



PORT OF LOS ANGELES HIGH SCHOOL

Board of Trustees Meeting
Wednesday, December 9, 2009
5:30 – 7:00 PM
MINUTES

Trustees Present: Esther Espinoza-Ek, Camilla Townsend, Sandy Bradley, Victoria Carrolle, Joe Gatlin, Lanny Nelms, Joe Awad, Richard McKenna, Tim McOsker, Nick Tonsich, John Delgado

Trustees Absent: Eric Eisenberg, Al Fasani, Dorothy McCullough, Stacey Jones

Staff Present: James Cross, Tom Scotti

Public Present: Lauren Loveridge

PUBLIC SESSION

I. Public session called to order at 5:34 pm *Camilla Townsend*

II. Approval of Consent Calendar ACTION ITEM *Camilla Townsend*

a. October 14, 2009 Minutes

b. December 9, 2009 Agenda

Townsend motions to approve consent calendar, McOsker seconds.

PASSED 12-0

III. President Report *Camilla Townsend*

a. Bylaws ACTION ITEM

Bradley passes out copies of the proposed Bylaws which show both the additions and corrections from the current Bylaws. Townsend goes over each addition and correction. The Board discusses making additional changes to the proposed Bylaws. Number One under Section 5.5 Quorum of Meetings will be changed to say: A quorum shall be deemed as at least 1/3 of the current number of trustees, but in any case no fewer than five members. The board changes the Bylaws so that in all instances the First Vice President is now Vice President. Number Four under Section 6.6 Executive Council will be changed to say: All actions and decisions made by the Executive Council are subject to review and discussion by the Board of Trustees at the next meeting of the board. Townsend notes that the Trustees Commitment Letter is currently being worked on. This will describe the responsibilities of being on the board. Once the board members have this letter they will then be able to make the decision of whether

they would like to stay on the board or not. Townsend thanks the founding board members and notes that next year the board will be a sustaining board.

Ek motions to approve the proposed Bylaws with the changes noted, Gatlin seconds.

PASSED 12-0

- b. Approval for Executive Director to employ financial agent for building purchase

ACTION ITEM

Cross explains that there is a company that has been working with the school at no charge over the last 60 days. The company specializes in charter school financing for construction or purchase. Cross would like the company to be an exclusive agent. They would help evaluate bond options and write reports to the Port for appraisal. The company is comparable to a loan broker. If the deal goes through the company would receive \$250,000 but there is no fee if the deal doesn't go through. The deal must be put together by the end of April. Cross reports that our legal counsel says that it's a good idea.

McOsker motions to approve Executive Director to employ financial agent for building purchase, Gatlin seconds.

PASSED 12-0

IV. Executive Director Report

James Cross

- a. 2009/2010 Insurance Providers.

Cross announces that the insurance providers rates for the employees insurance will be raised at open enrollment. Despite the increases the school will continue with the current provider.

- b. Conflict of Interest Policy Update

Cross states that LAUSD has asked us to turn in our Conflict of Interest Policy. However, the policy is currently being developed. Once this has been developed we will be required to turn it in. The 700 form must be filled out by all new board members.

- c. Building Purchase Status

Cross says that the appraisal came in at 13 million. The land was purchased back in 2002 for 5.2 million. The Port is now trying to sell it to us for more than double that amount. Cross says that as he was reviewing the appraisal he discovered errors that would have increased the appraisal amount by 15-20%. Cross will work with the original appraiser to correct these errors. There have also been tenant improvements which should lower the price. Townsend suggests that Joe Burton, our legal advisor, attend the January board meeting to discuss the building purchase. The building purchase will be the main goal of next year. Townsend emphasized that the sooner the building is purchased the better.

V. Principal Report

Tom Scotti

a. ELL Adoption ACTION ITEM

Scotti provides paperwork on the POLAHS 2009-2010 English Learning Program and the English Learner Reclassification Form (which is the form that is passed out to parents when they are notified that their student has been reclassified). Scotti explains that the more students you can reclassify the better. This number affects the API score. This policy is important to have in place because although it doesn't really affect monetary funding it was something that the school was noted for not having in place when the charter was in jeopardy.

Ek motions to approve the Reclassification Policy for ELL's, Bradley seconds.

PASSED 12-0

VI. Financial Report

Victoria Carroll

a. October Check Register ACTION ITEM

Carrolle provides the October check register and says that there are no red flags.

Ek motions to approve October check register, McKenna seconds.

PASSED 12-0

b. Approval of Acknowledgment Resolution ACTION ITEM

Cross provides a copy of the Port of Los Angeles High School Acknowledgement Resolutions. Cross tells the board that the school is exploring alternative sources of income because the building will probably not sell by the end of the month. There is a company called Charter School Capital that purchases receivables. They in turn take on all of the risk. The resolution is for up to 5 million dollars and would authorize the President, Secretary, and the Executive Director to enter into a deal with Charter School Capital if and when it was decided upon. Our cost is 7%. Essentially this would act like a line of credit. Cross anticipates that there will be cash remaining after the sell of the building. The board changes the wording on the agreement under Resolved Further to say that the Executive Counsel is acting as a body.

McOsker motions to approve the Acknowledgment Resolution with the changes to Resolved Further, Bradley seconds.

PASSED 12-0

VII. Public Comment

There is no public comment. However, Nelms takes this time to congratulate the school for their involvement in the San Pedro Christmas parade and note that the float and drill squad looked great. Townsend agrees and then reads a letter from teacher Patricia Wiggins thanking the board for the Thanksgiving luncheon. Bradley provides the board with a Proposal for National Board Certification Application and Support.

Public meeting adjourned at 6: 45 P.M.

NEXT MEETING: Wednesday, January 13, 2010