



# Palisades Charter High School

## Board Meeting

---

### **Date and Time**

Tuesday March 14, 2017 at 5:00 PM PDT

### **Location**

Gilbert Hall, Palisades Charter High School, 15777 Bowdoin St., 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.*

**DIAL-IN NUMBER: (605) 475-5900. ACCESS CODE: 660-0134**

*Please note that the conference dial-in number above is only active when a Board Trustee has indicated they will calling from an off-site location to participate.*

---

### **Agenda**

## I. Opening Items

### Opening Items

#### A. Call the Meeting to Order

call to order 5:06pm

back to order 7:16pm

#### B. Record Attendance and Guests

Trustees:

Emilie Larew (Chair)	Emily Hirsch
Leslie Woolley (Vice Chair)	Rocky Montz
Dara Williams (Secretary)	Andrew Paris
Susan Ackerman	Ellen Pfahler
Amanda Campbell	Robert Rene
Deanna Hamilton	

Student Liaison: Ben Makhani

PCHS Management:

Dr. Pamela Magee, Executive Director / Principal  
Greg Wood, Chief Business Officer

#### C. Public Comment

*Non-agenda items: No individual presentation shall be for more than two (2) minutes and the total time for this purpose shall not exceed sixteen (16) minutes. Board members will not respond to presentations and no action can be taken. However, the Board may give direction to staff following a presentation. Speakers may choose to speak during the public comment segment and/or at the time an agenda item is presented.*

*Crage Ah spoke - public comment. Steve Cifenelle incident was the focus.*

*Tom Kaleo spoke -- public comment. Gave strong accolades to Coach Steve Cifenelle and the incident.*

*Monzan Alzade spoke - public comment. A former wrestler of Coach Steve Cifenelle and gave accolades to the coach.*

*Delila Chapman -- public comment. Gave compliments and reflected on Coach Steve Cifenelle and his service with students.*

**D. Approve Minutes**

February 21, 2017 Regular Meeting

Reviewed changes we need to our meeting minutes for February. We have some misspellings we need to correct

Carol Croland - name spelling update

Cristina Coatland - name spelling update

Update to list the full name of the policy we approved.

Motion was to table and bring the MMs back for approval for our next BoT Mtg in April.

Approve minutes for Board Meeting on February 21, 2017

**II. Academic Excellence**

Academic Excellence

**A. English Learners Advisory Committee (ELAC) Presentation**

Ms Cervantes gave a presentation regarding the ELAC program at Pali. She reviewed our ELAC program improvement system that has been helping our student (for the last 5 years) to improve on their performance. Our metrics have been showing increasing higher scores. We have new tests based on different state requirements and she wanted to point out that English Learner Progress requires scoring higher on more difficult testing requirements. Students will have to hit strong passing grades to meet the measures of CELDT and Reclassification rates that are part of the new State Indicators. This is required for all students who are English Learners.

The English Learner Advisory Committee meets with Ms. Cervantes (once a month) and everyone is invited, which focuses on student learning needs and funding.

The ELAC Committee is recommending:

- 1) more adult teacher aid for math classes; Algebra 1 A/B, Geometry and Algebra 2 A/B.
- 2) Allocating funds for Writing Center to be open during the entire school day
- 3) Adding at least five courses to the existing ones during period 7.
- 4) When choosing priorities for placement of courses in the Master Schedule, ELAC courses should receive priority.
- 5) Grouping English Learners in academic classes when possible.

6) Hire a Spanish/English Tutor /Counselor for student servicing and to provide support.

**B. Updates/Revisions to Santa Monica College and Career Access Pathways (CCAP) Agreement**

Jeff Hartman spoke - SMC contract updates:

Section (3.8 on page 42) we decide if a student gets a second dual enrollment. SMC wants to make sure we are approving dual enrollment.

Section (6.4) SMC courses taught by our teachers. Our teachers take the curriculum and teachers take the courses and put their spin on it. This section is to ensure this is SMC curriculum

Section ( )

Section (6.14) - SMC may have to sent a representative to ensure that the information being taught in the classroom is the correct curriculum.

Section 7.2 we pay our own teachers! It keeps things clean and we avoid complexity and SMC is out of it and its just their curriculum.

Section 7.3/7.4 - SMC pays their own professors, they just use our room.

Section 7.4 - if we want SMC's professor to stay later, we would pay them for the overtime. We would be responsible

Section 7.7 - teachers have to stay with the student the whole time.

7.12 - SMC can resind teachers arrangement

8.6 - SMC has some rules, if you drop the class on the SMC side, you can still get credit from the Pali side.

Section 13.2 - SMC agrees (agreement) they will provide us a roster with grades and we can give them their credits. Eliminates headaches by having an expeditor.

Dara Williams suggested we get some additional clarity about the terms. And we modify the CCAP start/end dates Feb 14 and end June 14.

**C. Update on Progress Regarding Pali SARB Process**

Objective is to put in processes in place to help students with cronic truencies/absences.

There is an opportunity to partner with some other schools which will give us access to other resources that can bring us resources we need.

**D. Potential Adoption of Schoolzilla Data Platform**

Dashboards and the need to quickly look at school data to measure progress and it ties into our school-wide goals. This tool will give us quick access. Schoolzilla is a platform that is growing.

It takes about three months to build our dashboards the way we want them. We are meeting with Schoolzilla reps this Thursday to discuss further.

**E. Update on Schoolwide Goals**

August Board retreat - gave us the opportunity to identify goals.

The key areas:

Teacher communications, Improving our Sports Programs, Unity Programs and more.

Dr. Magee put together a document which came from all the Administrators - highlighting the key positive areas that are happening at Pali and what the Administration is doing to improve the Points of Pride at Pali - based on reflecting our (1) year progress.

**III. Governance**

Governance

**A. Board Election Policies Review / Update**

Review the existing policies - Rocky shared updates. Finalized all the paperwork to explain what is needed to apply.

Reviewed policy/procedures (they are in good shape). Goal is to increase number of candidates. Goal is to get Infinite Campus working to help us get all information metrics, get parents to vote. We still need to focus on identifying good candidates. We have two weeks left based on timeline until March 31, 2017.

**B. Approval Of Updated Membership for Board Committees**

We have 6 seats open.

Please fill out your paperwork - if you are interested and get it to Shelby Ladnier in the front office for processing.

We would like to know all details, or challenges to those who would like to re-run. We want parents to run - only if your student is already a student. No loop holes for parents who's children will be incoming.

#### **IV. Facilities**

##### **A. Track & Football Field Status - Replacement Plan & Funding Source(s)**

Rocky needs a contract approved and financing by April 18th to move forward with this project this summer. He asks that a final decision be made as soon as possible. April 18th is very late, and if we cannot make that date of approval work, this project will move to next year, and we have safety concerns.

1.5 million is what is has been requested. The Board will have to have a special 24 hour advanced meeting to look over the contract.

If this is going to be a two step process, Board needs to be aware of that.

2 step process:

1.2 million is what the track/field will cost so it's the minimum needed. We need a 1 million dollar loan and it has to be ready by April (sign off).

\$300K for stadium can happen in a separate project.

The Board needs a contract with the details.

We have been fundraising and will continue thru the summer. We can look at financing the balance and paying it back when we get the fundraising (as long as there are no pre-payment penalties) to pay down the loan.

We do make money on renting out various space on campus.

##### **B. Annual Pool Loan Resolution**

Last year at this time to consolidate and pay off the pool loan, we asked the board to vote on a life time health benefit account to lend the Civic Center permit.

We entered into a five year \$835K loan paying back (4 1/2 interest). \$710K balance, \$29K interest has been paid.

The County wants Pali to reaffirm that the Board will intrafund this loan with the Civic Center Permit Account. The timetable to pay this off is a five year loan payback. Greg supports the continued relationship of this arrangement.

Dara moves to approve the cash borrowing. Ellen Pfahler seconds the motion. Motion passes. All not interested voted, Employees 4 abstained. All non -employeeed voted yes.

#### **V. Finance**

## Finance

### A. Potential Retirement Incentive Opportunities

### B. Second Interim Financial Report

Starts on page 67 - gives school districts opportunity to reaccess their reports and they can revise or change projections to the end of the year.

Summarize: Total assets of 17.7 million dollars. Liability: 7million Fund balance: Liquid Assets:10.5 million

Required: format breaks down revenue and expenses to show all areas - Greg proposes certain guidance based on our selected funds and explains to the Board the key value of this report. Special Ed is an example of a program we are required to put in place. Emilie Larew commented that we are using some of our funding to support these programs and bring benefits to our students.

We provide to special needs students (270 students currently enrolled). We as a Charter school are above the norm. It is a misnomer that we do not sponsor special ed students. If we increase this number, we would have to get more funding to support the need.

All school districts are wrestling with budget and funding issues/increases. Do we need to make cuts to accommodate changes?

I Budget & Finance Committee Meetings, we discuss forward planning. They are formulating to lay out strategies and present to the Board. To anticipate and delegate new direction.

### C. Review of PCHS Tax Return

We have from our auditors/cpa our returns.

The documents attached, are federally mandated and show transparency (show salaries/benefits). How are we using fundraising revenues/expenses against those activities.

We have not filed yet. We have until May 15, 2017.

### D. Update Regarding Student Transportation

Student Transportation Request for Proposal (RFP)

We have an increase of \$200K for Transportation costs currently. We have (853 students currently using our transportation services) and that may increase as the school grows and diversifies more.

That number has increased since 2015. Due to the diversity of our students and financial challenges, Pali has not increased the monthly charge. Pali needs to find a way to fund the ever increasing costs We may be able to save 1 million costs per year with the right solution. We have to find a way to accommodate the students, and yet we have to find a way to get funding to offset the cost to Pali. The Board to put out a Transportation proposal and we need to add some resources to analyze the costs hitting Pali every month.

We have not changed the monthly charge to parents for transportation costs for three years, even though we have been subsidizing the cost increase for the last 3 years. We are looking for better prices and we have put out a bid.

Can we use Blue Line Services or other.

We may want to create a Transportation Committee?

**E. Update Regarding School Cafeteria**

Cafeteria Request for Proposal (RFP)

Deficit \$37K

Sodexo has been the same food provider and they are potentially losing money every year. They tried to solve their problem by revamping their staff (clean house) etc., to save on labor cost.

At the CCSA Conference, Greg suggested perhaps we can network and get some other options regarding food service opportunities.

Greg proposes putting out a Food Service Bid to prospects; advertising, engaging all stakeholders and fully engaging students for tastings and get their buy in. Potentially buying a biometric service to put your finger print.

**F. College Readiness Block Grant Budget Approval**

We will have about \$133K to spend (2018/2019). We can strategize and maximize the money.

Table this discussion. Revisit when we have 2017/2018 budget. Move to the June 6th BoT Agenda.

**G. PCHS Accounting Procedures**

Table to next month.

**H. LACOE Financial System MOU**



CGI is helping LACOE get up to date. We have been given the opportunity to help them reformat and customize their system. We have an MOU a shared cost five year commitment to fund this commitment. We will need to pay \$13K a year to fund this project and be on the front end of the project. Greg would like the Board to approve of this. The Budget Committee approved this.

Robert Rene makes a motion to approve the LACOE Financial System MOU.  
Ellen Pfahler seconded.

4 employee's abstained.

Motion passed.

## **VI. Executive Director/Principal (EDP) Support and Evaluation**

- A.** Executive Director / Principal Evaluation Cycle

## **VII. Other**

- A.** Update on Transition to New PCHS Website

We have implemented the new Website. We are making changes as we go

Dara suggested we send out a communication to help people understand (an e-mail tutorial).

## **VIII. Organizational Reports**

- A.** Executive Director / Principal (EDP) Report

As submitted

- B.** Chief Business Officer (CBO) Report

Including Consolidated Application (CONAPP)

Stands as submitted.

- C.** Director of Operations Report

As submitted

- D.** Human Resources Director (HR) Report

As submitted

Amy passed out additional materials.

6 people retired last year. We reviewed 2015/2016 Retirement Projections and

**E. Director of Development Report**

Track & Field = \$1.2Million needed

Lighting Project Prop 99 to help fund

Raised \$29K from Auction

Selling Bricks - introduced at last Saturdays auction

Mike is working with Cindy Cesan to get sponsorship for the track.

Corporate Sponsorship - where they can have a small logo on the 20 yard line.

Special Solicitation - AYSO

Income for rental fee's could pay off in 3 years, but we need to fund this by June 2018.

Mike mentioned there are ways to alleviate some budget constraints like repositioning for raising money for English Learning needs.

**F. Student Report**

ASB update - swim team won

spring sports are under way.

Unity day/Activity Day - cool events going on to promote a more inclusive nurturing environment to all the students @ Pali High.

**G. Parent Report**

**H. Classified Staff Report**

Would like to get a two week paycheck instead of one month.

**I. Faculty Report**

Sharing student grades.

Amanda Campbell has resigned from the Board.

**IX. Board Committees (Stakeholder Board Level Committees)**

**A. Budget and Finance Committee Report**

As submitted

**B. Academic Accountability Committee Report**

**C. Charter Committee Report**

The next meeting date is likely to change. Going to be postponed to June 2017.

**D. Election Committee Report**

**E. Post-Retirement Healthcare Benefits Committee Report**

Originally scheduled for March. It has been postponed. Susan Frank and Amy Nguyen are deciding.

**X. Board Committees (Board Members Only)**

**A. Audit Committee**

**B. Survey Committee**

Emilie is working on getting this rolling (within the next 6 weeks).

**C. Grade Appeal Committee**

**XI. Consent Agenda**

**A. Approval of reimbursements for Executive Director / Principal**

Moved to approve by Rocky Montz and was seconded by Andy Paris

**B. Approval of Field Trips**

Moved to pass by Rocky Montz and seconded by Andrew Paris

**XII. New Business / Announcements**

**A. Reminder of CCSA Conference March 20 - March 23, 2017**

**B. Next Regular Board Meeting is on Tuesday, April 18, 2017**

**C. Board Chair to announce items for closed session, if any.**

**XIII. Closed Session**

**A. Conference with Legal Counsel: Anticipated Litigation**

(Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9)

**B. Public Employee Discipline/Dismissal/Release**

(Govt. Code Section 54957)

**XIV. Open Session**

- A. Return to Open Session
- B. Report Out on Action Taken In Closed Session, If Any.

**XV. Closing Items**

- A. Adjourn Meeting

# Coversheet

## Approve Minutes

**Section:** I. Opening Items  
**Item:** D. Approve Minutes  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for Board Meeting on February 21, 2017

APPROVED



## Palisades Charter High School

### Minutes

#### Board Meeting

---

**Date and Time**

Tuesday February 21, 2017 at 5:00 PM

**Location**

Library, Palisades Charter High School, 15777 Bowdoin St., 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.*

**DIAL-IN NUMBER: (605) 475-5900. ACCESS CODE: 660-0134**

*Please note that the conference dial-in number above is only active when a Board Trustee has indicated they will calling from an off-site location to participate.*

---

**Trustees Present**

Andrew Paris, Dara Williams, Deanna Hamilton, Ellen Pfahler, Emilie Larew, Emily Hirsch, Leslie Woolley, Robert Rene, Rocky Montz, Susan Ackerman

**Trustees Absent**

*None*

**Ex Officio Members Present**

Dr. Pam Magee

**Non Voting Members Present**

Dr. Pam Magee

**Guests Present**

Ben Makhani

---

**I. Opening Items**

**A. Call the Meeting to Order**

Emilie Larew called a meeting of the board of trustees of Palisades Charter High School to order on Tuesday Feb 21, 2017 at 5:07 PM.

**B. Record Attendance and Guests**

**C. Public Comment**

Ivy Greene from Booster Club made a public comment. \$150,000 donated to Pali programs. Booster Club is having their auction. Live auction is on March 11th. The on-line auction has already started. Teachers and staff are also invited. Still accepting donations of items. Flyers were made available. At Tiato in Santa Monica.

Doug Sussman gave an update on the Pali Gateway project. Because Pali was unable to fund the project last year the project was delayed and updated to cut costs. \$125,000 is the estimate and we have \$150,000 available. Should be completed by the beginning of next school year. Updated plans should accomplish most of what is wanted; no pedestrian bridge.

**D. Approve Minutes**

Ellen Pfahler made a motion to approve minutes from the Board Meeting on 12-13-16 Board Meeting on 12-13-16.

Andrew Paris seconded the motion.

The board **VOTED** unanimously to approve the motion.

**Roll Call**

Emilie Larew	Aye
Robert Rene	Absent
Susan Ackerman	Aye
Emily Hirsch	Aye
Amanda Campbell	Absent
Deanna Hamilton	Aye
Dara Williams	Aye
Andrew Paris	Aye
Rocky Montz	Aye
Leslie Woolley	Aye

**E. Approve Minutes**

Leslie Woolley made a motion to approve minutes from the Board Meeting on 01-17-17 Board Meeting on 01-17-17.

Rocky Montz seconded the motion.

The board **VOTED** unanimously to approve the motion.

**Roll Call**

Susan Ackerman	Aye
Leslie Woolley	Aye
Rocky Montz	Aye
Ellen Pfahler	Aye
Robert Rene	Absent
Dara Williams	Aye
Emilie Larew	Aye
Deanna Hamilton	Aye
Emily Hirsch	Aye
Andrew Paris	Aye
Amanda Campbell	Absent

**II. Governance**

**A. Update from Culture & Climate Facilitators**

Presentation by Richard Tower and Alan Rasmussen.

Update on progress that the administration, board, faculty, and staff has made.

Quite pleased and proud of the board, faculty and staff as to the progress made.

Significant progress from last update.

Hoping to continue with progress.

Things have improved since 4 months ago. This information is the general consensus about the climate. Communication has improved, people feel heard, people are being given recognition for their jobs. Much progress from a year ago especially with regard to the process. There are some areas where the process needs to be clarified as to who is responsible. Email usage is now proper and appropriate. The more engaged faculty and



staff have a much more positive view as compared to those who are still distancing themselves. So the key moving forward will be how to engage these people. Last year there were some heated issues. With changes made by the administration in working with the staff have eased tensions. But with this sometimes other issues are percolating to the top. Perhaps because of a fear of speaking out. The discussions that the facilitators were very open. The positive part of this is that there was no blame being placed on individuals but rather just bringing things up for discussions without blame. The process of changing culture and climate usually takes about 3 to 5 years but we have made progress.

There were issues raised about fairness. Many people had ideas about positive courses that the school can take to remedy what is perceived as institutional inequity. For instance, new staff members versus seasoned staff members. Students that live here versus the students who have to travel in (students on late buses have to go to the attendance office first, which cuts into more class time). Inequity between faculty and staff. Inequities to people of color. Inequities do exist, some which may exist in the outside world, but they have to be addressed here.

Most of the discussions were still positive and there was no finger pointing. There are strategies that can be put in place to improve perceptions and improve climate. So these things still need to be addressed. They will meet with Dr. Magee to further discuss.

These strategies need to be put into action plans. Across the board, there was an acknowledgement and appreciation of the leadership team in the efforts to be open and solution oriented. Every organization has conflict and it is necessary for growth. The key is managing and addressing the conflict. So Pali is on the right road. We won't get 100% participation but we can work towards close to that and the key is the process. Pali is ahead of where they thought we would be.

Dr. Magee thinks that the faculty and staff see them as part of the school and appreciate their involvement.

## **B. 2017 Board Election Calendar & Updated Policy Recommendations**

## **C. Approval Of Updated Membership for Board Committees**

### **Election Committee**

Deanna Hamilton

Rocky Montz

### **Charter Committee**

Dara Williams

Deanna Hamilton

Rocky Montz

Emilie Larew

Carol Croland

Monica Iannessa

### **Academic Accountability**

Cristina Costa

Dara Williams made a motion to Add the committee members listed for Election, Charter and Academic Accountability.

Susan Ackerman seconded the motion.

The motion did not carry.

Dara Williams made a motion to Add the following members to the respective committees: Election Committee: Deanna Hamilton, Rocky Montz Charter Committee: Dara Williams, Deanna Hamilton, Rocky Montz, Emilie Larew, Carol Croland, Monica Iannessa Academic Accountability: Cristina Costa.

Susan Ackerman seconded the motion.

The board **VOTED** unanimously to approve the motion.

**Roll Call**

Robert Rene	Aye
Emilie Larew	Aye
Susan Ackerman	Aye
Andrew Paris	Aye
Deanna Hamilton	Aye
Rocky Montz	Aye
Dara Williams	Aye
Emily Hirsch	Aye
Ellen Pfahler	Aye
Leslie Woolley	Aye

**III. Academic Excellence**

**A. PCHS School Calendar: 2017-2018 and Beyond - School Start Date for Next 2-3 Years**

Parent survey and faculty and staff surveys sent out.

We also received emails from parents, as seen on page 35 of the materials.

Classified survey is page 36.

Parent Survey by Survey Monkey is page 37

Student survey is page 38

ASB survey - two-thirds of the student wanted the August 14th start date (this is not included in the materials).

Faculty vote was in favor of August 14th and UTLA would have to approve a start date so we would need to negotiate if something other than August 14th.

College Center also supports the earlier start date to be able to get materials out in time for early decision or early action applications and also to get school transcripts out from the first semester.

If we do it for more than just this year it would be August 14th, then August 13th, and then August 12th.

Leslie Woolley made a motion to approve a school calendar to start on August 14th for 2017, August 13th for 2018, and August 12th for 2019, with a 1 week Thanksgiving break, a 3 week winter break, and a 1 week spring break.

Susan Ackerman seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

Emilie Larew	Aye
Deanna Hamilton	Aye
Leslie Woolley	No
Ellen Pfahler	Aye
Robert Rene	Aye
Andrew Paris	Aye
Emily Hirsch	Absent
Rocky Montz	No
Dara Williams	Aye
Susan Ackerman	Aye

**B. CAASPP Analysis Presentation By Academic Accountability Committee**

Every Student Succeeds Act passed in 2016. It replaces No Child Left Behind. This 2016 law requires states to have new measures to measure school success.

Schools are required to develop an accountability system that has more than just a single measure of success.

- Achievement - measuring proficiency
- 4 year cohort graduation rates
- Growth
- ESL progress
- 1 additional indicator for school quality/student success.

California decided to incorporate Federal Standards and align them with the State Plan - Local Control Accountability Plan.

Now the way the state looks at the measures is to see where schools need assistance, as opposed to looking at it from a punitive approach.

Presentation is included in the materials, including the Local Control Funding Formula State Priorities.

State has developed 5 by 5 indicator matrices. Using it the school can tell how it's doing.

One example is the English Learner Indicator, included in the materials. They are a particularly vulnerable population so their progress is an important indicator for schools.

Color codes are the way of telling the school how they are doing. Striving for a green or a blue because that means progress is being made and achievement goals are being reached. So this allows the school to know what to focus resources on.

On the CDE website school information is available. But the website does not have all the data so it won't be available until next month. We are our own school district so we will be able to see how we are doing.

Math test data will be based upon school average and how far the students are from the "met" category.

Much of the data is being gathered from CalPads, a school statewide data system. Monica Iannessa and Pam Magee are working on an integrated data system so that we have a preview of what we expect to see on the statewide data system. They are working with a company to develop the system so that they can get monthly or even weekly data.

Expect to have it in place by the end of the school year. Schoolzilla is the company. Dr. Magee can approve the contract if it falls within her authority, otherwise the Board will need to approve.

Academic Accountability Committee is actually looking at data now in relation to the grading policies.

Ad hoc committee has been formed with Monica Iannessa, Christina Costa, and Stephen Klima and working with Dr. Ngo to analyze the data.

Every teacher completed the survey about their grading policies. UTLA helped to develop the survey.

Emily Hirsch left at 6:58 p.m.

#### **C. Updates/Revisions to Santa Monica College (SMC) and Career Access Pathways (CCAP) Agreement**

Tabled until next month due to corrections and revisions that have been made.

#### **D. Update on Schoolwide Goals**

Dr. Pam Magee presented.

There was a short survey that the staff was asked to complete.

Survey done February 8th.

Responses show an improvement in how people view the school and their job at their school.

Survey is included in the materials.

Very positive responses over all. Mostly at least 80% have a positive view of things.

Also doing mini-surveys done in the surveys embedded in the emails. Parents asked about what time they would like to see meetings for parents.

### **IV. Facilities**

#### **A. Track & Football Field Status - Replacement Plan & Funding Source(s)**

Rocky Montz and Dave Riccardi presented. Rocky went to South Carolina and they have chosen the company that they want to do business with. We have \$400,000. We need \$1.1 million in additional funds for the project.

So are asking for the Board to approve the \$1.5 million to improve the track and field.

Nothing has been signed yet.

Rocky likes the product that the company in South Carolina manufactures. They do other things as well, such as a press box and bleachers.

One thought is to for people to buy bleachers. Dave would like to repair the wood and to put caps on the seating that make it look brand new.

We need to do fundraising. Goal is to get the project done by August 14th. The company First Form has an 8 week time estimate. The stadium would be unavailable over the summer. One of the summer camps that uses space over the summer still wishes to do so and would use the baseball field.

Emily Hirsch inquired as to whether a tarp could be used to protect the stadium if, for instance, the community wanted to use it for the parade and fireworks.

We can still use it for the stage for graduation for Pali and for Paul Revere.

The goal is to get the project through Budget & Finance and then bring it to the Board for final approval.

Ellen Pfahler brought up that we need to figure out how to fundraise and whether we need to do financing through the company.

The consensus is that it needs to be done but the question is how to finance it.

Greg Wood brought up that there are also legal considerations and we may want an attorney to look at the contract.

Board would be required to approve it based upon the amount of the project.

It will be placed on the March Board Meeting Agenda.

## **V. Finance**

### **A. College Readiness Block Grant Budget Approval**

Not ready for the Board to vote.

Documents included in the materials.

Intend on having a spending plan developed and bring it back to the Board hopefully in March.

It will be tentatively put on the March agenda and hopefully the budget will be done by then.

Budget Committee would like to adopt a policy that when we receive a block grant that the Board would create a process where a budget is put together and approved by the Board. And then the Budget Committee would report on what was spent.

Ensure that the grant be spent on onetime things since we can't rely on it yearly.

Want the administration to come up with that budget after stakeholder input and then it would be sent to the Board for a motion to approve it and then it would go to Budget & Finance.

**B. PCHS Accounting Procedures**

Ellen Pfahler made a motion to Approve the policy included in the materials on page 110.

Robert Rene seconded the motion.

The board **VOTED** unanimously to approve the motion.

**Roll Call**

Deanna Hamilton	Aye
Rocky Montz	Aye
Emilie Larew	Aye
Leslie Woolley	Aye
Emily Hirsch	Aye
Susan Ackerman	Aye
Robert Rene	Aye
Dara Williams	Aye
Andrew Paris	Aye
Ellen Pfahler	Aye

**C. 2017-2018 Budget Calendar - Budget and Finance Committee**

Budget Calendar in the materials at page 111.

Meeting to approve Budget will be on Tuesday June 6th.

Ellen Pfahler made a motion to Approve the Budget Calendar on page 111 in the materials.

Deanna Hamilton seconded the motion.

The board **VOTED** unanimously to approve the motion.

**Roll Call**

Leslie Woolley	Aye
Robert Rene	Aye
Emilie Larew	Aye
Dara Williams	Aye
Susan Ackerman	Aye
Deanna Hamilton	Aye
Ellen Pfahler	Aye
Rocky Montz	Aye
Andrew Paris	Aye
Amanda Campbell	Absent
Emily Hirsch	Aye

**D. Completion of Form 700**

Anyone who has not yet signed it need to. Would like to have everyone complete it by March meeting.

Must be signed in blue ink.

It is due by April.

Shelby emailed them to everyone but anyone who is not sure can check with her to make sure they have completed it.

**E. CharterSafe Notification - Potential Withdrawal from JPA**

When we entered into CharterSafe, a consortium of schools, as a two year membership for general liability and workers' compensation insurance. We can opt out if we want to and then we can obtain other offers. But it doesn't mean we have to leave, just that we can opt out. Our broker thinks we should consider opting out just to give Pali the option. Leslie Woolley made a motion to Notify Charter Safe Schools of our potential withdrawal. Dara Williams seconded the motion.

The board **VOTED** unanimously to approve the motion.

**Roll Call**

Dara Williams	Aye
Leslie Woolley	Aye
Deanna Hamilton	Aye
Emilie Larew	Aye
Emily Hirsch	Aye
Ellen Pfahler	Aye
Rocky Montz	Aye
Andrew Paris	Aye
Susan Ackerman	Aye
Amanda Campbell	Absent
Robert Rene	Aye

**VI. Organizational Reports**

**A. Executive Director / Principal (EDP) Report**

Stands as submitted.

**B. Chief Business Officer (CBO) Report**

Report stands as submitted.

Reiterate that LCAP is something that will be approved annually with conjunction with the budget.

**C. Director of Operations Report**

Report stands as submitted.

**D. Human Resources Director (HR) Report**

Report stands as submitted.

**E. Director of Development Report**

Report stands as submitted.

Mike Rawson is working with Greg Wood to fund the field and the track. Naming rights being sold is being looked at. Field, stands, press box. Also outreach to those who permit to use the fields. Selling bricks to the back wall for people to sponsor with their names on it. Grant committee is meeting on Friday morning. Will be looking at possible grants to fund the field and track as well. Then they will also try to start a campaign to finance it as well. Rocky Montz is working on these plans with Mike Rawson. The Booster Club is behind it. At the live auction will include items to finance the auction. Pali needs to go to other schools to reach out to them and make this their school of choice. Also to coordinate fundraising and perhaps ways to lower the costs of certain things, i.e. banners where we could negotiate for a lower cost for buying in bulk. Idea for the outreach for the future to go out to different areas to have meetings in those areas so that we come to the parents. That way those parents feel like they are part of the school. There are 6 different zones where we can go to have these meetings. Working with a graphic designer marketing group because we want to brand our school. Logos were presented.

The Logo is really part of Pali's history and we need to explain to the community what each of the items on it means.

The creature at the top is a mythical sea creature.

8th grade night is planned. Putting together a dynamic program for parents with students coming next year. There will be a general presentation and a pocket folder with information about Pali. Pledge cards will be handed out as well so that people can make a monthly pledge. Those families will get an ambassador card that is good for discounts at local businesses. These funds will go to the Education Foundation.

Robert Rene came up with the idea of the cards.

There will be an explanation as to what the Education Foundation, the Booster Club, and the PTSA fund purpose.

#### **F. Student Report**

Winter Informal. In the gym.

Sportsfest was kind of canceled by the water pipe break and the rain.

Spring sports are starting.

Looking to start a unity month at the school. Each week of the month of March there will be an event sponsored by a club on campus. Looking to promote a positive culture. They are looking for speakers for each event.

#### **G. Parent Report**

Nothing to report.

#### **H. Classified Staff Report**

Nothing to report.

#### **I. Faculty Report**



Karen Perkins wanted Emilie Larew bring up her concerns about thefts on campus. Her personal laptop was stolen from her classroom recently.

## **VII. Board Committees (Stakeholder Board Level Committees)**

### **A. Budget and Finance Committee Report**

Nothing new to report.

### **B. Academic Accountability Committee Report**

Nothing new to report. See Monica Iannessa's report under CAASPP Agenda item.

### **C. Charter Committee Report**

Next meeting is May 3rd.

At the meeting we discussed various areas of the charter that need to be addressed.

Deanna Hamilton and Dara Williams are going to go over the minutes from the last two years to determine if there are other areas that need to be discussed.

### **D. Election Committee Report**

Rocky Montz gave the update. Set the calendar for applications and elections.

Rocky Montz and Rob King will be meeting with the office staff to determine what the school will need to do to run the election.

Looking at ways to contact and register parents and recruiting people to run.

So Board members should try to reach out to others to run. Rob King mentioned that it is up to the current Board to do this.

The requirements to run have been streamlined. There is no longer a need for the video and some other things have been changed.

Emilie brought up that 300 to 400 hundred people have voted in the past couple of years.

Looking to increase that.

Every year we have 6 seats up for election. Classified seat for Andy, Community Seat for Emily, Community seat for Ellen, Faculty seat for Susan, Faculty seat for Amanda, and Parent seat for Dara.

March 1st to March 31st is the application period.

One member of the office staff will be the contact. As soon as we have that contact we can direct people to that person but in the meantime can inquire of Dr. Magee, Rocky Montz, or any of the current Board members.

### **E. Post-Retirement Healthcare Benefits Committee Report**

At the last meeting we discussed that LAUSD may only provide Kaiser at no cost to retirees. So the committee is looking into that. The committee is discussing the

Medicare Gap coverage offered by our current insurer and is also going to get a proposal

from another insurer regarding the Medicare Gap and other coverage for current and retired employees.

The next meeting is March 7th at 4:30 p.m. in the faculty cafeteria.

### VIII. Board Committees (Board Members Only)

#### A. Audit Committee

Nothing to report.

#### B. Survey Committee

Emilie Larew is on the committee. Andy Parish volunteered to be on the committee.

#### C. Grade Appeal Committee

No updates to report.

### IX. Consent Agenda

#### A. Approval of Reimbursements for Executive Director / Principal

Robert Rene made a motion to Approve the Consent Agenda as submitted.

Leslie Woolley seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### Roll Call

Andrew Paris	Aye
Ellen Pfahler	Aye
Dara Williams	Aye
Amanda Campbell	Absent
Emilie Larew	Aye
Deanna Hamilton	Aye
Robert Rene	Aye
Susan Ackerman	Absent
Emily Hirsch	Absent
Rocky Montz	Aye
Leslie Woolley	Aye

#### B. Approval of Field Trips

See above vote regarding the Consent Agenda.

### X. Closed Session

#### A. Conference with Legal Counsel: Anticipated Litigation

Went into Closed Session at 8:11 p.m.

#### B. Conference with Legal Counsel: Existing Litigation

#### C.

## **Public Employee Discipline/Dismissal/Release**

### **XI. Open Session**

#### **A. Return to Open Session**

Back into open session at 8:41.

#### **B. Report Out on Action Taken In Closed Session, If Any.**

No reportable action was taken.

### **XII. 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 8:41 PM.

Respectfully Submitted,  
Emilie Larew

## Coversheet

### Updates/Revisions to Santa Monica College and Career Access Pathways (CCAP) Agreement

**Section:** II. Academic Excellence  
**Item:** B. Updates/Revisions to Santa Monica College and Career Access Pathways (CCAP) Agreement

**Purpose:** FYI

**Submitted by:**

**Related Material:**

II\_B\_1\_APPROVED CCAP Parthways Partnership Agreement- SMC and Palisades- 2016-2019.pdf

II\_B\_2\_Proposed Acad Excellence\_Aproved\_CCAP Agreement PROPOSED REVISIONS2 \_SMC\_Palisades AB 288.pdf

**COLLEGE AND CAREER ACCESS PATHWAYS  
A DUAL ENROLLMENT PARTNERSHIP AGREEMENT  
2016-2019**

This is a College and Career Access Pathway Partnership Agreement (CCAP) hereinafter known as “Agreement” between Santa Monica College District (SMC) hereinafter known as “COLLEGE” and Palisades Charter High School hereinafter known as “SCHOOL DISTRICT”.

WHEREAS, the mission of the COLLEGE includes providing educational programs and services that are responsive to the needs of the students and communities within the Santa Monica College District; and

WHEREAS, students who complete college credit while enrolled in high school are more likely to earn high school diplomas, to enroll in community colleges and four-year colleges, to attend post-secondary education on a full-time basis, and to complete degrees in those institutions than students without these experiences; and

WHEREAS, COLLEGE and SCHOOL DISTRICT desire to enter into this CCAP Agreement for the purpose of offering or expanding dual enrollment opportunities, consistent with the provisions of AB 288, for high school students “who may not already be college bound or who are underrepresented in higher education with the goal of developing seamless pathways from high school to community college for career technical education or preparation for transfer improving high school graduation rates, and assisting high school pupils to achieve college and career readiness” Sec. 2 (a) and “underachieving students, those from groups underrepresented in postsecondary education, those who are seeking advanced studies while in high school, and those seeking a career technical education credential or certificate.” Sec. 1 (d)

WHEREAS, instruction will comply with the student selection standards, curriculum guidelines, recommendations and procedures promulgated by applicable law, the California Community College Chancellor’s Office and COLLEGE;

WHEREAS, participation in the CCAP Agreement is consistent with the core mission of the community colleges pursuant to Section 66010.4, and that pupils participating in a CCAP Agreement will not lead to enrollment displacement of otherwise eligible adults in the community college; Sec. 2 (k)(3)

NOW THEREFORE, the COLLEGE and SCHOOL DISTRICT agree as follows:

**1. TERM OF AGREEMENT**

- 1.1 The term of this CCAP Agreement shall be for three year beginning on August 29, 2016 and ending on June 30, 2019, and requires renewal every three years by July 1, unless otherwise terminated in accordance with Section 19 of this Agreement.

---

*Note: All referenced Sections from AB 288 (Education Code § 76004)*

**1 | Page**

- 1.2 This CCAP Agreement outlines the terms of the Agreement. The CCAP Agreement Appendix shall specify additional detail regarding, but not be limited to, the total number of high school students to be served and the total number of full-time equivalent students projected to be claimed by the community college district for those students; the scope, nature, time, location, and listing of community college courses to be offered; and criteria to assess the ability of pupils to benefit from those courses. The CCAP Agreement Appendix shall also establish protocols for information sharing in compliance with all applicable state and federal privacy laws, joint facilities use, and parental consent for high school pupils to enroll in community college courses. Sec. 2 (c)(1)
- 1.3 The CCAP Agreement Appendix shall identify a point of contact for the participating community college district and school district partner. Sec. 2 (c)(2)
- 1.4 A copy of the COLLEGE AND SCHOOL DISTRICT CCAP Agreement shall be filed with the office of the Chancellor of the California Community Colleges and with the department [California Department of Education] before the start of the CCAP partnership. Sec. 2 (c)(3)
- 1.5 The governing board of each district, at a subsequent open public meeting of that board, shall take comments from the public and approve or disapprove the proposed agreement.
- 1.6 COLLEGE and SCHOOL DISTRICT shall ensure that two public (informational and adoption) meetings are held in the review and approval of this CCAP Agreement. Sec. 2 (b)

## **2. COMMUNITY COLLEGE DISTRICTS AUTHORIZING THE CCAP PARTNERSHIPS WITH SCHOOL DISTRICTS DEFINITIONS**

- 2.1 CCAP Agreement Courses - Courses offered as part of this CCAP Agreement shall be community college courses acceptable towards a career technical education credential or certificate, or preparation for transfer, or appropriate to improve high school graduation rates or help high school pupils achieve college and career readiness. All community college courses offered at the SCHOOL DISTRICT have been approved in accordance with the policies and guidelines of SMC and applicable law. Sec. 2 (a)
- 2.2 Consistent with AB 288, this CCAP Agreement may include “underachieving students, those from groups underrepresented in postsecondary education, those who are seeking advanced studies while in high school, and those seeking a career technical education credential or certificate.” Sec. 1 (d)
- 2.3 High school pupils enrolled in a course offered through a CCAP partnership shall not be assessed any fee that is prohibited by Section 49011.

