



**PALISADES CHARTER HIGH SCHOOL
BOARD OF TRUSTEES MEETING
CBO REPORT
DECEMBER 13, 2016**

2015-2016

Audit

- External Audit Report due to the CDE by 12/15/16 was completed and reviewed by the Audit Committee and included for reference. PCHS received a “Clean Opinion” with no Audit Findings.

2016-2017

- Our Total Unrestricted Cash Balances at the end of November 2016 was \$7.1 Million (October 2016 was approx. \$7.9 million). Note: Fund 20-Lifetime Benefits Account has been set up with LACOE and is included in the amounts (\$4.8 million, excluding loan to Civic Center Permit) noted above. Quarterly EPA Funds of approx. \$1.1million will be received in December.

College Readiness Block Grant Funding

- A new funding grant for the \$133,492 will be received this year will have was created on this funding than can be spent over the next 2 years (2016/17 to 2017/18). Further details on the spending requirements are included separately.

Enrollment

- The enrollment for 2016-2017 at the end of Month 4 (December 2nd) as 2,966 (2,974 in Month 3). The Attendance Office is monitoring enrollment levels to meet the Budgeted 2,950 Enrollment Average for the 2016-2017 School Year. They will be bringing in approximately 20 students from the waiting list during the semester break in anticipation of check outs for the remainder of the year. Cumulative ADA through Month 4 was 2,872 @ 96.6% (2,871 @96.7% Month 4 in 2015/16). Budgeted ADA for 2016-17 is 2,836.

Our Mission:

PCHS will empower our diverse population to make positive contributions to the global community by dedicating our resources to ensure educational excellence, civic responsibility, and personal growth



Cafeteria

- Food Service sales results are included and are not at budgeted levels. We have received input from the LTSP Committee and are also looking at other options including issuance of an RFP and possible changes in providers for the 2017/2018 School Year

Banking

- We have begun meeting with Cathay Bank to move our Depository relationship as approved by Board last month. We will start to migrate the current Bank of the West accounts in January and expect to complete the transition no later than the ending of February.
- We are including our new report with detailed Credit Card transactions initiated in the prior month. This will be a regular report to accompany the CBO report.

Other

- The First Interim Financial Report with Actual Revenues/Expenditures through October and Full Year multi-year projections for 2016-2017 information, due December 15th will be presented at the next meeting.

2016-2017 ASB

- Webstore/POS upgrade update: tentative go live by Jan 10th
- Seeking out vending machine vendors
- Soccer Fest (12/9)
- Winter Formal at PCHS (2/11)
- Holiday Boutique Holiday Grams sold (approx. \$100)
- Holiday week fundraisers

Our Mission:

PCHS will empower our diverse population to make positive contributions to the global community by dedicating our resources to ensure educational excellence, civic responsibility, and personal growth

Palisades Charter High School
 Credit Card Reconciliation Form
 For the Period of: 11-2-16 - 11-28-16

PLEASE COMPLETE

For finance use only

Date	PO#:	Vendor	Description of Expense	Cardholder	Requested By	Amount	Board Approval Required?	Resource	Budget Category
10/28/16		PARADISE POINT RESORT	conference- TVN	PAMELA MAGEE	Crystal Adams	(602.84)	No	20150.0	5220
11/2/16	001001	ROCCOS CUCINA	food- human rights workshop	PAMELA MAGEE	Pam Magee	75.76	No	62640.0	4390
11/3/16	000725	KARTING DISTRIBUTORS	STEAM supplies - go karts	GREGORY WOOD	Donna Mandosa	553.50	No	00000.0	6400
11/7/16		CHARTER SCHOOLS DEVELO	conference registration	PAMELA MAGEE	Pam Magee	569.00	Yes	00000.0	5220
11/13/16		TRUMBA CORPORATION	subscription- online calendar system	PAMELA MAGEE	Pam Magee	79.96	No	00000.0	5310
11/13/16		EASYCANVASPRINTS.COM	Photo enlargements/mounting	PAMELA MAGEE	Pam Magee	170.43	No	00000.0	4390
11/14/16		CTC*CONSTANTCONTACT.C	subscription- newsletter	PAMELA MAGEE	Pam Magee	90.00	No	00000.0	5310
11/14/16	001001	STAPLES 00111229	supplies- school tours	PAMELA MAGEE	Pam Magee	24.07	No	00000.0	4390
11/14/16		FLITE TEST	STEAM supplies - rockets	GREGORY WOOD	Donna Mandosa	300.22	No	00000.0	6400
11/16/16		WEB*NETWORKSOLUTIONS	subscription	PAMELA MAGEE	Donna Mandosa	125.91	No	00000.0	6400
11/16/16	000998	STAPLES 00111229	supplies- thanksgiving cards	PAMELA MAGEE	Amy Nguyen	217.88	No	00000.0	4390
11/16/16	fundraise	USH TICKETING ECOMM	special ed - fieldtrip	GREGORY WOOD	Cathye Estes	480.00	No	65000.0	5810
11/17/16	fundraise	USH TICKETING ECOMM	special ed - fieldtrip	GREGORY WOOD	Cathye Estes	1,715.00	No	65000.0	5810
11/19/16		RITZ-CARLTON RNCHO MIR	conference- hotel for CTE conference	PAMELA MAGEE	Pam Magee	316.32	Yes	63870.0	5220
11/23/16		SCHOOL SERVICES OF CAL	subscription- membership to ssc site	PAMELA MAGEE	Pam Magee	305.00	No	00000.0	5310
11/27/16		BC.BASECAMP 3 3348953	subscription - workflow software	PAMELA MAGEE	Pam Magee	79.00	No	00000.0	5310
11/28/16		PURCHASE *FINANCE CHARGE*				69.56			

