APPROVED

Palisades Charter High School

Minutes

Board Meeting

Date and Time
Tuesday October 15, 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

Amir Ebtehadj, Andrew Paris, Kiumars Arzani, Kristina Irwin, Maggie Nance, Martha Monahan, Minh Ha Ngo, Nicholas Albonico, Roger Crystal, Sara Margiotta

Trustees Absent
Jessica Recinos

Ex Officio Members Present
Dr. Pam Magee

Guests Present
Charlie Speiser

I. Opening Items

A. Call the Meeting to Order

B. Record Attendance and Guests

C. Public Comment

Mark Cummins: regarding the AP grade boost point for transfer students. Happy to hear the motion being rectified and believes that it will help many students.

D. Approve Minutes

Martha Monahan made a motion to approve the minutes from Board Meeting on 09-17-24.
Roger Crystal seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Minh Ha Ngo	Aye
Amir Ebtehadj	Aye
Kristina Irwin	Aye
Jessica Recinos	Absent
Nicholas Albonico	Aye
Roger Crystal	Aye
Andrew Paris	Aye
Sara Margiotta	Aye
Martha Monahan	Aye
Maggie Nance	Aye
Kiumars Arzani	Aye

E.

Approve Minutes

Kristina Irwin made a motion to approve the minutes from Board of Trustees Annual Goal Setting Retreat on 09-14-24.
Martha Monahan seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
Kristina Irwin	Aye
Andrew Paris	Abstain
Sara Margiotta	Aye
Amir Ebtehadj	Aye
Martha Monahan	Aye
Jessica Recinos	Absent
Nicholas Albonico	Aye
Minh Ha Ngo	Abstain
Maggie Nance	Aye
Kiumars Arzani	Aye
Roger Crystal	Abstain

II. Organizational Reports

A. Student Report

Homecoming this weekend, 400 tickets already sold, one of the year's biggest events.
Spirit Week this week, encouraging student participation with prizes and raffles.
Student concern meeting will be next week as well as Student Senate meeting.

B. Parent Report

Nothing to report.

C. Represented Classified Staff Report

D. Unrepresented Classified Staff Report

E. Faculty Report

Ms. Nance
- Lack of a copy clerk is creating more work for teachers, having a copy clerk could free up time for instructional development.
- Pali period, in the tenth week of the semester and there has been only two opportunities.
- Communication regarding onboarding of new administration.

Dr. Ngo
- Faculty seeking clarity on service workers update.
- Access to transcripts re: placements and letters of recommendation.

F. Human Resources Director (HR) Report

New director of Student Support Services, Chad Greendale has been onboarded, welcome to PaliHigh.

Report stands as submitted.
Nicholas Albonico made a motion to approve the contract for the Director of Student Support Services.
Kristina Irwin seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Martha Monahan	Abstain
Andrew Paris	Aye
Roger Crystal	Aye
Nicholas Albonico	Aye
Sara Margiotta	Aye
Maggie Nance	Aye
Kiumars Arzani	Aye
Kristina Irwin	Aye
Minh Ha Ngo	Aye
Jessica Recinos	Absent
Amir Ebtehadj	Aye

Longevity awards conducted, next one in the spring. Many staff and faculty members were recognized and appreciated.
- This year it was done on seniority date, but next semester it will be calculated based on when

Dr. Ngo
Seniority date (you have to have your full credential from CTC), longevity is based on how long you have been working at PaliHigh. No distinction between when you started as a sub or aid, to when you became faculty.
Special Education Coordinator Dr. Annette Kennedy will be joining PaliHigh, has a lot of experience with SpEd and formerly was the EDP of a charter school in San Diego.

Her salary is classified on the coordinator scale. The salary scale is posted on the Pali High website.

M. Nance brought up concerns regarding salary scale and the percentages of funds been allocated for management salaries, versus faculty and classified.
- Concerned about the amount of raises or funds given to salaries, and how that affects hiring of teachers.