*Note: All referenced Sections from AB 288 (Education Code § 76004)*

**2 | Page**

### 3. **STUDENT ELIGIBILITY, SELECTION AND ENROLLMENT, ADMISSION, REGISTRATION, MINIMUM SCHOOL DAY**

- 3.1 **Student Eligibility** - Students who “may not already be college bound or who are underrepresented in higher education, with the goal of developing seamless pathways from high school to community college for career technical education or preparation for transfer, improving high school graduation rates, and assisting high school pupils to achieve college and career readiness” Sec. 2 (a) and “underachieving students, those from groups underrepresented in postsecondary education, those who are seeking advanced studies while in high school, and those seeking a career technical education credential or certificate.” Sec. 1 (d)
- 3.2 **Student Selection and Enrollment** - Enrollment shall be open to all eligible students as part of the CCAP Agreement who have been admitted to the COLLEGE and who meet all applicable prerequisites. Student selection criteria may be further specified in the CCAP Agreement Appendix. Applicable prerequisite courses, training, or experience and standards required as preparation for courses offered through the CCAP Agreement will be determined by COLLEGE and shall be in compliance with applicable law and SMC standards and policies.
- 3.3 **College Admission and Registration** - Procedures for students participating in the CCAP Agreement shall be governed by the COLLEGE and shall be in compliance with the admissions and registration guidelines set forth in applicable law and SMC policy.
- 3.4 **Student Records** – It is the responsibility of the student to follow the COLLEGE process when requesting an official COLLEGE transcript for grade submission to the SCHOOL DISTRICT unless otherwise specified in the Appendix.
- 3.5 **Priority Enrollment** - A COLLEGE participating in this CCAP Agreement may assign priority course registration to a pupil seeking to enroll in a community college course that is required for the pupil’s CCAP partnership program that is equivalent to the priority assigned to a pupil attending middle college high school as described in Section 11300 and consistent with middle college high school provisions in Section 76001. Sec. 2 (3)(g)
- 3.6 As part of a CCAP Agreement, a participating community college district shall not provide physical education course opportunities to high school students or any other course opportunities that do not assist in the attainment of the goals associated with career technical education or preparation for transfer, improving high school graduation rates, or helping high school students achieve career and college readiness. Sec. 2 (d)
- 3.7 Students participating in a CCAP Agreement may enroll in up to a maximum of 15 units per term per conditions specified in AB 288, Sec. 2 (p)(1)(2)(3).

*Note: All referenced Sections from AB 288 (Education Code § 76004)*

**3** | Page

Specifically, the units must constitute no more than four community college courses per term and be part of an academic program that is part of the Agreement designed to award students with both a high school diploma and an associate degree or certificate or a credential.

- 3.8 Minimum School Day - The SCHOOL DISTRICT shall certify that it shall teach SCHOOL DISTRICT students participating as part of a CCAP Agreement no less than the number of instructional minutes required to complete a minimum school day pursuant to Education Code §§ 46141 and 46142.

#### **4. COLLEGE APPLICATION PROCEDURE**

- 4.1 The COLLEGE will be responsible for processing student applications.
- 4.2 The COLLEGE will provide the necessary admission and registration forms and procedures and both COLLEGE and SCHOOL DISTRICT will jointly ensure that each applicant accepted has met all the enrollment requirements.
- 4.3 The SCHOOL DISTRICT agrees to assist COLLEGE in the admission and registration of SCHOOL DISTRICT students as may be necessary and requested by COLLEGE.

#### **5. PARTICIPATING STUDENTS**

- 5.1 A high school student enrolled in a course offered through a CCAP Agreement shall not be assessed any fee that is prohibited by Education Code Section 49011. See also Sec. 2 (f)(q). The governing board of a community college district participating in a CCAP partnership agreement established pursuant to this article shall exempt special part-time students described in subdivision (p) from the fee requirements in Sections 76060.5, 76140, 76223, 76300, 76350, and 79121.
- 5.2 The total cost of books and instructional materials for SCHOOL DISTRICT students who enroll in a COLLEGE course offered as part of this CCAP Agreement will be specified in the Appendix to this Agreement. Costs will be borne by SCHOOL DISTRICT.
- 5.3 Both COLLEGE and SCHOOL DISTRICT will insure that ancillary and support services are provided for students (e.g. Counseling and Guidance, Placement Assistance, Assessment, and Tutoring).

#### **6. CCAP AGREEMENT COURSES**

- 6.1 A COLLEGE may limit enrollment in a community college course solely to eligible high school students if the course is offered at a high school campus during the regular school day and the community college course is offered pursuant to a CCAP Agreement. Sec. 2 (o)(1)



- 6.2 The COLLEGE is responsible for all courses and educational programs offered as part of CCAP Agreement regardless of whether the course and educational program is offered on site at the SCHOOL DISTRICT or at the COLLEGE.
- 6.3 The scope, nature, time, location, and listing of courses offered by a COLLEGE shall be determined by COLLEGE with the approval of the Governing Board and will be recorded in the Appendix to this Agreement. Sec. 2 (c)(1)
- 6.4 Courses offered as part of a CCAP Agreement either at the COLLEGE or SCHOOL DISTRICT shall be jointly reviewed and approved.
- 6.5 Courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be of the same quality and rigor as those offered on COLLEGE campus and shall be in compliance with SMC academic standards.
- 6.6 Courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be listed in the COLLEGE catalog with the same department designations, course descriptions, numbers, titles, and credits Courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall adhere to the official course outline of record and the student learning outcomes established by the associated COLLEGE academic department.
- 6.7 Courses offered as part of this CCAP Agreement and taught by SCHOOL DISTRICT instructor are part of an approved Instructional Service Agreement as required by SMC Business Procedure.
- 6.8 Courses offered as part of this CCAP Agreement will comply with all applicable regulations, policies, procedures, prerequisites and standards applicable to the COLLEGE as well as any corresponding policies, practices, and requirements of the SCHOOL DISTRICT. In the event of a conflict between the COLLEGE course related regulations, policies, procedures, prerequisites and standards and SCHOOL DISTRICT policies, practices and requirements, the COLLEGE regulations, policies, procedures, prerequisites, and standards, shall prevail.
- 6.9 A student's withdrawal prior to completion of a course offered as part of this CCAP Agreement shall be in accordance with COLLEGE guidelines, policies, pertinent statutes and regulations.
- 6.10 Supervision and evaluation of students enrolled in courses offered as part of this CCAP Agreement shall be in accordance with SMC guidelines, policies, pertinent statutes, and regulations.
- 6.11 COLLEGE has the sole right to control and direct the instructional activities of all instructors, including those who are SCHOOL DISTRICT employees.
- 6.12 This CCAP Agreement certifies that any remedial course taught by community college faculty at a partnering high school campus shall be offered only to high

*Note: All referenced Sections from AB 288 (Education Code § 76004)*

5 | Page

school students who do not meet their grade level standard in math, English, or both on an interim assessment in grade 10 or 11, as determined by the partnering SCHOOL DISTRICT, and shall involve collaborative effort between the SCHOOL DISTRICT and the COLLEGE faculty to deliver an innovative remediation course as an intervention in the student's junior or senior year to ensure the student is prepared for college-level work upon graduation. Sec. 2 (n)

- 6.13 Degree and certificate programs that are included in the CCAP agreement must have been approved by the California Community College Chancellor's Office and course that make up the programs must be part of the approved programs, or the college must have received delegated authority to separately approve those courses locally.

## 7. INSTRUCTOR(S)

- 7.1 All instructors teaching COLLEGE courses offered as part of this CCAP Agreement must meet the minimum qualifications for instruction in a California community college as set forth in Title 5 California Code of Regulations, Sections 53410 and 58060 or as amended and be hired by the COLLEGE.
- 7.2 The CCAP Agreement Appendix shall specify which participating SCHOOL DISTRICT or COLLEGE will be the employer of record for purposes of assignment monitoring and reporting to the county office of education. Sec. 2 (m)(1)
- 7.3 This CCAP Agreement specifies the SCHOOL DISTRICT will assume reporting responsibilities pursuant to applicable federal teacher quality mandates. Sec. 2 (m)(2)
- 7.4 Instructors who teach COLLEGE courses offered as part of this CCAP Agreement must provide the supervision and control reasonably necessary for the protection of the health and safety of students and may not have any other assigned duty during the instructional activity.
- 7.5 Instructors who teach COLLEGE courses shall comply with the fingerprinting requirements set forth in Ed Code § 45125 or as amended and the tuberculosis testing and risk assessment requirements of California Health and Safety Code § 121525 or as amended. In addition to any other prohibition or provision, no person who has been convicted of a violent or serious felony shall be eligible to teach any courses offered as part of this CCAP Agreement or otherwise provide services on a SCHOOL DISTRICT site.
- 7.6 Prior to teaching, faculty provided by the SCHOOL DISTRICT shall receive discipline-specific training and orientation from COLLEGE regarding, but not limited to, course curriculum, assessment criteria, pedagogy, course philosophy, testing and grading procedures record keeping, and other instructional

responsibilities. Said training shall be approved by and provided by the COLLEGE.

- 7.7 Faculty provided by the SCHOOL DISTRICT will participate in professional development activities sponsored by the COLLEGE as required by the terms and condition of the contract and shall be encouraged to participate in ongoing collegial interaction to include, but not limited address course content, course delivery, assessment, evaluation, and/or research and development in the field.
- 7.8 Faculty performance shall be evaluated by the COLLEGE using the adopted evaluation process and standards for faculty of the COLLEGE, subject to the approval of SMC.
- 7.9 The COLLEGE may select instructors from SCHOOL DISTRICT personnel. SCHOOL DISTRICT personnel selected to be instructors remain employees of the SCHOOL DISTRICT, subject to the authority of the SCHOOL DISTRICT, but will also be subject to the authority of SMC specifically with regard to their duties as instructors.

**8. ASSESSMENT OF LEARNING AND CONDUCT**

- 8.1 Students enrolled in COLLEGE courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be held to the same standards of achievement as students in courses taught on the COLLEGE campus.
- 8.2 Students enrolled in COLLEGE courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be held to the same grading standards as those expected of students in courses taught on the COLLEGE campus.
- 8.3 Students enrolled in COLLEGE courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be assessed using the same methods (e.g., papers, portfolios, quizzes, labs, etc.) as students in courses taught on the COLLEGE campus.
- 8.4 Students enrolled in COLLEGE courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be held to the same behavioral standards as those expected of students in courses taught on the COLLEGE campus.

**9. LIAISON AND COORDINATION OF RESPONSIBILITIES**

- 9.1 The COLLEGE shall appoint an educational administrator, to be specified in the Appendix to this CCAP Agreement, who will serve as point of contact to facilitate coordination and cooperation between COLLEGE and SCHOOL DISTRICT in conformity with SMC policies and standards. Sec. 2 (c)(2)
- 9.2 The SCHOOL DISTRICT shall appoint an educational administrator, to be specified in the Appendix to this CCAP Agreement, who will serve as point of

*Note: All referenced Sections from AB 288 (Education Code § 76004)*

contact to facilitate coordination and cooperation between SCHOOL DISTRICT and COLLEGE in conformity with SCHOOL DISTRICT policies and standards. Sec. 2 (c)(2)

- 9.3 The SCHOOL DISTRICT's personnel will perform services specified in 9.4 as part of their regular assignment. SCHOOL DISTRICT personnel performing these services will be employees of SCHOOL DISTRICT, subject to the authority of SCHOOL DISTRICT, but will also be subject to the direction of COLLEGE, specifically with regard to their duties pertaining to the COLLEGE courses.
- 9.4 This CCAP Agreement requires an annual report as specified in the Appendix, to the office of the Chancellor of the California Community Colleges by each participating COLLEGE and SCHOOL DISTRICT on all the following information: Sec. 2 (t)(1)(A-D)
- The total number of high school students by school site enrolled in each partnership, aggregated by gender and ethnicity, and reported in compliance with all applicable state and federal privacy laws. Sec. 2 (t)(1)(A)
  - The total number of community college courses by course category and type and by school site enrolled in by CCAP partnership participants. Sec. 2 (t)(1)(B)
  - The total number and percentage of successful course completions, by course category and type and by school site, of CCAP partnership participants. Sec. 2 (t)(1)(C)
  - The total number of full-time equivalent students generated by CCAP partnership community college district participants. Sec. 2 (t)(1)(D)

## 10. APPORTIONMENT

- 10.1 SMC shall include the students enrolled in a CCAP Agreement course in its report of full-time equivalent students (FTES) for purposes of receiving state apportionments when the course(s) complies with current requirements for dual enrollment under applicable California law.
- 10.2 For purposes of allowances and apportionments from Section B of the State School Fund, a community college district conducting a closed course on a high school campus shall be credited with those units of full-time equivalent students attributable to the attendance of eligible high school pupils. Sec. 2 (o)(2)
- 10.3 SMC shall not receive a state allowance or apportionment for an instructional activity for which the partnering district has been, or shall be, paid an allowance or apportionment. Sec. 2 (r)

*Note: All referenced Sections from AB 288 (Education Code § 76004)*

8 | Page

- 10.4 The attendance of a high school pupil at a community college as a special part-time or full-time student pursuant to this section is authorized attendance for which the community college shall be credited or reimbursed pursuant to Section 48802 or 76002, provided that no school district has received reimbursement for the same instructional activity. Sec. 2 (s)

Standard FTES computation rules, support documentation, Course selection tabulations, and record retention requirement continue to apply, including as prescribed by Cal. Code Regs. and tit.5.

## 11. CERTIFICATIONS

- 11.1 The SCHOOL DISTRICT certifies that the direct education costs of the courses offered as part of this CCAP Agreement are not being fully funded through other sources.
- 11.2 SMC certifies that it has not received full compensation for the direct education costs for the conduct of the courses offered as part of this CCAP Agreement from other sources.
- 11.3 The SCHOOL DISTRICT agrees and acknowledges that SMC will claim apportionment for the SCHOOL DISTRICT students enrolled in community college course(s) under this CCAP Agreement.
- 11.4 This CCAP Agreement certifies that any COLLEGE instructor teaching a course on a SCHOOL DISTRICT campus has not been convicted of any sex offense as defined in Ed Code § 87010 or as amended, or any controlled substance offense as defined in Ed Code § 87011 or as amended. Sec. 2 (h)
- 11.5 This CCAP Agreement certifies that any community college instructor teaching a course at the partnering high school campus has not displaced or resulted in the termination of an existing high school teacher teaching the same course on that high school campus. Sec. 2 (i)
- 11.6 This CCAP Agreement certifies that a qualified high school teacher teaching a course offered for college credit at a high school campus has not displaced or resulted in the termination of an existing community college faculty member teaching the same course at the partnering community college campus. Sec. 2 (j)
- 11.7 The COLLEGE certifies that:
- A community college course offered for college credit at the participating SCHOOL DISTRICT does not reduce access to the same course offered at the partnering COLLEGE. Sec. 2 (k)(1)
  - A community college course that is oversubscribed of has a waiting list shall not be offered or included in this Agreement. Sec. 2 (k)(2)

*Note: All referenced Sections from AB 288 (Education Code § 76004)*

9 | Page

- The Agreement is consistent with the core mission of the COLLEGE pursuant to Section 66010.4, and that students participating in this Agreement will not lead displacement of otherwise eligible adults at the COLLEGE. Sec. 2 (k)(3)

11.8 This Agreement certifies that the SCHOOL DISTRICT and COLLEGE comply with local collective bargaining agreements and all state and federal reporting requirements regarding the qualifications of the teacher or faculty member teaching a CCAP Agreement course offered for high school credit. Sec. 2 (l)

## **12. PROGRAM IMPROVEMENT**

12.1 The COLLEGE and the SCHOOL DISTRICT may annually conduct surveys of participating SCHOOL DISTRICT pupils, instructors, principals, and guidance counselors for the purpose of informing practice, making adjustments, and improving the quality of courses offered as part of this CCAP Agreement.

## **13. RECORDS**

13.1 Permanent records of student attendance, grades and achievement will be maintained by SCHOOL DISTRICT for SCHOOL DISTRICT students who enroll in a course(s) offered as part of this CCAP Agreement. Permanent records of student enrollment, grades and achievement for COLLEGE students shall be maintained by COLLEGE.

13.2 Each party shall maintain records pertaining to this CCAP Agreement as may be required by federal and state law. Each party may review and obtain a copy of the other party's pertinent records subject to federal and state privacy statutes.

## **14. CCAP AGREEMENT DATA MATCH AND REPORTING**

- a. COLLEGE and SCHOOL DISTRICT shall ensure operational protocols consistent with the collection of participating student data and the timely submission of the data.
- b. COLLEGE shall report all program and participating student data to the office of the Chancellor of the California Community Colleges.

## **15. PRIVACY OF STUDENT RECORDS**

- a. COLLEGE and SCHOOL DISTRICT understand and agree that education records of students enrolled in the CCAP course and personally identifiable information contained in those educational records are subject to the Family Educational Rights and Privacy Act (FERPA) 20 U.S.C. § 1232g; 34 C.F.R. Part 99, including the disclosure provisions of § 99.30 and state law as set forth in Education Code §§ 49064 and 49076). COLLEGE and SCHOOL DISTRICT agree to hold all

*Note: All referenced Sections from AB 288 (Education Code § 76004)*

**10 |**

Page

student education records generated pursuant to this CCAP Agreement in strict confidence, and further agrees not to re-disclose such records except as authorized by applicable law or regulation or by the parent or guardian's prior written consent. (34 C.F.R. § 99.33 (a), (b); 34 C.F.R. § 99.34(b) and Education Code §§ 49064 and 49076.)

- b. **Limitation on Use.** COLLEGE and SCHOOL DISTRICT shall use each student education record that he or she may receive pursuant to this CCAP Agreement solely for a purpose(s) consistent with his or her authority to access that information pursuant to Federal and State law, as may be as applicable. (34 C.F.R. § 99.31, 34 C.F.R. § 99.34, and Education Code § 49076.)
- c. **Recordkeeping Requirements.** COLLEGE and SCHOOL DISTRICT shall comply with the requirements governing maintenance of records of each request for access to and each disclosure of, student education records set forth under Title 34, Code of Federal Regulations § 99.32 and under Education Code § 49064 as applicable.
- d. **Acknowledgement of Receipt of Notice of FERPA Regulations.** By signature of its authorized representative or agent on this Agreement, COLLEGE and SCHOOL DISTRICT hereby acknowledges that it has been provided with the notice required under 34 C.F.R. § 99.33(d) that it is strictly prohibited from re-disclosing student education records to any other person or entity except as authorized by applicable law or regulation or by the parent or guardian's prior written consent.

## 16. REIMBURSEMENT

- 16.1 The financial arrangements implied herein may be adjusted annually by a duly adopted written Appendix to this CCAP Agreement.

## 17. FACILITIES

- 17.1 The SCHOOL DISTRICT will provide adequate classroom space at its facilities, or other mutually agreed upon location, to conduct the instruction and do so without charge to SMC or students. SCHOOL DISTRICT agrees to clean, maintain, and safeguard SCHOOL DISTRICT's premises. SCHOOL DISTRICT warrants that its facilities are safe and compliant with all applicable building, fire, and safety codes.
- 17.2 The SCHOOL DISTRICT will furnish, at its own expense, all course materials, specialized equipment, books and other necessary equipment for all SCHOOL DISTRICT students. The parties understand that such equipment and materials are SCHOOL DISTRICT's sole property. The instructor shall determine the type, make, and model of all equipment, books and materials to be used during each

*Note: All referenced Sections from AB 288 (Education Code § 76004)*

11 |

Page

course offered as part of this CCAP Agreement. SCHOOL DISTRICT understands that no equipment or materials fee may be charged to students except as may be provided for by Education Code 49011.

- 17.3 The COLLEGE facilities may be used subject to mutually agreement by the parties as expressed in the Appendix to this Agreement.

## 18. INDEMNIFICATION

- 18.1 The SCHOOL DISTRICT agrees to and shall indemnify, save and hold harmless the COLLEGE and its governing board, officers, employees, administrators, independent contractors, subcontractors, agents and other representatives from any and all claims, demands, liabilities, costs, expenses, damages, causes of action, losses, and judgments, arising out of SCHOOL DISTRICT's performance of this Agreement. The obligation to indemnify shall extend to all claims and losses that arise from the negligence of the SCHOOL DISTRICT, its officers, employees, independent contractors, subcontractors, agents and other representatives.
- 18.2 The SMC agrees to and shall indemnify, save and hold harmless the SCHOOL DISTRICT and its governing board, officers, employees, administrators, independent contractors, subcontractors, agents and other representatives from any and all claims, demands, liabilities, costs, expenses, damages, causes of action, losses, and judgments, arising out of SMC and COLLEGE'S performance of this Agreement. The obligation to indemnify shall extend to all claims and losses that arise from the negligence of the SMC and COLLEGE its officers, employees, independent contractors, subcontractors, agents and other representatives.

## 19. INSURANCE

- 19.1 The SCHOOL DISTRICT, in order to protect SMC, its agents, employees and officers against claims and liability for death, injury, loss and damage arising out of or in any manner connected with the performance and operation of the terms of this agreement, shall secure and maintain in force during the entire term of this agreement, insurance coverage or an approved program of self-insurance in the amount of not less than ONE MILLION DOLLARS (\$1,000,000) per incident, and property damage insurance of not less than ONE HUNDRED THOUSAND DOLLARS (\$100,000) per accident with an admitted California insurer duly licensed to engage in the business of insurance in the State of California, or public entity risk management Joint Powers Authority, authorized to provide public liability and property damage insurance in the state of California. Said policy of insurance, insurance coverage through a public entity risk management JPA or program of self-insurance shall expressly name the COLLEGE, its agents, employees and officers as an additional insured for the purposes of this

*Note: All referenced Sections from AB 288 (Education Code § 76004)*

12 |

Page



Agreement. A certificate of insurance including such endorsement shall be furnished to the COLLEGE.

19.2 For the purpose of Workers' Compensation, SCHOOL DISTRICT shall be the "primary employer" for all its personnel who perform services as instructors and support staff. SCHOOL DISTRICT shall be solely responsible for processing, investigating, defending, and paying all workers' compensation claims by their respective SCHOOL DISTRICT personnel made in connection with performing services and receiving instruction under this Agreement. SCHOOL DISTRICT agrees to hold harmless, indemnify, and defend SMC, its directors, officers, agents, and employees from any liability resulting from its failure to process, investigate, defend, or pay any workers' compensation claims by SCHOOL DISTRICT personnel connected with providing services under this Agreement. SCHOOL DISTRICT is not responsible for non-School District personnel who may serve as instructors or students who are not affiliated with the SCHOOL DISTRICT.

## **20. NON-DISCRIMINATION**

20.1 Neither the SCHOOL DISTRICT nor the COLLEGE shall discriminate on the basis of race or ethnicity, gender, nationality, physical or mental disability, sexual orientation, religion, or any other protected class under California State or federal law.

## **21. TERMINATION**

21.1 Either party may terminate this Agreement by giving written notice specifying the effective date and scope of such termination. The termination notice must be presented by January 15 for the following fall semester and by September 1 for the following spring semester. Written notice of termination of this Agreement shall be addressed to the responsible person listed in the CCAP agreement.

21.2 This CCAP Agreement sets forth the entire agreement between the Parties relating to the subject matter of this CCAP Agreement. All agreements or representations, express or implied, oral or written, of the Parties with regard to the subject matter hereof are incorporated into this Agreement.

## **22. MODIFICATION AND AMENDMENT**

22.1 No modifications or amendments of any of the terms or provisions of this CCAP Agreement shall be binding unless made in writing and signed by the Parties.

## **23. GOVERNING LAWS**

23.1 This agreement shall be interpreted according to the laws of the State of California.

*Note: All referenced Sections from AB 288 (Education Code § 76004)*

**13 |**

Page

**24. COMMUNITY COLLEGE DISTRICT BOUNDARIES**

24.1 For locations outside the geographical boundaries of SMC, COLLEGE will comply with the requirements of Title 5 of the California Code of Regulations, Sections 53000 et seq. or as amended, concerning approval by adjoining high school or community college districts and use of non-district facilities.

**25. SEVERABILITY**

25.1 This CCAP Agreement shall be considered severable, such that if any provision or part of the CCAP Agreement is ever held invalid under any law or ruling, that provision or part of the CCAP Agreement shall remain in force and effect to the extent allowed by law, and all other provisions or parts shall remain in full force and effect.

**26. COUNTERPARTS**

26.1 This CCAP Agreement may be executed by the parties in separate counterparts, each of which when so executed and delivered shall be an original, but all such counterparts shall together constitute one and the same instrument.

Executed on October 18, 2016

By: Emilie Lawe, Board Chair  
SCHOOL DISTRICT

By: Louise Jaffe  
SANTA MONICA COLLEGE DISTRICT

**Santa Monica College District Board Meetings:**

- (a) Information Board Meeting Date: August 2, 2016
- (b) Public Comment Board Meeting Date: September 6, 2016

**School District Board Meetings:**

- (a) Information Board Meeting Date: September 20, 2016
- (b) Public Comment Board Meeting Date: October 18, 2016

*Note: All referenced Sections from AB 288 (Education Code § 76004)*

## APPENDIX

### COLLEGE AND CAREER ACCESS PATHWAYS (CCAP) A DUAL ENROLLMENT PARTNERSHIP AGREEMENT

WHEREAS, the COLLEGE and the SCHOOL DISTRICT agree to record COLLEGE and SCHOOL DISTRICT specific components of the CCAP Agreement using the Appendix for purposes of addressing mandated reporting requirements to include, but not limited to, the total number of high school students to be served and the total number of full-time equivalent students projected to be claimed by the community college district for those students; the scope, nature, time, location, and listing of community college courses to be offered; and criteria to assess the ability of pupils to benefit from those courses; and Sec. 2 (c)(1)

WHEREAS, the CCAP Agreement Appendix shall also be used to record protocols for information sharing in compliance with all applicable state and federal privacy laws, joint facilities use, and parental consent for high school pupils to enroll in community college courses; and Sec. 2 (c)(1)

NOW THEREFORE the COLLEGE and SCHOOL DISTRICT agree as follows:

#### 1. COLLEGE AND SCHOOL DISTRICT POINT OF CONTACT

LOCATION	NAME AND TITLE	TELEPHONE	EMAIL
College:	Maral Hyeler, Director Instructional Services	310-434-3551	hyeler_maral@smc.edu
School District:	Jeff Hartman, Assistant Principal	310-230-7224	jhartman@palihigh.org

#### 2. CCAP AGREEMENT EDUCATIONAL PROGRAM(S) AND COURSE(S)

- a. COLLEGE is responsible for all educational program(s) and course(s) and offered as part of this CCAP Agreement whether the educational program(s) and course(s) are offered at the SCHOOL DISTRICT or the COLLEGE.

*Note: All referenced Sections from AB 288 (Education Code § 76004)*

Page

15 |

3. **CCAP AGREEMENT PROGRAM YEAR FALL 2016-SPRING 2017** - college has identified the following: program year, educational program(s) and course(s) to be offered at the said date, time and location; the total number of students to be served and projected FTES; and the instructor and employer of record.

PROGRAM YEAR: 2016-2017 COLLEGE: Santa Monica College

SCHOOL DISTRICT: Palisades Charter High School

EDUCATIONAL PROGRAM: Media Studies and Journalism

TOTAL NUMBER OF STUDENTS TO BE SERVED: 50 per semester TOTAL PROJECTED FTES: 10.56

COURSE NAME	COURSE NUMBER	TERM	TIME	DAYS/ HOURS	INSTRUCTOR	EMPLOYER OF RECORD	LOCATION
Survey of Mass Media Communication	Media 1	Fall	12:20-1:50PM	T, Th	Saxon, Lisa	X CC <input type="checkbox"/> HS	<input type="checkbox"/> CC X HS
Media, Gender, Race	Media 10	Spring	12:20-1:50PM	T, Th	Saxon, Lisa	X CC <input type="checkbox"/> HS	<input type="checkbox"/> CC X HS
Editing	Journalism 3	Spring	TBD	TBD	Saxon, Lisa	<input type="checkbox"/> CC X HS	<input type="checkbox"/> CC X HS
Editing the Campus New Paper	Journalism 17	Spring	TBD	TBD	Saxon, Lisa	<input type="checkbox"/> CC X HS	<input type="checkbox"/> CC X HS
Introduction to Photography	Photo 1	Spring	TBD	TBD	Staff	<input type="checkbox"/> CC X HS	<input type="checkbox"/> CC X HS

EDUCATIONAL PROGRAM: Computer Science

TOTAL NUMBER OF STUDENTS TO BE SERVED: 30 per semester TOTAL PROJECTED FTES: 6.22

COURSE NAME	COURSE NUMBER	TERM	TIME	DAYS/ HOURS	INSTRUCTOR	EMPLOYER OF RECORD	LOCATION
Introduction to Computer Science	CS 3	Fall/Spring	2:13-3:33PM	T, Th	Marchard, Ken	X CC <input type="checkbox"/> HS	<input type="checkbox"/> CC X HS
Visual Basic Programming	CS 15	Spring	2:13-3:33PM	T, Th	Staff	X CC <input type="checkbox"/> HS	<input type="checkbox"/> CC X HS

Note: All referenced Sections from AB 288 (Education Code 76004)

EDUCATIONAL PROGRAM: Graphic Design

TOTAL NUMBER OF STUDENTS TO BE SERVED: 35 per semester							TOTAL PROJECTED FTES: 11.79	
COURSE NAME	COURSE NUMBER	TERM	TIME	DAYS/HOURS	INSTRUCTOR	EMPLOYER OF RECORD	LOCATION	
Introduction to Graphic Design Applications	Gr Des 18	Fall	12:24-1:44PM	M, W	Mashihi, Karineh	X CC <input type="checkbox"/> HS	<input type="checkbox"/> CC	X HS
Digital Imaging for Design	Gr Des 64	Spring	12:24-1:44PM	M, W	Mashihi, Karineh	X CC <input type="checkbox"/> HS	<input type="checkbox"/> CC	X HS

**Required:** Describe the criteria used to assess the ability of pupils to benefit from the course(s) offered (Sec. 2 (c)(1)):

SCHOOL DISTRICT counselors selected students based on academic readiness and the alignment of the course content to students; educational and career goals. SCHOOL DISTRICT and COLLEGE faculty identified CCAP courses using the following criteria: 1) alignment with high school pathways and college program of study; 2) the potential for course completion to accelerate students' time to completion of a postsecondary degree or certificate.

**4. BOOKS AND INSTRUCTIONAL MATERIALS** - The total cost of books and instructional materials for school district students participating as part of this CCAP agreement will be borne by school district.

COURSE NAME	TEXT	COST	OTHER INSTRUCTIONAL MATERIALS	COST
CS 3	Introduction to Computer Systems 2 <sup>nd</sup> Edition	\$109.50	N/A	
CS 15	Starting out with Visual Basic 2012 1 <sup>st</sup> Edition	\$114.50	N/A	
Gr Des 18	No text required		N/A	
Gr Des 64	Photoshop Cc: Visual Quickstart Guide	\$40.00	N/A	

*Note: All referenced Sections from AB 288 (Education Code 76004)*

Journalism 3	No text required		N/A	
Journalism 17	No text required		N/A	
Media 1	Media & Culture 10 <sup>th</sup> Ed.	\$143.00	N/A	
Media 10	Race, Gender, Class & Media 2 <sup>nd</sup> Ed.	\$162.50	N/A	
Photo 1	Short Course In Photography: Digital 3 <sup>rd</sup> Ed.	\$75.25	N/A	

**5. FACILITIES USE**

- a. COLLEGE and SCHOOL DISTRICT shall adhere to the terms outlined in Section 15, Facilities, of this CCAP Agreement.

BUILDING	CLASSROOM	DAYS	HOURS
Palisades Charter HS	TBD	See days above	See hours above

*Note: All referenced Sections from AB 288 (Education Code 76004)*



## **COLLEGE AND CAREER ACCESS PATHWAYS A DUAL ENROLLMENT PARTNERSHIP AGREEMENT 2016-2019**

This is a College and Career Access Pathway Partnership Agreement (CCAP) hereinafter known as “Agreement” between Santa Monica College District (SMC) hereinafter known as “COLLEGE” and Palisades Charter High School hereinafter known as “SCHOOL DISTRICT”.

WHEREAS, the mission of the COLLEGE includes providing educational programs and services that are responsive to the needs of the students and communities within the Santa Monica College District; and

WHEREAS, students who complete college credit while enrolled in high school are more likely to earn high school diplomas, to enroll in community colleges and four-year colleges, to attend post-secondary education on a full-time basis, and to complete degrees in those institutions than students without these experiences; and

WHEREAS, COLLEGE and SCHOOL DISTRICT desire to enter into this CCAP Agreement for the purpose of offering or expanding dual enrollment opportunities, consistent with the provisions of AB 288, for high school students “who may not already be college bound or who are underrepresented in higher education with the goal of developing seamless pathways from high school to community college for career technical education or preparation for transfer improving high school graduation rates, and assisting high school pupils to achieve college and career readiness” Sec. 2 (a) and “underachieving students, those from groups underrepresented in postsecondary education, those who are seeking advanced studies while in high school, and those seeking a career technical education credential or certificate.” Sec. 1 (d)

WHEREAS, instruction will comply with the student selection standards, curriculum guidelines, recommendations and procedures promulgated by applicable law, the California Community College Chancellor’s Office and COLLEGE;

WHEREAS, participation in the CCAP Agreement is consistent with the core mission of the community colleges pursuant to Section 66010.4, and that pupils participating in a CCAP Agreement will not lead to enrollment displacement of otherwise eligible adults in the community college; Sec. 2 (k)(3)

NOW THEREFORE, the COLLEGE and SCHOOL DISTRICT agree as follows:

### **1. TERM OF AGREEMENT**

- 1.1 The term of this CCAP Agreement shall be for three year beginning in February 14, 2017 and ending on June 30, 2019, and requires renewal every three years by July 1, unless otherwise terminated in accordance with Section 19 of this Agreement.

---

*Note: All referenced Sections from AB 288 (Education Code § 76004)*

**1 | Page**



- 1.2 This CCAP Agreement outlines the terms of the Agreement. The CCAP Agreement Appendix shall specify additional detail regarding, but not be limited to, the total number of high school students to be served and the total number of full-time equivalent students projected to be claimed by the community college district for those students; the scope, nature, time, location, and listing of community college courses to be offered; and criteria to assess the ability of pupils to benefit from those courses. The CCAP Agreement Appendix shall also establish protocols for information sharing in compliance with all applicable state and federal privacy laws, joint facilities use, and parental consent for high school pupils to enroll in community college courses. Sec. 2 (c)(1)
- 1.3 The CCAP Agreement Appendix shall identify a point of contact for the participating community college district and school district partner. Sec. 2 (c)(2)
- 1.4 A copy of the COLLEGE AND SCHOOL DISTRICT CCAP Agreement shall be filed with the office of the Chancellor of the California Community Colleges and with the department [California Department of Education] before the start of the CCAP partnership. Sec. 2 (c)(3)
- 1.5 The governing board of each district, at a subsequent open public meeting of that board, shall take comments from the public and approve or disapprove the proposed agreement.
- 1.6 COLLEGE and SCHOOL DISTRICT shall ensure that two public (informational and adoption) meetings are held in the review and approval of this CCAP Agreement. Sec. 2 (b)

## **2. COMMUNITY COLLEGE DISTRICTS AUTHORIZING THE CCAP PARTNERSHIPS WITH SCHOOL DISTRICTS DEFINITIONS**

- 2.1 CCAP Agreement Courses - Courses offered as part of this CCAP Agreement shall be community college courses acceptable towards a career technical education credential or certificate, or preparation for transfer, or appropriate to improve high school graduation rates or help high school pupils achieve college and career readiness. All community college courses offered at the SCHOOL DISTRICT have been approved in accordance with the policies and guidelines of SMC and applicable law. Sec. 2 (a)
- 2.2 Consistent with AB 288, this CCAP Agreement shall include “underachieving students, those from groups underrepresented in postsecondary education, those who are seeking advanced studies while in high school, and those seeking a career technical education credential or certificate.” Sec. 1 (d)
- 2.3 High school pupils enrolled in a course offered through a CCAP partnership shall not be assessed any fee that is prohibited by Section 49011.



**3. STUDENT ELIGIBILITY, SELECTION AND ENROLLMENT, ADMISSION, REGISTRATION, MINIMUM SCHOOL DAY**

- 3.1 Student Eligibility - Students who “may not already be college bound or who are underrepresented in higher education, with the goal of developing seamless pathways from high school to community college for career technical education or preparation for transfer, improving high school graduation rates, and assisting high school pupils to achieve college and career readiness” Sec. 2 (a) and “underachieving students, those from groups underrepresented in postsecondary education, those who are seeking advanced studies while in high school, and those seeking a career technical education credential or certificate.” Sec. 1 (d)
- 3.2 Student Selection and Enrollment - Enrollment shall be open to all eligible students as part of the CCAP Agreement who have been admitted to the COLLEGE and who meet all applicable prerequisites. Student selection criteria may be further specified in the CCAP Agreement Appendix. Applicable prerequisite courses, training, or experience and standards required as preparation for courses offered through the CCAP Agreement will be determined by COLLEGE and shall be in compliance with applicable law and SMC standards and policies.
- 3.3 College Admission and Registration - Procedures for students participating in the CCAP Agreement shall be governed by the COLLEGE and shall be in compliance with the admissions and registration guidelines set forth in applicable law and SMC policy.
- 3.4 Student Records – It is the responsibility of the student to follow the COLLEGE process when requesting an official COLLEGE transcript for grade submission to the SCHOOL DISTRICT unless otherwise specified in the Appendix.
- 3.5 Priority Enrollment - A COLLEGE participating in this CCAP Agreement may assign priority course registration to a pupil seeking to enroll in a community college course that is required for the pupil’s CCAP partnership program that is equivalent to the priority assigned to a pupil attending middle college high school as described in Section 11300 and consistent with middle college high school provisions in Section 76001. Sec. 2 (3)(g)
- 3.6 As part of a CCAP Agreement, a participating community college district shall not provide physical education course opportunities to high school students or any other course opportunities that do not assist in the attainment of the goals associated with career technical education or preparation for transfer, improving high school graduation rates, or helping high school students achieve career and college readiness. Sec. 2 (d)



- 3.7 Students participating in a CCAP Agreement may enroll in up to a maximum of 15 units per term per conditions specified in AB 288, Sec. 2 (p)(1)(2)(3). Specifically, the units must constitute no more than four community college courses per term and be part of an academic program that is part of the Agreement designed to award students with both a high school diploma and an associate degree or certificate or a credential.
- 3.8 Students will only be able to enroll into one Dual Enrollment class under this agreement. If they wish to enroll into an additional Dual Enrollment course, they must obtain approval by the high school by filling out the authorization form.
- 3.9 Minimum School Day - The SCHOOL DISTRICT shall certify that it shall teach SCHOOL DISTRICT students participating as part of a CCAP Agreement no less than the number of instructional minutes required to complete a minimum school day pursuant to Education Code §§ 46141 and 46142.

#### **4. COLLEGE APPLICATION PROCEDURE**

- 4.1 The COLLEGE will be responsible for processing student applications.
- 4.2 The COLLEGE will provide the necessary admission and registration forms and procedures and both COLLEGE and SCHOOL DISTRICT will jointly ensure that each applicant accepted has met all the enrollment requirements.
- 4.3 The SCHOOL DISTRICT agrees to assist COLLEGE in the admission and registration of SCHOOL DISTRICT students as may be necessary and requested by COLLEGE.

#### **5. PARTICIPATING STUDENTS**

- 5.1 A high school student enrolled in a course offered through a CCAP Agreement shall not be assessed any fee that is prohibited by Education Code Section 49011. See also Sec. 2 (f)(q). The governing board of a community college district participating in a CCAP partnership agreement established pursuant to this article shall exempt special part-time students described in subdivision (p) from the fee requirements in Sections 76060.5, 76140, 76223, 76300, 76350, and 79121.
- 5.2 The total cost of books and instructional materials for SCHOOL DISTRICT students who enroll in a COLLEGE course offered as part of this CCAP Agreement will be specified in the Appendix to this Agreement. Costs will be borne by SCHOOL DISTRICT.