Grand Total **4,568.77**

Palisades Charter High School
Cafeteria Revenue Comparisons: Q1 2016 vs Q1 2015

15/16

FEDERAL BREAKFAST	July	August	Sep	Oct	
Free	7.96	3,968.06	9,364.94	11,247.48	
Reduced	-	452.92	1,416.22	1,531.14	
Paid	-	78.30	177.48	178.93	
Total Federal Breakfast	7.96	4,499.28	10,958.64	12,957.55	28,423.43
FEDERAL LUNCH	July	August	Sep	Oct	
Free	169.41	7,560.63	16,747.68	20,549.94	
Reduced	72.63	992.61	2,770.70	3,480.86	
Paid	36.89	328.29	636.43	637.05	
Total Federal Lunch	278.93	8,881.53	20,154.81	24,667.85	53,983.12
STATE BREAKFAST	July	August	Sep	Oct	
Free	0.91	452.84	1,068.73	1,283.57	
Reduced		60.86	190.31	205.75	
Paid		-	-		
Total State Breakfast	0.91	513.70	1,259.04	1,489.32	3,262.97
STATE LUNCH	July	August	Sep	Oct	
Free	11.58	538.91	1,194.09	1,467.07	
Reduced	6.13	83.80	233.91	293.87	
Paid		-	-		
Total State Lunch	17.71	622.71	1,428.00	1,760.94	3,829.36
A la carte sales	748.50	3,295.65	15,166.59	19,306.78	38,517.52
TOTAL 15/16	1,054.01	17,812.87	48,967.08	60,182.44	128,016.40

16/17

FEDERAL BREAKFAST	July	August	Sep	Oct	
Free	185.64	3,867.72	8,574.54	9,497.25	
Reduced	-	714.78	1,392.78	1,515.81	
Paid	83.52	207.64	151.09	153.12	
Total Federal Breakfast	269.16	4,790.14	10,118.41	11,166.18	26,343.89
FEDERAL LUNCH	July	August	Sep	Oct	
Free	96.72	7,555.68	15,683.88	18,585.66	
Reduced	152.96	1,623.52	2,691.04	2,974.60	
Paid		362.88	462.72	500.16	
Total Federal Lunch	249.68	9,542.08	18,837.64	22,060.42	50,689.82

Palisades Charter High School
Cafeteria Revenue Comparisons: Q1 2016 vs Q1 2015

STATE BREAKFAST	July	August	Sep	Oct	
Free	20.67	414.69	958.59	1,069.87	
Reduced	-	97.42	182.82	200.99	
Paid	-	-	-	-	
Total State Breakfast	20.67	512.11	1,141.41	1,270.86	2,945.05
STATE LUNCH	July	August	Sep	Oct	
Free	4.77	539.59	1,089.17	1,290.38	
Reduced		132.63	219.83	243.00	
Paid			-	-	
Total State Lunch	4.77	672.22	1,309.00	1,533.38	3,519.37
A la carte sales	-	4,773.07	12,244.11	10,259.11	27,276.29
TOTAL 16/17	544.28	20,289.62	43,650.57	46,289.95	110,774.42

Summary of Changes

Net % change Breakfast	3167.5%	5.8%	-7.8%	-13.9%	-7.6%
Net % change Lunch	-14.2%	7.5%	-6.7%	-10.7%	-6.2%
Net changes (16/17 - 15/16)	(509.73)	2,476.75	(5,316.51)	(13,892.49)	(17,241.98)
Net % changes (16/17 - 15/16)	-48.4%	13.9%	-10.9%	-23.1%	-13.5%

