APPROVED

Palisades Charter High School

Minutes

Board Meeting

Date and Time
Tuesday June 18, 2024 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, Karen Ellis, Kiumars Arzani, Maggie Nance, Robert Rene (remote), Rustin Kharrazi, Sara Margiotta, Tyler Farrell

Trustees Absent
David Pickard IV, Kristina Irwin, Melissa Schilling, Saken Sherkhanov

Trustees who arrived after the meeting opened
Rustin Kharrazi

Ex Officio Members Present
Dr. Pam Magee

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 Jun 18, 2024 at 5:10 PM.

B. Record Attendance and Guests

C. Public Comment

No Public Comments

D. Approve Minutes

Maggie Nance made a motion to approve the minutes from Board Meeting on 05-14-24.
Andrew Paris seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Approve Minutes

Kiumars Arzani made a motion to approve the minutes from Board Meeting (Budget) on 06-11-24.
Karen Ellis seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Tyler Farrell	Aye
David Pickard IV	Absent
Kiumars Arzani	Aye
Maggie Nance	Abstain
Melissa Schilling	Absent
Rustin Kharrazi	Absent
Andrew Paris	Aye
Kristina Irwin	Absent

Roll Call

Robert Rene	Aye
Karen Ellis	Aye
Sara Margiotta	Aye
Saken Sherkhanov	Absent

II. Organizational Reports

A. Student Report

B. Parent Report

C. Represented Classified Staff Report

Good end of the semester. Nothing else to report.

D. Unrepresented Classified Staff Report

Nothing to report.

E. Faculty Report

Smooth end of the year. Happy to be on summer break. Stands as submitted.

F. Human Resources Director (HR) Report

Welcome to Diana Kim, who is the new Director of Academic Achievement/Assistant Principal.

Report stands as submitted.
Kiumars Arzani made a motion to approve the Administrative Director of Academic Achievement contract.
Karen Ellis seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

Tyler Farrell made a motion to approve the proposed salary schedule for the Director of Information Technology.
Sara Margiotta seconded the motion.
Sara seconded with the expectation that the job description would be rewritten to reflect the additional duties and responsibilities.
The board **VOTED** unanimously to approve the motion.

G. Director of Operations Report

Stands as submitted.

H. Director of Information Technology Report

Stands as submitted.

I. Admin. Safety and Security Team

Working to expand training opportunities for the 24-25 school year.
Rustin Kharrazi arrived at 5:34 PM.

J. Director of Development Report

Nothing to report at this time.

K. Chief Business Officer (CBO) Report

The finance office is in the process of notifying the departments of their allocated funds for the 2024-25 school year. We are in the process of completing the interim audit reports.

L. Executive Director/Principal (EDP) Report

Report stands as submitted.

LAUSD recently passed a motion to examine banning cellphone use on campus, which would go into effect in January 2025. Pali is working on a similar motion.

III. Board Committees (Stakeholder Board Level Committees)

A. Academic Accountability Committee Update

Stands as submitted.

B. Budget & Finance Committee Update

Stands as submitted.

C. Election Committee Update

Stands as submitted.

IV. Academic Excellence

A. Academic Progress/School-Wide Goals Update

Monica Iannessa, Adam Licea, and Tammie Wilson presented information to the board regarding the school's academic progress and updated school-wide goals. The slides presented to the board can be found on the PCHS website.

Long-term Aspirational Goal: PCHS will focus on its educational program by reevaluating and updating existing courses and instructional practices to include innovative and relevant content. PCHS' curricular units will contain technology skills, life skills, and connections to college and career readiness. PCHS will refine its data system to track student progress toward college and career readiness.

B. FCMAT Special Education Report Executive Summary

Tammie Wilson presented the executive summary to the board. The full report will be available in August 2024 and FCMAT will send representatives to discuss the findings at the August BoT Meeting.

C. Independent Study Policy for Emergency Conditions

This document is a requirement to file J13A waivers so PCHS can recover ADA and/or waive the 175-day requirement in emergency situations.

Tyler would like it reflected in the minutes that adding 1-2 more emergency banked days in the instructional calendar would be a good thing to avoid having to file waivers for each emergency situation.
Maggie Nance made a motion to approve the independent study policy for emergency conditions with the expectation that Dr. Magee and Mr. Farrell will edit the document as per the board discussion.
Karen Ellis seconded the motion.
Students voice support.
The board **VOTED** unanimously to approve the motion.

D. PCHS Attendance Policy

E. PCHS Grading Policy

Maggie Nance presented the PCHS School-wide Grading Policy to the board.
Karen Ellis made a motion to approve the Updated PCHS School-wide Grading Policy.
Kiumars Arzani seconded the motion.
Students voice support
The board **VOTED** unanimously to approve the motion.

F.

Revised Grade Appeal Policy

Sara Margiotta presented the PCHS Revised Grade Appeal Policy to the board.
Maggie Nance made a motion to approve the PCHS Revised Grade Appeal Policy with proposed edits.
Karen Ellis seconded the motion.
Students voice support.
The board **VOTED** unanimously to approve the motion.

G. PCHS Artificial Intelligence Policy

Dr. Magee presented the PCHS Artificial Intelligence Policy to the board.
Maggie Nance made a motion to approve the PCHS Artificial Intelligence Policy.
Andrew Paris seconded the motion.
Students voice support.
The board **VOTED** unanimously to approve the motion.

V. Governance

A. Revised Board of Trustees Election Policy

Sara Margiotta presented the Board of Trustees Election Policy to the board. After discussion about the board's makeup, Sara suggested we move this conversation as PCHS begins to move into the charter renewal process next year.
Tyler Farrell made a motion to approve the Board of Trustees Election Policy.
Andrew Paris seconded the motion.
Students voice support
The board **VOTED** to approve the motion.

Roll Call

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

B. LAUSD Charter School Division - Palisades Charter High Annual Performance-Based Oversight Visit Report 2023-2024

Dr. Magee presented the Annual Performance-Based Oversight Visit Report 2023-24 to the board.

VI. Employment Contract Amendment for the Executive Director/Principal

A. Consideration of Tenth Amendment to Contract for Employment of Executive Director/Principal

The evaluation committee met earlier this month and met with Dr. Magee and provided her with her evaluation which was at "Satisfactory" or above.
Karen Ellis made a motion to approve the employment contract amendment for the Executive Director/Principal.
Robert Rene seconded the motion.
Students voice support.
The board **VOTED** to approve the motion.

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

VII. Consent Agenda: Finance Items

A. School Organized Conferences/Trips

Sara Margiotta made a motion to approve the consent agenda.
Karen Ellis seconded the motion.
Students voice support.
The board **VOTED** unanimously to approve the motion.

VIII. New Business / Announcements

A. Announcements / New Business

- Date of the Annual Governance Training: Saturday, July 13, 2024 at 10:00am (Zoom)
- Date of the next regular Board Meeting: Tuesday, August 20, 2024 at 5:00pm
- Date of the Annual Goal Setting Retreat: Saturday, September 14, 2024 at 10:00am (Palisades Village/Swarthmore Room)

B.

Announce items for closed session, if any.

There is no closed session.

IX. Closed Session

A. Conference with Legal Counsel - Anticipated Litigation

N/A

B. Employee complaint/Assignment/Discipline/Dismissal/Release

N/A

C. Potential Litigation

N/A

X. Open Session

A. Return to Open Session

N/A

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

N/A

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 8:37 PM.

Respectfully Submitted,
Sara Margiotta