- 5.3 Both COLLEGE and SCHOOL DISTRICT will insure that ancillary and support services are provided for students (e.g. Counseling and Guidance, Placement Assistance, Assessment, and Tutoring).

## 6. CCAP AGREEMENT COURSES

- 6.1 A COLLEGE may limit enrollment in a community college course solely to eligible high school students if the course is offered at a high school campus during the regular school day and the community college course is offered pursuant to a CCAP Agreement. Sec. 2 (o)(1)
- 6.2 The COLLEGE is responsible for all courses and educational programs offered as part of CCAP Agreement regardless of whether the course and educational program is offered on site at the SCHOOL DISTRICT or at the COLLEGE.
- 6.3 Degree and certificate programs that are included in the CCAP agreement must have been approved by the California Community College Chancellor's Office and courses offered at the SCHOOL DISTRICT shall adhere to the official course outline of record and the student learning outcomes established by the associated academic department within the COLLEGE, approved by the COLLEGE Curriculum Committee and COLLEGE Board and submitted to the Chancellor's office, unless course is a standalone class. Course outlines will be provided to the SCHOOL DISTRICT.
- 6.4 Courses must meet the number of hours sufficient to meet the stated performance objectives as outline in the course outlines provided to the SCHOOL DISTRICT on a semester bases.
- 6.5 The scope, nature, time, location, and listing of courses offered by a COLLEGE shall be determined by COLLEGE with the approval of the Governing Board and will be recorded in the Appendix to this Agreement. Sec. 2 (c)(1)
- 6.6 Courses offered as part of a CCAP Agreement either at the COLLEGE or SCHOOL DISTRICT shall be jointly reviewed and approved.
- 6.7 Courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be of the same quality and rigor as those offered on COLLEGE campus and shall be in compliance with SMC academic standards.
- 6.8 Courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be listed in the COLLEGE catalog with the same department designations, course descriptions, numbers, titles, and credits Courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall adhere to



the official course outline of record and the student learning outcomes established by the associated COLLEGE academic department.

- 6.9 Courses offered as part of this CCAP Agreement and taught by SCHOOL DISTRICT instructor are part of an approved Instructional Service Agreement as required by SMC Business Procedure.
- 6.10 Courses offered as part of this CCAP Agreement will comply with all applicable regulations, policies, procedures, prerequisites and standards applicable to the COLLEGE as well as any corresponding policies, practices, and requirements of the SCHOOL DISTRICT. In the event of a conflict between the COLLEGE course related regulations, policies, procedures, prerequisites and standards and SCHOOL DISTRICT policies, practices and requirements, the COLLEGE regulations, policies, procedures, prerequisites, and standards, shall prevail.
- 6.11 A student's withdrawal prior to completion of a course offered as part of this CCAP Agreement shall be in accordance with COLLEGE guidelines, policies, pertinent statutes and regulations.
- 6.12 Supervision and evaluation of students enrolled in courses offered as part of this CCAP Agreement shall be in accordance with SMC guidelines, policies, pertinent statutes, and regulations.
- 6.13 COLLEGE has the sole right to control and direct the instructional activities of all instructors, including those who are SCHOOL DISTRICT employees.
- 6.14 Site visits by one or more representatives of the COLLEGE shall be permitted by the SCHOOL DISTRICT to ensure that courses offered in the district are the same as the courses offered on the COLLEGE campus.
- 6.15 This CCAP Agreement certifies that any remedial course taught by community college faculty at a partnering high school campus shall be offered only to high school students who do not meet their grade level standard in math, English, or both on an interim assessment in grade 10 or 11, as determined by the partnering SCHOOL DISTRICT, and shall involve collaborative effort between the SCHOOL DISTRICT and the COLLEGE faculty to deliver an innovative remediation course as an intervention in the student's junior or senior year to ensure the student is prepared for college-level work upon graduation. Sec. 2 (n)

## 7. INSTRUCTOR(S)

- 7.1 All instructors teaching COLLEGE courses offered as part of this CCAP Agreement must meet the minimum qualifications for instruction in a California community college as set forth in Title 5 California Code of



Regulations, Sections 53410 and 58060 or as amended and be hired by the COLLEGE and become SMC employees or be provided by the District and be District employees. Faculty provided by the SCHOOL DISTRICT, who are being paid by the SCHOOL DISTRICT, must also sign an Instructional Service Agreement (ISA)- Instructor and get approved by the COLLEGE Board.

7.2 The SCHOOL DISTRICT shall be solely responsible for all salaries, wages, and benefits due to dual enrollment faculty teaching under an ISA who are SCHOOL DISTRICT employees.

7.3 The COLLEGE shall be solely responsible for all salaries, wages, and benefits due to dual enrollment faculty who are COLLEGE employees.

7.4 The COLLEGE shall be responsible for faculty salaries associated with the instructional class time of the classes conducted under this Agreement for faculty that are not SCHOOL DISTRICT employees. Any supplemental instruction related to the material presented in classes conducted under this Agreement by COLLEGE Employees, that extends beyond the college schedule, is the SCHOOL DISTRICT's responsibility.

7.5 The CCAP Agreement Appendix shall specify which participating SCHOOL DISTRICT or COLLEGE will be the employer of record for purposes of assignment monitoring and reporting to the county office of education. Sec. 2 (m)(1)

7.6 This CCAP Agreement specifies the SCHOOL DISTRICT will assume reporting responsibilities pursuant to applicable federal teacher quality mandates. Sec. 2 (m)(2)

7.7 The COLLEGE shall have the primary right to control and direct the activities of faculty teaching dual enrollment courses. Instructors who teach COLLEGE courses offered as part of this CCAP Agreement must provide the supervision and control reasonably necessary for the protection of the health and safety of students and may not have any other assigned duty during the instructional activity. As a general rule, faculty must be physically present in the classroom or lab or within line-of-sight of the students.

7.8 Instructors who teach COLLEGE courses shall comply with the fingerprinting requirements set forth in Ed Code § 45125 or as amended and the tuberculosis testing and risk assessment requirements of California Health and Safety Code § 121525 or as amended. In addition to any other prohibition or provision, no person who has been convicted of a violent or serious felony shall be eligible to teach any courses offered as part of this CCAP Agreement or otherwise provide services on a SCHOOL DISTRICT site.



- 7.9 Prior to teaching, faculty provided by the SCHOOL DISTRICT shall receive discipline-specific training and orientation from COLLEGE regarding, but not limited to, course curriculum, assessment criteria, pedagogy, course philosophy, testing and grading procedures record keeping, and other instructional responsibilities. Faculty training shall be approved by and provided by the COLLEGE.
- 7.10 Faculty provided by the SCHOOL DISTRICT will participate in professional development activities sponsored by the COLLEGE as required by the terms and condition of the contract and shall be encouraged to participate in ongoing collegial interaction to include, but not limited address course content, course delivery, assessment, evaluation, and/or research and development in the field.
- 7.11 Faculty performance shall be evaluated by the COLLEGE using the adopted evaluation process and standards for faculty of the COLLEGE, subject to the approval of SMC.
- 7.12 Faculty provided by the SCHOOL DISTRICT who don't comply with the policies, regulations, standards, and expectations of the COLLEGE shall be ineligible to teach dual enrollment courses.
- 7.13 The COLLEGE may select instructors from SCHOOL DISTRICT personnel. SCHOOL DISTRICT personnel selected to be instructors remain employees of the SCHOOL DISTRICT, subject to the authority of the SCHOOL DISTRICT, but will also be subject to the authority of SMC specifically with regard to their duties as instructors.
- 7.14 The COLLEGE will be the employer of record for all community college-paid faculty teaching at the SCHOOL DISTRICT.

## **8. ASSESSMENT OF LEARNING AND CONDUCT**

- 8.1 Students enrolled in COLLEGE courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be held to the same standards of achievement as students in courses taught on the COLLEGE campus.
- 8.2 Students enrolled in COLLEGE courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be held to the same grading standards as those expected of students in courses taught on the COLLEGE campus.
- 8.3 Students enrolled in COLLEGE courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be assessed using the same methods (e.g., papers, portfolios, quizzes, labs, etc.) as students in courses taught on the COLLEGE campus.



8.4 Students enrolled in COLLEGE courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be held to the same behavioral standards as those expected of students in courses taught on the COLLEGE campus.

8.5 Students who withdraw from a dual enrollment course will not receive any COLLEGE credit for work completed and must complete all drop procedures by all published deadlines to avoid a "W" on their transcript.

8.6 A student who has dropped the college course may continue to complete the course to receive high school credit.

## 9. LIAISON AND COORDINATION OF RESPONSIBILITIES

9.1 The COLLEGE shall appoint an educational administrator, to be specified in the Appendix to this CCAP Agreement, who will serve as point of contact to facilitate coordination and cooperation between COLLEGE and SCHOOL DISTRICT in conformity with SMC policies and standards. Sec. 2 (c)(2)

9.2 The SCHOOL DISTRICT shall appoint an educational administrator, to be specified in the Appendix to this CCAP Agreement, who will serve as point of contact to facilitate coordination and cooperation between SCHOOL DISTRICT and COLLEGE in conformity with SCHOOL DISTRICT policies and standards. Sec. 2 (c)(2)

9.3 The SCHOOL DISTRICT's personnel will perform services specified in 9.4 as part of their regular assignment. SCHOOL DISTRICT personnel performing these services will be employees of SCHOOL DISTRICT, subject to the authority of SCHOOL DISTRICT, but will also be subject to the direction of COLLEGE, specifically with regard to their duties pertaining to the COLLEGE courses.

9.4 This CCAP Agreement requires an annual report as specified in the Appendix, to the office of the Chancellor of the California Community Colleges by each participating COLLEGE and SCHOOL DISTRICT on all the following information: Sec. 2 (t)(1)(A-D)

- The total number of high school students by school site enrolled in each partnership, aggregated by gender and ethnicity, and reported in compliance with all applicable state and federal privacy laws. Sec. 2 (t)(1)(A)
- The total number of community college courses by course category and type and by school site enrolled in by CCAP partnership participants. Sec. 2 (t)(1)(B)



- The total number and percentage of successful course completions, by course category and type and by school site, of CCAP partnership participants. Sec. 2 (t)(C)
- The total number of full-time equivalent students generated by CCAP partnership community college district participants. Sec. 2 (t)(1)(D)

## 10. APPORTIONMENT

- 10.1 SMC shall include the students enrolled in a CCAP Agreement course in its report of full-time equivalent students (FTES) for purposes of receiving state apportionments when the course(s) complies with current requirements for dual enrollment under applicable California law.
- 10.2 For purposes of allowances and apportionments from Section B of the State School Fund, a community college district conducting a closed course on a high school campus shall be credited with those units of full-time equivalent students attributable to the attendance of eligible high school pupils. Sec. 2 (o)(2)
- 10.3 SMC shall not receive a state allowance or apportionment for an instructional activity for which the partnering district has been, or shall be, paid an allowance or apportionment. Sec. 2 (r)
- 10.4 The attendance of a high school pupil at a community college as a special part-time or full-time student pursuant to this section is authorized attendance for which the community college shall be credited or reimbursed pursuant to Section 48802 or 76002, provided that no school district has received reimbursement for the same instructional activity. Sec. 2 (s)

Standard FTES computation rules, support documentation, Course selection tabulations, and record retention requirement continue to apply, including as prescribed by Cal. Code Regs. and tit.5.

## 11. CERTIFICATIONS

- 11.1 The SCHOOL DISTRICT certifies that the direct education costs of the courses offered as part of this CCAP Agreement are not being fully funded through other sources.
- 11.2 SMC certifies that it has not received full compensation for the direct education costs for the conduct of the courses offered as part of this CCAP Agreement from other sources.

---

*Note: All referenced Sections from AB 288 (Education Code § 76004)*

**10 |**

Page





- 11.3 The SCHOOL DISTRICT agrees and acknowledges that SMC will claim apportionment for the SCHOOL DISTRICT students enrolled in community college course(s) under this CCAP Agreement.
- 11.4 This CCAP Agreement certifies that any COLLEGE instructor teaching a course on a SCHOOL DISTRICT campus has not been convicted of any sex offense as defined in Ed Code § 87010 or as amended, or any controlled substance offense as defined in Ed Code § 87011 or as amended. Sec. 2 (h)
- 11.5 This CCAP Agreement certifies that any community college instructor teaching a course at the partnering high school campus has not displaced or resulted in the termination of an existing high school teacher teaching the same course on that high school campus. Sec. 2 (i)
- 11.6 This CCAP Agreement certifies that a qualified high school teacher teaching a course offered for college credit at a high school campus has not displaced or resulted in the termination of an existing community college faculty member teaching the same course at the partnering community college campus. Sec. 2 (j)
- 11.7 The COLLEGE certifies that:
- A community college course offered for college credit at the participating SCHOOL DISTRICT does not reduce access to the same course offered at the partnering COLLEGE. Sec. 2 (k)(1)
  - A community college course that is oversubscribed of has a waiting list shall not be offered or included in this Agreement. Sec. 2 (k)(2)
  - The Agreement is consistent with the core mission of the COLLEGE pursuant to Section 66010.4, and that students participating in this Agreement will not lead displacement of otherwise eligible adults at the COLLEGE. Sec. 2 (k)(3)
- 11.8 This Agreement certifies that the SCHOOL DISTRICT and COLLEGE comply with local collective bargaining agreements and all state and federal reporting requirements regarding the qualifications of the teacher or faculty member teaching a CCAP Agreement course offered for high school credit. Sec. 2 (l)

## 12. PROGRAM IMPROVEMENT

- 12.1 The COLLEGE and the SCHOOL DISTRICT may annually conduct surveys of participating SCHOOL DISTRICT pupils, instructors, principals, and guidance counselors for the purpose of informing practice, making



adjustments, and improving the quality of courses offered as part of this CCAP Agreement.

### **13. RECORDS**

13.1 Permanent records of student attendance, grades and achievement will be maintained by SCHOOL DISTRICT for SCHOOL DISTRICT students who enroll in a course(s) offered as part of this CCAP Agreement. Permanent records of student enrollment, grades and achievement for COLLEGE students shall be maintained by COLLEGE.

13.2 College shall provide the SCHOOL DISTRICT with a roster of participants and their final grades.

13.3 Each party shall maintain records pertaining to this CCAP Agreement as may be required by federal and state law. Each party may review and obtain a copy of the other party's pertinent records subject to federal and state privacy statutes.

### **14. CCAP AGREEMENT DATA MATCH AND REPORTING**

- a. COLLEGE and SCHOOL DISTRICT shall ensure operational protocols consistent with the collection of participating student data and the timely submission of the data.
- b. COLLEGE shall report all program and participating student data to the office of the Chancellor of the California Community Colleges.

### **15. PRIVACY OF STUDENT RECORDS**

- a. COLLEGE and SCHOOL DISTRICT understand and agree that education records of students enrolled in the CCAP course and personally identifiable information contained in those educational records are subject to the Family Educational Rights and Privacy Act (FERPA) 20 U.S.C. § 1232g; 34 C.F.R. Part 99, including the disclosure provisions of § 99.30 and state law as set forth in Education Code §§ 49064 and 49076). COLLEGE and SCHOOL DISTRICT agree to hold all student education records generated pursuant to this CCAP Agreement in strict confidence, and further agrees not to re-disclose such records except as authorized by applicable law or regulation or by the parent or guardian's prior written consent. (34 C.F.R. § 99.33 (a), (b); 34 C.F.R. § 99.34(b) and Education Code §§ 49064 and 49076.)
- b. Limitation on Use. COLLEGE and SCHOOL DISTRICT shall use each student education record that he or she may receive pursuant to this CCAP Agreement solely for a purpose(s) consistent with his or her authority to access that

---

*Note: All referenced Sections from AB 288 (Education Code § 76004)*

**12 |**

Page



information pursuant to Federal and State law, as may be as applicable. (34 C.F.R. § 99.31, 34 C.F.R. § 99.34, and Education Code § 49076.)

- c. Recordkeeping Requirements. COLLEGE and SCHOOL DISTRICT shall comply with the requirements governing maintenance of records of each request for access to and each disclosure of, student education records set forth under Title 34, Code of Federal Regulations § 99.32 and under Education Code § 49064 as applicable.
- d. Acknowledgement of Receipt of Notice of FERPA Regulations. By signature of its authorized representative or agent on this Agreement, COLLEGE and SCHOOL DISTRICT hereby acknowledges that it has been provided with the notice required under 34 C.F.R. § 99.33(d) that it is strictly prohibited from re-disclosing student education records to any other person or entity except as authorized by applicable law or regulation or by the parent or guardian's prior written consent.

## **16. REIMBURSEMENT**

- 16.1 The financial arrangements implied herein may be adjusted annually by a duly adopted written Appendix to this CCAP Agreement.

## **17. FACILITIES**

- 17.1 The SCHOOL DISTRICT will provide adequate classroom space at its facilities, or other mutually agreed upon location, to conduct the instruction and do so without charge to SMC or students. SCHOOL DISTRICT agrees to clean, maintain, and safeguard SCHOOL DISTRICT's premises. SCHOOL DISTRICT warrants that its facilities are safe and compliant with all applicable building, fire, and safety codes.
- 17.2 The SCHOOL DISTRICT will furnish, at its own expense, all course materials, specialized equipment, books and other necessary equipment for all SCHOOL DISTRICT students. The parties understand that such equipment and materials are SCHOOL DISTRICT's sole property. The instructor shall determine the type, make, and model of all equipment, books and materials to be used during each course offered as part of this CCAP Agreement. SCHOOL DISTRICT understands that no equipment or materials fee may be charged to students except as may be provided for by Education Code 49011.
- 17.3 The COLLEGE facilities may be used subject to mutually agreement by the parties as expressed in the Appendix to this Agreement.

**18. INDEMNIFICATION**

- 18.1 The SCHOOL DISTRICT agrees to and shall indemnify, save and hold harmless the COLLEGE and its governing board, officers, employees, administrators, independent contractors, subcontractors, agents and other representatives from any and all claims, demands, liabilities, costs, expenses, damages, causes of action, losses, and judgments, arising out of SCHOOL DISTRICT's performance of this Agreement. The obligation to indemnify shall extend to all claims and losses that arise from the negligence of the SCHOOL DISTRICT, its officers, employees, independent contractors, subcontractors, agents and other representatives.
- 18.2 The SMC agrees to and shall indemnify, save and hold harmless the SCHOOL DISTRICT and its governing board, officers, employees, administrators, independent contractors, subcontractors, agents and other representatives from any and all claims, demands, liabilities, costs, expenses, damages, causes of action, losses, and judgments, arising out of SMC and COLLEGE'S performance of this Agreement. The obligation to indemnify shall extend to all claims and losses that arise from the negligence of the SMC and COLLEGE its officers, employees, independent contractors, subcontractors, agents and other representatives.

**19. INSURANCE**

- 19.1 The SCHOOL DISTRICT, in order to protect SMC, its agents, employees and officers against claims and liability for death, injury, loss and damage arising out of or in any manner connected with the performance and operation of the terms of this agreement, shall secure and maintain in force during the entire term of this agreement, insurance coverage or an approved program of self-insurance in the amount of not less than ONE MILLION DOLLARS (\$1,000,000) per incident, and property damage insurance of not less than ONE HUNDRED THOUSAND DOLLARS (\$100,000) per accident with an admitted California insurer duly licensed to engage in the business of insurance in the State of California, or public entity risk management Joint Powers Authority, authorized to provide public liability and property damage insurance in the state of California. Said policy of insurance, insurance coverage through a public entity risk management JPA or program of self-insurance shall expressly name the COLLEGE, its agents, employees and officers as an additional insured for the purposes of this Agreement. A certificate of insurance including such endorsement shall be furnished to the COLLEGE.
- 19.2 For the purpose of Workers' Compensation, SCHOOL DISTRICT shall be the "primary employer" for all its personnel who perform services as instructors and support staff. SCHOOL DISTRICT shall be solely



responsible for processing, investigating, defending, and paying all workers' compensation claims by their respective SCHOOL DISTRICT personnel made in connection with performing services and receiving instruction under this Agreement. SCHOOL DISTRICT agrees to hold harmless, indemnify, and defend SMC, its directors, officers, agents, and employees from any liability resulting from its failure to process, investigate, defend, or pay any workers' compensation claims by SCHOOL DISTRICT personnel connected with providing services under this Agreement. SCHOOL DISTRICT is not responsible for non-School District personnel who may serve as instructors or students who are not affiliated with the SCHOOL DISTRICT.

## **20. NON-DISCRIMINATION**

20.1 Neither the SCHOOL DISTRICT nor the COLLEGE shall discriminate on the basis of race or ethnicity, gender, nationality, physical or mental disability, sexual orientation, religion, or any other protected class under California State or federal law.

## **21. TERMINATION**

21.1 Either party may terminate this Agreement by giving written notice specifying the effective date and scope of such termination. The termination notice must be presented by January 15 for the following fall semester and by September 1 for the following spring semester. Written notice of termination of this Agreement shall be addressed to the responsible person listed in the CCAP agreement.

21.2 This CCAP Agreement sets forth the entire agreement between the Parties relating to the subject matter of this CCAP Agreement. All agreements or representations, express or implied, oral or written, of the Parties with regard to the subject matter hereof are incorporated into this Agreement.

## **22. MODIFICATION AND AMENDMENT**

22.1 No modifications or amendments of any of the terms or provisions of this CCAP Agreement shall be binding unless made in writing and signed by the Parties.

## **23. GOVERNING LAWS**

23.1 This agreement shall be interpreted according to the laws of the State of California.



## 24. COMMUNITY COLLEGE DISTRICT BOUNDARIES

24.1 For locations outside the geographical boundaries of SMC, COLLEGE will comply with the requirements of Title 5 of the California Code of Regulations, Sections 53000 et seq. or as amended, concerning approval by adjoining high school or community college districts and use of non-district facilities.

## 25. SEVERABILITY

25.1 This CCAP Agreement shall be considered severable, such that if any provision or part of the CCAP Agreement is ever held invalid under any law or ruling, that provision or part of the CCAP Agreement shall remain in force and effect to the extent allowed by law, and all other provisions or parts shall remain in full force and effect.

## 26. COUNTERPARTS

26.1 This CCAP Agreement may be executed by the parties in separate counterparts, each of which when so executed and delivered shall be an original, but all such counterparts shall together constitute one and the same instrument.

Executed on October 18, 2016

By: \_\_\_\_\_  
SCHOOL DISTRICT

By: \_\_\_\_\_  
SANTA MONICACOLLEGE DISTRICT

### **Santa Monica College District Board Meetings:**

- (a) **Information Board Meeting Date: August 2, 2016**
- (b) **Public Comment Board Meeting Date: September 6, 2016**

### **School District Board Meetings:**

- (a) **Information Board Meeting Date: September 20, 2016**
- (b) **Public Comment Board Meeting Date: October 18, 2016**

*Note: All referenced Sections from AB 288 (Education Code § 76004)*



## APPENDIX

### COLLEGE AND CAREER ACCESS PATHWAYS (CCAP) A DUAL ENROLLMENT PARTNERSHIP AGREEMENT

WHEREAS, the COLLEGE and the SCHOOL DISTRICT agree to record COLLEGE and SCHOOL DISTRICT specific components of the CCAP Agreement using the Appendix for purposes of addressing mandated reporting requirements to include, but not limited to, the total number of high school students to be served and the total number of full-time equivalent students projected to be claimed by the community college district for those students; the scope, nature, time, location, and listing of community college courses to be offered; and criteria to assess the ability of pupils to benefit from those courses; and Sec. 2 (c)(1)

WHEREAS, the CCAP Agreement Appendix shall also be used to record protocols for information sharing in compliance with all applicable state and federal privacy laws, joint facilities use, and parental consent for high school pupils to enroll in community college courses; and Sec. 2 (c)(1)

NOW THEREFORE the COLLEGE and SCHOOL DISTRICT agree as follows:

#### 1. COLLEGE AND SCHOOL DISTRICT POINT OF CONTACT

LOCATION	NAME AND TITLE	TELEPHONE	EMAIL
College:	Maral Hyeler, Director Instructional Services	310-434-3551	hyeler_maral@smc.edu
School District:	Jeff Hartman, Assistant Principal	310-230-7224	jhartman@palihigh.org

#### 2. CCAP AGREEMENT EDUCATIONAL PROGRAM(S) AND COURSE(S)

- a. COLLEGE is responsible for all educational program(s) and course(s) and offered as part of this CCAP Agreement whether the educational program(s) and course(s) are offered at the SCHOOL DISTRICT or the COLLEGE.

3. **CCAP AGREEMENT PROGRAM YEAR FALL 2016-SPRING 2017** - college has identified the following: program year, educational program(s) and course(s) to be offered at the said date, time and location; the total number of students to be served and projected FTES; and the instructor and employer of record.

PROGRAM YEAR: 2016-2017 COLLEGE: Santa Monica College

SCHOOL DISTRICT: Palisades Charter High School

EDUCATIONAL PROGRAM: Media Studies and Journalism

TOTAL NUMBER OF STUDENTS TO BE SERVED: 50 per semester	TOTAL PROJECTED FTES: 10.56
--	-----------------------------

COURSE NAME	COURSE NUMBER	TERM	TIME	DAYS/HOURS	INSTRUCTOR	EMPLOYER OF RECORD	LOCATION
Survey of Mass Media Communication	Media 1	Fall	12:20-1:50PM	T, Th	Saxon, Lisa	X CC <input type="checkbox"/> HS	<input type="checkbox"/> CC X HS
Media, Gender, Race	Media 10	Spring	12:20-1:50PM	T, Th	Saxon, Lisa	X CC <input type="checkbox"/> HS	<input type="checkbox"/> CC X HS
Editing	Journalism 3	Spring	TBD	TBD	Saxon, Lisa	<input type="checkbox"/> CC X HS	<input type="checkbox"/> CC X HS
Editing the Campus New Paper	Journalism 17	Spring	TBD	TBD	Saxon, Lisa	<input type="checkbox"/> CC X HS	<input type="checkbox"/> CC X HS
Introduction to Photography	Photo 1	Spring	TBD	TBD	Staff	<input type="checkbox"/> CC X HS	<input type="checkbox"/> CC X HS

EDUCATIONAL PROGRAM: Computer Science

TOTAL NUMBER OF STUDENTS TO BE SERVED: 30 per semester	TOTAL PROJECTED FTES: 6.22
--	----------------------------

COURSE NAME	COURSE NUMBER	TERM	TIME	DAYS/HOURS	INSTRUCTOR	EMPLOYER OF RECORD	LOCATION
Introduction to Computer Science	CS 3	Fall/Spring	2:13-3:33PM	T, Th	Marchard, Ken	X CC <input type="checkbox"/> HS	<input type="checkbox"/> CC X HS
Visual Basic Programing	CS 15	Spring	2:13-3:33PM	T, Th	Staff	X CC <input type="checkbox"/> HS	<input type="checkbox"/> CC X HS

Note: All referenced Sections from AB 288 (Education Code 76004)



EDUCATIONAL PROGRAM: Graphic Design

TOTAL NUMBER OF STUDENTS TO BE SERVED: 35 per semester					TOTAL PROJECTED FTES: 11.79		
COURSE NAME	COURSE NUMBER	TERM	TIME	DAYS/HOURS	INSTRUCTOR	EMPLOYER OF RECORD	LOCATION
Introduction to Graphic Design Applications	Gr Des 18	Fall	12:24-1:44PM	M, W	Mashihi, Karineh	X CC <input type="checkbox"/> HS	<input type="checkbox"/> CC X HS
Digital Imaging for Design	Gr Des 64	Spring	12:24-1:44PM	M, W	Mashihi, Karineh	X CC <input type="checkbox"/> HS	<input type="checkbox"/> CC X HS

**Required:** Describe the criteria used to assess the ability of pupils to benefit from the course(s) offered (*Sec. 2 (c)(1)*):

SCHOOL DISTRICT counselors selected students based on academic readiness and the alignment of the course content to students; educational and career goals. SCHOOL DISTRICT and COLLEGE faculty identified CCAP courses using the following criteria: 1) alignment with high school pathways and college program of study; 2) the potential for course completion to accelerate students' time to completion of a postsecondary degree or certificate.

**4. BOOKS AND INSTRUCTIONAL MATERIALS** - The total cost of books and instructional materials for school district students participating as part of this CCAP agreement will be borne by school district.

COURSE NAME	TEXT	COST	OTHER INSTRUCTIONAL MATERIALS	COST
CS 3	Introduction to Computer Systems 2 <sup>nd</sup> Edition	\$109.50	N/A	
CS 15	Starting out with Visual Basic 2012 1 <sup>st</sup> Edition	\$114.50	N/A	
Gr Des 18	No text required		N/A	
Gr Des 64	Photoshop Cc: Visual Quickstart Guide	\$40.00	N/A	

*Note: All referenced Sections from AB 288 (Education Code 76004)*

Journalism 3	No text required		N/A	
Journalism 17	No text required		N/A	
Media 1	Media & Culture 10 <sup>th</sup> Ed.	\$143.00	N/A	
Media 10	Race, Gender, Class & Media 2 <sup>nd</sup> Ed.	\$162.50	N/A	
Photo 1	Short Course In Photography: Digital 3 <sup>rd</sup> Ed.	\$75.25	N/A	

**5. FACILITIES USE**

- a. COLLEGE and SCHOOL DISTRICT shall adhere to the terms outlined in Section 15, Facilities, of this CCAP Agreement.

<b>BUILDING</b>	<b>CLASSROOM</b>	<b>DAYS</b>	<b>HOURS</b>
Palisades Charter HS	TBD	See days above	See hours above

*Note: All referenced Sections from AB 288 (Education Code 76004)*

# Coversheet

## Board Election Policies Review / Update

**Section:** III. Governance  
**Item:** A. Board Election Policies Review / Update  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:**  
III\_A\_1\_Governance\_Approved Election Policies - Revised 2\_16\_.pdf  
III\_A\_2\_Governance\_PCHS Approved Bylaws Regarding Elections 2-16.pdf



# Palisades Charter High School

More Than 50 Years of Innovation and Excellence



## Board of Trustees Election Policies Revisions Approved 2/16/16

### RESPONSIBILITIES OF ELECTION COMMITTEE

- The Election Committee is responsible for drafting voting guidelines with Board approval per the PCHS Charter. The committee will be guided by the intention to ensure the election is fair and represents the desires of the electorate. The committee will follow the Charter guidelines for elections and for filling appropriate seats each election. The committee provides transparent communication in elections.

### BOARD TRUSTEE ELIGIBILITY:

- The Election Committee will verify the eligibility of candidates for all seats and will ensure employee candidates are running in the proper category by verifying employee classifications regarding certificated, classified and administrative/management employees with Human Resources. Specific information about eligibility for each seat is in the Board's bylaws.

### ELECTION PROCESS & PROCEDURES:

- Instructional time, school resources, classrooms, or school email accounts may not be used by any entity to endorse any candidate.
- Electronic balloting will be used for all elections.
- The Election Committee will ensure that accessibility is provided for voters who may not have access to computer and/or Internet. The administration office staff may facilitate this process.
- The election committee will create an informational document to explain Board Trustee roles and responsibilities for both candidates and for voters to be sent out prior to elections.

### STRUCTURE OF CANDIDATE FORUMS:

- The Election Committee will facilitate one general forum for all candidates at a time and place to be announced. Forum will be filmed and posted to PCHS website (technology permitting).
- The Election Committee will neither monitor nor endorse online discussions not created by the committee.



# Palisades Charter High School

More Than 50 Years of Innovation and Excellence



## VOTER QUALIFICATIONS:

- Parental voting will be one vote per legal guardian of a PCHS student (one vote per parent/guardian, not per child) in Board elections.
- Parents register to vote in Board elections just one time if software permits. Optimally, parent voter registration should be combined with the student's registration at PCHS. To ensure voter eligibility, PCHS will use internal staff to verify that a parent has a student who is actively enrolled at PCHS.
- The committee will ensure employee voting is as inclusive as possible by verifying employee classifications regarding certificated, classified and administrative/management employees with Human Resources.

## ELECTION RESULTS:

- The Board can decline to certify an election if a candidate has violated election laws or PCHS policies.
- Abstentions will not be counted (per Robert's Rules).
- If no candidate receives 50% plus 1 of the vote, runoff elections will be held for the two candidates with highest number of votes.
- Election results will be announced as follows:
  - 1) At an Election Committee meeting
  - 2) Posted on the website
  - 3) Posted physically on campus within 24 hours of the Election Committee meeting announcement

## FORMAL COMPLAINT AND RESOLUTION PROCESS:

- Complaints will go to the Election Committee Chair. A written complaint must be made within two weeks of the publication of election results. Complaints not made within the two week time frame will not be considered by the Election Committee. In the event the complainant does not find the resolution through the Election Committee, the complainant can appeal to the PCHS Board of Trustees.



# Palisades Charter High School

More Than 50 Years of Innovation and Excellence



## APPROVED BY BOARD OF TRUSTEES ON 2/16/16

### EXCERPT SECTIONS FROM ARTICLE VII OF PCHS BYLAWS - ELECTIONS

#### Section 3. DESIGNATED TRUSTEES.

The number of trustees shall be eleven (11) voting members and one (1) non-voting student member, unless changed by amendments to these bylaws and revision of the charter that created Palisades Charter High School. Except as otherwise provided, all trustees shall have full voting rights, including any representative appointed by the charter authorizer as consistent with Education Code Section 47604(b). If the charter authorizer appoints a representative to serve on the Board of Trustees, the Corporation may appoint an additional trustee to ensure an odd number of trustees. All trustees, except for the representative of the charter authorizer, shall be elected in accordance with this Section and Section 6 of this Article.

In accordance with the PCHS Charter and the adopted PCHS election policies, the trustees shall be as follows:

- Three (3) faculty members;

The faculty will elect two (2) faculty members to the Board, each of whom shall serve a staggered two-year term. The students will elect one (1) faculty member. The student-elected faculty member shall serve a one-year term.

A faculty member trustee must be currently employed as a faculty member at PCHS for the duration of the term. Employment as a faculty member includes, but is not limited to, positions that are eligible for UTLA representation. No teacher who currently serves as a faculty bargaining unit representative may serve as a trustee.

- One (1) administrative member (from directors and managerial staff);

The administrative staff shall elect the administrative member, who shall serve a two-year term. The administrative trustee cannot be the Executive Director/Principal or the Chief Business Officer.

An administrative member trustee must be currently employed as an administrator or management staff member for the duration of the term.

- One (1) classified member;

The classified staff shall elect the classified member, who shall serve a two-year term, to be staggered with the administrative member.



# Palisades Charter High School

More Than 50 Years of Innovation and Excellence



A classified member trustee must be currently employed as a non-temporary classified staff member at PCHS for the duration of the term. No classified employee who currently serves as a classified bargaining unit representative may serve as a trustee.

- Three (3) parent members;

The parents shall elect the parent members, one of whom shall be designated as not living in PCHS's traditional geographic area. Parent members will serve two-year terms. The parent member designated as not living in PCHS's traditional geographic catch area shall be elected at the same time as one other parent member. The other parent member's term shall be staggered such that all parent members are not elected in the same year.

A parent member must be a parent of a current PCHS student for the entire term. (For example, if a candidate is running for a two-year term as a parent member, then the candidate must currently have a 9th or 10th grade PCHS student.) In addition, a parent member must not be an interested person as that term is defined in Section 4 of this Article.

In addition to the above requirements, the parent member designated as not living in PCHS's traditional geographic area must live outside the traditional PCHS residence area (based on the PCHS boundary map).

- Three (3) community members;

Two (2) of the three (3) community members will be elected by PCHS personnel, the parent stakeholder group, and the student body. All PCHS personnel will elect the third (3) community member. The community members will serve two-year terms. The terms shall be staggered so that the PCHS-elected community representative and one of the other community representatives are elected in one year, and the third community member representative will be elected in the other year. The year that one (1) parent member is elected shall be the year in which two (2) community members are elected.

A community member trustee must not be a parent of a PCHS student for the duration of the term. The candidate for a seat as a community member trustee must live in the communities served by PCHS at the time of the election.

A community member trustee must not be an interested person as that term is defined in Section 4 of this Article.

PCHS desires that community member trustees have experience and expertise in areas that include: education, law, finance, and/or fundraising. However, such experience and expertise is not a requirement to be eligible to serve as a community member trustee.

- One (1) non-voting student member.



# Palisades Charter High School

More Than 50 Years of Innovation and Excellence



The ASB Student Body President shall serve as a non-voting member of the Board. He or she shall have the same rights as a voting member of the Board except the right to vote, to move or second a proposal, or to hold a Board office. The Student member of the Board shall not be counted when considering whether a quorum is present.

**Section 4. RESTRICTION ON INTERESTED PERSONS AS DIRECTORS.** No more than 49 percent of the persons serving on the Board of Trustees may be interested persons. PCHS shall abide by conflict of interest policies applicable to public entities, including Government Code Section 1090 and the Political Reform Act. An interested person is (a) any person currently being compensated by the corporation for services rendered to it within the previous 12 months, whether as a full-time or part-time employee, independent contractor, or otherwise, excluding any reasonable compensation paid to a trustee as trustee; and (b) any brother, sister, ancestor, descendant, spouse, brother-in-law, sister-in-law, son-in-law, daughter-in-law, mother-in-law, or father-in-law of such person. However, any violation of the paragraph shall not affect the validity or enforceability of transactions entered into by the corporation. The Board may adopt other policies circumscribing potential conflicts of interest.

**Section 5. BOARD MEMBERS' TERMS.** Board members' terms shall be as described in Element 4 of the charter that created Palisades Charter High School and Section 3 of this Article.

**Section 6. ELECTIONS COMMITTEE.** The Board of Trustees shall appoint an Elections Committee. The composition and responsibilities of the Elections Committee and the election-related policies and procedures carried out by the Elections Committee shall be as set forth in Element 4 of the charter that created Palisades Charter High School.

**Section 7. USE OF CORPORATE FUNDS TO SUPPORT CANDIDATE.** No corporation funds may be expended to support a candidate.

**Section 8. EVENTS CAUSING VACANCIES ON BOARD.** A vacancy or vacancies on the Board of Trustees shall occur in the event of (a) the death or resignation of any trustee; (b) the removal of a trustee, with or without cause, by resolution of the board as noted below; (c) the declaration by resolution of the Board of Trustees of a vacancy in the office of a trustee who has been convicted of a felony, declared of unsound mind by a court order, or found by final order or judgement of any court to have breached a duty under California Nonprofit Public Benefit Corporation Law, Chapter 2, Article 3; (d) the increase of the authorized number of trustees; (e) the failure to solicit a candidate for a vacant trustee position; and (f) termination of employment with the Charter School for a board member who is an interested member.

Any trustee may be removed, with or without cause, by the vote of the majority of the entire Board of Trustees at a special meeting called for that purpose, or at a regular meeting, provided that notice of that meeting and of the removal questions are given as provided in Section 14. Any vacancy caused by the removal of a trustee shall be filled as provided in Section 11.

Any trustee who does not attend three successive regular board meetings will automatically be removed from the board without board resolution unless (a) the trustee requests a leave of





# Palisades Charter High School

More Than 50 Years of Innovation and Excellence



absence for a limited period of time, and the leave is approved by the trustees at a regular or special meeting (if such leave is granted, the number of board members will be reduced by one in determining whether a quorum is or is not present), (b) the trustee suffers from an illness or disability that prevents him or her from attending meetings and the board by resolution of the majority of board members agrees that trustee who has missed three meetings may be reinstated.

