APPROVED

Palisades Charter High School

Minutes

Board Meeting

Date and Time
Tuesday September 19, 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, David Pickard IV, Karen Ellis, Kiumars Arzani, Kristina Irwin, Maggie Nance, Rustin Kharrazi, Saken Sherkhanov, Sara Margiotta, Tyler Farrell

Trustees Absent
Melissa Schilling, Robert Rene

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 Sep 19, 2023 at 5:05 PM.

B. Record Attendance and Guests

Maggie Nance left the meeting at 6:06 p.m.

C. Public Comment

Anonymous: GoGuardian is spyware. Pali High should not be participating in the digital surveillance of students.

GoGuardian collects an alarming amount of information about students, including: name, email address, Google Profile ID, Google Image URL, Microsoft Profile ID, and organizational unit as well as device identifiers; activity information such as chats, video conferencing recordings, a student's browsing history, IP address, online content, screenshots, and key percentage variance; grade, attendance, and assignment information; location information; and other information based on which product has been implemented. GoGuardian also states they share student information with their affiliates and others.

I am concerned about how monitoring software may be misused for disciplinary purposes and result in increased contact with law enforcement. I am concerned that monitoring software disproportionately targets students from marginalized groups, such as LGBTQ+ and minorities. I am concerned about the overall lack of privacy for all students.

Which GoGuardian product(s) has Pali implemented? What information is Pali looking for? When will it be looking (e.g. beyond school hours)? Does GoGuardian also collect

information from any device that has logged into the school account? Does Pali intend to use students' online data, including social media, to detect such things as suicidal thoughts or drug use? What will be blocked? How do we opt out?

Anonymous: I would like to request that PCHS update its website regarding current Covid-19 policies and procedures. The website was last updated in August 2022, and the dashboard is not current. I would also like to request that the school make home tests available. Thank you.

D. Approve Minutes

Maggie Nance made a motion to approve the minutes from Board of Trustees Annual Goal Setting Retreat on 09-09-23.
Kristina Irwin seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Andrew Paris	Aye
Robert Rene	Absent
Rustin Kharrazi	Aye
Maggie Nance	Aye
Melissa Schilling	Absent
Kiumars Arzani	Aye
Sara Margiotta	Aye
Karen Ellis	Aye
Saken Sherkhanov	Aye
Tyler Farrell	Aye
David Pickard IV	Aye
Kristina Irwin	Aye

E. Approve Minutes

Maggie Nance made a motion to approve the minutes from Board Meeting on 08-22-23.
Andrew Paris seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Tyler Farrell	Aye
Kristina Irwin	Aye
Sara Margiotta	Aye
Saken Sherkhanov	Aye
Robert Rene	Absent
Karen Ellis	Aye
Rustin Kharrazi	Aye
Melissa Schilling	Absent
Kiumars Arzani	Aye
Andrew Paris	Aye
Maggie Nance	Aye

Roll Call
David Pickard IV Aye

II. Organizational Reports

A. Student Report

Rustin Kharrazi: The was an incident at lunch last week and ASB is looking for solutions. We held a student senate meeting with representatives from each period 4 class.

Homecoming game (10/6) and dance (10/7) is coming up. Students need to fill out contract to buy tickets and last week to buy is next week.

This month is Suicide Prevention Month and we hosted a mental wellness event at lunch last week.

Hispanic Heritage Month and announcements have been made on the leadership show and PA to highlight and celebrate hispanic life.

B. Parent Report

Kristina Irwin: Digital hall passes are a waste of time from the student perspective.

Rustin Kharrazi: It is inconvenient and some teachers are unfamiliar with it, but it hasn't been a pressing issue.

Maggie Nance: From a teacher perspective it has made bathroom use much less disruptive.

C. Represented Classified Staff Report

Andy Paris: Nothing to report at this time.

D. Unrepresented Classified Staff Report

Karen Ellis: Nothing to report at this time.

E. Faculty Report

Maggie Nance, Tyler Farrell, David Pickard IV: Nothing to report at this time.

F. Human Resources Director (HR) Report

Martha Monahan: Report stands as submitted.
David Pickard IV made a motion to approve Local Assignment Option for certificated employees to work outside of their primary credential area.
Karen Ellis seconded the motion.

Kiumars Arzani: I just want to be sure that teachers are teaching the appropriate courses so we adhere to LAUSD oversight.

Martha Monahan: Absolutely, we have worked closely with LAUSD to ensure we follow all best practices. As long as we submit the local approval to the CTC, we are covered for that academic year.
The board **VOTED** to approve the motion.

Roll Call	
Maggie Nance	Abstain
Andrew Paris	Abstain
Rustin Kharrazi	Aye
Karen Ellis	Aye
Saken Sherkhanov	Aye
Tyler Farrell	Aye
Kristina Irwin	Aye
Kiumars Arzani	Aye
Robert Rene	Absent
David Pickard IV	Aye
Sara Margiotta	Aye
Melissa Schilling	Absent

G. Director of Operations Report

Dr. Magee: Report stands as submitted.

