APPROVED

Palisades Charter High School

Minutes

Special Board Meeting

Date and Time
Tuesday December 2, 2025 at 5:00 PM

Location
Pali South (Room 104)
302 Colorado Avenue
Santa Monica, CA 90401

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 (remote), Andrew Paris, Fati Adeli (remote), Jane Davis (remote), Maggie Nance, Martha Monahan, Minh Ha Ngo, Negeen Ben-Cohen (remote)

Trustees Absent
Jessica Recinos, Lisa Cahill, Nicholas Albonico

Ex Officio Members Present
Dr. Pam Magee

Guests Present
Alessandra Santini (remote), Sara Margiotta (remote)

I. Opening Items

A. Call the Meeting to Order

Maggie Nance called a meeting of the board of trustees of Palisades Charter High School to order on Tuesday Dec 2, 2025 at 5:06 PM.

B. Record Attendance and Guests

C. Public Comment

II. Finance

A. 1st Interim Financial Report

B. Technology Restoration Expenses

Maggie Nance made a motion to approve the purchase of requested items for the replacement of the server and storage infrastructure.
Martha Monahan seconded the motion.
It was noted that the replacement infrastructure includes items being purchased to substitute for existing lost assets, some of which may be fully or partially depreciated. The goal is to maximize the recovery value from the insurance claim for these replaced items, as well as those near the end of their useful life but are required for the new campus buildout. It was further noted that disbursements from the insurance claim may involve multiple transactions until the institution is fully reimbursed for the approved replacement costs. The final amount and nature of the reimbursement will be subject to the specific terms of the insurance policy covering the campus rebuild.
The board **VOTED** to approve the motion.

Roll Call

Maggie Nance	Aye

Roll Call

Martha Monahan	Aye
Jane Davis	Aye
Amir Ebtehadj	Aye
Jessica Recinos	Absent
Lisa Cahill	Absent
Nicholas Albonico	Absent
Andrew Paris	Aye
Fati Adeli	Aye
Negeen Ben-Cohen	Aye
Minh Ha Ngo	Aye

C. Temporary Financial Approval Authority for Budget & Finance Committee

The Board discussed the proposal for granting Temporary Financial Approval Authority to the Budget & Finance (B&F) Committee.

The rationale for the proposed authority is intended to enable the B&F Committee to expedite the approval of large-scale purchases that may arise on a rapid timeline during the campus rebuild or over upcoming breaks. This measure aims to prevent the need for convening multiple special meetings of the full Board of Trustees.

Scope and Authority: B&F Chair and Chair Emerita Sara Margiotta clarified that this authority would empower the B&F Committee to approve (not just recommend) necessary purchases.

Financial Threshold: It was reiterated that any contract exceeding $30,000 requires approval from the Board of Trustees (or the B&F Committee under this temporary authority), as the EDP does not have the privilege to independently approve contracts above this limit.

Finality of Approval: Trustee Jane Davis inquired about the nature of the approval. It was confirmed that approval granted by the B&F Committee under this temporary authority would not require secondary approval from the full Board of Trustees.

D. Operations Updates and Approvals

The Board received an update regarding the necessary civil engineering costs associated with the leveling of the track surface. This preparatory work is essential to ensure the proper and even application and settling of the material.

The expenditure required for the civil engineering services is $14,300. The Budget & Finance Committee has allocated up to $200,000 for the project needs.

DSA Plan Check (Lump Sum): $9,000
10% Consultant Markup: $900

Subtotal (Lump Sum): $9,900
Bid & Construction Support (Time & Materials, Not to Exceed): $4,000
10% Consultant Markup: $400
Subtotal (T&M NTE): $4,400
GRAND TOTAL: $14,300

Maggie Nance made a motion to approve both proposed Gensler contracts: the Original Contract (valued at $134,300) and the New Contract (valued at $14,300). The Board authorizes an additional allocation of up to $200,000 for related expenses, contingent upon this allocation being covered by the insurance claim related to the campus rebuild.
Minh Ha Ngo seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Amir Ebtehadj	Aye
Martha Monahan	Aye
Nicholas Albonico	Absent
Andrew Paris	Aye
Negeen Ben-Cohen	Aye
Jessica Recinos	Absent
Jane Davis	Aye
Lisa Cahill	Absent
Fati Adeli	Aye
Maggie Nance	Aye
Minh Ha Ngo	Aye

The Board received an update on various necessary purchases and replacements related to pool safety and infrastructure, all of which are being processed through the insurance claim. Several items have been approved, including the replacement containers and the touch pads. The replacement of the electric golf carts has been verbally approved by the insurer, and the damaged alloy components of the dive stands are also approved for replacement. The purchase of mobile office units for the pool area has been identified as necessary, incurring a cost of $54,000. Additionally, a storage container lost from the Southside of the stadium has been filed for replacement. Pool covers have also been filed as a necessary replacement and further discussion on this item will follow once the insurance filing status is finalized. The total request submitted to the insurance company for all identified pool-related items amounts to $450,969.10.
Maggie Nance made a motion to approve the proposed purchases of PCHS operations as outlined in the documents, with the understanding that these purchases will be paid for by insurance.
Amir Ebtehadj seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Maggie Nance	Aye
Martha Monahan	Aye
Negeen Ben-Cohen	Aye

Roll Call

Jane Davis	Aye
Fati Adeli	Aye
Amir Ebtehadj	Aye
Minh Ha Ngo	Aye
Nicholas Albonico	Absent
Jessica Recinos	Absent
Andrew Paris	Aye

III. New Business / Announcements

A. Announcements / New Business

A Special Meeting of the Board of Trustees has been scheduled for Saturday, December 6th, at 10:00 AM. This meeting will be held on-site at Bowdoin for the Board's visit and walkthrough.

The Chair requested that all Trustees bring their governance binders to the scheduled meeting next week for a review and to add the training materials provided by Greta Proctor.

IV. 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 5:47 PM.

Respectfully Submitted,
Amir Ebtehadj