APPROVED

Palisades Charter High School

Minutes

Board Meeting

Date and Time
Tuesday March 21, 2023 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, David Pickard IV, Karen Ellis, Maggie Nance, Melissa Schilling, Monica Batts-King, Peter Garff, Robert Rene, Sara Margiotta, Sarah Crompton

Trustees Absent
Saken Sherkhanov

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

Guests Present
Jeff Roepel, Martha Monahan

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 Mar 21, 2023 at 5:11 PM.

B. Record Attendance and Guests

Robert Rene arrived at 5:30 p.m. and left at 6:49 p.m.

Monica Batts-King arrived at 5:47 p.m.

C. Public Comment

Gene Winer: Due to the Covid-19 Pandemic, there has been increased attention to airborne diseases and new technologies to fight them. I would like to raise awareness of one that has been adopted by multiple school districts already, including Clark County, Nevada, Fort Bend, Texas, South San Francisco, California, and others. The technology is called Far-UVC (222nm). It is Ultraviolet lightbulbs that can be put in any classroom, bathroom, bus, or other enclosed space to ward off anything from the flu to Covid-19. The cost is a few thousand and it has been proven to not leave any irritation on human contact. Please look into this!

D. Approve Minutes

Sara Margiotta made a motion to approve the minutes from March 9, 2023 with non-substantive edits Special Board Meeting on 03-09-23.
Melissa Schilling seconded the motion.
The board **VOTED** to approve the motion.

Roll Call
Melissa Schilling Aye

Roll Call

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

E. Approve Minutes

Sara Margiotta made a motion to approve the minutes from February 28, 2023 with non-substantive edits Board Meeting on 02-28-23.
Andrew Paris seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

F. Approve Minutes

Karen Ellis made a motion to approve the minutes from February 28, 2023 Special Board Meeting on 02-28-23.
Melissa Schilling seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Maggie Nance	Aye
David Pickard IV	Aye
Melissa Schilling	Aye
Monica Batts-King	Absent
Sara Margiotta	Aye
Peter Garff	Abstain

Roll Call

Sarah Crompton	Aye
Andrew Paris	Aye
Karen Ellis	Aye
Saken Sherkhanov	Absent
Robert Rene	Absent
Avi Massaband	Aye

II. Organizational Reports

A. Student Report

Peter Garff:

1. St. Patricks Day was a successful event
2. Women's month happening now - feminine products drive and post-card party
3. ASB elections happening from the 27th to the 30th
4. Battle of the Bands happening on April 14th
5. Pep rally on March 30th
6. Spirit week happening the week of the 27th

B. Parent Report

Nothing to report at this time.

C. Represented Classified Staff Report

Andy Paris: Nothing to report. Looking forward to the Museum of Tolerance PD.

D. Unrepresented Classified Staff Report

Karen Ellis: Nothing to report today. We are working on a form for unrepresented classified staff to provide feedback for the board.

E. Faculty Report

Maggie Nance: Report stands as submitted.

Emails were sent out from HR about missing Fridays and it was felt that it could have been handled better.
There are also some bold students that do not respect the directives of adults and we need to find a solution.
Students are parking in the faculty/staff parking lot.
When there are problems amongst the staff coming from a few, there are blanket policies that affect everyone.
Being able to check-in and check-out early is great.
Pali Period has been used well by some faculty to make-up assignments and assessments.

Having consistent communication when there are threats or emergencies on campus would be more helpful.

F. Human Resources Director (HR) Report

Martha Monahan: We have met with representatives for union negotiations. 7 resignations in the past month, so we are hiring.

G. Director of Operations Report

Report stands as submitted.

H. Admin. Safety and Security Team

Report stands as submitted.

I. Director of Development Report

Mike Rawson: Report stands as submitted.

Maggie Nance: If the CTE money is included in the report, shouldn't the expenses for CTE Coordinator be included in the report?

Mike Rawson: That grant money is a one time payment to the school and does not reflect the continual income that comes from our CTE program.

Sara Margiotta: Is there a date on that grant?

Mike Rawson: It comes in towards the end of June.

Sara Margiotta: We are spending money on alumni outreach, how is that going?

Mike Rawson: Outreach is going well, but donations are low.

Karen Ellis: We should work with seniors to organize and plan future outreach events.

J. Chief Business Officer (CBO) Report

Juan Pablo Herrera: Report stands as submitted.

K. Executive Director/Principal (EDP) Report

Dr. Magee Magee: Report stands as submitted.

Museum of Tolerance PD with staff is underway and going well.

We did have a non-credible threat last week. We are working on communication systems and improving how we reach out to families and staff. We are piloting Parent Square right now to streamline this communication.

III. Board Committees (Stakeholder Board Level Committees)

A. Academic Accountability Committee Update

David Pickard IV: Nothing to report at this time. Next meeting is Thursday, March 23, 2023.

B. Budget & Finance Committee Update

Sara Margiotta: We approved and recommend the Second Interim Actuals that Juan Pablo Herrera will present later tonight. We are concerned about ADA in 2023-2024. We also approved and recommend the approve of the Chartwells contract.