Sara Margiotta: The common area modernization design project plans that were drafted. Is that the quad? Do we have RFPs that went out?

Dr. Magee: We have not looked at anything, it is just a plan.

H. Admin. Safety and Security Team

Brooke King: We have accomplished a few safety and security trainings with students, faculty, and staff so far this year:

STOPit anonymous reporting and the campus culture, evacuation drill, lock down drill and informative sessions on the power of Hello. We also developed a pamphlet, which were available at Back to School Night at the PTSA table and they were attached in the newsletter.

I. Director of Development Report

Report stands as submitted.

J. Chief Business Officer (CBO) Report

Juan Pablo Herrera: Report stands as submitted.

Month 1 attendance report was submitted to LAUSD for Aug 16-Sept. 8 and we reported 2850 students as our average daily attendance.

We are working on the actual evaluation for 2023 to bring to Budget and Finance Committee and Board

Working with Director of Facilities for a facility plan and presented an initial plan to Budget and Finance Committee this week, more to come.

K. Executive Director/Principal (EDP) Report

Dr. Magee: A couple of shoutouts:

Ms. Ellis in the College Center for 9th/10th grade information session for families and it was standing room only. A very large success.

Rustin and ASB for the student senate meeting, which was pulled together very quicly to get student input and be responsive to recent events on campus. We look forward to more discussion.

COVID will be updated on the website before the end of this week.

We have a new nurse who is wonderful and we are very excited to have her.

Attendance and admission has been a challenge, but we are working hard to make sure everyone knows the admission process and we will come out of it more efficient.

David Pickard IV: Are there any updates on the Admissions and Attendance Assistant Principal position?

Dr. Magee: The job description has been updated and HR should be posting the position soon so we can get that role filled as soon as possible.

III. Board Committees (Stakeholder Board Level Committees)

A. Academic Accountability Committee Update

Tyler Farrell: We met and went over the purpose of the group and will have more to report out next month.

B. Budget & Finance Committee Update

Sara Margiotta: The Budget and Finance Committee approved our calendar and heard financial updates that will be presented later this evening.

C. Election Committee Update

David Pickard IV: Nothing to report at this time.

D. Charter Committee Update

Sara Margiotta: Nothing to report at this time.

IV. Board Committees (Board Members Only)

A. Board Members Only- Committee Updates

Grade Appeal Committee: Meetings will start next week.

Survey Committee: Nothing to report at this time.

V. Academic Excellence

A. Back to School Night Recap

Dr. Magee: One of our best BTSNs and it was very positive. We did have multiple teachers out ill with the flu that has been going around. We had students performing and engaging with families. Teachers were in their classrooms greeting parents and guardians. Overall, wonderful evening!

B. Acellus Contract Update

Dr. Magee: We are continuing to work with Acellus this year because many students are in the middle of coursework and will begin transferring to a new platform once we vet our options with the department chairs and curriculum council.

VI. PESPU Sunshine Proposal

A. PESPU Sunshine Proposal

Dr. Monahan: PESPU is our classified employees union and we have begun to sunshine together and will begin negotiations soon.
Sara Margiotta made a motion to approve the PESPU Sunshine Letter dated September 14, 2023 and the PCHS Initial Proposal dated September 19, 2023.
Saken Sherkhanov seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Melissa Schilling	Absent
Saken Sherkhanov	Aye
Kristina Irwin	Aye
Kiumars Arzani	Aye
Sara Margiotta	Aye

Roll Call	
David Pickard IV	Abstain
Robert Rene	Absent
Karen Ellis	Aye
Rustin Kharrazi	Aye
Tyler Farrell	Abstain
Andrew Paris	Abstain
Maggie Nance	Abstain

B. PCHS Sunshine Proposal

See previous vote.

VII. Finance

A. 2022-23 Unaudited Actuals Report

Juan Pablo Herrera presented the 2022-2023 Unaudited Actuals Report.
Kiumars Arzani made a motion to approve the 2022-2023 Unaudited Actuals Report.
Andrew Paris seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
Rustin Kharrazi	Aye
Kristina Irwin	Aye
Andrew Paris	Aye
Maggie Nance	Aye
David Pickard IV	Aye
Sara Margiotta	Aye
Melissa Schilling	Absent
Kiumars Arzani	Aye
Robert Rene	Absent
Saken Sherkhanov	Aye
Tyler Farrell	Aye
Karen Ellis	Aye

B. 2023-24 Budget Update

Juan Pablo Herrera presented the 2023-2024 Budget Update.