**Section 9. RESIGNATION OF TRUSTEES.** Except as provided below, any trustee may resign by giving written notice to the chairman of the board, if any, or to the vice chairman or the secretary of the board. The resignation shall be effective when the notice is given unless the notice specifies a later time for the resignation to become effective.

**Section 10. TRUSTEE MAY NOT RESIGN IF NO DIRECTOR REMAINS.** Except on notice to the California Attorney General, no trustee may resign if the corporation would be left without a duly elected trustee or trustees.

**Section 11. VACANCIES FILLED BY ALTERNATES OR SPECIAL ELECTION.** A vacancy on the Board of Trustees shall be filled by the appropriate alternate as designated in the PCHS Charter and these bylaws. The alternate for any particular trustee position shall be designated as the next highest vote earner in the election in which the vacating trustee was most recently elected.

Should the designated alternate no longer be eligible or willing to serve, the vacancy shall be filled by an appropriate special stakeholder election, with the exception that if the remaining term of office of a vacant trustee position is six (6) months or less, the vacancy may either be filled or left vacant by approval of the Board of Trustees or, if the number of trustees then in office is less than a quorum, by (1) the unanimous consent of the trustees then in office, (2) the affirmative vote of a majority of the trustees then in office at a meeting held according to notice or waivers of notice complying with Corporations Code Section 5211, or (3) a sole remaining trustee.

**Section 12. NO VACANCY ON REDUCTION OF NUMBER OF TRUSTEES.** Any reduction of the authorized number of trustees shall not result in any being removed before his or her term of office expires.

# Coversheet

## Annual Pool Loan Resolution

**Section:** IV. Facilities  
**Item:** B. Annual Pool Loan Resolution  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** IV\_B\_Facilities\_Pool Loan Resolution Annual Renewal 03\_17\_17.pdf



## **CASH BORROWING RESOLUTION (RENEWAL)**

Temporary Inter-fund Cash Borrowing of  
Funds Maintained by the Los Angeles County Treasurer  
For

**PALISADES CHARTER HIGH SCHOOL**  
A California Nonprofit Public Benefit Corporation  
Operating a Public Charter School

**WHEREAS**, sufficient cash is needed to pay obligations for current operating requirements and debt service lawfully incurred in the fiscal year, and;

**WHEREAS**, the temporary transfer of cash between school-owned funds maintained by the Los Angeles County Treasurer (“County-held Funds”) is lawfully permitted in accordance with Education Code section 42603, and;

**WHEREAS**, the Board of Trustees (“Board”) of Palisades Charter High School (“School”) deem the temporary borrowing of cash between School’s County-held Funds is in the best interests of the School, and;

**WHEREAS**, the following statements, conditions, restrictions and/or obligations apply to this resolution:

1. The School’s County-held funds maintained in Fund 20 (Lifetime Benefits Account) are sufficient to allow for temporary transfer to PCHS Pool Account to meet lawfully incurred obligations of the School;
2. The maximum amount of authorized transfer from Fund 20 (Lifetime Benefits Account) to the PCHS Pool Account is Eight Hundred Thirty-five Thousand dollars (\$835,000.00);
3. The transfer of funds shall be for a term of five (5) years (Fiscal Years 2015-2016 to Fiscal Years 2020-2021) and shall be due and payable in full on or before May 31, 2021, with no pre-payment penalty;
4. The transfer of funds shall not exceed Seventy-five percent (75%) of the anticipated revenues accruing to the School;
5. The School shall pay an interest rate on all borrowed funds of Four and one-half-percent (4.5%);
6. The School shall make payments to the Fund 20 (Lifetime Benefits Account) in equal monthly payments of principal and interest from the School’s Civic Center Permit Account based on a five (5) year full amortization;



# PALISADES CHARTER HIGH SCHOOL

*More Than 50 Years of Innovation and Excellence*

- 7. Funds borrowed shall not be considered income to the borrowing fund;
- 8. Repayment of funds borrowed according to this resolution shall be considered primary and non-subordinate to any other obligation of the School, and shall be repaid from revenues accruing to the School before any other obligation of the School is met from such revenues.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Palisades Charter High School hereby authorizes the transfer of funds in accordance with this resolution and the repayment of such transfer with interest as outlined herein;

**BE IT FURTHER RESOLVED**, that the Board of Trustees of Palisades Charter High School requests the Los Angeles County Treasurer to make such transfer in accordance with this resolution.

**PASSED AND ADOPTED**, as amended, the 3rd day of May 2016, and **RENEWED** by the following vote:

**AYES:**

**NOES:**

**ABSTENTIONS/RECUSALS:**

### CERTIFICATION OF THE SECRETARY OF THE BOARD OF TRUSTEES

I, Dara Williams, am the Secretary of the Board of Trustees of Palisades Charter High School, a California nonprofit public benefit corporation operating a public charter school. I hereby certify that the foregoing is a true copy of a resolution duly and legally adopted by the Board of Trustees at a duly and legally noticed and agendized meeting held on March 14th, 2017, and that this resolution has not been revoked.

\_\_\_\_\_  
Dara Williams, Board Secretary

\_\_\_\_\_  
Date

Original Approval: 4/19/16  
Revised: 5/3/16 - Resolution 2016-01  
Annual Renewal: 3/14/17 - Resolution 2017-03  
Annual Renewal: (2018)  
Annual Renewal: (2019)  
Annual Renewal: (2020)

# Coversheet

## Second Interim Financial Report

**Section:** V. Finance  
**Item:** B. Second Interim Financial Report  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** V\_B\_2nd Interim\_ 2016-2017\_Finance.pdf



						if #NAME? appears go to K3 for instructions	if #NAME? appears go to K3 for instructions	if #NAME? appears go to K7 for instructions	
<b>ENDING NET POSITION CARRY FORWARD NEXT FY</b>						<b>10,545,383.23</b>	-	-	
<b>THIS LINE SHOULD EQUAL TO ZERO (GREEN SHADED COLUMNS)</b>									
<b>STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION</b>						<b>0000</b>	<b>1100</b>	<b>1400</b>	<b>3010</b>
						<b>Unrestricted Resources</b>	<b>Lottery Unrestricted</b>	<b>Educ Protection Acct (EPA)</b>	<b>NCLB T1 PA Low Inc &amp; Neglected</b>
						<b>F</b>	<b>F</b>	<b>F</b>	<b>U</b>
				<b>FY17 ACTUALS</b>	<b>FY17 2ND INTERIM PROJECTION</b>	<b>Allocate Allowable Exp</b>	<b>Allocate Allowable Exp</b>	<b>Allocate Allowable Exp</b>	<b>fund balance not allowed</b>
				<b>ACTUALS AS OF 1/31/17 (7MONTHS)</b>	<b>12 months</b>				
				<b>Object Codes</b>	<b>Function Codes</b>				
<b>A. REVENUES (Summary- -See details below)</b>									
1)	LCFF Sources	8010-8099		14,024,647.46	25,518,602.84	21,000,100.84	-	4,518,502.00	-
2)	Federal Revenue	8100-8299		668,157.33	1,145,116.00	-	-	-	252,889.00
3)	Other State Revenue	8300-8599		2,246,972.38	3,729,803.00	745,732.00	422,364.00	-	-
4)	Other Local Revenue	8600-8799		867,528.25	1,408,147.00	1,272,841.00	-	-	-
5)	<b>TOTAL REVENUES</b>			<b>17,807,305.42</b>	<b>31,801,668.84</b>	<b>23,018,673.84</b>	<b>422,364.00</b>	<b>4,518,502.00</b>	<b>252,889.00</b>
<b>B. EXPENSES</b>									
1)	Certificated Salaries	1000-1999		6,943,099.07	13,925,812.00	9,219,660.14	-	3,295,201.00	54,953.00
2)	Classified Salaries	2000-2999		2,065,806.42	4,186,962.00	3,275,017.00	-	-	48,991.00
3)	Employee Benefits	3000-3999		3,412,917.75	6,702,526.11	4,864,493.73	-	965,354.00	52,270.10
4)	Books & Supplies	4000-4999		416,590.15	812,523.00	327,648.56	-	-	11,450.00
5)	Services and Other Operating Expenses	5000-5999		2,377,536.95	4,682,724.50	2,824,720.99	422,364.00	-	85,224.90
6)	Depreciation	6000-6999		523,789.69	550,000.00	229,700.00	-	-	-
7)	Other Outgo (excluding Transfers of indirect Costs)	7100-7299, 7400-7499		20,271.79	33,314.00	33,314.00	-	-	-
8)	Other Outgo - Transfers of Indirect Costs	7300-7399		140,701.77	257,947.00	(147,104.00)	-	257,947.00	-
9)	<b>TOTAL EXPENSES</b>			<b>15,900,713.59</b>	<b>31,151,808.61</b>	<b>20,627,450.42</b>	<b>422,364.00</b>	<b>4,518,502.00</b>	<b>252,889.00</b>
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES BEFORE OTHER FINANCING SOURCES &amp; USES</b>				<b>1,906,591.83</b>	<b>649,860.23</b>	<b>2,391,223.42</b>	<b>-</b>	<b>-</b>	<b>(0.00)</b>
<b>D. OTHER FINANCING SOURCES/USES</b>									
1)	Interfund Transfers								
a)	Transfers In	8900-8929		-	-	-	-	-	-
b)	Transfers Out	7600-7629		-	-	-	-	-	-
2)	Other Sources/Uses								
a)	Sources	8930-8979		-	-	-	-	-	-
b)	Uses	7630-7699		-	-	-	-	-	-
3)	Contributions	8980-8999		-	0.00	(1,762,367.19)	-	-	0.00
4)	<b>TOTAL OTHER FINANCING SOURCES/USES</b>			<b>-</b>	<b>0.00</b>	<b>(1,762,367.19)</b>	<b>-</b>	<b>-</b>	<b>0.00</b>
<b>E. NET INCREASE (DECREASE) IN NET POSITION</b>				<b>1,906,591.83</b>	<b>649,860.23</b>	<b>628,856.23</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>F. NET POSITION</b>									
1)	Beginning Net Position								
a)	As of July 1 (based on unaudited actuals from PY)	9791		9,916,528.22	9,916,528.22	9,916,528.22	-	-	-
b)	Audit Adjustments	9793		(1.22)	(1.22)	(1.22)	-	-	-
c)	As of July 1 - Audited (F1a + F1b)			<b>9,916,527.00</b>	<b>9,916,527.00</b>	<b>9,916,527.00</b>	<b>-</b>	<b>-</b>	<b>-</b>
d)	Other Restatements	9795		-	-	-	-	-	-
e)	Adjusted Beginning Net Position ( per audited FS)			<b>9,916,527.00</b>	<b>9,916,527.00</b>	<b>9,916,527.00</b>	<b>-</b>	<b>-</b>	<b>-</b>
2)	<b>Ending Net Position, June 30</b>			<b>11,823,118.83</b>	<b>10,566,387.23</b>	<b>10,545,383.23</b>	<b>-</b>	<b>-</b>	<b>-</b>
	Components of Ending Net Position								

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION					0000	1100	1400	3010		
					Unrestricted Resources	Lottery Unrestricted	Educ Protection Acct (EPA)	NCLB T1 PA Low Inc & Neglected		
					F	F	F	U		
					Allocate Allowable Exp	Allocate Allowable Exp	Allocate Allowable Exp	fund balance not allowed		
					FY17 ACTUALS	FY17 2ND INTERIM PROJECTION				
					ACTUALS AS OF 1/31/17 (7MONTHS)	12 months				
Object Codes	Function Codes									
a) Net Investment in Capital Assets	9796				6,483,115.00	6,483,115.00	-	-		
b) Restricted Net Position	9797				470,000.00	470,000.00	-	-		
c) Unrestricted Net Position	9790				4,870,003.83	3,613,272.23	10,545,383.23	-		
					FY17 ACTUALS	FY17 2ND INTERIM PROJECTION	0000	1100	1400	3010
					ACTUALS AS OF 1/31/17 (7MONTHS)	12 months	Unrestricted Resources	Lottery Unrestricted	Educ Protection Acct (EPA)	NCLB T1 PA Low Inc & Neglected
<b>Revenues (DETAILS)</b>					SACS Object	Resource Codes				
1) LCFF Sources										
Principal Apportionment										
State Aid - Current Year	8011	0000			8,670,695.00	15,406,056.00	15,406,056.00	-	-	-
State Aid - Prior Years	8019	0000			-	(251,395.00)	(251,395.00)	-	-	-
Education Protection Account State Aid (EPA) - CY	8012	1400			2,166,933.00	4,518,502.00	-	-	4,518,502.00	-
LCFF Transfers										
Unrestricted LCFF Transfers - Current Year	8091	0000			-	-	-	-	-	-
All Other LCFF Transfer- Current Year	8091	0000			-	-	-	-	-	-
Transfers to Charter Schools in lieu of Property Taxes	8096	0000			3,187,019.46	5,594,044.84	5,594,044.84	-	-	-
In Lieu of PropTax - Prior Year	8096	0000			-	251,395.00	251,395.00	-	-	-
Property Taxes Transfers	8097	0000			-	-	-	-	-	-
LCFF/Revenue Limit Transfers - Prior Years	8099	0000			-	-	-	-	-	-
<b>TOTAL LCFF SOURCES</b>					<b>14,024,647.46</b>	<b>25,518,602.84</b>	<b>21,000,100.84</b>	-	<b>4,518,502.00</b>	-
2) Federal Revenue										
Maintenance and Operations	8110									
Special Ed: IDEA Basic Local Assistance - CY	8181	3310			318,190.46	546,929.00	-	-	-	-
Special Ed: IDEA Basic Local Assistance - Prior Years	8181	3310			-	-	-	-	-	-
Special Education Discretionary Grants	8182	3310			-	-	-	-	-	-
Child Nutrition Programs	8220	5310			122,346.63	301,158.00	-	-	-	-
Donated Food Commodities	8221	5310			-	-	-	-	-	-
Interagency Contracts Between LEAs	8285									
NCLB: T1,Part A Basic Grts Low-Inc & Neglected	8290	3010			175,529.00	252,889.00	-	-	-	252,889.00
NCLB: T1,Part A Basic School Support	8290	3020			-	-	-	-	-	-
NCLB: Title I, Part D, Local Delinquent Programs	8290	3025			-	-	-	-	-	-
Vocational and Applied Technology Education	8290	3500-3699			-	-	-	-	-	-
Other No Child Left Behind	8290	3012,3030,4126,5510			-	-	-	-	-	-
Safe and Drug Free Schools	8290	3700-3799			-	-	-	-	-	-
NCLB:TII, Part A, Teacher Quality	8290	4035			1,562.00	6,797.00	-	-	-	-
NCLB:TII, Part A, Administrator Training	8290	4036			-	-	-	-	-	-
Med-Cal Billing Option (Medical Assistance Program)	8290	5640			37,343.24	37,343.00	-	-	-	-
Other Federal Revenues:	8290	5810			13,186.00	-	-	-	-	-
Others (please insert description below)					-	-	-	-	-	-
Title 1 Part G - AP Fees					13,186.00	-	-	-	-	-
<b>TOTAL FEDERAL REVENUE</b>					<b>668,157.33</b>	<b>1,145,116.00</b>	-	-	-	<b>252,889.00</b>
3) OTHER STATE REVENUE										
Other State Apportionments										
Special Education Master Plan										
Special Education AB602 - CY	8311	6500			929,112.87	1,597,028.00	-	-	-	-
Special Education AB602 - Prior Years	8311	6500			-	-	-	-	-	-
All Special Ed Apportionments-Current Year	8311	6500			56,062.00	113,973.00	-	-	-	-



<b>STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION</b>					0000	1100	1400	3010	
					Unrestricted Resources	Lottery Unrestricted	Educ Protection Acct (EPA)	NCLB T1 PA Low Inc & Neglected	
					FY17 ACTUALS	FY17 2ND INTERIM PROJECTION	F	F	
					ACTUALS AS OF 1/31/17 (7MONTHS)	12 months	F	U	
	Object Codes	Function Codes			Allocate Allowable Exp	Allocate Allowable Exp	Allocate Allowable Exp	fund balance not allowed	
	All Other State Apportionments - Prior Years	8319	6500		-	-	-	-	
	Child Nutrition: School Lunch Programs	8520	5310	10,324.91	18,416.00	-	-	-	
	Mandated Costs Reimbursement	8550	0000	4,914.98	119,478.00	119,478.00	-	-	
	Lottery:Unrestricted (Non Prop 20)	8560	1100	149,600.06	422,364.00	-	422,364.00	-	
	State Lottery- Instructional Materials-Prop 20	8560	6300	5,170.62	146,211.00	-	-	-	
	<b>One-Time Funding</b>	<b>8590</b>	<b>0000</b>	<b>626,254.00</b>	<b>626,254.00</b>	626,254.00	-	-	
	After School Education and Safety (ASES)	8590	6010	-	-	-	-	-	
	Charter School Facility Grant	8590	6030	-	-	-	-	-	
	California Clean Energy Jobs Act (prop 39)	8590	6230	19,075.94	102,004.00	-	-	-	
	Educator Effectiveness	8590	6264	-	199,449.00	-	-	-	
	Career Technical Education Incentive Grant Program (CTEIG)	8590	6387	379,711.00	379,711.00	-	-	-	
	Drug/Alcohol/Tobacco Funds	8590	6690	-	-	-	-	-	
	School Based Coordination Program	8590	7250	-	-	-	-	-	
	College Readiness Block Grant	8590	7338	66,746.00	-	-	-	-	
	Specialized Secondary	8590	7370	-	-	-	-	-	
	Quality Education Investment Act	8590	7400	-	-	-	-	-	
	Common Core Standards Implementatin Funds	8590	7405	-	-	-	-	-	
	Child Dev CA State Preschool Program	8590	7810	-	-	-	-	-	
	All other State Revenues:	8590	7810	-	4,915.00	-	-	-	
	Others (please insert description below)			-	-	-	-	-	
	Student ID/CAHSEE (Prior Year)			-	4,915.00	-	-	-	
	<b>TOTAL OTHER STATE REVENUE</b>			<b>2,246,972.38</b>	<b>3,729,803.00</b>	<b>745,732.00</b>	<b>422,364.00</b>	-	
4)	<b>Other Local Revenues</b>								
	Sales								
	Sale of Equipment/Supplies	8631	0000	-	-	-	-	-	
	Sale of Publications	8632	0000	-	-	-	-	-	
	Food Service Sales	8634	5310	47,924.89	135,306.00	-	-	-	
	Other Sales	8639	0000	-	-	-	-	-	
	Leases & Rentals	8650	0000	588,016.59	997,841.00	997,841.00	-	-	
	Interest	8660	0000	50,383.56	70,000.00	70,000.00	-	-	
	Net Increase (Decrease) in the Fair Value of Investments	8662	0000	-	-	-	-	-	
	Fees and Contracts								
	Child Development Parent Fees	8673	0000	-	-	-	-	-	
	Transportation Fees from Individuals	8689	0000	-	-	-	-	-	
	Interagency Services	8677	0000	-	-	-	-	-	
	All Other Fees & Contracts	8689	0000	1,865.34	5,000.00	5,000.00	-	-	
	<b>Other Local Revenues</b>	8689	0000	<b>179,337.87</b>	<b>200,000.00</b>	<b>200,000.00</b>	-	-	
	Grants/Donations			-	-	-	-	-	
	Fund Raising/Others			179,337.87	200,000.00	-	-	-	
	All Other Local			-	-	-	-	-	
	Prior Year			-	-	-	-	-	
	<b>TOTAL OTHER LOCAL REVENUE</b>			<b>867,528.25</b>	<b>1,408,147.00</b>	1,272,841.00	-	-	
	<b>TOTAL REVENUES</b>			<b>17,807,305.42</b>	<b>31,801,668.84</b>	<b>23,018,673.84</b>	<b>422,364.00</b>	<b>4,518,502.00</b>	
	<b>Expes by Sub-object</b>			-	FY17 2ND INTERIM PROJECTION	0000	1100	1400	3010
		SACS Object	FUNCTION	ACTUALS AS OF 1/31/17 (7MONTHS)	12 months	Unrestricted Resources	Lottery Unrestricted	Educ Protection Acct (EPA)	NCLB T1 PA Low Inc & Neglected
1)	<b>Certificated Salaries</b>								
	Teachers' Salaries	1100	1000	6,006,200.34	12,285,164.00	7,705,500.14	-	3,295,201.00	54,953.00
	Librarians	1200	2420	62,595.00	123,867.00	123,867.00	-	-	-

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION					0000	1100	1400	3010
					Unrestricted Resources	Lottery Unrestricted	Educ Protection Acct (EPA)	NCLB T1 PA Low Inc & Neglected
					FY17 ACTUALS	FY17 2ND INTERIM PROJECTION	F	F
					ACTUALS AS OF 1/31/17 (7MONTHS)	12 months	Allocate Allowable Exp	Allocate Allowable Exp
					Object Codes	Function Codes	Allocate Allowable Exp	Allocate Allowable Exp
							U	fund balance not allowed
	Guidance, Welfare, & Counseling Services	1200	3110	439,017.12	768,579.00	768,579.00	-	
	Pupil Support Salaries	1200	3140	-	-	-		
	Supervisors' and Administrators' Salaries	1300	2700	435,286.61	748,202.00	621,714.00		
	Other Certificated Salaries	1900	2100	-	-	-		
	<b>TOTAL CERTIFICATED SALARIES</b>			<b>6,943,099.07</b>	<b>13,925,812.00</b>	<b>9,219,660.14</b>	-	<b>3,295,201.00</b>
2)	<b>Classified Salaries</b>							
	Classified Instructional Salaries	2100	1000	395,598.05	868,513.00	-		48,991.00
	Classified Supervisors' and Administrators' Salaries	2300	2100	174,194.61	355,521.00	355,521.00		
	Clerical, Technical and Office Salaries	2400	2700	866,961.22	1,944,948.00	1,944,948.00		
	Classified Transportation Salaries	2200	3600	-	-	-		
	Classified Food Services Salaries	2200	3700	20,907.66	43,432.00	-		
	Classified Maintenance & Operations	2200	8100	140,847.94	123,718.00	123,718.00		
	Other Classified	2900	2100	467,296.94	850,830.00	850,830.00		
	<b>TOTAL CLASSIFIED SALARIES</b>			<b>2,065,806.42</b>	<b>4,186,962.00</b>	<b>3,275,017.00</b>	-	-
3)	<b>Employee Benefits</b>							
	EE Ben - STRS - Certificated			<b>824,523.44</b>	<b>1,730,867.15</b>	<b>1,138,833.53</b>	-	<b>414,536.00</b>
	EE Ben - STRS - Certificated - Instruction	3101	1000	824,523.44	1,730,867.15	1,138,833.53		6,913.09
	EE Ben - PERS - Classified			<b>247,855.90</b>	<b>471,003.08</b>	<b>367,272.96</b>	-	-
	EE Ben - PERS - Classified - Instruction	3202	1000	53,792.58	97,698.28	-		5,507.96
	EE Ben - PERS - Classified - Instructional Supv and Adm	3202	2100	-	-	-		
	EE Ben - PERS - Classified - School Administration	3202	2700	191,182.69	361,304.80	361,304.80		
	EE Ben - PERS - Classified - Pupil Transportation	3202	3600	-	-	-		
	EE Ben - PERS - Classified - Food Services	3202	3700	2,880.63	12,000.00	5,968.16		
	EE Ben - PERS - Classified - Plant Maintenance & Operation	3202	8100	-	-	-		
	EE Ben - PERS - Classified - Other General Administration	3202	2100	-	-	-		
	EE Ben - OASDI Reg - Certificated			<b>6,826.41</b>	<b>14,079.00</b>	<b>10,671.91</b>	-	-
	EE Ben - OASDI Reg - Certificated - Instruction	3301	1000	6,826.41	14,079.00	10,671.91		3,407.09
	EE Ben - OASDI Reg - Classified			<b>124,038.88</b>	<b>260,010.34</b>	<b>203,469.75</b>	-	-
	EE Ben - OASDI Reg - Classified - Instruction	3302	1000	50,314.85	50,810.36	(0.00)		3,037.44
	EE Ben - OASDI Reg - Classified - Instructional Supervision and Adm	3302	2100	-	-	-		
	EE Ben - OASDI Reg - Classified - School Administration	3302	2700	72,427.76	206,507.20	203,469.76		3,037.44
	EE Ben - OASDI Reg - Classified - Pupil Transportation	3302	3600	-	-	-		
	EE Ben - OASDI Reg - Classified - Food Services	3302	3700	1,296.27	2,692.78	-		
	EE Ben - OASDI Reg - Classified - Plant Maintenance & Operation	3302	8100	-	-	-		
	EE Ben - OASDI Reg - Classified - Other General Administration	3302	2100	-	-	-		
	EE Ben - OASDI Medicare - Certificated			<b>98,956.84</b>	<b>194,961.37</b>	<b>126,722.58</b>	-	<b>47,780.00</b>
	EE Ben - OASDI Medicare - Certificated - Instruction	3301	1000	98,956.84	194,961.37	126,722.58		796.82
	EE Ben - OASDI Medicare - Classified			<b>29,699.48</b>	<b>59,036.16</b>	<b>45,812.96</b>	-	-
	EE Ben - OASDI Medicare - Classified - Instruction	3302	1000	7,883.70	11,883.07	0.00		710.37
	EE Ben - OASDI Medicare - Classified - Instructional Supervision and Adm	3302	2100	-	-	-		
	EE Ben - OASDI Medicare - Classified - School Administration	3302	2700	21,512.61	45,893.56	45,183.19		710.37
	EE Ben - OASDI Medicare - Classified - Pupil Transportation	3302	3600	-	-	-		
	EE Ben - OASDI Medicare - Classified - Food Services	3302	3700	303.17	1,259.53	629.76		
	EE Ben - OASDI Medicare - Classified - Plant Maintenance & Operation	3302	8100	-	-	-		
	EE Ben - OASDI Medicare - Classified - Other General Administration	3302	2100	-	-	-		
	EE Ben - Health & Welfare Benefits - Certificated			<b>1,226,414.52</b>	<b>2,100,000.00</b>	<b>1,379,041.00</b>	-	<b>503,038.00</b>
	EE Ben - Health & Welfare Benefits - Cert - Instruction	3401	1000	1,226,414.52	2,100,000.00	1,379,041.00		17,907.00
	EE Ben - Health & Welfare Benefits - Classified			<b>572,591.81</b>	<b>981,000.00</b>	<b>728,182.00</b>	-	-
	EE Ben - Health & Welfare Benefits - Class - Instruction	3402	1000	572,591.81	981,000.00	728,182.00		12,801.00

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION					0000	1100	1400	3010	
					Unrestricted Resources	Lottery Unrestricted	Educ Protection Acct (EPA)	NCLB T1 PA Low Inc & Neglected	
					FY17 ACTUALS	FY17 2ND INTERIM PROJECTION	F	F	
					F	F	F	U	
					ACTUALS AS OF 1/31/17 (7MONTHS)	12 months	Allocate Allowable Exp	Allocate Allowable Exp	
					Object Codes	Function Codes	Allocate Allowable Exp	Allocate Allowable Exp	
							fund balance not allowed		
	EE Ben - Health & Welfare Benefits - Class - Instructional Supv and Adm	3402	2100			-	-		
	EE Ben - Health & Welfare Benefits - Class - School Administration	3402	2700	572,591.81	740,983.00	728,182.00		12,801.00	
	EE Ben - Health & Welfare Benefits - Class - Pupil Transportation	3402	3600		-	-			
	EE Ben - Health & Welfare Benefits - Class - Food Services	3402	3700		-	-			
	EE Ben - Health & Welfare Benefits - Class - Plant Maintenance & Operation	3402	8100		-	-			
	EE Ben - Health & Welfare Benefits - Class - Other General Administration	3402	2100		-	-			
	EE Ben - Unemployment Insurance - Certificated			2,704.91	7,890.00	5,806.30	-	27.48	
	EE Ben - Unemployment Insurance - Cert - Instruction	3501	1000	2,704.91	7,890.00	5,806.30		27.48	
	EE Ben - Unemployment Insurance - Classified			1,159.24	3,233.00	2,213.54	-	24.50	
	EE Ben - Unemployment Insurance - Class - Instruction	3502	1000		3,211.28	2,213.54		24.50	
	EE Ben - Unemployment Insurance - Class - Instructional Supv and Adm	3502	2100		-	-			
	EE Ben - Unemployment Insurance - Class - School Administration	3502	2700	1,148.79	-	-			
	EE Ben - Unemployment Insurance - Class - Pupil Transportation	3502	3600		-	-			
	EE Ben - Unemployment Insurance - Class - Food Services	3502	3700	10.45	21.72	0.00			
	EE Ben - Unemployment Insurance - Class - Plant Maintenance & Operation	3502	8100		-	-			
	EE Ben - Unemployment Insurance - Class - Other General Administration	3502	2100		-	-			
	EE Ben - Workers' Compensation - Certificated			117,089.58	137,925.00	126,075.05	-	485.78	
	EE Ben - Workers' Compensation - Cert - Instruction	3601	1000	117,089.58	137,925.00	126,075.05		485.78	
	EE Ben - Workers' Compensation - Classified			41,984.64	51,521.00	39,392.13	-	651.58	
	EE Ben - Workers' Compensation - Class - Instruction	3602	1000		50,943.35	39,392.13		651.58	
	EE Ben - Workers' Compensation - Class - Instructional Supervision and Adm	3602	2100		-	-			
	EE Ben - Workers' Compensation - Class - School Administration	3602	2700	41,706.57	-	-			
	EE Ben - Workers' Compensation - Class - Pupil Transportation	3602	3600		-	-			
	EE Ben - Workers' Compensation - Class - Food Services	3602	3700	278.07	577.65	0.00			
	EE Ben - Workers' Compensation - Class - Plant Maintenance & Operation	3602	8100		-	-			
	EE Ben - Workers' Compensation - Class - Other General Administration	3602	2100		-	-			
	EE Ben - Other Employment Benefits - Certificated			105,659.10	483,000.00	483,000.00	-	-	
	EE Ben - Other Emp Benefits - Cert - Instruction	3901	1000	105,659.10	483,000.00	483,000.00			
	EE Ben - Other Employment Benefits - Classified			13,413.00	208,000.00	208,000.00	-	-	
	EE Ben - Other Emp Benefits - Class - Instruction	3902	1000		-	-			
	EE Ben - Other Emp Benefits - Class - Instructional Supervision and Adm	3902	2100		-	-			
	EE Ben - Other Emp Benefits - Class - School Administration	3902	2700	13,413.00	208,000.00	208,000.00			
	<b>TOTAL EMPLOYEE BENEFITS</b>			<b>3,412,917.75</b>	<b>6,702,526.11</b>	<b>4,864,493.73</b>	<b>-</b>	<b>965,354.00</b>	
4)	<b>Books &amp; Supplies</b>								
	Approved Textbooks and Core Curricula Materials	4100	1000	178,871.28	200,000.00	177,380.00		10,250.00	
	Books and Other Reference Materials	4200	1000		-	-			
	Materials and Supplies	4300	1000	101,934.41	200,000.00	12,889.00		1,200.00	
	Noncapitalized Equipment	4400	1000	22,596.55	50,000.00	25,129.56			
	Other Supplies	4300	2700	62,789.53	116,250.00	112,250.00			
	Pupil Transportation Supplies	4300	3600		-	-			
	Food Service Supplies	4700	3700	50,398.38	246,273.00	-			
	<b>TOTAL BOOKS AND SUPPLIES</b>			<b>416,590.15</b>	<b>812,523.00</b>	<b>327,648.56</b>	<b>-</b>	<b>11,450.00</b>	
5)	<b>Services and Other Operating Expenses</b>								
	Personal Services- School Administration	5800	2700	807.74	5,000.00	3,000.00			
	Personal Services- Other Gen Administration	5800	7200		-	-			
	Travel and Conference - Instruction	5200	1000	30,667.97	90,000.00	53,203.00			
	Travel and Conference - Other Gen Administration	5200	7200		-	-			

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION					0000	1100	1400	3010				
					Unrestricted Resources	Lottery Unrestricted	Educ Protection Acct (EPA)	NCLB T1 PA Low Inc & Neglected				
					FY17 ACTUALS	FY17 2ND INTERIM PROJECTION	F	F	F	U		
				Object Codes	Function Codes	ACTUALS AS OF 1/31/17 (7MONTHS)	12 months	Allocate Allowable Exp	Allocate Allowable Exp	Allocate Allowable Exp	fund balance not allowed	
				Travel and Conference - School Administration	5200	2700	-	-	-			
				Due and Memberships - Instruction	5300	1000	165,427.40	218,066.00	203,066.00	-		
				Insurance-School Administration	5400	2700	140,389.34	166,442.00	166,442.00	-		
				Insurance - Other General Administration	5400	7200	-	-	-	-		
				Operation and Housekeeping Services	5500	8100	353,882.10	675,000.00	675,000.00	-		
				Rentals/Leases/Repairs&Noncapitalized Improvements	5600	3700	-	-	-	-		
				Rentals/Leases/Repairs&Noncapitalized Improvements	5600	7200	258,482.34	475,000.00	475,000.00	-		
				Rentals/Leases/Repairs&Noncapitalized Improvements	5600	8100	-	-	-	-		
				Rentals/Leases/Repairs&Noncapitalized Improvements	5600	8700	-	-	-	-		
				Pupil Transportation Contracts	5800	3600	159,795.01	550,000.00	482,062.00	-		
				Transfers of Direct Cost - School Administration	5800	2700	-	-	-	-		
				Transfers of Direct Cost - Other General Admin	5800	7200	-	-	-	-		
				Professional Consulting Services& Operating Exp	5800	1000	1,236,964.73	2,353,216.50	616,947.99	422,364.00	85,224.90	
				Communications - Other General Administration	5900	7200	31,120.32	150,000.00	150,000.00	-		
				<b>TOTAL SERVICES AND OTHER OPERATING EXPENSES</b>			<b>2,377,536.95</b>	<b>4,682,724.50</b>	<b>2,824,720.99</b>	<b>422,364.00</b>	<b>-</b>	<b>85,224.90</b>
6)				<b>Depreciation</b>								
				Depreciation Expense - Instruction	6900	1000	523,789.69	550,000.00	229,700.00	-	-	-
				Depreciation Expense - Instructional Superv & Admin	6900	2100	-	-	-	-	-	-
				<b>TOTAL DEPRECIATION</b>			<b>523,789.69</b>	<b>550,000.00</b>	<b>229,700.00</b>	<b>-</b>	<b>-</b>	<b>-</b>
				Debt Service								
				Debt Service-Interest	7438	9100	20,271.79	33,314.00	33,314.00	-	-	-
				<b>TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)</b>			<b>20,271.79</b>	<b>33,314.00</b>	<b>33,314.00</b>	<b>-</b>	<b>-</b>	<b>-</b>
				OTHER OUTGO-TRANSFERS OF INDIRECT COSTS								
				Transfers of Indirect Cost	7310		-	-	(147,104.00)			
				Transfers of Indirect Cost-Interfund	7350		-	-	-			
				<b>TOTAL, OTHER OUTGO-TRANSFERS OF INDIRECT COSTS</b>			<b>-</b>	<b>-</b>	<b>(147,104.00)</b>	<b>-</b>	<b>-</b>	<b>-</b>
8)				<b>Direct Support/Indirect Costs/All Other Financing Uses</b>								
				Indirect Cost ( total charter school supervisorial oversight fees only)	5800	2700	140,701.77	-	-	-	-	-
				Indirect Cost ( total charter school supervisorial oversight fees only)	5800	7200	-	257,947.00	-	257,947.00	-	-
				<b>TOTAL INDIRECT COST (OVERSIGHT FEES)</b>			<b>140,701.77</b>	<b>257,947.00</b>	<b>-</b>	<b>257,947.00</b>	<b>-</b>	<b>-</b>
				All Other Financing Uses	7699	9100	-	-	-	-	-	-
				<b>TOTAL EXPENSES</b>			<b>15,900,713.59</b>	<b>31,151,808.61</b>	<b>20,627,450.42</b>	<b>422,364.00</b>	<b>4,518,502.00</b>	<b>252,889.00</b>
				CHECK: DETAILS OF REVENUE = TOTAL REVENUE - SUMMARY; SHOULD BE ZERO			-	-	-	-	-	-
				CHECK: DETAILS OF EXPESSES = TOTAL EXPENSES - SUMMARY; SHOULD BE ZERO ; OR \$ IN OTHER FINANCING USES			-	-	-	-	-	-

				if #NAME? appears go to K7 for instructions	if #NAME? appears go to K7 for instructions	if #NAME? appears go to K3 for instructions	if #NAME? appears go to K3 for instructions	if #NAME? appears go to K3 for instructions	if #NAME? appears go to K3 for instructions	if #NAME? appears go to K3 for instructions	if #NAME? appears go to K3 for instructions	if #NAME? appears go to K7 for instructions
<b>ENDING NET POSITION CARRY FORWARD NEXT FY</b>				-	-	-	-	21,004.00	-	-	-	-
<b>THIS LINE SHOULD EQUAL TO ZERO (GREEN SHADED COLUMNS)</b>				-	-	-	-	-	-	-	-	-
<b>STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION</b>				3310	4035	5310	5640	6230	6264	6300	6387	
				SPED Federal	NCLB TII PA Tchr Quality	Child Nutrition	Medi-Cal Billing Option	California Clean Energy Jobs Act (Prop 39)	Educator Effectiveness	Lottery :IMA	Career Technical Education Incentive Grant Program (CTEIG)	
				U	U	F	F	F	F	F	U	
				Object Codes	fund balance not allowed	fund balance not allowed	Allocate Allowable Exp	Allocate Allowable Exp	Allocate Allowable Exp	Allocate Allowable Exp	Allocate Allowable Exp	fund balance not allowed
<b>A. REVENUES (Summary- -See details below)</b>												
1)	LCFF Sources	8010-8099	-	-	-	-	-	-	-	-	-	-
2)	Federal Revenue	8100-8299	546,929.00	6,797.00	301,158.00	37,343.00	-	-	-	-	-	-
3)	Other State Revenue	8300-8599	-	-	18,416.00	-	102,004.00	199,449.00	146,211.00	-	379,711.00	-
4)	Other Local Revenue	8600-8799	-	-	135,306.00	-	-	-	-	-	-	-
5)	<b>TOTAL REVENUES</b>		<b>546,929.00</b>	<b>6,797.00</b>	<b>454,880.00</b>	<b>37,343.00</b>	<b>102,004.00</b>	<b>199,449.00</b>	<b>146,211.00</b>		<b>379,711.00</b>	
<b>B. EXPENSES</b>												
1)	Certificated Salaries	1000-1999	315,216.00	-	-	-	-	80,601.84	-	-	65,708.02	-
2)	Classified Salaries	2000-2999	125,219.00	-	43,432.00	-	-	-	-	-	-	-
3)	Employee Benefits	3000-3999	74,544.39	-	9,953.75	-	-	11,398.16	-	-	9,832.54	-
4)	Books & Supplies	4000-4999	-	-	246,273.00	-	-	4,000.00	146,211.00	-	24,870.44	-
5)	Services and Other Operating Expenses	5000-5999	13,607.61	6,797.00	184,969.00	37,343.00	-	103,449.00	-	-	40,000.00	-
6)	Depreciation	6000-6999	-	-	-	-	81,000.00	-	-	-	239,300.00	-
7)	Other Outgo (excluding Transfers of indirect Costs)	7100-7299, 7400-7499	-	-	-	-	-	-	-	-	-	-
8)	Other Outgo - Transfers of Indirect Costs	7300-7399	18,342.00	-	17,594.00	-	-	-	-	-	-	-
9)	<b>TOTAL EXPENSES</b>		<b>546,929.00</b>	<b>6,797.00</b>	<b>502,221.75</b>	<b>37,343.00</b>	<b>81,000.00</b>	<b>199,449.00</b>	<b>146,211.00</b>		<b>379,711.00</b>	
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES BEFORE OTHER FINANCING SOURCES &amp; USES</b>				(0.00)	-	(47,341.75)	-	21,004.00	-	-	-	-
<b>D. OTHER FINANCING SOURCES/USES</b>												
1)	Interfund Transfers											
	a) Transfers In	8900-8929										
	b) Transfers Out	7600-7629										
2)	Other Sources/Uses											
	a) Sources	8930-8979										
	b) Uses	7630-7699	-	-	-	-	-	-	-	-	-	-
3)	Contributions	8980-8999	0.00	-	47,341.75	-	-	-	-	-	-	-
4)	<b>TOTAL OTHER FINANCING SOURCES/USES</b>		<b>0.00</b>	<b>-</b>	<b>47,341.75</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>E. NET INCREASE (DECREASE) IN NET POSITION</b>				-	-	-	-	21,004.00	-	-	-	-
<b>F. NET POSITION</b>												
1)	Beginning Net Position											
	a) As of July 1 (based on unaudited actuals from PY)	9791										
	b) Audit Adjustments	9793										
	c) As of July 1 - Audited (F1a + F1b)											
	d) Other Restatements	9795										
	e) Adjusted Beginning Net Position ( per audited FS)		-	-	-	-	-	-	-	-	-	-
2)	<b>Ending Net Position, June 30</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>21,004.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	Components of Ending Net Position											