C. Election Committee Update

David Pickard IV: The Election Committee has applicants for each of the open board seats for 2023-2024. Due diligence is being done this week and we are working with Datalinks to get the voting set up with each of the appropriate stakeholder groups. Voting is set to begin on April 10, 2023 through April 14, 2023 on Infinite Campus. Thank you to Jeff Roepel for his support getting our information on the website and thank you to Karen Cox for helping collect application materials and publicize the election, as well as Election Committee members for their assistance through the process.
Avi Massaband made a motion to approve David Pickard IV as recording secretary of the Election Committee.
Sarah Crompton seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

D. Charter Committee Updates

Sara Margiotta: We need to start working on the Charter revision for our Charter renewal, which is coming up in 2024-2025.

We need stakeholders to be part of that process. Please communicate with stakeholder groups to see if anyone is interested in helping.

IV. Board Committees (Board Members Only)

A. Board Members Only- Committee Updates

Grade Appeal Committee: There are grade appeals. The committee is formed. Sarah is replacing Lisa and joining Maggie and David as faculty representatives. We have a calendar of dates and Dr. Lee is working with families to schedule these.

Survey Committee: The Parent Climate Survey is done and thank you to Maggie and Melissa for helping put that together. That will be posted in the newsletter on Wednesday, 2/29/23.

V. Academic Excellence

A. College Center Support Survey

Karen Ellis and Alex Landaverde presented the College Center Support Survey results, which can be found in the Board materials.

B. GPA Definitions

Dr. Chris Lee presented an clear explanation of the way student GPAs are calculated at Pali, which is in line with LAUSD. In the past, there have been multiple valedictorians and other confusing factors and the current GPA policies align with LAUSD.

VI. PCHS Cafeteria Menu

A. Meatless Monday

Maggie Nance made a motion to implement Meatless Monday, after Spring Break, on April 10, 2023, with a review in June to ensure there is not a loss in revenue. It will mean vegetarian options on the inside venue of the cafeteria and non-vegetarian options available at the outside venues.
Sara Margiotta seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Saken Sherkhanov	Absent
Andrew Paris	Aye
Avi Massaband	Aye
Sarah Crompton	Aye
Maggie Nance	Aye

Roll Call	
David Pickard IV	Aye
Robert Rene	Aye
Karen Ellis	Aye
Monica Batts-King	Absent
Peter Garff	Aye
Sara Margiotta	Aye
Melissa Schilling	Aye

VII. Finance

A. 2022-2023 Second Interim Financial Report

Juan Pablo Herrera presented the 2022-2023 Second Interim Financial Report, which can be found in the Board materials.
David Pickard IV made a motion to approve the 2022-2023 Second Interim Financial Report.
Maggie Nance seconded the motion.
The board **VOTED** to approve the motion.

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

B. 2023-2024 2023-2024 Food Service Management Company Contract Extension

Juan Pablo Herrera presented the 2023-2024 Food Service Management Company Contract Extension, which can be found in the Board materials.
Maggie Nance made a motion to approve the 2023-2024 food service management contract extension between Chartwells and PCHS - Agreement Number 2023001.
Karen Ellis seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
Sara Margiotta	Aye
Saken Sherkhanov	Absent
Peter Garff	Aye
Avi Massaband	Aye

Roll Call

Sarah Crompton	Aye
Robert Rene	Absent
Karen Ellis	Aye
Andrew Paris	Aye
Monica Batts-King	Aye
Maggie Nance	Aye
Melissa Schilling	Aye
David Pickard IV	Aye

VIII. Consent Agenda: Finance Items

A. School Organized Trip(s)

Maggie Nance made a motion to approve the following extra-curricular trips: - March 30 - April 2: World Strides Music Festival/San Francisco, CA - Supervising Teachers: Ms. Allison Cheng and Ms. Maggie Nance - April 1-2:JSA Spring State Conference/Warner Center Marriott - Woodland Hills, CA - Supervising Teacher: David Pickard IV - April 20 - April 22: Camp Sylvester/Forestry Challenge, Pinecrest, CA - Supervising Teacher: Mr. Engelmann.
Sara Margiotta seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

IX. New Business / Announcements

A. Announcements / New Business

The next Board Meeting is Tuesday, April 18, 2023 at 5 p.m.

B. Announce items for closed session, if any.

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 7:54 PM.

Respectfully Submitted,
David Pickard IV

Documents used during the meeting

- Faculty Board Report 03_21_2023.pdf
- HR Board Report 03_21_2023.pdf
- Operations Board Report 03_21_2023.pdf
- Director of Development Board Report 03_21_2023.pdf
- CBO Board Report 03_21_2023.pdf
- PCHS Credit Card Expenditures - 01-01-23 thru 01-31-23.pdf
- EDP Board Report 03_21_2023.pdf
- Active Assailant Drill 2_15_23.pdf
- CCSA Presentation.pdf
- Budget Com Meeting Minutes 03_13_2023.pdf
- College Center Presentation 03_21_2023.pdf
- LAUSD GPA Definitions.pdf
- Second Interim - Board Motion & Materials.pdf
- 2023-24 Food Service Management Company Contract Extension (cafeteria vendor).pdf