C. 2021-22 Actuarial Valuation

Juan Pablo Herrera presented the 2021-2022 Actuarial Valuation.
Sara Margiotta made a motion to approve the 2021-2022 Actuarial Valuation.
Kiumars Arzani seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
Sara Margiotta	Aye

Roll Call

Andrew Paris	Aye
Robert Rene	Absent
Kiumars Arzani	Aye
Tyler Farrell	Aye
David Pickard IV	Aye
Karen Ellis	Aye
Kristina Irwin	Aye
Melissa Schilling	Absent
Maggie Nance	Aye
Saken Sherkhanov	Aye
Rustin Kharrazi	Aye

D. 2021-22 Form 990 / Tax Return

Juan Pablo Herrera presented the 20231-2022 Form 990 and Tax Return.
Kiumars Arzani made a motion to approve the 2021-2022 Form 990 and the Tax Return.
Karen Ellis seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

David Pickard IV	Aye
Kiumars Arzani	Aye
Robert Rene	Absent
Sara Margiotta	Aye
Rustin Kharrazi	Aye
Andrew Paris	Aye
Karen Ellis	Aye
Kristina Irwin	Aye
Saken Sherkhanov	Aye
Maggie Nance	Aye
Melissa Schilling	Absent
Tyler Farrell	Aye

E. 2023-24 EPA Budget

Juan Pablo Herrera presented the 2023-2024 EPA Budget.
Sara Margiotta made a motion to approve the 2023-2024 EPA Budget to cover the cost of 80 teachers with the approximate cost of 10.9 million dollars.
Karen Ellis seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Tyler Farrell	Abstain
Saken Sherkhanov	Aye
Sara Margiotta	Aye
Rustin Kharrazi	Aye
Kristina Irwin	Aye

Roll Call

David Pickard IV	Abstain
Kiumars Arzani	Aye
Robert Rene	Absent
Andrew Paris	Abstain
Maggie Nance	Abstain
Melissa Schilling	Absent
Karen Ellis	Aye

F. Certificated Substitute Pay Increase

Dr. Martha Monahan presented the proposed Certificated Substitute Pay Increase.
David Pickard IV made a motion to approve the proposed certificated substitute pay rate increase. The daily rate shall be $35.4555 per hour. The Long Term Rate shall be $47.8488 per hour.
Kiumars Arzani seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

David Pickard IV	Abstain
Andrew Paris	Abstain
Tyler Farrell	Abstain
Melissa Schilling	Absent
Saken Sherkhanov	Aye
Karen Ellis	Aye
Robert Rene	Absent
Maggie Nance	Absent
Kiumars Arzani	Aye
Rustin Kharrazi	Aye
Sara Margiotta	Aye
Kristina Irwin	Aye

G. Salary Schedule Reclassification

Karen Ellis made a motion to approve the salary schedule reclassification. One existing campus aide position will reclassify into a campus security lead position.
Kiumars Arzani seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

David Pickard IV	Aye
Saken Sherkhanov	Aye
Kristina Irwin	Aye
Tyler Farrell	Aye
Robert Rene	Absent
Melissa Schilling	Absent
Kiumars Arzani	Aye
Andrew Paris	Aye

Roll Call

Sara Margiotta	Aye
Maggie Nance	Absent
Karen Ellis	Aye
Rustin Kharrazi	Aye

VIII. Governance

A. BOT Goal Setting Retreat (Recap)

Sara Margiotta: I just wanted to do a recap of the goals we set at the BOT Goal Setting Retreat on September 9, 2023.

Food budget for sociocultural groups is problematic because if we do it for one or a few groups, we would need to provide that for all groups. Most groups have parent provided snacks, self-funded, or can potentially go to Booster Club or ASB.

Students need a place to publicize and increase a social media presence through Pali High's social media platforms. We need to connect with the moderators of these groups.

Field trips can be funded through funding requests at Booster Club.

IX. Consent Agenda: Finance Items

A. School Organized Conferences/Trips

Sara Margiotta made a motion to approve the school organized swim team camping trip on October 27-October 29 at Council Campground in Angelus Oaks, CA, Supervising Teacher: Maggie Nance.
David Pickard IV seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Melissa Schilling	Absent
Karen Ellis	Aye
Sara Margiotta	Aye
Rustin Kharrazi	Aye
Andrew Paris	Abstain
Saken Sherkhanov	Aye
Robert Rene	Absent
Kiumars Arzani	Aye
Tyler Farrell	Aye
David Pickard IV	Aye
Maggie Nance	Absent
Kristina Irwin	Aye

X. New Business / Announcements

A. Announcements / New Business

The date of the next regular Board Meeting is Tuesday, October 17, 2023 at 5:00 p.m.

B. Announce items for closed session, if any.

XI. 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 6:30 PM.

Respectfully Submitted,
David Pickard IV

Documents used during the meeting

None