and we need to make sure the technology plan that is submitted is vettedby B&F and the BOT.

Dr. Pam Magee: We learned a lot of lessons and will not do that.

III. Board Committees (Stakeholder Board Level Committees)

A. Academic Accountability Committee Update

David Pickard IV: We met in November and discussed the strengths and weaknesses of Pali Period. Logan Milburn, the Pali Period Coordinator, was in attendance and was part of the conversation. A Pali Period survey went out to teachers and we will be looking at that data.

We also met on December 8, 2022 and had a presentation from the English Department, as well as a CAASPP Data presentation from Paul Mittelbach. Our school test scores, when compared to LAUSD and the state, are above average.

B.

Budget & Finance Committee Update

Sara Margiotta: The Budget and Finance Committee met and reviewed/approved the first interim Financial Update that Juan Pablo Herrera will be presenting, as well as the Parent Square contract and monitoring the fencing project.

C. Election Committee Update

Nothing to report.

IV. Board Committees (Board Members Only)

A. Board Members Only- Committee Updates

Sara Margiotta:

Audit Committee: We are still waiting on the final auditor results.

Grade Appeal Committee: We have 1 that is still pending and 2 others that were not approved.

Survey Committee: Started talking about ways to collect feedback to help support the College Center.

V. Finance

A. 2022-23 First Interim Financial Report

Juan Pablo Herrera:

Presented on the First Interim and Assumptions Financial Report.

Maggie Nance: Is Datalinks the way to go or is there a loss by not having someone on campus?

Dr. Pam Magee: The turnover in that position has been so much that this is working for what we need.

Lisa Saxon: How much is the chronic absenteeism?

Juan Pablo Herrera: I do not have that data.
Maggie Nance made a motion to approve the 2022-23 First Interim Financial Report.
Lisa Saxon seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Karen Ellis	Aye

Roll Call

Peter Garff	Aye
Lisa Saxon	Aye
Monica Batts-King	Aye
Andrew Paris	Aye
Sara Margiotta	Aye
Maggie Nance	Aye
Avi Massaband	Aye
Melissa Schilling	Aye
Robert Rene	Absent
David Pickard IV	Aye
Saken Sherkhanov	Aye

VI. Governance

A. Compliance Monitoring & Certification of Board Compliance Review

Dr. Pam Magee: This is an annual compliance document that we use to review what LAUSD will be looking for when they are here in the Spring. It is an important document for the Board to be aware of. Item 26 may need to be revisited, so we will need to discuss that at our January meeting.

VII. Consent Agenda: Finance Items

A. School Organized Trip

Maggie Nance made a motion to approve the consent agenda for: January 7th - January 8th: SoCal DECA Career Development Conference - Anaheim, CA - Brad Kolavo January 26th - January 27: VEI Western Region Conference and Exhibition - Bakersfield, CA Brad Kolavo.
Sara Margiotta seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

David Pickard IV	Aye
Sara Margiotta	Aye
Lisa Saxon	Aye
Melissa Schilling	Aye
Avi Massaband	Aye
Karen Ellis	Aye
Monica Batts-King	Aye
Saken Sherkhanov	Aye
Robert Rene	Absent
Maggie Nance	Aye
Andrew Paris	Aye
Peter Garff	Aye

VIII. New Business / Announcements

A. Announcements / New Business

Next board meeting is Tuesday, January 24th, 2023 at 5 pm.

B. Announce items for closed session, if any.

Entered closed session at 6:08 p.m.

IX. Open Session

A. Return to Open Session

Returned to open session at 7:18 PM

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

Nothing to report out.

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 7:19 PM.

Respectfully Submitted,
David Pickard IV

Documents used during the meeting

- HR Board Report 12_13_2022.pdf
- Operations Board Report 12_13_2022.pdf
- Director of Development Board Report 12_13_2022.pdf
- CBO Report and Supporting Materials - 12_13_2022.pdf
- EDP Board Report 12_13_2022.pdf
- Palisades Needs Assessment Report - Final 11-30-22.pdf
- Budget Com Meeting Minutes 12_05_2022 .pdf
- First Interim_Board Motion_Overview_Worksheet_SACS Form.pdf
- 2022_2023 Compliance Monitoring Certification.pdf