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION				3310	4035	5310	5640	6230	6264	6300	6387
				SPED Federal	NCLB TII PA Tchr Quality	Child Nutrition	Medi-Cal Billing Option	California Clean Energy Jobs Act (Prop 39)	Educator Effectiveness	Lottery :IMA	Career Technical Education Incentive Grant Program (CTEIG)
				U	U	F	F	F	F	F	U
				Object Codes	fund balance not allowed	fund balance not allowed	Allocate Allowable Exp	Allocate Allowable Exp	Allocate Allowable Exp	Allocate Allowable Exp	fund balance not allowed
	a)	Net Investment in Capital Assets	9796			-	-			-	
	b)	Restricted Net Position	9797							-	
	c)	Unrestricted Net Position	9790	-	-	-	-	21,004.00	-	-	-
				3310	4035	5310	5640	6230	6264	6300	6387
				SPED Federal	NCLB TII PA Tchr Quality	Child Nutrition	Medi-Cal Billing Option	California Clean Energy Jobs Act (Prop 39)	Educator Effectiveness	Lottery :IMA	Career Technical Education Incentive Grant Program (CTEIG)
<b>Revenues (DETAILS)</b>				SACS Object							
1)	LCFF Sources										
	Principal Apportionment										
		State Aid - Current Year	8011	-	-	-	-	-	-	-	-
		State Aid - Prior Years	8019	-	-	-	-	-	-	-	-
		Education Protection Account State Aid (EPA) - CY	8012	-	-	-	-	-	-	-	-
	LCFF Transfers										
		Unrestricted LCFF Transfers - Current Year	8091	-	-	-	-	-	-	-	-
		All Other LCFF Transfer- Current Year	8091	-	-	-	-	-	-	-	-
		Transfers to Charter Schools in lieu of Property Taxes	8096	-	-	-	-	-	-	-	-
		In Lieu of PropTax - Prior Year	8096	-	-	-	-	-	-	-	-
		Property Taxes Transfers	8097	-	-	-	-	-	-	-	-
		LCFF/Revenue Limit Transfers - Prior Years	8099	-	-	-	-	-	-	-	-
	<b>TOTAL LCFF SOURCES</b>			-	-	-	-	-	-	-	-
2)	<b>Federal Revenue</b>										
		Maintenance and Operations	8110								
		Special Ed: IDEA Basic Local Assistance - CY	8181	546,929.00	-	-	-	-	-	-	-
		Special Ed: IDEA Basic Local Assistance - Prior Years	8181	-	-	-	-	-	-	-	-
		Special Education Discretionary Grants	8182	-	-	-	-	-	-	-	-
		Child Nutrition Programs	8220	-	-	301,158.00	-	-	-	-	-
		Donated Food Commodities	8221	-	-	-	-	-	-	-	-
		Interagency Contracts Between LEAs	8285								
		NCLB: T1,Part A Basic Grts Low-Inc & Neglected	8290	-	-	-	-	-	-	-	-
		NCLB: T1,Part A Basic School Support	8290	-	-	-	-	-	-	-	-
		NCLB: Title I, Part D, Local Delinquent Programs	8290	-	-	-	-	-	-	-	-
		Vocational and Applied Technology Education	8290	-	-	-	-	-	-	-	-
		Other No Child Left Behind	8290	-	-	-	-	-	-	-	-
		Safe and Drug Free Schools	8290	-	-	-	-	-	-	-	-
		NCLB:TII, Part A, Teacher Quality	8290	-	6,797.00	-	-	-	-	-	-
		NCLB:TII, Part A, Administrator Training	8290	-	-	-	-	-	-	-	-
		Med-Cal Billing Option (Medical Assistance Program)	8290	-	-	-	37,343.00	-	-	-	-
		<b>Other Federal Revenues:</b>	8290								
		Others (please insert description below)									
		Title 1 Part G - AP Fees									
	<b>TOTAL FEDERAL REVENUE</b>			546,929.00	6,797.00	301,158.00	37,343.00	-	-	-	-
3)	<b>OTHER STATE REVENUE</b>										
	Other State Apportionments										
		Special Education Master Plan									
		Special Education AB602 - CY	8311	-	-	-	-	-	-	-	-
		Special Education AB602 - Prior Years	8311	-	-	-	-	-	-	-	-
		All Special Ed Apportionments-Current Year	8311	-	-	-	-	-	-	-	-

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION				3310	4035	5310	5640	6230	6264	6300	6387
				SPED Federal	NCLB TII PA Tchr Quality	Child Nutrition	Medi-Cal Billing Option	California Clean Energy Jobs Act (Prop 39)	Educator Effectiveness	Lottery :IMA	Career Technical Education Incentive Grant Program (CTEIG)
				U	U	F	F	F	F	F	U
				fund balance not allowed	fund balance not allowed	Allocate Allowable Exp	Allocate Allowable Exp	Allocate Allowable Exp	Allocate Allowable Exp	Allocate Allowable Exp	fund balance not allowed
Object Codes											
		All Other State Apportionments - Prior Years	8319	-	-	-	-	-	-	-	-
		Child Nutrition: School Lunch Programs	8520	-	-	18,416.00	-	-	-	-	-
		Mandated Costs Reimbursement	8550	-	-	-	-	-	-	-	-
		Lottery:Unrestricted (Non Prop 20)	8560	-	-	-	-	-	-	-	-
		State Lottery- Instructional Materials-Prop 20	8560	-	-	-	-	-	-	146,211.00	-
		<b>One-Time Funding</b>	<b>8590</b>								
		After School Education and Safety (ASES)	8590	-	-	-	-	-	-	-	-
		Charter School Facility Grant	8590	-	-	-	-	-	-	-	-
		California Clean Energy Jobs Act (prop 39)	8590	-	-	-	-	102,004.00	-	-	-
		Educator Effectiveness	8590	-	-	-	-	-	199,449.00	-	-
		Career Technical Education Incentive Grant Program (CTEIG)	8590	-	-	-	-	-	-	-	379,711.00
		Drug/Alcohol/Tobacco Funds	8590	-	-	-	-	-	-	-	-
		School Based Coordination Program	8590	-	-	-	-	-	-	-	-
		College Readiness Block Grant	8590	-	-	-	-	-	-	-	-
		Specialized Secondary	8590	-	-	-	-	-	-	-	-
		Quality Education Investment Act	8590	-	-	-	-	-	-	-	-
		Common Core Standards Implementatin Funds	8590	-	-	-	-	-	-	-	-
		Child Dev CA State Preschool Program	8590	-	-	-	-	-	-	-	-
		All other State Revenues:	8590								
		Others (please insert description below)									
		Student ID/CAHSEE (Prior Year)									
		<b>TOTAL OTHER STATE REVENUE</b>		-	-	18,416.00	-	102,004.00	199,449.00	146,211.00	379,711.00
4)		<b>Other Local Revenues</b>									
		Sales									
		Sale of Equipment/Supplies	8631	-	-	-	-	-	-	-	-
		Sale of Publications	8632	-	-	-	-	-	-	-	-
		Food Service Sales	8634	-	-	135,306.00	-	-	-	-	-
		Other Sales	8639	-	-	-	-	-	-	-	-
		Leases & Rentals	8650	-	-	-	-	-	-	-	-
		Interest	8660	-	-	-	-	-	-	-	-
		Net Increase (Decrease) in the Fair Value of Investments	8662	-	-	-	-	-	-	-	-
		Fees and Contracts									
		Child Development Parent Fees	8673	-	-	-	-	-	-	-	-
		Transportation Fees from Individuals	8689	-	-	-	-	-	-	-	-
		Interagency Services	8677	-	-	-	-	-	-	-	-
		All Other Fees & Contracts	8689	-	-	-	-	-	-	-	-
		<b>Other Local Revenues</b>	8689								
		Grants/Donations									
		Fund Raising/Others									
		All Other Local									
		Prior Year									
		<b>TOTAL OTHER LOCAL REVENUE</b>		-	-	135,306.00	-	-	-	-	-
		<b>TOTAL REVENUES</b>		546,929.00	6,797.00	454,880.00	37,343.00	102,004.00	199,449.00	146,211.00	379,711.00
<b>Expeses by Sub-object</b>				3310	4035	5310	5640	6230	6264	6300	6387
				SPED Federal	NCLB TII PA Tchr Quality	Child Nutrition	Medi-Cal Billing Option	California Clean Energy Jobs Act (Prop 39)	Educator Effectiveness	Lottery :IMA	Career Technical Education Incentive Grant Program (CTEIG)
1)		<b>Certificated Salaries</b>	SACS Object								
		Teachers' Salaries	1100	315,216.00					80,601.84		65,708.02
		Librarians	1200								

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION				3310	4035	5310	5640	6230	6264	6300	6387
				SPED Federal	NCLB TII PA Tchr Quality	Child Nutrition	Medi-Cal Billing Option	California Clean Energy Jobs Act (Prop 39)	Educator Effectiveness	Lottery :IMA	Career Technical Education Incentive Grant Program (CTEIG)
				U	U	F	F	F	F	F	U
Object Codes				fund balance not allowed	fund balance not allowed	Allocate Allowable Exp	Allocate Allowable Exp	Allocate Allowable Exp	Allocate Allowable Exp	Allocate Allowable Exp	fund balance not allowed
		Guidance, Welfare, & Counseling Services	1200								
		Pupil Support Salaries	1200								
		Supervisors' and Administrators' Salaries	1300								
		Other Certificated Salaries	1900								
		<b>TOTAL CERTIFICATED SALARIES</b>		<b>315,216.00</b>	-	-	-	-	<b>80,601.84</b>	-	<b>65,708.02</b>
2)		<b>Classified Salaries</b>									
		Classified Instructional Salaries	2100	125,219.00							
		Classified Supervisors' and Administrators' Salaries	2300								
		Clerical, Technical and Office Salaries	2400								
		Classified Transportation Salaries	2200								
		Classified Food Services Salaries	2200			43,432.00					
		Classified Maintenance & Operations	2200								
		Other Classified	2900								
		<b>TOTAL CLASSIFIED SALARIES</b>		<b>125,219.00</b>	-	<b>43,432.00</b>	-	-	-	-	-
3)		<b>Employee Benefits</b>									
		EE Ben - STRS - Certificated		<b>39,654.17</b>	-	-	-	-	<b>10,139.71</b>	-	<b>8,266.07</b>
		EE Ben - STRS - Certificated - Instruction	3101	39,654.17					10,139.71		8,266.07
		EE Ben - PERS - Classified		<b>14,086.24</b>	-	<b>6,031.84</b>	-	-	-	-	-
		EE Ben - PERS - Classified - Instruction	3202	14,086.24							
		EE Ben - PERS - Classified - Instructional Supv and Adm	3202								
		EE Ben - PERS - Classified - School Administration	3202								
		EE Ben - PERS - Classified - Pupil Transportation	3202								
		EE Ben - PERS - Classified - Food Services	3202			6,031.84					
		EE Ben - PERS - Classified - Plant Maintenance & Operation	3202								
		EE Ben - PERS - Classified - Other General Administration	3202								
		EE Ben - OASDI Reg - Certificated		-	-	-	-	-	-	-	-
		EE Ben - OASDI Reg - Certificated - Instruction	3301	-							
		EE Ben - OASDI Reg - Classified		<b>7,763.58</b>	-	<b>2,692.78</b>	-	-	-	-	-
		EE Ben - OASDI Reg - Classified - Instruction	3302	7,763.58							
		EE Ben - OASDI Reg - Classified - Instructional Supervision and Adm	3302								
		EE Ben - OASDI Reg - Classified - School Administration	3302								
		EE Ben - OASDI Reg - Classified - Pupil Transportation	3302								
		EE Ben - OASDI Reg - Classified - Food Services	3302			2,692.78					
		EE Ben - OASDI Reg - Classified - Plant Maintenance & Operation	3302								
		EE Ben - OASDI Reg - Classified - Other General Administration	3302								
		EE Ben - OASDI Medicare - Certificated		<b>4,570.63</b>	-	-	-	-	<b>1,168.73</b>	-	<b>952.76</b>
		EE Ben - OASDI Medicare - Certificated - Instruction	3301	4,570.63					1,168.73		952.76
		EE Ben - OASDI Medicare - Classified		<b>1,815.68</b>	-	<b>629.76</b>	-	-	-	-	-
		EE Ben - OASDI Medicare - Classified - Instruction	3302	1,815.68							
		EE Ben - OASDI Medicare - Classified - Instructional Supervision and Adm	3302								
		EE Ben - OASDI Medicare - Classified - School Administration	3302								
		EE Ben - OASDI Medicare - Classified - Pupil Transportation	3302								
		EE Ben - OASDI Medicare - Classified - Food Services	3302			629.76					
		EE Ben - OASDI Medicare - Classified - Plant Maintenance & Operation	3302								
		EE Ben - OASDI Medicare - Classified - Other General Administration	3302								
		EE Ben - Health & Welfare Benefits - Certificated		-	-	-	-	-	-	-	-
		EE Ben - Health & Welfare Benefits - Cert - Instruction	3401								
		EE Ben - Health & Welfare Benefits - Classified		-	-	-	-	-	-	-	-
		EE Ben - Health & Welfare Benefits - Class - Instruction	3402								



STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION				3310	4035	5310	5640	6230	6264	6300	6387
				SPED Federal	NCLB TII PA Tchr Quality	Child Nutrition	Medi-Cal Billing Option	California Clean Energy Jobs Act (Prop 39)	Educator Effectiveness	Lottery :IMA	Career Technical Education Incentive Grant Program (CTEIG)
				U	U	F	F	F	F	F	U
Object Codes				fund balance not allowed	fund balance not allowed	Allocate Allowable Exp	Allocate Allowable Exp	Allocate Allowable Exp	Allocate Allowable Exp	Allocate Allowable Exp	fund balance not allowed
		EE Ben - Health & Welfare Benefits - Class - Instructional Supv and Adm	3402								
		EE Ben - Health & Welfare Benefits - Class - School Administration	3402								
		EE Ben - Health & Welfare Benefits - Class - Pupil Transportation	3402								
		EE Ben - Health & Welfare Benefits - Class - Food Services	3402								
		EE Ben - Health & Welfare Benefits - Class - Plant Maintenance & Operation	3402								
		EE Ben - Health & Welfare Benefits - Class - Other General Administration	3402								
		EE Ben - Unemployment Insurance - Certificated		1,576.08	-	-	-	-	0.06	-	32.85
		EE Ben - Unemployment Insurance - Cert - Instruction	3501	1,576.08					0.06		32.85
		EE Ben - Unemployment Insurance - Classified		626.10	-	21.72	-	-	-	-	-
		EE Ben - Unemployment Insurance - Class - Instruction	3502	626.10							
		EE Ben - Unemployment Insurance - Class - Instructional Supv and Adm	3502								
		EE Ben - Unemployment Insurance - Class - School Administration	3502								
		EE Ben - Unemployment Insurance - Class - Pupil Transportation	3502								
		EE Ben - Unemployment Insurance - Class - Food Services	3502			21.72					
		EE Ben - Unemployment Insurance - Class - Plant Maintenance & Operation	3502								
		EE Ben - Unemployment Insurance - Class - Other General Administration	3502								
		EE Ben - Workers' Compensation - Certificated		2,786.51	-	-	-	-	89.66	-	580.86
		EE Ben - Workers' Compensation - Cert - Instruction	3601	2,786.51					89.66		580.86
		EE Ben - Workers' Compensation - Classified		1,665.41	-	577.65	-	-	-	-	-
		EE Ben - Workers' Compensation - Class - Instruction	3602	1,665.41							
		EE Ben - Workers' Compensation - Class - Instructional Supervision and Adm	3602								
		EE Ben - Workers' Compensation - Class - School Administration	3602								
		EE Ben - Workers' Compensation - Class - Pupil Transportation	3602								
		EE Ben - Workers' Compensation - Class - Food Services	3602			577.65					
		EE Ben - Workers' Compensation - Class - Plant Maintenance & Operation	3602								
		EE Ben - Workers' Compensation - Class - Other General Administration	3602								
		EE Ben - Other Employment Benefits - Certificated		-	-	-	-	-	-	-	-
		EE Ben - Other Emp Benefits - Cert - Instruction	3901								
		EE Ben - Other Employment Benefits - Classified		-	-	-	-	-	-	-	-
		EE Ben - Other Emp Benefits - Class - Instruction	3902								
		EE Ben - Other Emp Benefits - Class - Instructional Supervision and Adm	3902								
		EE Ben - Other Emp Benefits - Class - School Administration	3902								
		<b>TOTAL EMPLOYEE BENEFITS</b>		<b>74,544.39</b>	<b>-</b>	<b>9,953.75</b>	<b>-</b>	<b>-</b>	<b>11,398.16</b>	<b>-</b>	<b>9,832.54</b>
4)		<b>Books &amp; Supplies</b>									
		Approved Textbooks and Core Curricula Materials	4100								
		Books and Other Reference Materials	4200								
		Materials and Supplies	4300							146,211.00	
		Noncapitalized Equipment	4400								24,870.44
		Other Supplies	4300						4,000.00		
		Pupil Transportation Supplies	4300								
		Food Service Supplies	4700			246,273.00					
		<b>TOTAL BOOKS AND SUPPLIES</b>		<b>-</b>	<b>-</b>	<b>246,273.00</b>	<b>-</b>	<b>-</b>	<b>4,000.00</b>	<b>146,211.00</b>	<b>24,870.44</b>
5)		<b>Services and Other Operating Expenses</b>									
		Personal Services- School Administration	5800								
		Personal Services- Other Gen Administration	5800								
		Travel and Conference - Instruction	5200		6,797.00				30,000.00		
		Travel and Conference - Other Gen Administration	5200								

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION				3310	4035	5310	5640	6230	6264	6300	6387
				SPED Federal	NCLB TII PA Tchr Quality	Child Nutrition	Medi-Cal Billing Option	California Clean Energy Jobs Act (Prop 39)	Educator Effectiveness	Lottery :IMA	Career Technical Education Incentive Grant Program (CTEIG)
				U	U	F	F	F	F	F	U
				fund balance not allowed	fund balance not allowed	Allocate Allowable Exp	Allocate Allowable Exp	Allocate Allowable Exp	Allocate Allowable Exp	Allocate Allowable Exp	fund balance not allowed
		Object Codes									
		Travel and Conference - School Administration	5200								
		Due and Memberships - Instruction	5300								
		Insurance-School Administration	5400								
		Insurance - Other General Administration	5400								
		Operation and Housekeeping Services	5500								
		Rentals/Leases/Repairs&Noncapitalized Improvements	5600								
		Rentals/Leases/Repairs&Noncapitalized Improvements	5600								
		Rentals/Leases/Repairs&Noncapitalized Improvements	5600								
		Rentals/Leases/Repairs&Noncapitalized Improvements	5600								
		Pupil Transportation Contracts	5800								
		Transfers of Direct Cost - School Administration	5800								
		Transfers of Direct Cost - Other General Admin	5800			-					
		Professional Consulting Services& Operating Exp	5800	13,607.61		184,969.00	37,343.00		73,449.00		40,000.00
		Communications - Other General Administration	5900								
		<b>TOTAL SERVICES AND OTHER OPERATING EXPENSES</b>		<b>13,607.61</b>	<b>6,797.00</b>	<b>184,969.00</b>	<b>37,343.00</b>	<b>-</b>	<b>103,449.00</b>	<b>-</b>	<b>40,000.00</b>
6)		<b>Depreciation</b>									
		Depreciation Expense - Instruction	6900					81,000.00			239,300.00
		Depreciation Expense - Instructional Superv & Admin	6900								
		<b>TOTAL DEPRECIATION</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>81,000.00</b>	<b>-</b>	<b>-</b>	<b>239,300.00</b>
		Debt Service									
		Debt Service-Interest	7438								
		<b>TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
		<b>OTHER OUTGO-TRANSFERS OF INDIRECT COSTS</b>									
		Transfers of Indirect Cost	7310	18,342.00		17,594.00					
		Transfers of Indirect Cost-Interfund	7350								
		<b>TOTAL, OTHER OUTGO-TRANSFERS OF INDIRECT COSTS</b>		<b>18,342.00</b>	<b>-</b>	<b>17,594.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
8)		<b>Direct Support/Indirect Costs/All Other Financing Uses</b>									
		Indirect Cost ( total charter school supervisorial oversight fees only)	5800								
		Indirect Cost ( total charter school supervisorial oversight fees only)	5800								
		<b>TOTAL INDIRECT COST (OVERSIGHT FEES)</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
		All Other Financing Uses	7699								
		<b>TOTAL EXPENSES</b>		<b>546,929.00</b>	<b>6,797.00</b>	<b>502,221.75</b>	<b>37,343.00</b>	<b>81,000.00</b>	<b>199,449.00</b>	<b>146,211.00</b>	<b>379,711.00</b>
		CHECK: DETAILS OF REVENUE = TOTAL REVENUE- SUMMARY; SHOULD BE ZERO		-	-	-	-	-	-	-	-
		CHECK: DETAILS OF EXPESSES = TOTAL EXPENSES - SUMMARY; SHOULD BE ZERO ; OR \$ IN OTHER FIN		-	-	-	-	-	-	-	-

					if #NAME? appears go to K3 for instructions	if #NAME? appears go to K3 for instructions	CHECK
							TOTAL FUND BALANCE
<b>ENDING NET POSITION CARRY FORWARD NEXT FY</b>					-	-	10,566,387.23
<b>THIS LINE SHOULD EQUAL TO ZERO (GREEN SHADED COLUMNS)</b>							
<b>STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION</b>					<b>6500</b>	<b>7810</b>	
					<b>SPED State</b>	<b>Other State Rev</b>	
					<b>F</b>	<b>F/U</b>	
					<b>Allocate Allowable Exp</b>	<b>Allocate Allowable Exp</b>	
					<b>Object Codes</b>		
<b>A. REVENUES (Summary - See details below)</b>							
1)	LCFF Sources	8010-8099	-	-	-		
2)	Federal Revenue	8100-8299	-	-	-		
3)	Other State Revenue	8300-8599	1,711,001.00	4,915.00	-		
4)	Other Local Revenue	8600-8799	-	-	-		
5)	<b>TOTAL REVENUES</b>		<b>1,711,001.00</b>	<b>4,915.00</b>			
<b>B. EXPENSES</b>							
1)	Certificated Salaries	1000-1999	894,472.00	-	-		
2)	Classified Salaries	2000-2999	694,303.00	-	-		
3)	Employee Benefits	3000-3999	714,679.44	-	-		
4)	Books & Supplies	4000-4999	52,070.00	-	-		
5)	Services and Other Operating Expenses	5000-5999	959,334.00	4,915.00	-		
6)	Depreciation	6000-6999	-	-	-		
7)	Other Outgo (excluding Transfers of indirect Costs)	7100-7299, 7400-7499	-	-	-		
8)	Other Outgo - Transfers of Indirect Costs	7300-7399	111,168.00	-	-		
9)	<b>TOTAL EXPENSES</b>		<b>3,426,026.44</b>	<b>4,915.00</b>			
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES BEFORE OTHER FINANCING SOURCES &amp; USES</b>					<b>(1,715,025.44)</b>	<b>-</b>	<b>(0.00)</b>
<b>D. OTHER FINANCING SOURCES/USES</b>							
1)	Interfund Transfers						
a)	Transfers In	8900-8929					
b)	Transfers Out	7600-7629					
2)	Other Sources/Uses						
a)	Sources	8930-8979					
b)	Uses	7630-7699	-	-	-		
3)	Contributions	8980-8999	1,715,025.44	-	-		
4)	<b>TOTAL OTHER FINANCING SOURCES/USES</b>		<b>1,715,025.44</b>	<b>-</b>	<b>-</b>		
<b>E. NET INCREASE (DECREASE) IN NET POSITION</b>					<b>-</b>	<b>-</b>	<b>(0.00)</b>
<b>F. NET POSITION</b>							
1)	Beginning Net Position						
a)	As of July 1 (based on unaudited actuals from PY)	9791	-	-	-		
b)	Audit Adjustments	9793	-	-	-		
c)	As of July 1 - Audited (F1a + F1b)						
d)	Other Restatements	9795	-	-	-		
e)	Adjusted Beginning Net Position ( per audited FS)						
2)	<b>Ending Net Position, June 30</b>						
	Components of Ending Net Position						

<b>STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION</b>					<b>6500</b>	<b>7810</b>	
					<b>SPED State</b>	<b>Other State Rev</b>	
					<b>F</b>	<b>F/U</b>	
			<b>Object Codes</b>		<b>Allocate Allowable Exp</b>	<b>Allocate Allowable Exp</b>	
	a)	Net Investment in Capital Assets	9796		-	-	6,483,115.00
	b)	Restricted Net Position	9797		-	-	470,000.00
	c)	Unrestricted Net Position	9790		-	-	(6,953,115.00)
							-
					<b>6500</b>	<b>7810</b>	
			<b>SACS Object</b>		<b>SPED State</b>	<b>Other State Rev</b>	
<b>Revenues (DETAILS)</b>							
1)		LCFF Sources					
		Principal Apportionment					
		State Aid - Current Year	8011		-	-	-
		State Aid - Prior Years	8019		-	-	-
		Education Protection Account State Aid (EPA) - CY	8012		-	-	-
		LCFF Transfers					
		Unrestricted LCFF Transfers - Current Year	8091		-	-	-
		All Other LCFF Transfer- Current Year	8091		-	-	-
		Transfers to Charter Schools in lieu of Property Taxes	8096		-	-	-
		In Lieu of PropTax - Prior Year	8096		-	-	-
		Property Taxes Transfers	8097		-	-	#VALUE!
		LCFF/Revenue Limit Transfers - Prior Years	8099		-	-	-
		<b>TOTAL LCFF SOURCES</b>			-	-	-
2)		<b>Federal Revenue</b>					
		Maintenance and Operations	8110				
		Special Ed: IDEA Basic Local Assistance - CY	8181		-	-	-
		Special Ed: IDEA Basic Local Assistance - Prior Years	8181		-	-	-
		Special Education Discretionary Grants	8182		-	-	-
		Child Nutrition Programs	8220		-	-	-
		Donated Food Commodities	8221		-	-	-
		Interagency Contracts Between LEAs	8285				
		NCLB: T1,Part A Basic Grts Low-Inc & Neglected	8290		-	-	-
		NCLB: T1,Part A Basic School Support	8290		-	-	-
		NCLB: Title I, Part D, Local Delinquent Programs	8290		-	-	-
		Vocational and Applied Technology Education	8290		-	-	-
		Other No Child Left Behind	8290		-	-	-
		Safe and Drug Free Schools	8290		-	-	-
		NCLB:TII, Part A, Teacher Quality	8290		-	-	-
		NCLB:TII, Part A, Administrator Training	8290		-	-	-
		Med-Cal Billing Option (Medical Assistance Program)	8290		-	-	-
		<b>Other Federal Revenues:</b>	8290				
		Others (please insert description below)					
		Title 1 Part G - AP Fees					
		<b>TOTAL FEDERAL REVENUE</b>			-	-	-
3)		<b>OTHER STATE REVENUE</b>					
		Other State Apportionments					
		Special Education Master Plan					
		Special Education AB602 - CY	8311		1,597,028.00	-	-
		Special Education AB602 - Prior Years	8311		-	-	-
		All Special Ed Apportionments-Current Year	8311		113,973.00	-	-

<b>STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION</b>					6500	7810	
					SPED State	Other State Rev	
					F	F/U	
			<b>Object Codes</b>		<b>Allocate Allowable Exp</b>	<b>Allocate Allowable Exp</b>	
		All Other State Apportionments - Prior Years	8319	-	-	-	
		Child Nutrition: School Lunch Programs	8520	-	-	-	
		Mandated Costs Reimbursement	8550	-	-	-	
		Lottery:Unrestricted (Non Prop 20)	8560	-	-	-	
		State Lottery- Instructional Materials-Prop 20	8560	-	-	-	
		<b>One-Time Funding</b>	<b>8590</b>				
		After School Education and Safety (ASES)	8590	-	-	-	
		Charter School Facility Grant	8590	-	-	-	
		California Clean Energy Jobs Act (prop 39)	8590	-	-	-	
		Educator Effectiveness	8590	-	-	-	
		Career Technical Education Incentive Grant Program (CTEIG)	8590	-	-	-	
		Drug/Alcohol/Tobacco Funds	8590	-	-	-	
		School Based Coordination Program	8590	-	-	-	
		College Readiness Block Grant	8590	-	-	-	
		Specialized Secondary	8590	-	-	-	
		Quality Education Investment Act	8590	-	-	-	
		Common Core Standards Implementatin Funds	8590	-	-	-	
		Child Dev CA State Preschool Program	8590	-	-	-	
		All other State Revenues:	8590		4,915.00	-	
		Others (please insert description below)					
		Student ID/CAHSEE (Prior Year)					
		<b>TOTAL OTHER STATE REVENUE</b>		<b>1,711,001.00</b>	<b>4,915.00</b>	<b>-</b>	
4)		<b>Other Local Revenues</b>					
		Sales					
		Sale of Equipment/Supplies	8631	-	-	-	
		Sale of Publications	8632	-	-	-	
		Food Service Sales	8634	-	-	-	
		Other Sales	8639	-	-	-	
		Leases & Rentals	8650	-	-	-	
		Interest	8660	-	-	-	
		Net Increase (Decrease) in the Fair Value of Investments	8662	-	-	-	
		Fees and Contracts					
		Child Development Parent Fees	8673	-	-	-	
		Transportation Fees from Individuals	8689	-	-	-	
		Interagency Services	8677	-	-	-	
		All Other Fees & Contracts	8689	-	-	-	
		<b>Other Local Revenues</b>	8689				
		Grants/Donations					
		Fund Raising/Others					
		All Other Local					
		Prior Year					
		<b>TOTAL OTHER LOCAL REVENUE</b>		<b>-</b>	<b>-</b>	<b>-</b>	
		<b>TOTAL REVENUES</b>		<b>1,711,001.00</b>	<b>4,915.00</b>	<b>-</b>	
							Expenditure by
		<b>Expeses by Sub-object</b>		<b>6500</b>	<b>7810</b>		resource totals
			SACS Object	SPED State	Other State Rev		
1)		<b>Certificated Salaries</b>					
		Teachers' Salaries	1100	767,984.00		12,285,164.00	
		Librarians	1200			123,867.00	

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION					
				6500	7810
				SPED State	Other State Rev
				F	F/U
				Allocate Allowable Exp	Allocate Allowable Exp
			Object Codes		
			Guidance, Welfare, & Counseling Services	1200	768,579.00
			Pupil Support Salaries	1200	-
			Supervisors' and Administrators' Salaries	1300	748,202.00
			Other Certificated Salaries	1900	-
			<b>TOTAL CERTIFICATED SALARIES</b>	<b>894,472.00</b>	<b>13,925,812.00</b>
	2)		<b>Classified Salaries</b>		
			Classified Instructional Salaries	2100	868,513.00
			Classified Supervisors' and Administrators' Salaries	2300	355,521.00
			Clerical, Technical and Office Salaries	2400	1,944,948.00
			Classified Transportation Salaries	2200	-
			Classified Food Services Salaries	2200	43,432.00
			Classified Maintenance & Operations	2200	123,718.00
			Other Classified	2900	850,830.00
			<b>TOTAL CLASSIFIED SALARIES</b>	<b>694,303.00</b>	<b>4,186,962.00</b>
	3)		<b>Employee Benefits</b>		
			EE Ben - STRS - Certificated		1,730,867.15
			EE Ben - STRS - Certificated - Instruction	3101	1,730,867.15
			EE Ben - PERS - Classified		471,003.08
			EE Ben - PERS - Classified - Instruction	3202	97,698.28
			EE Ben - PERS - Classified - Instructional Supv and Adm	3202	-
			EE Ben - PERS - Classified - School Administration	3202	361,304.80
			EE Ben - PERS - Classified - Pupil Transportation	3202	-
			EE Ben - PERS - Classified - Food Services	3202	12,000.00
			EE Ben - PERS - Classified - Plant Maintenance & Operation	3202	-
			EE Ben - PERS - Classified - Other General Administration	3202	-
			EE Ben - OASDI Reg - Certificated		14,079.00
			EE Ben - OASDI Reg - Certificated - Instruction	3301	14,079.00
			EE Ben - OASDI Reg - Classified		260,010.34
			EE Ben - OASDI Reg - Classified - Instruction	3302	50,810.36
			EE Ben - OASDI Reg - Classified - Instructional Supervision and Adm	3302	-
			EE Ben - OASDI Reg - Classified - School Administration	3302	206,507.20
			EE Ben - OASDI Reg - Classified - Pupil Transportation	3302	-
			EE Ben - OASDI Reg - Classified - Food Services	3302	2,692.78
			EE Ben - OASDI Reg - Classified - Plant Maintenance & Operation	3302	-
			EE Ben - OASDI Reg - Classified - Other General Administration	3302	-
			EE Ben - OASDI Medicare - Certificated		194,961.37
			EE Ben - OASDI Medicare - Certificated - Instruction	3301	194,961.37
			EE Ben - OASDI Medicare - Classified		59,036.16
			EE Ben - OASDI Medicare - Classified - Instruction	3302	11,883.07
			EE Ben - OASDI Medicare - Classified - Instructional Supervision and Adm	3302	-
			EE Ben - OASDI Medicare - Classified - School Administration	3302	45,893.56
			EE Ben - OASDI Medicare - Classified - Pupil Transportation	3302	-
			EE Ben - OASDI Medicare - Classified - Food Services	3302	1,259.53
			EE Ben - OASDI Medicare - Classified - Plant Maintenance & Operation	3302	-
			EE Ben - OASDI Medicare - Classified - Other General Administration	3302	-
			EE Ben - Health & Welfare Benefits - Certificated		2,100,000.00
			EE Ben - Health & Welfare Benefits - Cert - Instruction	3401	2,100,000.00
			EE Ben - Health & Welfare Benefits - Classified		981,000.00
			EE Ben - Health & Welfare Benefits - Class - Instruction	3402	240,017.00

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION					
				6500	7810
				SPED State	Other State Rev
				F	F/U
				Allocate Allowable Exp	Allocate Allowable Exp
			Object Codes		
			EE Ben - Health & Welfare Benefits - Class - Instructional Supv and Adm	3402	-
			EE Ben - Health & Welfare Benefits - Class - School Administration	3402	740,983.00
			EE Ben - Health & Welfare Benefits - Class - Pupil Transportation	3402	-
			EE Ben - Health & Welfare Benefits - Class - Food Services	3402	-
			EE Ben - Health & Welfare Benefits - Class - Plant Maintenance & Operation	3402	-
			EE Ben - Health & Welfare Benefits - Class - Other General Administration	3402	-
			EE Ben - Unemployment Insurance - Certificated	447.24	7,890.00
			EE Ben - Unemployment Insurance - Cert - Instruction	3501 447.24	7,890.00
			EE Ben - Unemployment Insurance - Classified	347.15	3,233.00
			EE Ben - Unemployment Insurance - Class - Instruction	3502 347.15	3,211.28
			EE Ben - Unemployment Insurance - Class - Instructional Supv and Adm	3502	-
			EE Ben - Unemployment Insurance - Class - School Administration	3502	-
			EE Ben - Unemployment Insurance - Class - Pupil Transportation	3502	-
			EE Ben - Unemployment Insurance - Class - Food Services	3502	21.72
			EE Ben - Unemployment Insurance - Class - Plant Maintenance & Operation	3502	-
			EE Ben - Unemployment Insurance - Class - Other General Administration	3502	-
			EE Ben - Workers' Compensation - Certificated	7,907.13	137,925.00
			EE Ben - Workers' Compensation - Cert - Instruction	3601 7,907.13	137,925.00
			EE Ben - Workers' Compensation - Classified	9,234.23	51,521.00
			EE Ben - Workers' Compensation - Class - Instruction	3602 9,234.23	50,943.35
			EE Ben - Workers' Compensation - Class - Instructional Supervision and Adm	3602	-
			EE Ben - Workers' Compensation - Class - School Administration	3602	-
			EE Ben - Workers' Compensation - Class - Pupil Transportation	3602	-
			EE Ben - Workers' Compensation - Class - Food Services	3602	577.65
			EE Ben - Workers' Compensation - Class - Plant Maintenance & Operation	3602	-
			EE Ben - Workers' Compensation - Class - Other General Administration	3602	-
			EE Ben - Other Employment Benefits - Certificated	-	483,000.00
			EE Ben - Other Emp Benefits - Cert - Instruction	3901	483,000.00
			EE Ben - Other Employment Benefits - Classified	-	208,000.00
			EE Ben - Other Emp Benefits - Class - Instruction	3902	-
			EE Ben - Other Emp Benefits - Class - Instructional Supervision and Adm	3902	-
			EE Ben - Other Emp Benefits - Class - School Administration	3902	208,000.00
			<b>TOTAL EMPLOYEE BENEFITS</b>	<b>714,679.44</b>	<b>6,702,526.11</b>
		4)	<b>Books &amp; Supplies</b>		
			Approved Textbooks and Core Curricula Materials	4100 12,370.00	200,000.00
			Books and Other Reference Materials	4200	-
			Materials and Supplies	4300 39,700.00	200,000.00
			Noncapitalized Equipment	4400	50,000.00
			Other Supplies	4300	116,250.00
			Pupil Transportation Supplies	4300	-
			Food Service Supplies	4700	246,273.00
			<b>TOTAL BOOKS AND SUPPLIES</b>	<b>52,070.00</b>	<b>812,523.00</b>
		5)	<b>Services and Other Operating Expenses</b>		
			Personal Services- School Administration	5800 2,000.00	5,000.00
			Personal Services- Other Gen Administration	5800	-
			Travel and Conference - Instruction	5200	-
			Travel and Conference - Other Gen Administration	5200	-