K. Arzani

- Brought up the fact that teachers are unionized and how that affects their salary scale.
- Teachers are underpaid

Sara Margiotta made a motion to approved the contract for Director of Special Education.
Amir Ebtehadj seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
Kristina Irwin	Aye
Kiumars Arzani	Aye
Jessica Recinos	Absent
Amir Ebtehadj	Aye
Andrew Paris	Aye
Sara Margiotta	Aye
Maggie Nance	Abstain
Nicholas Albonico	Aye
Martha Monahan	Aye
Roger Crystal	Aye
Minh Ha Ngo	Aye

G. Director of Operations Report

Currently seeking solutions to resolve the ridership increase on a particular route. The behavior of both the student riders and bus drivers has improved this past year.
There are two late buses at 6pm, no buses available at 4pm due to low participation.
There is a formula in place to make the cost feasible for riders as well as subsidize for riders when needed.

H. Director of Information Technology Report

Stands as summited.

I. Admin. Safety and Security Team

J. Director of Development Report

Phone-a-thon happening tonight.

K. Chief Business Officer (CBO) Report

Dr. Ngo brought up question regarding the math paraprofessional line in the budget, it has since been updated.

L. Executive Director/Principal (EDP) Report

Spirit week, great time to highlight faculty and staff as well. Pre-homecoming tailgate, looking forward to faculty participation.

This week is Administration Appreciation work, hopes that the PaliHigh community recognizes their hard work and contributions to the school. Brought up challenges in recruitment and hiring administration.

III. Board Committees (Stakeholder Board Level Committees)

A. Academic Accountability Committee Update

New members will be named and approved at the next meeting.

B. Budget & Finance Committee Update

The committee has convened, Rene Rodman can no longer serve due to conflict of interest. Mr. Kianifar a current parent with financial experience has also joined the committee.
Sara Margiotta made a motion to approve the new members of the Budget & Finance Committee.
Kristina Irwin seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
Roger Crystal	Aye
Maggie Nance	Aye
Martha Monahan	Aye
Andrew Paris	Aye
Minh Ha Ngo	Aye
Sara Margiotta	Aye
Kiumars Arzani	Aye
Kristina Irwin	Aye
Amir Ebtehadj	Aye
Jessica Recinos	Absent
Nicholas Albonico	Aye

C. Election Committee Update

Board parent: Kristina Irwin
Teacher: Robert King
Community seat: Sara Margiotta,
Classified Rep: Tayana Ballard
UTLA Rep: Steve Klima
ASB Vice-President: Max Bedolla
Kristina Irwin made a motion to approve the committee members of the Election Committee.
Andrew Paris seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
Amir Ebtehadj	Aye

Roll Call

Roger Crystal	Aye
Sara Margiotta	Aye
Jessica Recinos	Absent
Maggie Nance	Aye
Andrew Paris	Aye
Kiumars Arzani	Aye
Minh Ha Ngo	Aye
Kristina Irwin	Aye
Martha Monahan	Aye
Nicholas Albonico	Aye

D. Charter Committee Update

IV. Board Committees (Board Members Only)

A. Board Members Only - Committee Updates

Audit: Sara Margiotta, Kiumars Arzani and Jessica Recinos
Martha Monahan made a motion to approve the Audit Committee members as submitted.
Minh Ha Ngo seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Sara Margiotta	Aye
Kiumars Arzani	Aye
Maggie Nance	Aye
Minh Ha Ngo	Aye
Martha Monahan	Aye
Jessica Recinos	Absent
Amir Ebtehadj	Aye
Nicholas Albonico	Aye
Roger Crystal	Aye
Andrew Paris	Aye
Kristina Irwin	Aye

Grade Appeals are currently underway, several have been completed, few down the pipeline. More comprehensive update will be given as they wrap up.

The committee has consisted of all the teachers, Andy Paris as the classified rep, Amir and Sara as Community representatives.
Amir Ebtehadj made a motion to approve the Grade Appeal Committee members as submitted.
Sara Margiotta seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Andrew Paris	Aye

Roll Call

Minh Ha Ngo	Aye
Kiumars Arzani	Aye
Jessica Recinos	Absent
Sara Margiotta	Aye
Amir Ebtehadj	Aye
Maggie Nance	Aye
Martha Monahan	Aye
Kristina Irwin	Aye
Nicholas Albonico	Aye
Roger Crystal	Aye

Sara Margiotta made a motion to approve the Survey Committee members as submitted.
Kristina Irwin seconded the motion.
Members: Jessica Recinos, Amir Ebtehadj, Dr. Minh Ha Ngo
The board **VOTED** to approve the motion.