Palisades Charter High School
Textbooks Update - 11/30/16

Department	Funding Source	Budgeted Amt	Expended Amt	Enc. Amt	Remaining Amt	% Left
Undistributed	Unrestricted Resources	-77,022.00	-7,088.41	0.00	-69,933.59	90.80
English Department	Unrestricted Resources	30,800.00	20,667.78	0.00	10,132.22	-34.20
Math Department	Unrestricted Resources	10,000.00	0.00	0.00	10,000.00	100.00
Science Department	Unrestricted Resources	22,814.00	0.00	0.00	22,814.00	100.00
Foreign Language	Unrestricted Resources	49,000.00	2,958.69	3,003.15	43,038.16	87.83
Social Studies	Unrestricted Resources	144,864.00	155,783.67	0.00	-10,919.67	-7.54
Technical Education	Unrestricted Resources	10,285.00	0.00	0.00	10,285.00	100.00
Visual & Performing Arts	Unrestricted Resources	12,727.00	3,333.07	2,570.88	6,823.05	53.61
Library	Unrestricted Resources	11,000.00	0.00	0.00	11,000.00	100.00
Academic Achievement	Unrestricted Resources	1,950.00	0.00	0.00	1,950.00	100.00
Temescal Academy	Unrestricted Resources	3,300.00	0.00	0.00	3,300.00	100.00
ESL	LCAP Expenses	0.00	2,698.59	0.00	-2,698.59	0.00
Intervention	LCAP Expenses	1,250.00	0.00	0.00	1,250.00	100.00
Independent Study	LCAP Expenses	14,500.00	12,047.89	0.00	2,452.11	16.91
ESL	IASA: Title I Part A	10,250.00	0.00	0.00	10,250.00	100.00
Summer School	IASA: Title I Part A	0.00	0.00	0.00	0.00	0.00
Special Education	Special Education	12,370.00	0.00	0.00	12,370.00	100.00
Total for Object: 4100-Textbooks		258,088.00	190,401.28	5,574.03	62,112.69	24%

**Palisades Charter High School
IMA Update - 11/30/16**

Department	Funding	Budgeted Amt	Expended Amt	Enc Amt	Remaining Amt	% Left
Undistributed	Unrestricted Resources	-64,600.00	0.00	0.00	-64,600.00	100.00
English Department	Unrestricted Resources	5,420.00	1,740.88	0.00	3,679.12	67.88
Math Department	Unrestricted Resources	8,800.00	1,140.59	86.40	7,573.01	86.06
Science Department	Unrestricted Resources	89,943.00	22,734.54	421.94	66,786.52	74.25
Foreign Language	Unrestricted Resources	2,600.00	296.29	0.00	2,303.71	88.60
Social Studies	Unrestricted Resources	2,139.00	35.95	0.00	2,103.05	98.32
Technical Education	Unrestricted Resources	10,200.00	3,001.94	107.73	7,090.33	69.51
Visual & Performing Arts	Unrestricted Resources	69,361.00	19,143.11	1,329.69	48,888.20	70.48
Physical Education	Unrestricted Resources	4,000.00	39.44	0.00	3,960.56	99.01
Athletic Director	Unrestricted Resources	300.00	0.00	0.00	300.00	100.00
Counseling Department	Unrestricted Resources	12,000.00	539.88	0.00	11,460.12	95.50
Career Center	Unrestricted Resources	300.00	0.00	0.00	300.00	100.00
Writing Center	Unrestricted Resources	7,550.00	0.00	0.00	7,550.00	100.00
Attendance Office	Unrestricted Resources	5,850.00	1,404.37	687.14	3,758.49	64.25
Study Center	Unrestricted Resources	1,000.00	0.00	305.00	695.00	69.50
Main Office	Unrestricted Resources	0.00	0.00	0.00	0.00	0.00
Nurses Office	Unrestricted Resources	6,050.00	477.31	0.00	5,572.69	92.11
Summer School	Unrestricted Resources	475.00	0.00	0.00	475.00	100.00
Intervention	Unrestricted Resources	0.00	475.54	0.00	-475.54	0.00
Independent Study	Unrestricted Resources	300.00	266.03	0.00	33.97	11.32
MESA Program	Unrestricted Resources	2,300.00	282.56	0.00	2,017.44	87.71
Library	Unrestricted Resources	4,477.00	518.56	0.00	3,958.44	88.42
Deans	Unrestricted Resources	8,360.00	4,266.94	1,071.00	3,022.06	36.15
Academic Achievement	Unrestricted Resources	2,700.00	1,091.63	31.56	1,576.81	58.40
Temescal Academy	Unrestricted Resources	6,500.00	0.00	0.00	6,500.00	100.00
Small Learning Communities	Unrestricted Resources	1,200.00	0.00	0.00	1,200.00	100.00
ACADEMIC DECATHLON	Unrestricted Resources	5,300.00	2,809.15	0.00	2,490.85	47.00
College Center	Unrestricted Resources	4,000.00	1,114.21	0.00	2,885.79	72.14
Tutoring Program	Unrestricted Resources	0.00	0.00	0.00	0.00	0.00
Testing	Unrestricted Resources	500.00	0.00	0.00	500.00	100.00
Undistributed	LCAP Expenses	1,000.00	0.00	0.00	1,000.00	100.00
Summer School	LCAP Expenses	0.00	1,178.11	166.17	-1,344.28	0.00
Intervention	LCAP Expenses	15,075.00	464.27	0.00	14,610.73	96.92
ESL	IASA: Title I Part A	1,200.00	690.10	0.00	509.90	42.49
Undistributed	Special Education	500.00	0.00	0.00	500.00	100.00
Total for Object: 4300-Materials and Supplies		214,800.00	63,711.40	4,206.63	146,881.97	68%
Undistributed	Special Education	39,200.00	1,980.29	717.18	36,502.53	93.12
Total for Object: 4310-Materials and Supplies		39,200.00	1,980.29	717.18	36,502.53	93.12
		512,088.00	256,092.97	31,165.04	224,829.99	43.90