<b>STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION</b>					<b>6500</b>	<b>7810</b>	
					<b>SPED State</b>	<b>Other State Rev</b>	
					<b>F</b>	<b>F/U</b>	
					<b>Allocate Allowable Exp</b>	<b>Allocate Allowable Exp</b>	
			<b>Object Codes</b>				
		Travel and Conference - School Administration	5200				-
		Due and Memberships - Instruction	5300	15,000.00			
		Insurance-School Administration	5400				166,442.00
		Insurance - Other General Administration	5400				-
		Operation and Housekeeping Services	5500				675,000.00
		Rentals/Leases/Repairs&Noncapitalized Improvements	5600				
		Rentals/Leases/Repairs&Noncapitalized Improvements	5600				
		Rentals/Leases/Repairs&Noncapitalized Improvements	5600				
		Rentals/Leases/Repairs&Noncapitalized Improvements	5600				-
		Pupil Transportation Contracts	5800	67,938.00			
		Transfers of Direct Cost - School Administration	5800				-
		Transfers of Direct Cost - Other General Admin	5800				-
		Professional Consulting Services& Operating Exp	5800	874,396.00	4,915.00		2,353,216.50
		Communications - Other General Administration	5900				150,000.00
		<b>TOTAL SERVICES AND OTHER OPERATING EXPENSES</b>		<b>959,334.00</b>	<b>4,915.00</b>		<b>4,682,724.50</b>
							-
	6)	<b>Depreciation</b>					
		Depreciation Expense - Instruction	6900				550,000.00
		Depreciation Expense - Instructional Superv & Admin	6900	-			-
		<b>TOTAL DEPRECIATION</b>		-	-		550,000.00
							-
		Debt Service					-
		Debt Service-Interest	7438				33,314.00
							-
		<b>TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)</b>		-	-		33,314.00
		<b>OTHER OUTGO-TRANSFERS OF INDIRECT COSTS</b>					-
		Transfers of Indirect Cost	7310	111,168.00			-
		Transfers of Indirect Cost-Interfund	7350				-
		<b>TOTAL, OTHER OUTGO-TRANSFERS OF INDIRECT COSTS</b>		<b>111,168.00</b>	-		-
							-
	8)	<b>Direct Support/Indirect Costs/All Other Financing Uses</b>					-
		Indirect Cost ( total charter school supervisory oversight fees only)	5800				-
		Indirect Cost ( total charter school supervisory oversight fees only)	5800				257,947.00
		<b>TOTAL INDIRECT COST (OVERSIGHT FEES)</b>		-	-		257,947.00
							-
		All Other Financing Uses	7699				-
		<b>TOTAL EXPENSES</b>		<b>3,426,026.44</b>	<b>4,915.00</b>		<b>31,151,808.61</b>
		CHECK: DETAILS OF REVENUE = TOTAL REVENUE- SUMMARY; SHOULD BE ZERO		-	-		
		CHECK: DETAILS OF EXPENSES = TOTAL EXPENSES - SUMMARY; SHOULD BE ZERO ; OR \$ IN OTHER FIN		-	-		



**Palisades Charter HS  
 FY17 2ND INTERIM REPORT  
 BREAKDOWN OF EXPENSES**

1879801

	<b>AMOUNT</b>	
PROGRAM SERVICES		
Educational Programs	\$ 24,298,410.72	====>>
 SUPPORTING SERVICES		
Management and General Administrative Expenses	<u>6,853,397.89</u>	====>>
 <b>TOTAL EXPENSES</b>	 <u><u>31,151,808.61</u></u>	
 <b>CHECK: should be equal to the TOTAL EXPENSES    FROM 2ND Interim Tab</b>	 <u><u>\$ 31,151,808.61</u></u>	====>>



*PLEASE CORRECT !! TOTAL EXPENSES SHOULD MATCH  
2ND INTERIM TAB TOTAL EXPENSES*

PALISADES CHARTER HIGH SCHOOL  
2016-2017 Updates as of 1/09/17

	2016-2017 1st Interim Updates	2016-2017 Budget Update 1/9/17	2016-2017 Actuals to 1/31/17	2016-2017 2nd Interim Updates	Comments
<b>ADA ESTIMATES/ACTUAL FUNDED</b>	<b>2,836.04</b>	<b>2,836.04</b>	<b>2,836.04</b>	<b>2,836.04</b>	
LCFF FUNDING PER ADA	9,049.95	9,049.95	9,049.95	8,997.97	Lower to P-1 ADA level
LCFF HIGH NEEDS PER ADA					
EPA Funding-Prop 30	4,333,866	4,333,866	2,166,933	4,518,502	Per CDE P-1 report
LCFF Entitlement - State Aid - <b>Current Year</b>	15,854,030	15,854,030	8,670,695	15,406,056	
High Needs Grant (Included in LCFF Entitlements)					
LCFF PY Adjustments				(251,395)	Prior Year Adjustment - Per CDE
C S Funding In Lieu of PropTax -	5,478,124	5,478,124	3,187,019	5,594,045	adjusted for ADA rate
C S Funding In Lieu of PropTax - PY adjustments				251,395	
LCFF Funding-Total	25,666,020	25,666,020	14,024,647	25,518,603	
NCLB:T1,Basic School Support	246,693	252,889	175,529	252,889	Title 1 increase, per CDE 12/19/16
Special Ed: IDEA Basic Local Assistance Entitlement	546,929	546,929	318,190	546,929	
NCLB:TII, Teacher Quality	6,500	6,797	1,562	6,797	Title 2 increase per CDE, 12/22/16
MAA-Medical Reimbursements	45,000	45,000	37,343	37,343	Received Amt
NCLB:TIII, Immigrant Education Program			-		
AP Fees			13,186	-	AP Fees - to reimburse ASB
Child Nutrition Program	336,158	316,158	122,347	301,158	Decrease funding by \$35k due to lower projected sales
Federal Revenues-Total	1,181,280	1,167,773	668,157	1,145,116	
Prop. 39 energy	102,004	102,004	19,076	102,004	
State Lottery:Non Prop 20 - <b>Current Year</b>	415,394	415,394	149,600	415,394	
State Lottery:Non Prop 20 - <b>PY adjustments</b>	6,970	6,970	6,965	6,970	
Child Nutrition: School Programs	28,416	8,416	10,325	18,416	Decrease funding by \$10k due to lower projected sales
Mandated Costs Reimbursement	119,113	119,113	4,915	119,478	New Amt (received)
Educator Effectiveness Grant (3 year grant)	199,449	199,449	-	199,449	
One Time Discretionary Grant (Common Core Focused)	581,387	610,339	626,254	626,254	Funding rate increased to \$215/ADA - per CDE 1/3/17
State Lottery:Prop 20 Inst Matls- <b>Current Year</b>	137,151	137,151	5,171	137,151	New Rate '16/17 - \$48 from \$45 -15/16
State Lottery:Prop 20 Ins Matls- <b>PY adjustments</b>	9,060	9,060	9,060	9,060	increased PY lottery rate to \$25.23/ADA
Special Education- AB602	1,597,028	1,597,028	929,113	1,597,028	decreased per ADA rate from \$568.49 to \$563.12
Student ID/CAHSEE	4,193	4,193	-	4,915	New Amt (received)
CTE Grant	379,711	379,711	379,711	379,711	Revenue w/Offsets in Capex,Tech/Salaries
College Readiness Block Grant	133,492	133,492	66,746	-	Will not Spend 16/17-DEFER Rev/Exp
LAUSD-Sp Ed Grants	110,000	110,000	56,062	113,973	Step Grants/MAA Billing (\$37,343)
Other State Revenues-Total	3,823,368	3,832,320	2,262,997	3,729,803	
Food Service Sales	170,306	160,306	47,925	135,306	Decrease sales by \$15k due to lower projected sales
Leases & Rentals (POOLS/PERMIT/CIVIC CENTER ETC.)	997,841	997,841	588,017	997,841	
Interest	53,000	53,000	50,384	70,000	New Amt (projected) Higher rates
Lease Revenue- iPad Rentals	5,000	5,000	1,865	5,000	
Fundraising	150,000	150,000	179,338	200,000	New Amt (projected) Higher rates
Other Local Revenues-Total	1,376,147	1,366,147	867,528	1,408,147	
<b>Total Revenue</b>	<b>32,046,815</b>	<b>32,032,260</b>	<b>17,823,330</b>	<b>31,801,669</b>	
Teachers	11,897,168	11,897,168	6,006,200	11,897,168	15/16 Actual w/ new contract rates for 16/17

PALISADES CHARTER HIGH SCHOOL  
2016-2017 Updates as of 1/09/17

	2016-2017 1st Interim Updates	2016-2017 Budget Update 1/9/17	2016-2017 Actuals to 1/31/17	2016-2017 2nd Interim Updates	Comments
<b>ADA ESTIMATES/ACTUAL FUNDED</b>	<b>2,836.04</b>	<b>2,836.04</b>	<b>2,836.04</b>	<b>2,836.04</b>	
<b>LCFF FUNDING PER ADA</b>	9,049.95	9,049.95	9,049.95	8,997.97	Lower to P-1 ADA level
<b>LCFF HIGH NEEDS PER ADA</b>					
School Admin	748,202	748,202	435,287	748,202	Est. Retros 5/16/One Step/Column 16/17
Librarians	123,867	123,867	62,595	123,867	15/16 Actual w/ new contract rates for 16/17
Guidance,Welfare	768,579	768,579	439,017	768,579	15/16 Actual w/ new contract rates for 16/17
Other Support/Impact of / Step and Column	111,669	111,669		111,669	Includes est. of All Certificated
New Periods & Teachers (Master Budget- Other)	276,327	276,327		276,327	New Salaries Recommended-All Categories - added 92k for educator effectiveness salary time
<b>Certificated Salaries</b>	<b>13,925,812</b>	<b>13,925,812</b>	<b>6,943,099</b>	<b>13,925,812</b>	
Inst'l Aides	868,513	868,513	395,598	868,513	
Admin. Sal	355,521	355,521	174,195	355,521	
Clerical/Office	1,932,948	1,932,948	866,961	1,932,948	2% increase for Unrep EE's added
Maint./Oper (incl. in Clerical/Office)	123,718	123,718	140,848	123,718	2% increase for Unrep EE's added
Food Services	43,432	43,432	20,908	43,432	
Other Classified	850,830	850,830	467,297	850,830	
Impact Step and Column & (Retro 3% 2015-16 Budget year only)	35,000	35,000		35,000	Impact of Retro increases 4/16 & 5/16--/Step Column 16/17
Proposed New Positions/Hours	(23,000)	(23,000)		(23,000)	Salary Savings Proposed
<b>Classified Salaries</b>	<b>4,186,962</b>	<b>4,186,962</b>	<b>2,065,806</b>	<b>4,186,962</b>	
<b>Total Salaries</b>	<b>18,112,774</b>	<b>18,112,774</b>	<b>9,008,905</b>	<b>18,112,774</b>	
STRS - Certificated (ER 12.58%)	1,751,867	1,730,867	824,523	1,730,867	STRS refund for excess contributions (\$22k)
PERS - Classified (ER 13.888%)	471,003	471,003	247,856	471,003	
OASDI Regular - Certificated	14,079	14,079	6,826	14,079	
OASDI Regular - Classified	260,010	260,010	124,039	260,010	
OASDI Medicare - Certificated	194,961	194,961	98,957	194,961	
OASDI Medicare - Classified	59,036	59,036	29,699	59,036	
Health & Welfare Benefits - Certificated	2,083,213	2,083,213	1,226,415	2,100,000	Increase to \$2,100,000
Health & Welfare Benefits - Classified	946,093	946,093	572,592	981,000	Increase to \$981,000
Unemployment Insurance - Certificated	7,890	7,890	2,705	7,890	
Unemployment Insurance - Classified	3,233	3,233	1,159	3,233	
Workers' Compensation - Certificated	137,925	137,925	117,090	137,925	
Workers' Compensation - Classified	51,521	51,521	41,985	51,521	
Other Employment Benefits - Certificated (LT Benefits)	483,000	483,000	105,659	483,000	
Other Employment Benefits - Classified (LT Benefits)	208,000	208,000	13,413	208,000	
<b>Employee Benefits</b>	<b>6,671,832</b>	<b>6,650,832</b>	<b>3,412,918</b>	<b>6,702,526</b>	
<b>Total Salary &amp; Benefits</b>	<b>24,784,606</b>	<b>24,763,606</b>	<b>12,421,823</b>	<b>24,815,300</b>	
Textbooks	258,088	258,088	178,871	200,000	decrease to 200,000 to reflect textbook expenses
Instructional Materials	254,000	254,000	101,934	200,000	decrease to 200,000 to reflect IMA expenses
Non-capitalized Equipment	50,000	50,000	22,597	50,000	
Other Supplies	116,250	116,250	62,790	116,250	add 4k for educator effectiveness supplies
Food Service Supplies	296,273	276,273	50,398	246,273	Decrease in supplies by \$15k due to decrease in participation
<b>Books &amp; Supplies</b>	<b>974,611</b>	<b>954,611</b>	<b>416,590</b>	<b>812,523</b>	
Personnel Services-Mileage	5,000	5,000	808	5,000	
Travel/Conference	90,000	90,000	30,668	90,000	add 30k for educator effectiveness pd
Due/Memberships	218,066	218,066	165,427	218,066	
Insurance	166,442	166,442	140,389	166,442	adjusted premiums for student accident & umbrella levels of coverage

PALISADES CHARTER HIGH SCHOOL  
2016-2017 Updates as of 1/09/17

	2016-2017 1st Interim Updates	2016-2017 Budget Update 1/9/17	2016-2017 Actuals to 1/31/17	2016-2017 2nd Interim Updates	Comments
<b>ADA ESTIMATES/ACTUAL FUNDED</b>	<b>2,836.04</b>	<b>2,836.04</b>	<b>2,836.04</b>	<b>2,836.04</b>	
LCFF FUNDING PER ADA	9,049.95	9,049.95	9,049.95	8,997.97	Lower to P-1 ADA level
LCFF HIGH NEEDS PER ADA					
<b>Operation and Housekeeping Services</b>	<b>622,049</b>	<b>622,049</b>	<b>353,882</b>	<b>675,000</b>	Increase to \$675,000 to reflect costs originally in capital transferring to operations
<b>Rentals/Leases/Repairs&amp;Noncapitalized Improvements</b>	<b>298,334</b>	<b>298,334</b>	<b>258,482</b>	<b>475,000</b>	Increase to \$475,000 to reflect leases in tech devices add 74k for educator effectiveness consulting, removed placeholder for \$133,492 for college readiness block grant - decrease in food service consulting by \$25k due to decrease in participation
<b>Professional Consulting Services&amp; Operating Exp (5800, 5810, 5821, 5850, 5860)</b>	<b>2,511,709</b>	<b>2,501,709</b>	<b>1,236,965</b>	<b>2,353,217</b>	
<b>Pupil Transportation</b>	<b>434,777</b>	<b>434,777</b>	<b>159,795</b>	<b>550,000</b>	Increase to \$550,000 to account for cost of buses
<b>Communications and Other Expenses</b>	<b>203,883</b>	<b>203,883</b>	<b>31,120</b>	<b>150,000</b>	Decrease to 150,000
<b>Services, Other Operating Exp</b>	<b>4,550,260</b>	<b>4,540,260</b>	<b>2,377,537</b>	<b>4,682,725</b>	
<b>Capital Outlay (6100-6500) -Total (Detail Below)</b>	<b>1,372,587</b>	<b>1,372,587</b>	<b>523,790</b>	<b>850,000</b>	Lower to \$850,000
Sites & Improvement (6100)	81,000	81,000	42,188	75,000	decrease amount to reflect actual costs
Bldgs & Improvement (6200)	294,676	294,676	137,634	275,000	decrease amount to reflect actual costs
Equipment-Technology (6400)	915,861	915,861	292,801	425,000	Decreased amounts to reflect chromebook leases in rentals category
Equipment/Furniture Replacement (6500)	81,050	81,050	51,167	75,000	decrease amount to reflect actual costs
Depreciation Expense	629,645	629,645	523,790	550,000	Lower Depreciation due to lower Cap. Exp. (\$550,000)
Interest	33,314	33,314	20,272	33,314	Lower rates pd. On new Loan 16/17
Indirect Cost (Total charter school supervisory oversight fees only)	257,947	257,947	140,702	257,947	Note: Indirect Cost Rate = 3.47%
<b>Total Expenses-Financial Reporting Basis</b>	<b>31,230,382</b>	<b>31,179,382</b>	<b>15,900,714</b>	<b>31,151,809</b>	
<b>Total Expenses-Cash Reporting Basis</b>	<b>31,973,324</b>	<b>31,922,324</b>	<b>15,900,714</b>	<b>31,451,809</b>	
<b>Financial Reporting Basis-Adjusted for Depreciation</b>	<b>816,433</b>	<b>852,878</b>	<b>1,922,617</b>	<b>649,860</b>	Includes Depreciation/Excludes Capital Outlay
<b>Net Reserve Fund Increase(Reduction)-Cash Basis</b>	<b>73,491</b>	<b>109,936</b>	<b>1,922,617</b>	<b>349,860</b>	

**PCHS  
16/17 Budget  
Multi-Year Projection**

		2016-17 2nd Interim Updates		2017-18		2018-19		2019-20	
		Totals	% change	Totals	% change	Totals	% change	Totals	
<b>Revenues</b>									
<b>LCFF</b>		\$ 25,518,603	1.80%	\$ 25,977,938	2.50%	\$ 26,627,741	2.38%	\$ 27,261,223	
Federal Revenue	8100-8299	1,145,116	1.80%	1,165,728	2.40%	1,193,706	2.50%	1,223,548.20	
Other State	8300-8599	2,904,100	1.80%	2,956,374	2.40%	3,027,327	2.50%	3,103,009.94	
One time/New revenue - assumes no add'l one-time mandates in 17/18, 18/19	8300-8599	825,703	-64.74%	291,130	-46.76%	155,000	0.00%	155,000	
Local	8600-8799	1,408,147	-2.27%	1,376,147	2.50%	1,409,175	2.50%	1,444,404	
<b>Total Revenue</b>		<b>\$ 31,801,669</b>	<b>-0.11%</b>	<b>\$ 31,767,316</b>	<b>2.03%</b>	<b>\$ 32,412,948</b>	<b>2.39%</b>	<b>\$ 33,187,185</b>	
<b>Change in Revenue</b>				\$ (34,353)		\$ 645,632		\$ 774,237	
<b>Expenditures</b>									
Certificated Salaries			<b>Factor</b>		<b>Factor</b>		<b>Increase Factor</b>		
Teachers		\$ 13,065,941	102.0%	\$ 13,324,423	102.0%	\$ 13,676,699	100.0%	\$ 13,764,855	
Admin		748,202	102.0%	785,500	102.0%	822,657	100.0%	844,696	
step & column		111,669	0.8%	107,235	0.8%	110,195	0.8%	111,033	
<b>Total Certificated</b>	1000-1999	<b>\$ 13,925,812</b>		<b>\$ 14,217,158</b>	2.76%	<b>\$ 14,609,551</b>	0.76%	<b>\$ 14,720,584</b>	
Classified									
Base		3,796,441	102.00%	3,900,370	102.00%	4,003,314	100.00%	4,028,932	
Admin		355,521	102.00%	369,631	102.00%	383,258	100.00%	389,663	
step & column		35,000	0.7%	31,171	0.7%	32,022	0.7%	32,256	
<b>Total classified</b>	2000-2999	<b>\$ 4,186,962</b>	2.73%	<b>\$ 4,301,172</b>	2.73%	<b>\$ 4,418,594</b>	0.73%	<b>\$ 4,450,850</b>	
Stat. benefits - Cert									
STRS		1,730,867	18.53%	2,051,536	15.93%	2,378,435	12.21%	2,668,842	
Other Certificated Benefits		354,855	32.21%	469,166	2.76%	482,115	0.76%	485,779	
Stat. benefits - Class									
PERS		471,003	16.87%	550,464	21.59%	669,284	16.35%	778,721	
Other Classified Benefits		373,801	9.31%	408,611	2.73%	419,766	0.73%	422,831	
lifetime benefits		691,000	100.0%	691,000	100.0%	691,000	100.0%	691,000	
Medical benefits		3,081,000	104.5%	3,219,645	104.5%	3,364,529	104.5%	3,515,933	
<b>Total Benefits</b>	3000-3999	<b>\$ 6,702,526</b>	10.26%	<b>\$ 7,390,422</b>	8.32%	<b>\$ 8,005,130</b>	6.97%	<b>\$ 8,563,105</b>	
Books & Supplies	4000-4999	812,523	2.72%	830,874	2.92%	855,135	2.60%	877,369	
Services	5000-5999	4,682,725	2.72%	4,706,568	2.92%	4,844,000	2.60%	4,969,944	
Capital Outlay	6000-6999	850,000		215,614		-		-	
Other Outgo	7100-7299								
Indirect	7300-7399	257,947		263,441		269,052		276,182	
Interest/Debt Service	7400-7499	33,314		29,982		26,984		24,285	
other uses	7610-7699								
<b>Total Expenditures</b>		<b>\$ 31,451,809</b>	<b>1.60%</b>	<b>\$ 31,955,231</b>	<b>3.36%</b>	<b>\$ 33,028,447</b>	<b>2.59%</b>	<b>\$ 33,882,319</b>	
<b>Change in Expenditures -Prior Year</b>				503,423		1,073,216		853,873	
<b>Change in unrestricted fund balance</b>		<b>\$ 349,860</b>		<b>\$ (187,915)</b>		<b>\$ (615,499)</b>		<b>\$ (695,134)</b>	

**PCHS  
16/17 Budget  
Multi-Year Projection**

Revenues	2016-17 2nd Interim Updates		2017-18		2018-19		2019-20		
	Totals		% change	Totals	% change	Totals	% change	Totals	
Depreciation	\$	550,000		\$ 550,000		\$ 550,000		\$ 550,000	
Fund Balance Change (financial reporting basis, including fixed assets)	\$	<b>649,860</b>		\$ <b>(522,301)</b>		\$ <b>(1,165,499)</b>		\$ <b>(1,245,134)</b>	
salary	\$	18,112,774		\$ 18,518,330		\$ 19,028,146		\$ 19,171,434	
benefit	\$	6,702,526		\$ 7,390,422		\$ 8,005,130		\$ 8,563,105	
% benefit to salary		37.00%		39.91%		42.07%		44.67%	
% salary/benefit of expenses		78.90%		81.08%		81.85%		81.86%	
<b>Assumptions to Use (Based on Department of Finance figures)</b>									
STRS		12.580%		14.430%		16.280%		18.130%	
PERS		13.888%		15.800%		18.700%		21.600%	
OASDI		6.200%		6.200%		6.200%		6.200%	
Medicare		1.450%		1.450%		1.450%		1.450%	
SUI		0.050%		0.050%		0.050%		0.050%	
WCI		1.800%		1.800%		1.800%		1.800%	
CPI		2.37%		2.72%		2.92%		2.60%	
Stat COLA		0.47%		1.80%		2.40%		2.53%	
PERS Eligibility		81.00%		81.00%		81.00%		81.00%	
Gap Funding		54.18%		23.67%		53.85%		68.94%	
One-Time Discretionary (per ADA)		\$205		\$48.00		\$0.00		\$0.00	
Unduplicated Count		972.86		972.86		972.86		972.86	
<b>LCFF Revenue Calculations</b>									
<b>ADA</b>	ADA %age	<b>Enrollment/ADA (P-2)</b>		<b>Enrollment (lower class size)</b>		<b>Enrollment (Project flat from 16/17)</b>		<b>Enrollment (Project Flat)</b>	
<b>Changes in ADA</b>									
	96.20%	2,948	2,836	0.00%	2,836	0.00%	2,836	0.00%	2,836
			<b>2,836</b>		<b>2,836</b>		<b>2,836</b>		<b>2,836</b>
	COLA Factor			<b>1.80%</b>		<b>2.40%</b>		<b>2.50%</b>	
	<b>Per student funding (9-12) Updated</b>	<b>\$ 8,578</b>	\$ 24,327,551	<b>\$ 8,931.00</b>	\$ 25,328,629	<b>\$ 9,389</b>	\$ 26,627,741	<b>\$ 9,612</b>	\$ 27,261,223
	<b>Total LCFF funding (includes Supplemental, Gap, &amp; Augmentation)</b>	<b>\$ 25,518,603</b>		<b>\$ 25,328,629</b>		<b>\$ 26,627,741</b>		<b>\$ 27,261,223</b>	
	<b>Additional Factors (Included Above)</b>								
	HS augmentation	\$ 223	\$ 632,437	4.13%	\$ 658,544	5.13%	\$ 692,321	2.38%	\$ 708,792
	LCFF Supplemental Grant (Adj. Base x Undup # x 20%)		\$ 1,669,039	0.041151784	\$ 1,737,723	5.13%	\$ 1,826,851	2.38%	\$ 1,870,316
	LCFF Target	\$ 9,373	\$ 9,373		\$ 9,373		\$ 9,373		\$ 9,373
	Gap Funding Per ADA (absent of COLA)	795	\$ 1,221,570	\$ 183	\$ 517,846	\$ 238	\$ 675,025	\$ (11)	\$ (31,426)
	P/Y Adjustments								
	<b>Total Current Year LCFF Funding</b>		<b>25,518,603</b>	<b>-0.74%</b>	<b>25,328,629</b>	<b>5.13%</b>	<b>26,627,741</b>	<b>2.38%</b>	<b>27,261,223</b>

# Coversheet

## Review of PCHS Tax Return

**Section:** V. Finance  
**Item:** C. Review of PCHS Tax Return  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** V\_C\_PCHS Tax Return 2015-2016\_Finance.pdf



**Caution:** Forms printed from within Adobe Acrobat products may not meet IRS or state taxing agency specifications. When using Acrobat 9.x products and later products, select "None" in the "Page Scaling" selection box in the Adobe "Print" dialog.

GOVERNMENT COPY

DRAFT

\*\*\*\*\* THIS IS NOT A FILEABLE COPY \*\*\*\*\*

**IRS e-file Signature Authorization  
for an Exempt Organization**

OMB No. 1545-1878

Form **8879-EO**

For calendar year 2015, or fiscal year beginning JUL 1, 2015, and ending JUN 30, 2016

**2015**

Department of the Treasury  
Internal Revenue Service

▶ **Do not send to the IRS. Keep for your records.**

▶ **Information about Form 8879-EO and its instructions is at [www.irs.gov/form8879eo](http://www.irs.gov/form8879eo).**

Name of exempt organization

Employer identification number

**PALISADES CHARTER HIGH SCHOOL**

**92-0184898**

Name and title of officer

**PAMELA MAGEE  
EXECUTIVE DIRECTOR**

**Part I Type of Return and Return Information** (Whole Dollars Only)

Check the box for the return for which you are using this Form 8879-EO and enter the applicable amount, if any, from the return. If you check the box on line **1a, 2a, 3a, 4a, or 5a**, below, and the amount on that line for the return being filed with this form was blank, then leave line **1b, 2b, 3b, 4b, or 5b**, whichever is applicable, blank (do not enter -0-). But, if you entered -0- on the return, then enter -0- on the applicable line below. **Do not** complete more than 1 line in Part I.

<b>1a</b> Form 990 check here ▶ <input checked="" type="checkbox"/>	<b>b Total revenue</b> , if any (Form 990, Part VIII, column (A), line 12) .....	<b>1b</b> <u>32,737,115.</u>
<b>2a</b> Form 990-EZ check here ▶ <input type="checkbox"/>	<b>b Total revenue</b> , if any (Form 990-EZ, line 9) .....	<b>2b</b> _____
<b>3a</b> Form 1120-POL check here ▶ <input type="checkbox"/>	<b>b Total tax</b> (Form 1120-POL, line 22) .....	<b>3b</b> _____
<b>4a</b> Form 990-PF check here ▶ <input type="checkbox"/>	<b>b Tax based on investment income</b> (Form 990-PF, Part VI, line 5) .....	<b>4b</b> _____
<b>5a</b> Form 8868 check here ▶ <input type="checkbox"/>	<b>b Balance Due</b> (Form 8868, Part I, line 3c or Part II, line 8c) .....	<b>5b</b> _____

**Part II Declaration and Signature Authorization of Officer**

Under penalties of perjury, I declare that I am an officer of the above organization and that I have examined a copy of the organization's 2015 electronic return and accompanying schedules and statements and to the best of my knowledge and belief, they are true, correct, and complete. I further declare that the amount in Part I above is the amount shown on the copy of the organization's electronic return. I consent to allow my intermediate service provider, transmitter, or electronic return originator (ERO) to send the organization's return to the IRS and to receive from the IRS (a) an acknowledgement of receipt or reason for rejection of the transmission, (b) the reason for any delay in processing the return or refund, and (c) the date of any refund. If applicable, I authorize the U.S. Treasury and its designated Financial Agent to initiate an electronic funds withdrawal (direct debit) entry to the financial institution account indicated in the tax preparation software for payment of the organization's federal taxes owed on this return, and the financial institution to debit the entry to this account. To revoke a payment, I must contact the U.S. Treasury Financial Agent at 1-888-353-4537 no later than 2 business days prior to the payment (settlement) date. I also authorize the financial institutions involved in the processing of the electronic payment of taxes to receive confidential information necessary to answer inquiries and resolve issues related to the payment. I have selected a personal identification number (PIN) as my signature for the organization's electronic return and, if applicable, the organization's consent to electronic funds withdrawal.

**Officer's PIN: check one box only**

I authorize VAVRINEK, TRINE, DAY & CO., LLP to enter my PIN 13489  
ERO firm name Enter five numbers, but do not enter all zeros

as my signature on the organization's tax year 2015 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I also authorize the aforementioned ERO to enter my PIN on the return's disclosure consent screen.

As an officer of the organization, I will enter my PIN as my signature on the organization's tax year 2015 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I will enter my PIN on the return's disclosure consent screen.

Officer's signature ▶ **\*\*\*\*\* THIS IS NOT A FILEABLE COPY \*\*\*** Date ▶ \_\_\_\_\_

**Part III Certification and Authentication**

**ERO's EFIN/PIN.** Enter your six-digit electronic filing identification number (EFIN) followed by your five-digit self-selected PIN.

**33565600050**  
do not enter all zeros

I certify that the above numeric entry is my PIN, which is my signature on the 2015 electronically filed return for the organization indicated above. I confirm that I am submitting this return in accordance with the requirements of **Pub. 4163**, Modernized e-File (MeF) Information for Authorized IRS e-file Providers for Business Returns.

ERO's signature ▶ \_\_\_\_\_ Date ▶ \_\_\_\_\_

**ERO Must Retain This Form - See Instructions  
Do Not Submit This Form To the IRS Unless Requested To Do So**

EXTENDED TO MAY 15, 2017

Form **990**

**Return of Organization Exempt From Income Tax**  
Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

OMB No. 1545-0047

**2015**  
Open to Public Inspection

Department of the Treasury  
Internal Revenue Service

▶ Do not enter social security numbers on this form as it may be made public.  
▶ Information about Form 990 and its instructions is at [www.irs.gov/form990](http://www.irs.gov/form990).

**A** For the 2015 calendar year, or tax year beginning **JUL 1, 2015** and ending **JUN 30, 2016**

<b>B</b> Check if applicable:  <input type="checkbox"/> Address change <input type="checkbox"/> Name change <input type="checkbox"/> Initial return <input type="checkbox"/> Final return/terminated <input type="checkbox"/> Amended return <input type="checkbox"/> Application pending	<b>C</b> Name of organization <b>PALISADES CHARTER HIGH SCHOOL</b> Doing business as Number and street (or P.O. box if mail is not delivered to street address) Room/suite <b>15777 BOWDOIN ST</b> City or town, state or province, country, and ZIP or foreign postal code <b>PACIFIC PALISADES, CA 90272</b>		<b>D</b> Employer identification number <b>92-0184898</b>
	<b>F</b> Name and address of principal officer: <b>PAMELA MAGEE</b> <b>SAME AS C ABOVE</b>		<b>E</b> Telephone number <b>310-230-6623</b>
	<b>I</b> Tax-exempt status: <input checked="" type="checkbox"/> 501(c)(3) <input type="checkbox"/> 501(c) ( ) ◀ (insert no.) <input type="checkbox"/> 4947(a)(1) or <input type="checkbox"/> 527		<b>G</b> Gross receipts \$ <b>32,829,154.</b>
	<b>J</b> Website: ▶ <b>WWW.PALIHIGH.ORG</b>		<b>H(a)</b> Is this a group return for subordinates? ..... <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <b>H(b)</b> Are all subordinates included? <input type="checkbox"/> Yes <input type="checkbox"/> No If "No," attach a list. (see instructions)
	<b>K</b> Form of organization: <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Trust <input type="checkbox"/> Association <input type="checkbox"/> Other ▶		<b>L</b> Year of formation: <b>2003</b> <b>M</b> State of legal domicile: <b>CA</b>

**Part I Summary**

<b>Activities &amp; Governance</b>	<b>1</b> Briefly describe the organization's mission or most significant activities: <b>PALISADES C.H.S. WILL EMPOWER OUR DIVERSE STUDENT POPULATION TO MAKE POSITIVE CONTRIBUTIONS</b>	
	<b>2</b> Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets.	
	<b>3</b> Number of voting members of the governing body (Part VI, line 1a) .....	<b>3</b> <b>11</b>
	<b>4</b> Number of independent voting members of the governing body (Part VI, line 1b) .....	<b>4</b> <b>6</b>
	<b>5</b> Total number of individuals employed in calendar year 2015 (Part V, line 2a) .....	<b>5</b> <b>387</b>
	<b>6</b> Total number of volunteers (estimate if necessary) .....	<b>6</b> <b>42</b>
	<b>7a</b> Total unrelated business revenue from Part VIII, column (C), line 12 .....	<b>7a</b> <b>0.</b>
<b>b</b> Net unrelated business taxable income from Form 990-T, line 34 .....	<b>7b</b> <b>0.</b>	
<b>Revenue</b>	<b>8</b> Contributions and grants (Part VIII, line 1h) .....	<b>Prior Year</b> <b>27,716,931.</b> <b>Current Year</b> <b>31,135,869.</b>
	<b>9</b> Program service revenue (Part VIII, line 2g) .....	<b>158,950.</b> <b>464,404.</b>
	<b>10</b> Investment income (Part VIII, column (A), lines 3, 4, and 7d) .....	<b>41,873.</b> <b>48,308.</b>
	<b>11</b> Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e) .....	<b>943,018.</b> <b>1,088,534.</b>
	<b>12</b> Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12) .....	<b>28,860,772.</b> <b>32,737,115.</b>
<b>Expenses</b>	<b>13</b> Grants and similar amounts paid (Part IX, column (A), lines 1-3) .....	<b>0.</b> <b>0.</b>
	<b>14</b> Benefits paid to or for members (Part IX, column (A), line 4) .....	<b>0.</b> <b>0.</b>
	<b>15</b> Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10) .....	<b>23,128,774.</b> <b>24,209,281.</b>
	<b>16a</b> Professional fundraising fees (Part IX, column (A), line 11e) .....	<b>0.</b> <b>0.</b>
	<b>b</b> Total fundraising expenses (Part IX, column (D), line 25) ▶ <b>0.</b>	
	<b>17</b> Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e) .....	<b>6,562,857.</b> <b>7,902,028.</b>
<b>18</b> Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25) .....	<b>29,691,631.</b> <b>32,111,309.</b>	
<b>19</b> Revenue less expenses. Subtract line 18 from line 12 .....	<b>-830,859.</b> <b>625,806.</b>	
<b>Net Assets or Fund Balances</b>	<b>20</b> Total assets (Part X, line 16) .....	<b>Beginning of Current Year</b> <b>16,473,520.</b> <b>End of Year</b> <b>17,162,007.</b>
	<b>21</b> Total liabilities (Part X, line 26) .....	<b>7,160,293.</b> <b>7,222,974.</b>
	<b>22</b> Net assets or fund balances. Subtract line 21 from line 20 .....	<b>9,313,227.</b> <b>9,939,033.</b>

**Part II Signature Block**

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

<b>Sign Here</b>	Signature of officer <b>PAMELA MAGEE, EXECUTIVE DIRECTOR</b> Type or print name and title		Date
	Print/Type preparer's name <b>MATTHEW S. MILLER</b>	Preparer's signature	Date
<b>Paid Preparer Use Only</b>	Firm's name ▶ <b>VAVRINEK, TRINE, DAY &amp; CO., LLP</b>	Firm's EIN ▶ <b>95-2648289</b>	Check if self-employed <input type="checkbox"/> PTIN <b>P01385220</b>
	Firm's address ▶ <b>10681 FOOTHILL BLVD SUITE 300 RANCHO CUCAMONGA, CA 91730</b>	Phone no. <b>909-466-4410</b>	

May the IRS discuss this return with the preparer shown above? (see instructions)  Yes  No

**Part III Statement of Program Service Accomplishments**

Check if Schedule O contains a response or note to any line in this Part III

**1** Briefly describe the organization's mission:  
PALISADES CHARTER HIGH SCHOOL WILL EMPOWER OUR DIVERSE STUDENT POPULATION TO MAKE POSITIVE CONTRIBUTIONS TO THE GLOBAL COMMUNITY BY DEDICATING OUR RESOURCES TO ENSURE EDUCATIONAL EXCELLENCE, CIVIC RESPONSIBLTY, AND PERSONAL GROWTH.

**2** Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ?  Yes  No  
If "Yes," describe these new services on Schedule O.

**3** Did the organization cease conducting, or make significant changes in how it conducts, any program services?  Yes  No  
If "Yes," describe these changes on Schedule O.

**4** Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

**4a** (Code: \_\_\_\_\_) (Expenses \$ 25,103,790. including grants of \$ \_\_\_\_\_) (Revenue \$ 464,404.)  
A CHARTER SCHOOL PROVIDING EDUCATIONAL OPPORTUNITIES TO THE SURROUNDING COMMUNITY.