Roll Call

Jessica Recinos	Absent
Nicholas Albonico	Aye
Maggie Nance	Aye
Minh Ha Ngo	Aye
Sara Margiotta	Aye
Roger Crystal	Aye
Martha Monahan	Aye
Andrew Paris	Aye
Kristina Irwin	Aye
Kiumars Arzani	Aye
Amir Ebtehadj	Aye

V. Academic Excellence

A. Pali Period Updates

Pali Period is in its third year, a time for students and teachers every week typically on Wednesdays for students to work with their teachers to re-take tests, make-up work and also an opportunity to schedule safety drills or assembly events at this time.

A survey gets sent out to gauge what events or topics students want to see covered.

How to make the Pali Period more productive for students who do not need that intervention time. If students do not need the extra support, they can self select what activity they would like to participate in.

Students get first dibs on who they would want in the period, for support programming.

The time is instructional time, and must be used for instruction not club meetings or activities.

Conversations about how to utilize this are occurring. Logan Millburn is the Pali Period director. The schedule was created by M. Iannessa and UTLA last year.

B. Review/Approval of 2024-2025 School Wide Goals

A lot of brainstorming occurred in late-September as well as predominantly at the Board Retreat.

Under Academic Achievement

Communication: ParentSquare has worked, streamlining student communication on a single platform.

Fiscal Budget:

Transportation, modify to encourage and expand the relationship with Metro.

Socio wellbeing:
- Delete the signage and posting line
- Potentially bring retired part-time psychologists to help support the workload.
- Move the wellness center up to the WASC line.

Diversity and Culture:
- Move the first five bullet points into the Communication goals.
- Bullying, fix to anti-bullying

Kiumars Arzani made a motion to approve the revised School-wide goals.
Maggie Nance seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Martha Monahan	Aye
Kristina Irwin	Aye
Kiumars Arzani	Aye
Roger Crystal	Aye
Sara Margiotta	Aye
Jessica Recinos	Absent
Maggie Nance	Aye
Amir Ebtehadj	Aye
Nicholas Albonico	Aye
Andrew Paris	Aye
Minh Ha Ngo	Aye

C. CAASP Testing Results

Comprehensive discussion occurred regarding testing scores and performance feedback.
Challenges regarding performance, gaps, and tech system issues were discussed.
Improvements and strategizes regarding improving student performance were also brought up.

D. Special Education Update

Presentation regarding the multi-phase collaborative teaching model was given. History, logistics and multi-step plan of the plan was discussed. Twelve opportunities for collaborative teaching will be a part of the initial phase. Coordination will be done in PLCs. Eventual long-term goal is to limit IEP students from being in SpEd classes only, and integrate them into the GeneralEd classes.

E. LAUSD Charter School Compliance Monitoring and Certification of Board Compliance Review 2024-2025

EDP Magee reviewed the compliance review and brought it up to the board for approval. A follow up will occur in December and January, and renewal in the Spring. The report includes HR, academic benchmarks, and other compliance items.

VI. Finance

A. 2024-25 CARS Application

Budget & Finance Committee has already reviewed and approved the application. The report is just a summary of how the federal funds were spent during the school year.
Kiumars Arzani made a motion to approve the 2024-25 CARS Application.
Kristina Irwin seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Andrew Paris	Aye
Sara Margiotta	Aye
Roger Crystal	Aye
Minh Ha Ngo	Aye
Martha Monahan	Aye
Kristina Irwin	Aye
Nicholas Albonico	Aye
Jessica Recinos	Absent
Maggie Nance	Aye
Kiumars Arzani	Aye

Roll Call

Amir Ebtehadj	Aye

B. 2024-25 Budget to Actual 9/30/2024

413k versus 505k updated, overall still on budget.

C. July-September 2024 Credit Card Fees

VII. Consent Agenda: Finance Items

A. School Organized Conferences/Trips

Amir Ebtehadj made a motion to approve the consent agenda as submitted.
Martha Monahan seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Amir Ebtehadj	Aye
Minh Ha Ngo	Aye
Maggie Nance	Abstain
Kristina Irwin	Aye
Sara Margiotta	Aye
Kiumars Arzani	Aye
Martha Monahan	Aye
Andrew Paris	Aye
Roger Crystal	Aye
Jessica Recinos	Absent
Nicholas Albonico	Aye

VIII. Closing Items

A. Adjourn Meeting

Next meeting will occur on November 19th, board photograph will take place at 4:30pm, meeting at 5pm.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:34 PM.

Respectfully Submitted,
Amir Ebtehadj