



ACADEMICS ✧ INTERNATIONAL BUSINESS ✧ MARITIME STUDIES
PORT OF LOS ANGELES HIGH SCHOOL

Board of Trustees Meeting

Wednesday, May 14, 2008
Port of Los Angeles High School
4:00 - 5:50 PM

MINUTES

Trustees Present: *Victoria Carrolle, Joe Viola, Lanny Nelms, Camilla Townsend, Elsa Madrid, Sandy Bradley, Elise Swanson, Nick Tonsich, Tim Mcosker, Nick Tonsich, Stacey Jones, Esther Ek, Joe Gatlin*

Trustees Absent: *John Ek, Richard McKenna, Joe Awad*

Staff Present: *James Cross, Marie Collins, Linda Grimes, Erin Loveridge*

Guest Speaker: *Peter Masayer, LAUSD*

- I. The Public session was called to order at 4:15 PM by Camilla Townsend.
- II. Approval of Consent Calendar ACTION ITEM *Camilla Townsend*
 - a. May 14, 2008 Agenda
 - b. March 25, 2008 Minutes

Nelms motions to accept the agenda and minutes and Carrolle seconds.
PASSED 13-0

- III. President Report *Camilla Townsend*
 - a. Townsend needs members for a committee for maritime curriculum development. Townsend introduces new members Jones and Mcosker.
 - b. Townsend suggests future board meeting time changes from 5:30 PM to 4:00 PM. No objections.

- IV. Executive Director Report *Jim Cross*
 - a. Supplemental Instruction ACTION ITEM
 - Cross explains that supplemental instruction includes summer school and other regular programs

Carrolle motions to accept the supplemental instruction resolution and Mcosker seconds.
PASSED 13-0

- b. Enrollment Quota ACTION ITEM
 - Collins explains that applications had to be returned to POLAHS by April 30th, 262 completed applications were received by that date. No additional twelfth graders will be accepted, 10th and 11th can be accepted with interview required. Military, siblings and port employees are guaranteed admissions. Collins suggests 220 applications be accepted.
 - Townsend asks about budgetary implications, Cross responds. \$7,000 per student, with 25 in a class. Jim explains expenses (\$84,000 per class). POLAHS can afford more students. POLAHS should instead look at the practicality of hiring teachers and the space limitations more than financials, because they are no financial concerns related to a higher number of student acceptance at this time.
 - Carrolle asks for the 07-08 attrition rate (applications received in 2007 and number of students actually enrolled). Collins responds there were 197 applicants, about 135 enrolled.



- Cross proposes that a postcard be mailed to potential students which must be returned by a specific date indicating desire to enroll in POLAHS. Those who respond by the requested date will be accepted. Townsend explains the board options. Mcosker asks if hiring more teachers will be a problem. Cross explains that hiring more teachers will not be a problem.
- Townsend asks for a motion. Questions are accepted from members of the board. Board discusses the idea of sending out postcards to applicants.
- All 262 applications accepted, postcards will be mailed to potential applicants.

Mcosker motions to accept 262 applications being accepted and Tonsich seconds.
PASSED 13-0

V. Principal Report

Marie Collins

a. Summer School Plans

- Summer school will include two sessions of approximately 100 or more students. Courses are explained by Collins. 200 students applied for summer school last year, it was wonderful for incoming 9th graders, gave students and faculty a chance to see if POLAHS was a good fit for the student. Students felt more comfortable after the summer school experience.
- Townsend and Collins discuss POLAHS relationship with Harbor Occupational Center. Tonsich asks what will happen with the maritime studies program now that Jerry Aspland has resigned. Collins explains that teacher Anthony Desanto is now involved with the curriculum. Aspland and Desanto and other teachers worked in partnership to establish maritime curriculum foundations. Townsend explains that a committee will be established to examine maritime development.
- Collins reports that 25 students will be traveling to Washington D.C. with 'Presidential Classroom.'

b. Enrollment Applications (2008/2009)

- Previously discussed by Collins and Cross.

c. Faculty Retention and New Faculty

- Staffing needs will increase with number of applicants accepted. Collins would like to see POLAHS with a full-time assistant principal and a full-time counselor. Townsend asks if any teachers will be let go for the 2008/2009 school year. Collins answers that two teachers are resigning and another two will not be rehired as a result of their evaluation.

d. LAUSD Site Visit

Peter Masayer

- LAUSD representative Masayer discusses the POLAHS charter renewal and site visits. Facility and other reports distributed. Charter renewal evaluation based on academic, operational and fiscal reports. Operational and fiscal aspects are positive. Academics rated well.
- Concerns about POLAHS 'ELL' redesignation. English Language Learner redesignation means that POLAHS must comply with redesignation percentages.
- Masayer and Collins discuss negative special education evaluation results. Collins and Joni Umehira must document paperwork and emails to reconcile the seven compliance issues of the special education review. (Failure to conduct IEP review at least annually- currently Welligent indicates that POLAHS has 26/29 'active' cases listed as non-



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compliant; Failure to respond to parent's written request for assessment within 15 days;
Failure to conduct assessments consented to within 60-day timeline etc).
- June 30th is final date for charter renewal

VI. Foundation Report

Linda Grimes

a. Magic Show

- Sponsorship money is estimated at \$30,000 in profit. Recruitment season was wonderful, and forecasting into next season, sponsorships really helped. A parent booster/organization will really help. On the foundation side, various development fundraisers have offered input and advice.

VII. Financial Report

Victoria Carrolle

a. March Financials

- Budget is made on a best guess to the ADA. The ADA was short, therefore we see a difference in the revenue. With taxes, POLAHS budgeted a certain amount.
- Local revenue is the Magic Show and sponsorship money is not all turned in yet.
- Budget deficit is a result of timing issues, local issues (magic show sponsor money not received) and budget numbers are a result of the short ADA. No questions, Carrolle reports POLAHS is doing very well.
- All capital improvements have been paid (not counting the 2nd floor plans). The funding loan from Bay Cities has been paid in full.

VII. Board Member Additions and Resignations ACTION ITEM

Camilla Townsend

a. Dorothy McCullough Addition

b. Elsa Madrid Resignation

Motion to accept resignation of Elsa Madrid and the appointment of Dorothy McCullough by Madrid and Viola seconds.
PASSED 13-0

b. No Public Comment

c. Adjournment of Public Session by Townsend at 5:50 PM.

NEXT MEETING: June 11, 2008