**4b** (Code: \_\_\_\_\_) (Expenses \$ \_\_\_\_\_ including grants of \$ \_\_\_\_\_) (Revenue \$ \_\_\_\_\_)

**4c** (Code: \_\_\_\_\_) (Expenses \$ \_\_\_\_\_ including grants of \$ \_\_\_\_\_) (Revenue \$ \_\_\_\_\_)

**4d** Other program services (Describe in Schedule O.)  
(Expenses \$ \_\_\_\_\_ including grants of \$ \_\_\_\_\_) (Revenue \$ \_\_\_\_\_)

**4e** Total program service expenses **25,103,790.**

**Part IV Checklist of Required Schedules**

	Yes	No
<b>1</b> Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? <i>If "Yes," complete Schedule A</i> .....	<b>X</b>	
<b>2</b> Is the organization required to complete <i>Schedule B, Schedule of Contributors?</i> .....	<b>X</b>	
<b>3</b> Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? <i>If "Yes," complete Schedule C, Part I</i> .....		<b>X</b>
<b>4 Section 501(c)(3) organizations.</b> Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? <i>If "Yes," complete Schedule C, Part II</i> .....		<b>X</b>
<b>5</b> Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Revenue Procedure 98-19? <i>If "Yes," complete Schedule C, Part III</i> .....		<b>X</b>
<b>6</b> Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? <i>If "Yes," complete Schedule D, Part I</i> .....		<b>X</b>
<b>7</b> Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? <i>If "Yes," complete Schedule D, Part II</i> .....		<b>X</b>
<b>8</b> Did the organization maintain collections of works of art, historical treasures, or other similar assets? <i>If "Yes," complete Schedule D, Part III</i> .....		<b>X</b>
<b>9</b> Did the organization report an amount in Part X, line 21, for escrow or custodial account liability, serve as a custodian for amounts not listed in Part X; or provide credit counseling, debt management, credit repair, or debt negotiation services? <i>If "Yes," complete Schedule D, Part IV</i> .....		<b>X</b>
<b>10</b> Did the organization, directly or through a related organization, hold assets in temporarily restricted endowments, permanent endowments, or quasi-endowments? <i>If "Yes," complete Schedule D, Part V</i> .....	<b>X</b>	
<b>11</b> If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI, VII, VIII, IX, or X as applicable.		
<b>a</b> Did the organization report an amount for land, buildings, and equipment in Part X, line 10? <i>If "Yes," complete Schedule D, Part VI</i> .....	<b>X</b>	
<b>b</b> Did the organization report an amount for investments - other securities in Part X, line 12 that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part VII</i> .....		<b>X</b>
<b>c</b> Did the organization report an amount for investments - program related in Part X, line 13 that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part VIII</i> .....		<b>X</b>
<b>d</b> Did the organization report an amount for other assets in Part X, line 15 that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part IX</i> .....		<b>X</b>
<b>e</b> Did the organization report an amount for other liabilities in Part X, line 25? <i>If "Yes," complete Schedule D, Part X</i> .....	<b>X</b>	
<b>f</b> Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? <i>If "Yes," complete Schedule D, Part X</i> .....	<b>X</b>	
<b>12a</b> Did the organization obtain separate, independent audited financial statements for the tax year? <i>If "Yes," complete Schedule D, Parts XI and XII</i> .....	<b>X</b>	
<b>b</b> Was the organization included in consolidated, independent audited financial statements for the tax year? <i>If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI and XII is optional</i> .....		<b>X</b>
<b>13</b> Is the organization a school described in section 170(b)(1)(A)(ii)? <i>If "Yes," complete Schedule E</i> .....	<b>X</b>	
<b>14a</b> Did the organization maintain an office, employees, or agents outside of the United States? .....		<b>X</b>
<b>b</b> Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at \$100,000 or more? <i>If "Yes," complete Schedule F, Parts I and IV</i> .....		<b>X</b>
<b>15</b> Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or other assistance to or for any foreign organization? <i>If "Yes," complete Schedule F, Parts II and IV</i> .....		<b>X</b>
<b>16</b> Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or other assistance to or for foreign individuals? <i>If "Yes," complete Schedule F, Parts III and IV</i> .....		<b>X</b>
<b>17</b> Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? <i>If "Yes," complete Schedule G, Part I</i> .....		<b>X</b>
<b>18</b> Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? <i>If "Yes," complete Schedule G, Part II</i> .....	<b>X</b>	
<b>19</b> Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? <i>If "Yes," complete Schedule G, Part III</i> .....		<b>X</b>

**Part IV Checklist of Required Schedules** (continued)

	Yes	No
<b>20a</b> Did the organization operate one or more hospital facilities? <i>If "Yes," complete Schedule H</i> .....		X
<b>b</b> If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return? .....		
<b>21</b> Did the organization report more than \$5,000 of grants or other assistance to any domestic organization or domestic government on Part IX, column (A), line 1? <i>If "Yes," complete Schedule I, Parts I and II</i> .....		X
<b>22</b> Did the organization report more than \$5,000 of grants or other assistance to or for domestic individuals on Part IX, column (A), line 2? <i>If "Yes," complete Schedule I, Parts I and III</i> .....		X
<b>23</b> Did the organization answer "Yes" to Part VII, Section A, line 3, 4, or 5 about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? <i>If "Yes," complete Schedule J</i> .....	X	
<b>24a</b> Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, that was issued after December 31, 2002? <i>If "Yes," answer lines 24b through 24d and complete Schedule K. If "No," go to line 25a</i> .....		X
<b>b</b> Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception? .....		
<b>c</b> Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds? .....		
<b>d</b> Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year? .....		
<b>25a Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations.</b> Did the organization engage in an excess benefit transaction with a disqualified person during the year? <i>If "Yes," complete Schedule L, Part I</i> .....		X
<b>b</b> Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? <i>If "Yes," complete Schedule L, Part I</i> .....		X
<b>26</b> Did the organization report any amount on Part X, line 5, 6, or 22 for receivables from or payables to any current or former officers, directors, trustees, key employees, highest compensated employees, or disqualified persons? <i>If "Yes," complete Schedule L, Part II</i> .....		X
<b>27</b> Did the organization provide a grant or other assistance to an officer, director, trustee, key employee, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity or family member of any of these persons? <i>If "Yes," complete Schedule L, Part III</i> .....		X
<b>28</b> Was the organization a party to a business transaction with one of the following parties (see Schedule L, Part IV instructions for applicable filing thresholds, conditions, and exceptions):		
<b>a</b> A current or former officer, director, trustee, or key employee? <i>If "Yes," complete Schedule L, Part IV</i> .....		X
<b>b</b> A family member of a current or former officer, director, trustee, or key employee? <i>If "Yes," complete Schedule L, Part IV</i> .....		X
<b>c</b> An entity of which a current or former officer, director, trustee, or key employee (or a family member thereof) was an officer, director, trustee, or direct or indirect owner? <i>If "Yes," complete Schedule L, Part IV</i> .....		X
<b>29</b> Did the organization receive more than \$25,000 in non-cash contributions? <i>If "Yes," complete Schedule M</i> .....		X
<b>30</b> Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? <i>If "Yes," complete Schedule M</i> .....		X
<b>31</b> Did the organization liquidate, terminate, or dissolve and cease operations? <i>If "Yes," complete Schedule N, Part I</i> .....		X
<b>32</b> Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? <i>If "Yes," complete Schedule N, Part II</i> .....		X
<b>33</b> Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? <i>If "Yes," complete Schedule R, Part I</i> .....		X
<b>34</b> Was the organization related to any tax-exempt or taxable entity? <i>If "Yes," complete Schedule R, Part II, III, or IV, and Part V, line 1</i> .....		X
<b>35a</b> Did the organization have a controlled entity within the meaning of section 512(b)(13)? .....		X
<b>b</b> If "Yes" to line 35a, did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? <i>If "Yes," complete Schedule R, Part V, line 2</i> .....		
<b>36 Section 501(c)(3) organizations.</b> Did the organization make any transfers to an exempt non-charitable related organization? <i>If "Yes," complete Schedule R, Part V, line 2</i> .....		X
<b>37</b> Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? <i>If "Yes," complete Schedule R, Part VI</i> .....		X
<b>38</b> Did the organization complete Schedule O and provide explanations in Schedule O for Part VI, lines 11b and 19? .....		
<b>Note.</b> All Form 990 filers are required to complete Schedule O .....	X	

**Part V Statements Regarding Other IRS Filings and Tax Compliance**

Check if Schedule O contains a response or note to any line in this Part V

		Yes	No
<b>1a</b>	Enter the number reported in Box 3 of Form 1096. Enter -0- if not applicable		
<b>1b</b>	Enter the number of Forms W-2G included in line 1a. Enter -0- if not applicable		
<b>1c</b>	Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?	X	
<b>2a</b>	Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements, filed for the calendar year ending with or within the year covered by this return		
<b>2b</b>	If at least one is reported on line 2a, did the organization file all required federal employment tax returns? <b>Note.</b> If the sum of lines 1a and 2a is greater than 250, you may be required to e-file (see instructions)	X	
<b>3a</b>	Did the organization have unrelated business gross income of \$1,000 or more during the year?		X
<b>3b</b>	If "Yes," has it filed a Form 990-T for this year? If "No," to line 3b, provide an explanation in Schedule O		
<b>4a</b>	At any time during the calendar year, did the organization have an interest in, or a signature or other authority over, a financial account in a foreign country (such as a bank account, securities account, or other financial account)?		X
<b>4b</b>	If "Yes," enter the name of the foreign country: See instructions for filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).		
<b>5a</b>	Was the organization a party to a prohibited tax shelter transaction at any time during the tax year?		X
<b>5b</b>	Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction?		X
<b>5c</b>	If "Yes," to line 5a or 5b, did the organization file Form 8886-T?		
<b>6a</b>	Does the organization have annual gross receipts that are normally greater than \$100,000, and did the organization solicit any contributions that were not tax deductible as charitable contributions?		X
<b>6b</b>	If "Yes," did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible?		
<b>7</b>	<b>Organizations that may receive deductible contributions under section 170(c).</b>		
<b>7a</b>	Did the organization receive a payment in excess of \$75 made partly as a contribution and partly for goods and services provided to the payor?		X
<b>7b</b>	If "Yes," did the organization notify the donor of the value of the goods or services provided?		
<b>7c</b>	Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282?		X
<b>7d</b>	If "Yes," indicate the number of Forms 8282 filed during the year		
<b>7e</b>	Did the organization receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?		X
<b>7f</b>	Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract?		X
<b>7g</b>	If the organization received a contribution of qualified intellectual property, did the organization file Form 8899 as required?		
<b>7h</b>	If the organization received a contribution of cars, boats, airplanes, or other vehicles, did the organization file a Form 1098-C?		
<b>8</b>	<b>Sponsoring organizations maintaining donor advised funds.</b> Did a donor advised fund maintained by the sponsoring organization have excess business holdings at any time during the year?		
<b>9</b>	<b>Sponsoring organizations maintaining donor advised funds.</b>		
<b>9a</b>	Did the sponsoring organization make any taxable distributions under section 4966?		
<b>9b</b>	Did the sponsoring organization make a distribution to a donor, donor advisor, or related person?		
<b>10</b>	<b>Section 501(c)(7) organizations.</b> Enter:		
<b>10a</b>	Initiation fees and capital contributions included on Part VIII, line 12		
<b>10b</b>	Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities		
<b>11</b>	<b>Section 501(c)(12) organizations.</b> Enter:		
<b>11a</b>	Gross income from members or shareholders		
<b>11b</b>	Gross income from other sources (Do not net amounts due or paid to other sources against amounts due or received from them.)		
<b>12a</b>	<b>Section 4947(a)(1) non-exempt charitable trusts.</b> Is the organization filing Form 990 in lieu of Form 1041?		
<b>12b</b>	If "Yes," enter the amount of tax-exempt interest received or accrued during the year		
<b>13</b>	<b>Section 501(c)(29) qualified nonprofit health insurance issuers.</b>		
<b>13a</b>	Is the organization licensed to issue qualified health plans in more than one state? <b>Note.</b> See the instructions for additional information the organization must report on Schedule O.		
<b>13b</b>	Enter the amount of reserves the organization is required to maintain by the states in which the organization is licensed to issue qualified health plans		
<b>13c</b>	Enter the amount of reserves on hand		
<b>14a</b>	Did the organization receive any payments for indoor tanning services during the tax year?		X
<b>14b</b>	If "Yes," has it filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O		

**Part VI Governance, Management, and Disclosure** For each "Yes" response to lines 2 through 7b below, and for a "No" response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes in Schedule O. See instructions.

Check if Schedule O contains a response or note to any line in this Part VI

**Section A. Governing Body and Management**

		Yes	No
<b>1a</b>	Enter the number of voting members of the governing body at the end of the tax year If there are material differences in voting rights among members of the governing body, or if the governing body delegated broad authority to an executive committee or similar committee, explain in Schedule O.		
	<b>1a</b> 11		
<b>b</b>	Enter the number of voting members included in line 1a, above, who are independent		
	<b>1b</b> 6		
<b>2</b>	Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee?		X
<b>3</b>	Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors, or trustees, or key employees to a management company or other person?		X
<b>4</b>	Did the organization make any significant changes to its governing documents since the prior Form 990 was filed?		X
<b>5</b>	Did the organization become aware during the year of a significant diversion of the organization's assets?		X
<b>6</b>	Did the organization have members or stockholders?		X
<b>7a</b>	Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body?		X
<b>b</b>	Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body?		X
<b>8</b>	Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following:		
<b>a</b>	The governing body?	X	
<b>b</b>	Each committee with authority to act on behalf of the governing body?	X	
<b>9</b>	Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? If "Yes," provide the names and addresses in Schedule O		X

**Section B. Policies** (This Section B requests information about policies not required by the Internal Revenue Code.)

		Yes	No
<b>10a</b>	Did the organization have local chapters, branches, or affiliates?		X
<b>b</b>	If "Yes," did the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes?		
<b>10b</b>			
<b>11a</b>	Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form?	X	
<b>b</b>	Describe in Schedule O the process, if any, used by the organization to review this Form 990.		
<b>12a</b>	Did the organization have a written conflict of interest policy? If "No," go to line 13	X	
<b>b</b>	Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts?	X	
<b>c</b>	Did the organization regularly and consistently monitor and enforce compliance with the policy? If "Yes," describe in Schedule O how this was done	X	
<b>12c</b>		X	
<b>13</b>	Did the organization have a written whistleblower policy?	X	
<b>14</b>	Did the organization have a written document retention and destruction policy?	X	
<b>15</b>	Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?		
<b>a</b>	The organization's CEO, Executive Director, or top management official	X	
<b>b</b>	Other officers or key employees of the organization	X	
	If "Yes" to line 15a or 15b, describe the process in Schedule O (see instructions).		
<b>16a</b>	Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year?		X
<b>b</b>	If "Yes," did the organization follow a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements?		
<b>16b</b>			

**Section C. Disclosure**

- 17** List the states with which a copy of this Form 990 is required to be filed **CA**
- 18** Section 6104 requires an organization to make its Forms 1023 (or 1024 if applicable), 990, and 990-T (Section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply.  
 Own website     Another's website     Upon request     Other (explain in Schedule O)
- 19** Describe in Schedule O whether (and if so, how) the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year.
- 20** State the name, address, and telephone number of the person who possesses the organization's books and records: **GREGORY WOOD - 310-230-6623**  
**15777 BOWDOIN ST, PACIFIC PALISADES, CA 90272**



**Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors**

Check if Schedule O contains a response or note to any line in this Part VII

**Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees**

1a Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
- List all of the organization's **current** key employees, if any. See instructions for definition of "key employee."
- List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (Box 5 of Form W-2 and/or Box 7 of Form 1099-MISC) of more than \$100,000 from the organization and any related organizations.
- List all of the organization's **former** officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.
- List all of the organization's **former directors or trustees** that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations.

List persons in the following order: individual trustees or directors; institutional trustees; officers; key employees; highest compensated employees; and former such persons.

Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

(A) Name and Title	(B) Average hours per week (list any hours for related organizations below line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(1) ALLISON HOLDORFF POLHILL VICE CHAIR	2.00	X		X			0.	0.	0.	
(2) AMANDA CAMPBELL TRUSTEE/TEACHER	30.00	X					67,067.	0.	20,690.	
(3) LESLIE WOOLLEY SECRETARY	2.00	X		X			0.	0.	0.	
(4) MONICA IANNESSA TRUSTEE/ASST. PRINCIPAL	30.00	X					125,184.	0.	25,955.	
(5) TORINO JOHNSON TRUSTEE/CLASSIFIED	30.00	X					41,931.	0.	18,839.	
(6) EMILY LAREW TRUSTEE/TEACHER/CHAIR	30.00	X		X			92,351.	0.	22,659.	
(7) GREG NEPOMUCENO TRUSTEE	2.00	X					0.	0.	0.	
(8) DARA WILLIAMS TRUSTEE	2.00	X					0.	0.	0.	
(9) MARCIA HASKIN TRUSTEE	2.00	X					0.	0.	0.	
(10) ELLEN PFAHLER TRUSTEE	2.00	X					0.	0.	0.	
(11) ALEXANDER SHUHGALTER TRUSTEE/TEACHER	30.00	X					110,668.	0.	24,291.	
(12) PAMELA MAGEE EXECUTIVE DIRECTOR	40.00			X			191,204.	0.	32,111.	
(13) GREGORY WOOD CHIEF BUSINESS OFFICE	40.00			X			132,976.	0.	29,128.	
(14) DAVID E SUAREZ TEACHER	30.00					X	138,977.	0.	26,300.	
(15) RUSSEL R HOWARD DIR OF STUDENT ATHLETICS	40.00					X	125,184.	0.	25,742.	
(16) KIMBERLY THEARD ASSISTANT PRINCIPAL	40.00					X	123,415.	0.	26,431.	
(17) MARY BUSH DIR OF SPECIAL EDUCATION	40.00					X	126,934.	0.	26,102.	

**Part VII** Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees (continued)

(A) Name and title	(B) Average hours per week (list any hours for related organizations below line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(18) DAVID RICCARDI OPERATION MANAGER	40.00					X		122,172.	0.	28,268.
<b>1b Sub-total</b>								1,398,063.	0.	306,516.
<b>c Total from continuation sheets to Part VII, Section A</b>								0.	0.	0.
<b>d Total (add lines 1b and 1c)</b>								1,398,063.	0.	306,516.

**2** Total number of individuals (including but not limited to those listed above) who received more than \$100,000 of reportable compensation from the organization **48**

	Yes	No
<b>3</b> Did the organization list any former officer, director, or trustee, key employee, or highest compensated employee on line 1a? If "Yes," complete Schedule J for such individual		X
<b>4</b> For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than \$150,000? If "Yes," complete Schedule J for such individual	X	
<b>5</b> Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? If "Yes," complete Schedule J for such person		X

**Section B. Independent Contractors**

**1** Complete this table for your five highest compensated independent contractors that received more than \$100,000 of compensation from the organization. Report compensation for the calendar year ending with or within the organization's tax year.

(A) Name and business address	(B) Description of services	(C) Compensation
SODEXO, INC. & AFFILIATES DEPARTMENT 43283, LOS ANGELES, CA 90011	FOOD SERVICE	460,185.
UNISERVE 2363 S. ATLANTIC BLVD, COMMERCE, CA 90040	CUSTODIAL	426,575.
TUMBLEWEED TRANSPORTATION PO BOX 49291, LOS ANGELES, CA 90049	TRANSPORTATION	405,896.
ATKINSON, ANDELSON, LOYA, RUDD & ROMO 12800 CENTER CT DR #300, CERRITOS, CA 90703	LEGAL SERVICES	124,021.

**2** Total number of independent contractors (including but not limited to those listed above) who received more than \$100,000 of compensation from the organization **4**

**Part VIII Statement of Revenue**

Check if Schedule O contains a response or note to any line in this Part VIII

			(A) Total revenue	(B) Related or exempt function revenue	(C) Unrelated business revenue	(D) Revenue excluded from tax under sections 512 - 514	
<b>Contributions, Gifts, Grants and Other Similar Amounts</b>	<b>1 a</b> Federated campaigns .....	<b>1a</b>					
	<b>b</b> Membership dues .....	<b>1b</b>					
	<b>c</b> Fundraising events .....	<b>1c</b>					
	<b>d</b> Related organizations .....	<b>1d</b>					
	<b>e</b> Government grants (contributions) .....	<b>1e</b>	30,381,485.				
	<b>f</b> All other contributions, gifts, grants, and similar amounts not included above .....	<b>1f</b>	754,384.				
	<b>g</b> Noncash contributions included in lines 1a-1f: \$ .....						
	<b>h Total.</b> Add lines 1a-1f .....		31,135,869.				
	<b>Program Service Revenue</b>	<b>2 a</b> STUDENT ACTIVITIES .....	<b>Business Code</b> 611710	318,979.	318,979.		
<b>b</b> STUDENT FOOD SALES .....		611710	145,425.	145,425.			
<b>c</b> .....							
<b>d</b> .....							
<b>e</b> .....							
<b>f</b> All other program service revenue .....							
<b>g Total.</b> Add lines 2a-2f .....			464,404.				
<b>Other Revenue</b>		<b>3</b> Investment income (including dividends, interest, and other similar amounts) .....		48,308.			48,308.
	<b>4</b> Income from investment of tax-exempt bond proceeds .....						
	<b>5</b> Royalties .....						
	<b>6 a</b> Gross rents .....	(i) Real	1,059,516.				
		(ii) Personal					
		<b>b</b> Less: rental expenses .....	0.				
		<b>c</b> Rental income or (loss) .....	1,059,516.				
	<b>d</b> Net rental income or (loss) .....		1,059,516.			1,059,516.	
	<b>7 a</b> Gross amount from sales of assets other than inventory .....	(i) Securities					
		(ii) Other					
		<b>b</b> Less: cost or other basis and sales expenses .....					
		<b>c</b> Gain or (loss) .....					
	<b>d</b> Net gain or (loss) .....						
	<b>8 a</b> Gross income from fundraising events (not including \$ _____ of contributions reported on line 1c). See Part IV, line 18 .....	<b>a</b>	121,057.				
		<b>b</b> Less: direct expenses .....	92,039.				
<b>c</b> Net income or (loss) from fundraising events .....			29,018.			29,018.	
<b>9 a</b> Gross income from gaming activities. See Part IV, line 19 .....	<b>a</b>						
	<b>b</b> Less: direct expenses .....						
	<b>c</b> Net income or (loss) from gaming activities .....						
<b>10 a</b> Gross sales of inventory, less returns and allowances .....	<b>a</b>						
	<b>b</b> Less: cost of goods sold .....						
	<b>c</b> Net income or (loss) from sales of inventory .....						
<b>Miscellaneous Revenue</b>		<b>Business Code</b>					
<b>11</b>	<b>a</b> .....						
	<b>b</b> .....						
	<b>c</b> .....						
	<b>d</b> All other revenue .....						
	<b>e Total.</b> Add lines 11a-11d .....						
<b>12 Total revenue.</b> See instructions. ....			32,737,115.	464,404.	0.	1,136,842.	

**Part IX Statement of Functional Expenses**

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21				
2 Grants and other assistance to domestic individuals. See Part IV, line 22				
3 Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16				
4 Benefits paid to or for members				
5 Compensation of current officers, directors, trustees, and key employees	761,381.	628,405.	132,976.	
6 Compensation not included above, to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)				
7 Other salaries and wages	16,518,047.	14,035,443.	2,482,604.	
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)				
9 Other employee benefits	3,339,479.	2,157,951.	1,181,528.	
10 Payroll taxes	3,590,374.	2,874,746.	715,628.	
11 Fees for services (non-employees):				
a Management				
b Legal				
c Accounting	236,071.		236,071.	
d Lobbying				
e Professional fundraising services. See Part IV, line 17				
f Investment management fees				
g Other. (If line 11g amount exceeds 10% of line 25, column (A) amount, list line 11g expenses on Sch O.)	2,668,209.	2,433,383.	234,826.	
12 Advertising and promotion	5,519.		5,519.	
13 Office expenses	330,611.		330,611.	
14 Information technology				
15 Royalties				
16 Occupancy	553,775.		553,775.	
17 Travel	71,032.		71,032.	
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings				
20 Interest	41,312.		41,312.	
21 Payments to affiliates				
22 Depreciation, depletion, and amortization	471,117.	471,117.		
23 Insurance	155,867.	8,642.	147,225.	
24 Other expenses. Itemize expenses not covered above. (List miscellaneous expenses in line 24e. If line 24e amount exceeds 10% of line 25, column (A) amount, list line 24e expenses on Schedule O.)				
a <b>EQUIPMENT</b>	936,704.	936,704.		
b <b>TEXTBOOKS &amp; INSTRUCTION</b>	624,025.	624,025.		
c <b>RENTALS &amp; MAINTENANCE</b>	469,412.		469,412.	
d <b>STUDENT TRANSPORTATION</b>	401,076.	401,076.		
e All other expenses	937,298.	532,298.	405,000.	
25 <b>Total functional expenses.</b> Add lines 1 through 24e	32,111,309.	25,103,790.	7,007,519.	0.
26 <b>Joint costs.</b> Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation.				

Check here  if following SOP 98-2 (ASC 958-720)

**Part X Balance Sheet**

Check if Schedule O contains a response or note to any line in this Part X

				(A)		(B)	
				Beginning of year		End of year	
<b>Assets</b>	<b>1</b>	Cash - non-interest-bearing .....		1,674,645.	<b>1</b>	1,084,191.	
	<b>2</b>	Savings and temporary cash investments .....		7,344,434.	<b>2</b>	8,051,506.	
	<b>3</b>	Pledges and grants receivable, net .....			<b>3</b>		
	<b>4</b>	Accounts receivable, net .....		393,733.	<b>4</b>	689,670.	
	<b>5</b>	Loans and other receivables from current and former officers, directors, trustees, key employees, and highest compensated employees. Complete Part II of Schedule L .....			<b>5</b>		
	<b>6</b>	Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), persons described in section 4958(c)(3)(B), and contributing employers and sponsoring organizations of section 501(c)(9) voluntary employees' beneficiary organizations (see instr). Complete Part II of Sch L .....			<b>6</b>		
	<b>7</b>	Notes and loans receivable, net .....			<b>7</b>		
	<b>8</b>	Inventories for sale or use .....		7,425.	<b>8</b>	5,481.	
	<b>9</b>	Prepaid expenses and deferred charges .....		175,889.	<b>9</b>	276,172.	
	<b>10a</b>	Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D .....	<b>10a</b>	12,386,119.			
	<b>b</b>	Less: accumulated depreciation .....	<b>10b</b>	5,331,132.	6,877,394.	<b>10c</b>	7,054,987.
	<b>11</b>	Investments - publicly traded securities .....			<b>11</b>		
	<b>12</b>	Investments - other securities. See Part IV, line 11 .....			<b>12</b>		
	<b>13</b>	Investments - program-related. See Part IV, line 11 .....			<b>13</b>		
	<b>14</b>	Intangible assets .....			<b>14</b>		
	<b>15</b>	Other assets. See Part IV, line 11 .....			<b>15</b>		
<b>16</b>	<b>Total assets.</b> Add lines 1 through 15 (must equal line 34) .....		16,473,520.	<b>16</b>	17,162,007.		
<b>Liabilities</b>	<b>17</b>	Accounts payable and accrued expenses .....		2,442,838.	<b>17</b>	2,548,940.	
	<b>18</b>	Grants payable .....			<b>18</b>		
	<b>19</b>	Deferred revenue .....		37,536.	<b>19</b>	412,737.	
	<b>20</b>	Tax-exempt bond liabilities .....			<b>20</b>		
	<b>21</b>	Escrow or custodial account liability. Complete Part IV of Schedule D .....			<b>21</b>		
	<b>22</b>	Loans and other payables to current and former officers, directors, trustees, key employees, highest compensated employees, and disqualified persons. Complete Part II of Schedule L .....			<b>22</b>		
	<b>23</b>	Secured mortgages and notes payable to unrelated third parties .....		955,115.	<b>23</b>		
	<b>24</b>	Unsecured notes and loans payable to unrelated third parties .....			<b>24</b>		
	<b>25</b>	Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D .....		3,724,804.	<b>25</b>	4,261,297.	
	<b>26</b>	<b>Total liabilities.</b> Add lines 17 through 25 .....		7,160,293.	<b>26</b>	7,222,974.	
<b>Net Assets or Fund Balances</b>	<b>Organizations that follow SFAS 117 (ASC 958), check here <input checked="" type="checkbox"/> and complete lines 27 through 29, and lines 33 and 34.</b>						
	<b>27</b>	Unrestricted net assets .....		8,827,981.	<b>27</b>	9,512,932.	
	<b>28</b>	Temporarily restricted net assets .....		160,354.	<b>28</b>	115,099.	
	<b>29</b>	Permanently restricted net assets .....		324,892.	<b>29</b>	311,002.	
	<b>Organizations that do not follow SFAS 117 (ASC 958), check here <input type="checkbox"/> and complete lines 30 through 34.</b>						
	<b>30</b>	Capital stock or trust principal, or current funds .....			<b>30</b>		
	<b>31</b>	Paid-in or capital surplus, or land, building, or equipment fund .....			<b>31</b>		
	<b>32</b>	Retained earnings, endowment, accumulated income, or other funds .....			<b>32</b>		
<b>33</b>	<b>Total net assets or fund balances</b> .....		9,313,227.	<b>33</b>	9,939,033.		
<b>34</b>	<b>Total liabilities and net assets/fund balances</b> .....		16,473,520.	<b>34</b>	17,162,007.		

**Part XI Reconciliation of Net Assets**

Check if Schedule O contains a response or note to any line in this Part XI

<b>1</b>	Total revenue (must equal Part VIII, column (A), line 12)	<b>1</b>	32,737,115.
<b>2</b>	Total expenses (must equal Part IX, column (A), line 25)	<b>2</b>	32,111,309.
<b>3</b>	Revenue less expenses. Subtract line 2 from line 1	<b>3</b>	625,806.
<b>4</b>	Net assets or fund balances at beginning of year (must equal Part X, line 33, column (A))	<b>4</b>	9,313,227.
<b>5</b>	Net unrealized gains (losses) on investments	<b>5</b>	
<b>6</b>	Donated services and use of facilities	<b>6</b>	
<b>7</b>	Investment expenses	<b>7</b>	
<b>8</b>	Prior period adjustments	<b>8</b>	
<b>9</b>	Other changes in net assets or fund balances (explain in Schedule O)	<b>9</b>	0.
<b>10</b>	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 33, column (B))	<b>10</b>	9,939,033.

**Part XII Financial Statements and Reporting**

Check if Schedule O contains a response or note to any line in this Part XII

	Yes	No
<b>1</b> Accounting method used to prepare the Form 990: <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual <input type="checkbox"/> Other _____ If the organization changed its method of accounting from a prior year or checked "Other," explain in Schedule O.		
<b>2a</b> Were the organization's financial statements compiled or reviewed by an independent accountant? _____ If "Yes," check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both: <input type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis		X
<b>b</b> Were the organization's financial statements audited by an independent accountant? _____ If "Yes," check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both: <input checked="" type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis	X	
<b>c</b> If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant? _____ If the organization changed either its oversight process or selection process during the tax year, explain in Schedule O.	X	
<b>3a</b> As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Single Audit Act and OMB Circular A-133? _____		X
<b>b</b> If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why in Schedule O and describe any steps taken to undergo such audits _____		

Form **990** (2015)

**SCHEDULE A**  
**(Form 990 or 990-EZ)**

Department of the Treasury  
Internal Revenue Service

**Public Charity Status and Public Support**

Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust.  
▶ Attach to Form 990 or Form 990-EZ.

▶ Information about Schedule A (Form 990 or 990-EZ) and its instructions is at [www.irs.gov/form990](http://www.irs.gov/form990).

OMB No. 1545-0047

**2015**

Open to Public Inspection

Name of the organization **PALISADES CHARTER HIGH SCHOOL** Employer identification number **92-0184898**

**Part I Reason for Public Charity Status** (All organizations must complete this part.) See instructions.

The organization is not a private foundation because it is: (For lines 1 through 11, check only one box.)

- 1  A church, convention of churches, or association of churches described in **section 170(b)(1)(A)(i)**.
- 2  A school described in **section 170(b)(1)(A)(ii)**. (Attach Schedule E (Form 990 or 990-EZ).)
- 3  A hospital or a cooperative hospital service organization described in **section 170(b)(1)(A)(iii)**.
- 4  A medical research organization operated in conjunction with a hospital described in **section 170(b)(1)(A)(iii)**. Enter the hospital's name, city, and state: \_\_\_\_\_
- 5  An organization operated for the benefit of a college or university owned or operated by a governmental unit described in **section 170(b)(1)(A)(iv)**. (Complete Part II.)
- 6  A federal, state, or local government or governmental unit described in **section 170(b)(1)(A)(v)**.
- 7  An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in **section 170(b)(1)(A)(vi)**. (Complete Part II.)
- 8  A community trust described in **section 170(b)(1)(A)(vi)**. (Complete Part II.)
- 9  An organization that normally receives: (1) more than 33 1/3% of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions - subject to certain exceptions, and (2) no more than 33 1/3% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See **section 509(a)(2)**. (Complete Part III.)
- 10  An organization organized and operated exclusively to test for public safety. See **section 509(a)(4)**.
- 11  An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in **section 509(a)(1)** or **section 509(a)(2)**. See **section 509(a)(3)**. Check the box in lines 11a through 11d that describes the type of supporting organization and complete lines 11e, 11f, and 11g.
  - a  **Type I.** A supporting organization operated, supervised, or controlled by its supported organization(s), typically by giving the supported organization(s) the power to regularly appoint or elect a majority of the directors or trustees of the supporting organization. **You must complete Part IV, Sections A and B.**
  - b  **Type II.** A supporting organization supervised or controlled in connection with its supported organization(s), by having control or management of the supporting organization vested in the same persons that control or manage the supported organization(s). **You must complete Part IV, Sections A and C.**
  - c  **Type III functionally integrated.** A supporting organization operated in connection with, and functionally integrated with, its supported organization(s) (see instructions). **You must complete Part IV, Sections A, D, and E.**
  - d  **Type III non-functionally integrated.** A supporting organization operated in connection with its supported organization(s) that is not functionally integrated. The organization generally must satisfy a distribution requirement and an attentiveness requirement (see instructions). **You must complete Part IV, Sections A and D, and Part V.**
  - e  Check this box if the organization received a written determination from the IRS that it is a Type I, Type II, Type III functionally integrated, or Type III non-functionally integrated supporting organization.
- f Enter the number of supported organizations .....
- g Provide the following information about the supported organization(s).

(i) Name of supported organization	(ii) EIN	(iii) Type of organization (described on lines 1-9 above (see instructions))	(iv) Is the organization listed in your governing document?		(v) Amount of monetary support (see instructions)	(vi) Amount of other support (see instructions)
			Yes	No		
<b>Total</b>						

**Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)**

(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

**Section A. Public Support**

Calendar year (or fiscal year beginning in) ►	(a) 2011	(b) 2012	(c) 2013	(d) 2014	(e) 2015	(f) Total
<b>1</b> Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.") .....						
<b>2</b> Tax revenues levied for the organization's benefit and either paid to or expended on its behalf .....						
<b>3</b> The value of services or facilities furnished by a governmental unit to the organization without charge ...						
<b>4 Total.</b> Add lines 1 through 3 .....						
<b>5</b> The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f) .....						
<b>6 Public support.</b> Subtract line 5 from line 4.						

**Section B. Total Support**

Calendar year (or fiscal year beginning in) ►	(a) 2011	(b) 2012	(c) 2013	(d) 2014	(e) 2015	(f) Total
<b>7</b> Amounts from line 4 .....						
<b>8</b> Gross income from interest, dividends, payments received on securities loans, rents, royalties and income from similar sources ...						
<b>9</b> Net income from unrelated business activities, whether or not the business is regularly carried on ...						
<b>10</b> Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.) .....						
<b>11 Total support.</b> Add lines 7 through 10						
<b>12</b> Gross receipts from related activities, etc. (see instructions) .....					12	
<b>13 First five years.</b> If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and <b>stop here</b> .....						<input type="checkbox"/>

**Section C. Computation of Public Support Percentage**

<b>14</b> Public support percentage for 2015 (line 6, column (f) divided by line 11, column (f)) .....	14	%
<b>15</b> Public support percentage from 2014 Schedule A, Part II, line 14 .....	15	%
<b>16a 33 1/3% support test - 2015.</b> If the organization did not check the box on line 13, and line 14 is 33 1/3% or more, check this box and <b>stop here.</b> The organization qualifies as a publicly supported organization .....		<input type="checkbox"/>
<b>b 33 1/3% support test - 2014.</b> If the organization did not check a box on line 13 or 16a, and line 15 is 33 1/3% or more, check this box and <b>stop here.</b> The organization qualifies as a publicly supported organization .....		<input type="checkbox"/>
<b>17a 10% -facts-and-circumstances test - 2015.</b> If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and <b>stop here.</b> Explain in Part VI how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization .....		<input type="checkbox"/>
<b>b 10% -facts-and-circumstances test - 2014.</b> If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and <b>stop here.</b> Explain in Part VI how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization .....		<input type="checkbox"/>
<b>18 Private foundation.</b> If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions .....		<input type="checkbox"/>

Schedule A (Form 990 or 990-EZ) 2015



**Part III Support Schedule for Organizations Described in Section 509(a)(2)**

(Complete only if you checked the box on line 9 of Part I or if the organization failed to qualify under Part II. If the organization fails to qualify under the tests listed below, please complete Part II.)

**Section A. Public Support**

Calendar year (or fiscal year beginning in) ►	(a) 2011	(b) 2012	(c) 2013	(d) 2014	(e) 2015	(f) Total
<b>1</b> Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.") .....						
<b>2</b> Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose .....						
<b>3</b> Gross receipts from activities that are not an unrelated trade or business under section 513 .....						
<b>4</b> Tax revenues levied for the organization's benefit and either paid to or expended on its behalf .....						
<b>5</b> The value of services or facilities furnished by a governmental unit to the organization without charge .....						
<b>6 Total.</b> Add lines 1 through 5 .....						
<b>7a</b> Amounts included on lines 1, 2, and 3 received from disqualified persons .....						
<b>b</b> Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year .....						
<b>c</b> Add lines 7a and 7b .....						
<b>8 Public support.</b> (Subtract line 7c from line 6.)						

**Section B. Total Support**

Calendar year (or fiscal year beginning in) ►	(a) 2011	(b) 2012	(c) 2013	(d) 2014	(e) 2015	(f) Total
<b>9</b> Amounts from line 6 .....						
<b>10a</b> Gross income from interest, dividends, payments received on securities loans, rents, royalties and income from similar sources .....						
<b>b</b> Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975 .....						
<b>c</b> Add lines 10a and 10b .....						
<b>11</b> Net income from unrelated business activities not included in line 10b, whether or not the business is regularly carried on .....						
<b>12</b> Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.) .....						
<b>13 Total support.</b> (Add lines 9, 10c, 11, and 12.)						

**14 First five years.** If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and **stop here**

**Section C. Computation of Public Support Percentage**

<b>15</b> Public support percentage for 2015 (line 8, column (f) divided by line 13, column (f)) .....	<b>15</b>	%
<b>16</b> Public support percentage from 2014 Schedule A, Part III, line 15 .....	<b>16</b>	%

**Section D. Computation of Investment Income Percentage**

<b>17</b> Investment income percentage for 2015 (line 10c, column (f) divided by line 13, column (f)) .....	<b>17</b>	%
<b>18</b> Investment income percentage from 2014 Schedule A, Part III, line 17 .....	<b>18</b>	%

**19a 33 1/3% support tests - 2015.** If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and **stop here**. The organization qualifies as a publicly supported organization

**b 33 1/3% support tests - 2014.** If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and **stop here**. The organization qualifies as a publicly supported organization

**20 Private foundation.** If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions

**Part IV Supporting Organizations**

(Complete only if you checked a box in line 11 on Part I. If you checked 11a of Part I, complete Sections A and B. If you checked 11b of Part I, complete Sections A and C. If you checked 11c of Part I, complete Sections A, D, and E. If you checked 11d of Part I, complete Sections A and D, and complete Part V.)

**Section A. All Supporting Organizations**

	Yes	No
<b>1</b> Are all of the organization's supported organizations listed by name in the organization's governing documents? <i>If "No" describe in Part VI how the supported organizations are designated. If designated by class or purpose, describe the designation. If historic and continuing relationship, explain.</i>		
<b>2</b> Did the organization have any supported organization that does not have an IRS determination of status under section 509(a)(1) or (2)? <i>If "Yes," explain in Part VI how the organization determined that the supported organization was described in section 509(a)(1) or (2).</i>		
<b>3a</b> Did the organization have a supported organization described in section 501(c)(4), (5), or (6)? <i>If "Yes," answer (b) and (c) below.</i>		
<b>b</b> Did the organization confirm that each supported organization qualified under section 501(c)(4), (5), or (6) and satisfied the public support tests under section 509(a)(2)? <i>If "Yes," describe in Part VI when and how the organization made the determination.</i>		
<b>c</b> Did the organization ensure that all support to such organizations was used exclusively for section 170(c)(2)(B) purposes? <i>If "Yes," explain in Part VI what controls the organization put in place to ensure such use.</i>		
<b>4a</b> Was any supported organization not organized in the United States ("foreign supported organization")? <i>If "Yes," and if you checked 11a or 11b in Part I, answer (b) and (c) below.</i>		
<b>b</b> Did the organization have ultimate control and discretion in deciding whether to make grants to the foreign supported organization? <i>If "Yes," describe in Part VI how the organization had such control and discretion despite being controlled or supervised by or in connection with its supported organizations.</i>		
<b>c</b> Did the organization support any foreign supported organization that does not have an IRS determination under sections 501(c)(3) and 509(a)(1) or (2)? <i>If "Yes," explain in Part VI what controls the organization used to ensure that all support to the foreign supported organization was used exclusively for section 170(c)(2)(B) purposes.</i>		
<b>5a</b> Did the organization add, substitute, or remove any supported organizations during the tax year? <i>If "Yes," answer (b) and (c) below (if applicable). Also, provide detail in Part VI, including (i) the names and EIN numbers of the supported organizations added, substituted, or removed; (ii) the reasons for each such action; (iii) the authority under the organization's organizing document authorizing such action; and (iv) how the action was accomplished (such as by amendment to the organizing document).</i>		
<b>b Type I or Type II only.</b> Was any added or substituted supported organization part of a class already designated in the organization's organizing document?		
<b>c Substitutions only.</b> Was the substitution the result of an event beyond the organization's control?		
<b>6</b> Did the organization provide support (whether in the form of grants or the provision of services or facilities) to anyone other than (i) its supported organizations, (ii) individuals that are part of the charitable class benefited by one or more of its supported organizations, or (iii) other supporting organizations that also support or benefit one or more of the filing organization's supported organizations? <i>If "Yes," provide detail in Part VI.</i>		
<b>7</b> Did the organization provide a grant, loan, compensation, or other similar payment to a substantial contributor (defined in section 4958(c)(3)(C)), a family member of a substantial contributor, or a 35% controlled entity with regard to a substantial contributor? <i>If "Yes," complete Part I of Schedule L (Form 990 or 990-EZ).</i>		
<b>8</b> Did the organization make a loan to a disqualified person (as defined in section 4958) not described in line 7? <i>If "Yes," complete Part I of Schedule L (Form 990 or 990-EZ).</i>		
<b>9a</b> Was the organization controlled directly or indirectly at any time during the tax year by one or more disqualified persons as defined in section 4946 (other than foundation managers and organizations described in section 509(a)(1) or (2))? <i>If "Yes," provide detail in Part VI.</i>		
<b>b</b> Did one or more disqualified persons (as defined in line 9a) hold a controlling interest in any entity in which the supporting organization had an interest? <i>If "Yes," provide detail in Part VI.</i>		
<b>c</b> Did a disqualified person (as defined in line 9a) have an ownership interest in, or derive any personal benefit from, assets in which the supporting organization also had an interest? <i>If "Yes," provide detail in Part VI.</i>		
<b>10a</b> Was the organization subject to the excess business holdings rules of section 4943 because of section 4943(f) (regarding certain Type II supporting organizations, and all Type III non-functionally integrated supporting organizations)? <i>If "Yes," answer 10b below.</i>		
<b>b</b> Did the organization have any excess business holdings in the tax year? <i>(Use Schedule C, Form 4720, to determine whether the organization had excess business holdings.)</i>		

**Part IV Supporting Organizations** (continued)

	Yes	No
<b>11</b> Has the organization accepted a gift or contribution from any of the following persons?		
<b>a</b> A person who directly or indirectly controls, either alone or together with persons described in (b) and (c) below, the governing body of a supported organization?		
<b>b</b> A family member of a person described in (a) above?		
<b>c</b> A 35% controlled entity of a person described in (a) or (b) above? If "Yes" to a, b, or c, provide detail in Part VI.		

**Section B. Type I Supporting Organizations**

	Yes	No
<b>1</b> Did the directors, trustees, or membership of one or more supported organizations have the power to regularly appoint or elect at least a majority of the organization's directors or trustees at all times during the tax year? If "No," describe in Part VI how the supported organization(s) effectively operated, supervised, or controlled the organization's activities. If the organization had more than one supported organization, describe how the powers to appoint and/or remove directors or trustees were allocated among the supported organizations and what conditions or restrictions, if any, applied to such powers during the tax year.		
<b>2</b> Did the organization operate for the benefit of any supported organization other than the supported organization(s) that operated, supervised, or controlled the supporting organization? If "Yes," explain in Part VI how providing such benefit carried out the purposes of the supported organization(s) that operated, supervised, or controlled the supporting organization.		

**Section C. Type II Supporting Organizations**

	Yes	No
<b>1</b> Were a majority of the organization's directors or trustees during the tax year also a majority of the directors or trustees of each of the organization's supported organization(s)? If "No," describe in Part VI how control or management of the supporting organization was vested in the same persons that controlled or managed the supported organization(s).		

**Section D. All Type III Supporting Organizations**

	Yes	No
<b>1</b> Did the organization provide to each of its supported organizations, by the last day of the fifth month of the organization's tax year, (i) a written notice describing the type and amount of support provided during the prior tax year, (ii) a copy of the Form 990 that was most recently filed as of the date of notification, and (iii) copies of the organization's governing documents in effect on the date of notification, to the extent not previously provided?		
<b>2</b> Were any of the organization's officers, directors, or trustees either (i) appointed or elected by the supported organization(s) or (ii) serving on the governing body of a supported organization? If "No," explain in Part VI how the organization maintained a close and continuous working relationship with the supported organization(s).		
<b>3</b> By reason of the relationship described in (2), did the organization's supported organizations have a significant voice in the organization's investment policies and in directing the use of the organization's income or assets at all times during the tax year? If "Yes," describe in Part VI the role the organization's supported organizations played in this regard.		

**Section E. Type III Functionally-Integrated Supporting Organizations**

<b>1</b> Check the box next to the method that the organization used to satisfy the Integral Part Test during the year (see instructions):		
<b>a</b> <input type="checkbox"/> The organization satisfied the Activities Test. Complete line 2 below.		
<b>b</b> <input type="checkbox"/> The organization is the parent of each of its supported organizations. Complete line 3 below.		
<b>c</b> <input type="checkbox"/> The organization supported a governmental entity. Describe in Part VI how you supported a government entity (see instructions).		
<b>2</b> Activities Test. Answer (a) and (b) below.		
<b>a</b> Did substantially all of the organization's activities during the tax year directly further the exempt purposes of the supported organization(s) to which the organization was responsive? If "Yes," then in Part VI identify those supported organizations and explain how these activities directly furthered their exempt purposes, how the organization was responsive to those supported organizations, and how the organization determined that these activities constituted substantially all of its activities.	Yes	No
<b>b</b> Did the activities described in (a) constitute activities that, but for the organization's involvement, one or more of the organization's supported organization(s) would have been engaged in? If "Yes," explain in Part VI the reasons for the organization's position that its supported organization(s) would have engaged in these activities but for the organization's involvement.		
<b>3</b> Parent of Supported Organizations. Answer (a) and (b) below.		
<b>a</b> Did the organization have the power to regularly appoint or elect a majority of the officers, directors, or trustees of each of the supported organizations? Provide details in Part VI.		
<b>b</b> Did the organization exercise a substantial degree of direction over the policies, programs, and activities of each of its supported organizations? If "Yes," describe in Part VI the role played by the organization in this regard.		

**Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations**

1  Check here if the organization satisfied the Integral Part Test as a qualifying trust on Nov. 20, 1970. **See instructions.** All other Type III non-functionally integrated supporting organizations must complete Sections A through E.

<b>Section A - Adjusted Net Income</b>		(A) Prior Year	(B) Current Year (optional)
1	Net short-term capital gain	1	
2	Recoveries of prior-year distributions	2	
3	Other gross income (see instructions)	3	
4	Add lines 1 through 3	4	
5	Depreciation and depletion	5	
6	Portion of operating expenses paid or incurred for production or collection of gross income or for management, conservation, or maintenance of property held for production of income (see instructions)	6	
7	Other expenses (see instructions)	7	
8	<b>Adjusted Net Income</b> (subtract lines 5, 6 and 7 from line 4)	8	

<b>Section B - Minimum Asset Amount</b>		(A) Prior Year	(B) Current Year (optional)
1	Aggregate fair market value of all non-exempt-use assets (see instructions for short tax year or assets held for part of year):		
a	Average monthly value of securities	1a	
b	Average monthly cash balances	1b	
c	Fair market value of other non-exempt-use assets	1c	
d	<b>Total</b> (add lines 1a, 1b, and 1c)	1d	
e	<b>Discount</b> claimed for blockage or other factors (explain in detail in <b>Part VI</b> ):		
2	Acquisition indebtedness applicable to non-exempt-use assets	2	
3	Subtract line 2 from line 1d	3	
4	Cash deemed held for exempt use. Enter 1-1/2% of line 3 (for greater amount, see instructions).	4	
5	Net value of non-exempt-use assets (subtract line 4 from line 3)	5	
6	Multiply line 5 by .035	6	
7	Recoveries of prior-year distributions	7	
8	<b>Minimum Asset Amount</b> (add line 7 to line 6)	8	

<b>Section C - Distributable Amount</b>			Current Year
1	Adjusted net income for prior year (from Section A, line 8, Column A)	1	
2	Enter 85% of line 1	2	
3	Minimum asset amount for prior year (from Section B, line 8, Column A)	3	
4	Enter greater of line 2 or line 3	4	
5	Income tax imposed in prior year	5	
6	<b>Distributable Amount.</b> Subtract line 5 from line 4, unless subject to emergency temporary reduction (see instructions)	6	
7	<input type="checkbox"/> Check here if the current year is the organization's first as a non-functionally-integrated Type III supporting organization (see instructions).		

Schedule A (Form 990 or 990-EZ) 2015

**Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations** (continued)

Section D - Distributions	Current Year
<b>1</b> Amounts paid to supported organizations to accomplish exempt purposes	
<b>2</b> Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity	
<b>3</b> Administrative expenses paid to accomplish exempt purposes of supported organizations	
<b>4</b> Amounts paid to acquire exempt-use assets	
<b>5</b> Qualified set-aside amounts (prior IRS approval required)	
<b>6</b> Other distributions (describe in <b>Part VI</b> ). See instructions.	
<b>7 Total annual distributions.</b> Add lines 1 through 6.	
<b>8</b> Distributions to attentive supported organizations to which the organization is responsive (provide details in <b>Part VI</b> ). See instructions.	
<b>9</b> Distributable amount for 2015 from Section C, line 6	
<b>10</b> Line 8 amount divided by Line 9 amount	

Section E - Distribution Allocations (see instructions)	(i) Excess Distributions	(ii) Underdistributions Pre-2015	(iii) Distributable Amount for 2015
<b>1</b> Distributable amount for 2015 from Section C, line 6			
<b>2</b> Underdistributions, if any, for years prior to 2015 (reasonable cause required-see instructions)			
<b>3</b> Excess distributions carryover, if any, to 2015:			
<b>a</b>			
<b>b</b>			
<b>c</b>			
<b>d</b> From 2013			
<b>e</b> From 2014			
<b>f Total</b> of lines 3a through e			
<b>g</b> Applied to underdistributions of prior years			
<b>h</b> Applied to 2015 distributable amount			
<b>i</b> Carryover from 2010 not applied (see instructions)			
<b>j</b> Remainder. Subtract lines 3g, 3h, and 3i from 3f.			
<b>4</b> Distributions for 2015 from Section D, line 7: \$			
<b>a</b> Applied to underdistributions of prior years			
<b>b</b> Applied to 2015 distributable amount			
<b>c</b> Remainder. Subtract lines 4a and 4b from 4.			
<b>5</b> Remaining underdistributions for years prior to 2015, if any. Subtract lines 3g and 4a from line 2 (if amount greater than zero, see instructions).			
<b>6</b> Remaining underdistributions for 2015. Subtract lines 3h and 4b from line 1 (if amount greater than zero, see instructions).			
<b>7 Excess distributions carryover to 2016.</b> Add lines 3j and 4c.			
<b>8</b> Breakdown of line 7:			
<b>a</b>			
<b>b</b>			
<b>c</b> Excess from 2013			
<b>d</b> Excess from 2014			
<b>e</b> Excess from 2015			

Schedule A (Form 990 or 990-EZ) 2015

**Part VI** **Supplemental Information.** Provide the explanations required by Part II, line 10; Part II, line 17a or 17b; Part III, line 12; Part IV, Section A, lines 1, 2, 3b, 3c, 4b, 4c, 5a, 6, 9a, 9b, 9c, 11a, 11b, and 11c; Part IV, Section B, lines 1 and 2; Part IV, Section C, line 1; Part IV, Section D, lines 2 and 3; Part IV, Section E, lines 1c, 2a, 2b, 3a and 3b; Part V, line 1; Part V, Section B, line 1e; Part V, Section D, lines 5, 6, and 8; and Part V, Section E, lines 2, 5, and 6. Also complete this part for any additional information. (See instructions.)

Lined area for supplemental information with a large diagonal 'DRAFT' watermark.

**Schedule B**

(Form 990, 990-EZ, or 990-PF)

Department of the Treasury  
Internal Revenue Service

**Schedule of Contributors**

▶ Attach to Form 990, Form 990-EZ, or Form 990-PF.  
▶ Information about Schedule B (Form 990, 990-EZ, or 990-PF) and its instructions is at [www.irs.gov/form990](http://www.irs.gov/form990).

OMB No. 1545-0047

**2015**

Name of the organization

PALISADES CHARTER HIGH SCHOOL

Employer identification number

92-0184898

Organization type (check one):

Filers of:

Section:

Form 990 or 990-EZ

501(c)( 3 ) (enter number) organization

4947(a)(1) nonexempt charitable trust **not** treated as a private foundation

527 political organization

Form 990-PF

501(c)(3) exempt private foundation

4947(a)(1) nonexempt charitable trust treated as a private foundation

501(c)(3) taxable private foundation

Check if your organization is covered by the **General Rule** or a **Special Rule**.

**Note.** Only a section 501(c)(7), (8), or (10) organization can check boxes for both the General Rule and a Special Rule. See instructions.

**General Rule**

For an organization filing Form 990, 990-EZ, or 990-PF that received, during the year, contributions totaling \$5,000 or more (in money or property) from any one contributor. Complete Parts I and II. See instructions for determining a contributor's total contributions.

**Special Rules**

For an organization described in section 501(c)(3) filing Form 990 or 990-EZ that met the 33 1/3% support test of the regulations under sections 509(a)(1) and 170(b)(1)(A)(vi), that checked Schedule A (Form 990 or 990-EZ), Part II, line 13, 16a, or 16b, and that received from any one contributor, during the year, total contributions of the greater of (1) \$5,000 or (2) 2% of the amount on (i) Form 990, Part VIII, line 1h, or (ii) Form 990-EZ, line 1. Complete Parts I and II.

For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, total contributions of more than \$1,000 *exclusively* for religious, charitable, scientific, literary, or educational purposes, or for the prevention of cruelty to children or animals. Complete Parts I, II, and III.

For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, contributions *exclusively* for religious, charitable, etc., purposes, but no such contributions totaled more than \$1,000. If this box is checked, enter here the total contributions that were received during the year for an *exclusively* religious, charitable, etc., purpose. Do not complete any of the parts unless the **General Rule** applies to this organization because it received *nonexclusively* religious, charitable, etc., contributions totaling \$5,000 or more during the year ..... ▶ \$ \_\_\_\_\_

**Caution.** An organization that is not covered by the General Rule and/or the Special Rules does not file Schedule B (Form 990, 990-EZ, or 990-PF), but it **must** answer "No" on Part IV, line 2, of its Form 990; or check the box on line H of its Form 990-EZ or on its Form 990-PF, Part I, line 2, to certify that it does not meet the filing requirements of Schedule B (Form 990, 990-EZ, or 990-PF).

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990, 990-EZ, or 990-PF. Schedule B (Form 990, 990-EZ, or 990-PF) (2015)

<b>Name of organization</b>	<b>Employer identification number</b>
<b>PALISADES CHARTER HIGH SCHOOL</b>	<b>92-0184898</b>

**Part I Contributors** (see instructions). Use duplicate copies of Part I if additional space is needed.

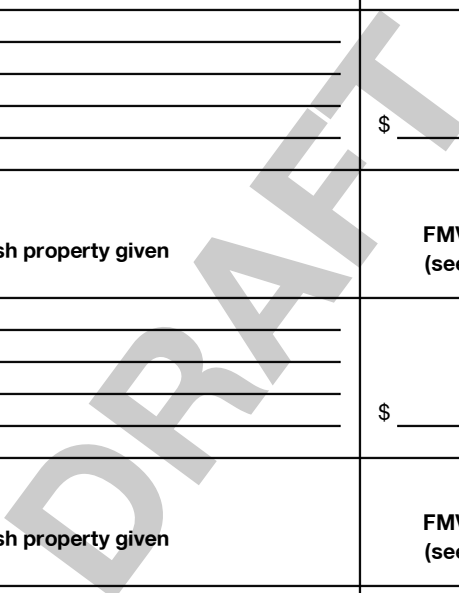
(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
1	CALIFORNIA DEPARTMENT OF EDUCATION  1430 N ST  SACRAMENTO, CA 95814	\$ 30,381,485.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
2	PALISADES HS BOOSTER CLUB  15777 BOWDOIN ST  PACIFIC PALISADES, CA 90272	\$ 57,302.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
3	PALISADES CHARTER HIGH SCHOOL ASB  15777 BOWDOIN ST  PACIFIC PALISADES, CA 90272	\$ 73,389.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
		\$ _____	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
		\$ _____	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
		\$ _____	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)



<b>Name of organization</b>  PALISADES CHARTER HIGH SCHOOL	<b>Employer identification number</b>  92-0184898
--	---

**Part II Noncash Property** (see instructions). Use duplicate copies of Part II if additional space is needed.

(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (see instructions)	(d) Date received
		\$ _____	_____
		\$ _____	_____
		\$ _____	_____
		\$ _____	_____
		\$ _____	_____
		\$ _____	_____
		\$ _____	_____
		\$ _____	_____



<b>Name of organization</b>  <b>PALISADES CHARTER HIGH SCHOOL</b>	<b>Employer identification number</b>  <b>92-0184898</b>
---	--

**Part III** Exclusively religious, charitable, etc., contributions to organizations described in section 501(c)(7), (8), or (10) that total more than \$1,000 for the year from any one contributor. Complete columns (a) through (e) and the following line entry. For organizations completing Part III, enter the total of exclusively religious, charitable, etc., contributions of \$1,000 or less for the year. (Enter this info. once.) ▶ \$ \_\_\_\_\_  
Use duplicate copies of Part III if additional space is needed.

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held

(e) Transfer of gift	
Transferee's name, address, and ZIP + 4	Relationship of transferor to transferee

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held

(e) Transfer of gift	
Transferee's name, address, and ZIP + 4	Relationship of transferor to transferee

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held

(e) Transfer of gift	
Transferee's name, address, and ZIP + 4	Relationship of transferor to transferee

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held

(e) Transfer of gift	
Transferee's name, address, and ZIP + 4	Relationship of transferor to transferee

**SCHEDULE D**  
**(Form 990)**

Department of the Treasury  
Internal Revenue Service

**Supplemental Financial Statements**

▶ **Complete if the organization answered "Yes" on Form 990, Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b.**  
▶ **Attach to Form 990.**

▶ **Information about Schedule D (Form 990) and its instructions is at [www.irs.gov/form990](http://www.irs.gov/form990).**

OMB No. 1545-0047

**2015**

**Open to Public Inspection**

**Name of the organization** PALISADES CHARTER HIGH SCHOOL **Employer identification number** 92-0184898

**Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts.** Complete if the organization answered "Yes" on Form 990, Part IV, line 6.

	(a) Donor advised funds	(b) Funds and other accounts
1 Total number at end of year .....		
2 Aggregate value of contributions to (during year) .....		
3 Aggregate value of grants from (during year) .....		
4 Aggregate value at end of year .....		
5 Did the organization inform all donors and donor advisors in writing that the assets held in donor advised funds are the organization's property, subject to the organization's exclusive legal control? .....	<input type="checkbox"/> Yes <input type="checkbox"/> No	
6 Did the organization inform all grantees, donors, and donor advisors in writing that grant funds can be used only for charitable purposes and not for the benefit of the donor or donor advisor, or for any other purpose conferring impermissible private benefit? .....	<input type="checkbox"/> Yes <input type="checkbox"/> No	

**Part II Conservation Easements.** Complete if the organization answered "Yes" on Form 990, Part IV, line 7.

1 Purpose(s) of conservation easements held by the organization (check all that apply).  
 Preservation of land for public use (e.g., recreation or education)  Preservation of a historically important land area  
 Protection of natural habitat  Preservation of a certified historic structure  
 Preservation of open space

2 Complete lines 2a through 2d if the organization held a qualified conservation contribution in the form of a conservation easement on the last day of the tax year.

	Held at the End of the Tax Year
a Total number of conservation easements .....	2a
b Total acreage restricted by conservation easements .....	2b
c Number of conservation easements on a certified historic structure included in (a) .....	2c
d Number of conservation easements included in (c) acquired after 8/17/06, and not on a historic structure listed in the National Register .....	2d

3 Number of conservation easements modified, transferred, released, extinguished, or terminated by the organization during the tax year ▶ \_\_\_\_\_

4 Number of states where property subject to conservation easement is located ▶ \_\_\_\_\_

5 Does the organization have a written policy regarding the periodic monitoring, inspection, handling of violations, and enforcement of the conservation easements it holds? .....

6 Staff and volunteer hours devoted to monitoring, inspecting, handling of violations, and enforcing conservation easements during the year ▶ \_\_\_\_\_

7 Amount of expenses incurred in monitoring, inspecting, handling of violations, and enforcing conservation easements during the year ▶ \$ \_\_\_\_\_

8 Does each conservation easement reported on line 2(d) above satisfy the requirements of section 170(h)(4)(B)(i) and section 170(h)(4)(B)(ii)? .....

9 In Part XIII, describe how the organization reports conservation easements in its revenue and expense statement, and balance sheet, and include, if applicable, the text of the footnote to the organization's financial statements that describes the organization's accounting for conservation easements.

**Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 8.

1a If the organization elected, as permitted under SFAS 116 (ASC 958), not to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide, in Part XIII, the text of the footnote to its financial statements that describes these items.

b If the organization elected, as permitted under SFAS 116 (ASC 958), to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide the following amounts relating to these items:

(i) Revenue included on Form 990, Part VIII, line 1 .....

(ii) Assets included in Form 990, Part X .....

2 If the organization received or held works of art, historical treasures, or other similar assets for financial gain, provide the following amounts required to be reported under SFAS 116 (ASC 958) relating to these items:

a Revenue included on Form 990, Part VIII, line 1 .....

b Assets included in Form 990, Part X .....

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule D (Form 990) 2015

532051  
11-02-15

**Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets** (continued)

- 3 Using the organization's acquisition, accession, and other records, check any of the following that are a significant use of its collection items (check all that apply):
- a  Public exhibition
  - b  Scholarly research
  - c  Preservation for future generations
  - d  Loan or exchange programs
  - e  Other \_\_\_\_\_
- 4 Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIII.
- 5 During the year, did the organization solicit or receive donations of art, historical treasures, or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection?  Yes  No

**Part IV Escrow and Custodial Arrangements.** Complete if the organization answered "Yes" on Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

- 1a Is the organization an agent, trustee, custodian or other intermediary for contributions or other assets not included on Form 990, Part X?  Yes  No
- b If "Yes," explain the arrangement in Part XIII and complete the following table:
- |                                 | Amount |
|---------------------------------|--------|
| c Beginning balance             | 1c     |
| d Additions during the year     | 1d     |
| e Distributions during the year | 1e     |
| f Ending balance                | 1f     |
- 2a Did the organization include an amount on Form 990, Part X, line 21, for escrow or custodial account liability?  Yes  No
- b If "Yes," explain the arrangement in Part XIII. Check here if the explanation has been provided on Part XIII

**Part V Endowment Funds.** Complete if the organization answered "Yes" on Form 990, Part IV, line 10.

	(a) Current year	(b) Prior year	(c) Two years back	(d) Three years back	(e) Four years back
1a Beginning of year balance	324,892.	341,657.	364,333.	385,975.	220,000.
b Contributions					187,975.
c Net investment earnings, gains, and losses					
d Grants or scholarships	13,890.	16,765.	22,676.	21,642.	22,000.
e Other expenditures for facilities and programs					
f Administrative expenses					
g End of year balance	311,002.	324,892.	341,657.	364,333.	385,975.

- 2 Provide the estimated percentage of the current year end balance (line 1g, column (a)) held as:
- a Board designated or quasi-endowment  \_\_\_\_\_ %
  - b Permanent endowment  \_\_\_\_\_ %
  - c Temporarily restricted endowment  \_\_\_\_\_ %
- The percentages on lines 2a, 2b, and 2c should equal 100%.
- 3a Are there endowment funds not in the possession of the organization that are held and administered for the organization by:
- |                             | Yes                      | No                                  |
|-----------------------------|--------------------------|-------------------------------------|
| (i) unrelated organizations | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| (ii) related organizations  | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
- b If "Yes" on line 3a(ii), are the related organizations listed as required on Schedule R?
- 4 Describe in Part XIII the intended uses of the organization's endowment funds.

**Part VI Land, Buildings, and Equipment.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11a. See Form 990, Part X, line 10.

Description of property	(a) Cost or other basis (investment)	(b) Cost or other basis (other)	(c) Accumulated depreciation	(d) Book value
1a Land				
b Buildings		6,999,409.	1,410,656.	5,588,753.
c Leasehold improvements				
d Equipment				
e Other		5,386,710.	3,920,476.	1,466,234.
<b>Total.</b> Add lines 1a through 1e. (Column (d) must equal Form 990, Part X, column (B), line 10c.)				<b>7,054,987.</b>

**Part VII Investments - Other Securities.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11b. See Form 990, Part X, line 12.

(a) Description of security or category (including name of security)	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1) Financial derivatives .....		
(2) Closely-held equity interests .....		
(3) Other .....		
(A)		
(B)		
(C)		
(D)		
(E)		
(F)		
(G)		
(H)		
<b>Total.</b> (Col. (b) must equal Form 990, Part X, col. (B) line 12.) ▶		

**Part VIII Investments - Program Related.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11c. See Form 990, Part X, line 13.

(a) Description of investment	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
<b>Total.</b> (Col. (b) must equal Form 990, Part X, col. (B) line 13.) ▶		

**Part IX Other Assets.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11d. See Form 990, Part X, line 15.

(a) Description	(b) Book value
(1)	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
<b>Total.</b> (Column (b) must equal Form 990, Part X, col. (B) line 15.) ▶	

**Part X Other Liabilities.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11e or 11f. See Form 990, Part X, line 25.

1. (a) Description of liability	(b) Book value
(1) Federal income taxes	
(2) <b>DUE TO STUDENT GROUPS</b>	<b>254,839.</b>
(3) <b>POSTEMPLOYMENT BENEFITS</b>	<b>4,006,458.</b>
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
<b>Total.</b> (Column (b) must equal Form 990, Part X, col. (B) line 25.) ▶	<b>4,261,297.</b>

2. Liability for uncertain tax positions. In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FIN 48 (ASC 740). Check here if the text of the footnote has been provided in Part XIII

**Part XI Reconciliation of Revenue per Audited Financial Statements With Revenue per Return.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

<b>1</b>	Total revenue, gains, and other support per audited financial statements		<b>1</b>	32,829,154.
<b>2</b>	Amounts included on line 1 but not on Form 990, Part VIII, line 12:			
<b>a</b>	Net unrealized gains (losses) on investments	<b>2a</b>		
<b>b</b>	Donated services and use of facilities	<b>2b</b>		
<b>c</b>	Recoveries of prior year grants	<b>2c</b>		
<b>d</b>	Other (Describe in Part XIII.)	<b>2d</b>	92,039.	
<b>e</b>	Add lines <b>2a</b> through <b>2d</b>		<b>2e</b>	92,039.
<b>3</b>	Subtract line <b>2e</b> from line <b>1</b>		<b>3</b>	32,737,115.
<b>4</b>	Amounts included on Form 990, Part VIII, line 12, but not on line 1:			
<b>a</b>	Investment expenses not included on Form 990, Part VIII, line 7b	<b>4a</b>		
<b>b</b>	Other (Describe in Part XIII.)	<b>4b</b>		
<b>c</b>	Add lines <b>4a</b> and <b>4b</b>		<b>4c</b>	0.
<b>5</b>	Total revenue. Add lines <b>3</b> and <b>4c</b> . (This must equal Form 990, Part I, line 12.)		<b>5</b>	32,737,115.

**Part XII Reconciliation of Expenses per Audited Financial Statements With Expenses per Return.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

<b>1</b>	Total expenses and losses per audited financial statements		<b>1</b>	32,203,348.
<b>2</b>	Amounts included on line 1 but not on Form 990, Part IX, line 25:			
<b>a</b>	Donated services and use of facilities	<b>2a</b>		
<b>b</b>	Prior year adjustments	<b>2b</b>		
<b>c</b>	Other losses	<b>2c</b>		
<b>d</b>	Other (Describe in Part XIII.)	<b>2d</b>	92,039.	
<b>e</b>	Add lines <b>2a</b> through <b>2d</b>		<b>2e</b>	92,039.
<b>3</b>	Subtract line <b>2e</b> from line <b>1</b>		<b>3</b>	32,111,309.
<b>4</b>	Amounts included on Form 990, Part IX, line 25, but not on line 1:			
<b>a</b>	Investment expenses not included on Form 990, Part VIII, line 7b	<b>4a</b>		
<b>b</b>	Other (Describe in Part XIII.)	<b>4b</b>		
<b>c</b>	Add lines <b>4a</b> and <b>4b</b>		<b>4c</b>	0.
<b>5</b>	Total expenses. Add lines <b>3</b> and <b>4c</b> . (This must equal Form 990, Part I, line 18.)		<b>5</b>	32,111,309.

**Part XIII Supplemental Information.**

Provide the descriptions required for Part II, lines 3, 5, and 9; Part III, lines 1a and 4; Part IV, lines 1b and 2b; Part V, line 4; Part X, line 2; Part XI, lines 2d and 4b; and Part XII, lines 2d and 4b. Also complete this part to provide any additional information.

PART XI, LINE 2D - OTHER ADJUSTMENTS:

SPECIAL EVENTS-DIRECT EXPENSE

PART XII, LINE 2D - OTHER ADJUSTMENTS:

SPECIAL EVENTS-DIRECT EXPENSE

**SCHEDULE E**  
**(Form 990 or 990-EZ)**

Department of the Treasury  
Internal Revenue Service

**Schools**

▶ **Complete if the organization answered "Yes" on Form 990, Part IV, line 13, or Form 990-EZ, Part VI, line 48.**

▶ **Attach to Form 990 or Form 990-EZ.**

OMB No. 1545-0047

**2015**

**Open to Public Inspection**

▶ **Information about Schedule E (Form 990 or 990-EZ) and its instructions is at [www.irs.gov/form990](http://www.irs.gov/form990).**

Name of the organization

**PALISADES CHARTER HIGH SCHOOL**

Employer identification number

**92-0184898**

**Part I**

- 1 Does the organization have a racially nondiscriminatory policy toward students by statement in its charter, bylaws, other governing instrument, or in a resolution of its governing body? .....
- 2 Does the organization include a statement of its racially nondiscriminatory policy toward students in all its brochures, catalogues, and other written communications with the public dealing with student admissions, programs, and scholarships? .....
- 3 Has the organization publicized its racially nondiscriminatory policy through newspaper or broadcast media during the period of solicitation for students, or during the registration period if it has no solicitation program, in a way that makes the policy known to all parts of the general community it serves? If "Yes," please describe. If "No," please explain. If you need more space, use Part II .....

**ENROLLMENT PACKAGES**

- 4 Does the organization maintain the following?
  - a Records indicating the racial composition of the student body, faculty, and administrative staff? .....
  - b Records documenting that scholarships and other financial assistance are awarded on a racially nondiscriminatory basis? .....
  - c Copies of all catalogues, brochures, announcements, and other written communications to the public dealing with student admissions, programs, and scholarships? .....
  - d Copies of all material used by the organization or on its behalf to solicit contributions? .....

If you answered "No" to any of the above, please explain. If you need more space, use Part II.

**A CALIFORNIA PUBLIC CHARTER SCHOOL NO FINANCIAL ASSISTANCE AWARDED**

- 5 Does the organization discriminate by race in any way with respect to:
  - a Students' rights or privileges? .....
  - b Admissions policies? .....
  - c Employment of faculty or administrative staff? .....
  - d Scholarships or other financial assistance? .....
  - e Educational policies? .....
  - f Use of facilities? .....
  - g Athletic programs? .....
  - h Other extracurricular activities? .....

If you answered "Yes" to any of the above, please explain. If you need more space, use Part II.

- 6a Does the organization receive any financial aid or assistance from a governmental agency? .....
- b Has the organization's right to such aid ever been revoked or suspended? .....

If you answered "Yes" on either line 6a or line 6b, explain on Part II.

- 7 Does the organization certify that it has complied with the applicable requirements of sections 4.01 through 4.05 of Rev. Proc. 75-50, 1975-2 C.B. 587, covering racial nondiscrimination? If "No," explain on Part II .....

	YES	NO
1	X	
2	X	
3	X	
4a	X	
4b		X
4c	X	
4d	X	
5a		X
5b		X
5c		X
5d		X
5e		X
5f		X
5g		X
5h		X
6a	X	
6b		X
7	X	

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990 or Form 990-EZ.

Schedule E (Form 990 or 990-EZ) (2015)

**Part II** **Supplemental Information.** Provide the explanations required by Part I, lines 3, 4d, 5h, 6b, and 7, as applicable.

Also provide any other additional information.

**LINE 6 - EXPLANATION OF GOVERNMENT FINANCIAL AID:**

**CALIFORNIA STATE APPORTIONMENT INCOME BASED ON STUDENT ATTENDANCE**

DRAFT



**SCHEDULE G**  
**(Form 990 or 990-EZ)**

Department of the Treasury  
Internal Revenue Service

**Supplemental Information Regarding Fundraising or Gaming Activities**  
Complete if the organization answered "Yes" on Form 990, Part IV, lines 17, 18, or 19, or if the organization entered more than \$15,000 on Form 990-EZ, line 6a.  
▶ **Attach to Form 990 or Form 990-EZ.**  
▶ Information about Schedule G (Form 990 or 990-EZ) and its instructions is at [www.irs.gov/form990](http://www.irs.gov/form990).

OMB No. 1545-0047

**2015**

Open to Public Inspection

Name of the organization

PALISADES CHARTER HIGH SCHOOL

Employer identification number

92-0184898

**Part I Fundraising Activities.** Complete if the organization answered "Yes" on Form 990, Part IV, line 17. Form 990-EZ filers are not required to complete this part.

- 1 Indicate whether the organization raised funds through any of the following activities. Check all that apply.
- |   |  |
|---|--|
| a <input type="checkbox"/> Mail solicitations               | e <input type="checkbox"/> Solicitation of non-government grants |
| b <input type="checkbox"/> Internet and email solicitations | f <input type="checkbox"/> Solicitation of government grants     |
| c <input type="checkbox"/> Phone solicitations              | g <input type="checkbox"/> Special fundraising events            |
| d <input type="checkbox"/> In-person solicitations          |  |
- 2 a Did the organization have a written or oral agreement with any individual (including officers, directors, trustees or key employees listed in Form 990, Part VII) or entity in connection with professional fundraising services?  Yes  No
- b If "Yes," list the ten highest paid individuals or entities (fundraisers) pursuant to agreements under which the fundraiser is to be compensated at least \$5,000 by the organization.

(i) Name and address of individual or entity (fundraiser)	(ii) Activity	(iii) Did fundraiser have custody or control of contributions?		(iv) Gross receipts from activity	(v) Amount paid to (or retained by) fundraiser listed in col. (i)	(vi) Amount paid to (or retained by) organization
		Yes	No			
<b>Total</b> .....				▶		

- 3 List all states in which the organization is registered or licensed to solicit contributions or has been notified it is exempt from registration or licensing.
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

532081  
09-14-15

**Part II Fundraising Events.** Complete if the organization answered "Yes" on Form 990, Part IV, line 18, or reported more than \$15,000 of fundraising event contributions and gross income on Form 990-EZ, lines 1 and 6b. List events with gross receipts greater than \$5,000.

Revenue		(a) Event #1	(b) Event #2	(c) Other events	(d) Total events (add col. (a) through col. (c))
		HOLIDAY BOUTIQUE (event type)	BASEBALL TRADITIONS (event type)	2 (total number)	
1	Gross receipts .....	87,069.	33,988.		121,057.
2	Less: Contributions .....				
3	Gross income (line 1 minus line 2) .....	87,069.	33,988.		121,057.
Direct Expenses	4	Cash prizes .....			
	5	Noncash prizes .....			
	6	Rent/facility costs .....		18,500.	18,500.
	7	Food and beverages .....			
	8	Entertainment .....			
	9	Other direct expenses .....	72,808.	731.	
10	Direct expense summary. Add lines 4 through 9 in column (d) .....				92,039.
11	Net income summary. Subtract line 10 from line 3, column (d) .....				29,018.

**Part III Gaming.** Complete if the organization answered "Yes" on Form 990, Part IV, line 19, or reported more than \$15,000 on Form 990-EZ, line 6a.

Revenue		(a) Bingo	(b) Pull tabs/instant bingo/progressive bingo	(c) Other gaming	(d) Total gaming (add col. (a) through col. (c))
1	Gross revenue .....				
Direct Expenses	2	Cash prizes .....			
	3	Noncash prizes .....			
	4	Rent/facility costs .....			
	5	Other direct expenses .....			
	6	Volunteer labor .....	<input type="checkbox"/> Yes _____ % <input type="checkbox"/> No	<input type="checkbox"/> Yes _____ % <input type="checkbox"/> No	<input type="checkbox"/> Yes _____ % <input type="checkbox"/> No
7	Direct expense summary. Add lines 2 through 5 in column (d) .....				
8	Net gaming income summary. Subtract line 7 from line 1, column (d) .....				

9 Enter the state(s) in which the organization conducts gaming activities: \_\_\_\_\_  
 a Is the organization licensed to conduct gaming activities in each of these states?  Yes  No  
 b If "No," explain: \_\_\_\_\_

10a Were any of the organization's gaming licenses revoked, suspended or terminated during the tax year?  Yes  No  
 b If "Yes," explain: \_\_\_\_\_

- 11 Does the organization conduct gaming activities with nonmembers?  Yes  No
- 12 Is the organization a grantor, beneficiary or trustee of a trust or a member of a partnership or other entity formed to administer charitable gaming?  Yes  No

- 13 Indicate the percentage of gaming activity conducted in:
 

a The organization's facility	13a	%
b An outside facility	13b	%

14 Enter the name and address of the person who prepares the organization's gaming/special events books and records:

Name ▶ \_\_\_\_\_

Address ▶ \_\_\_\_\_

- 15a Does the organization have a contract with a third party from whom the organization receives gaming revenue?  Yes  No
- b If "Yes," enter the amount of gaming revenue received by the organization ▶ \$ \_\_\_\_\_ and the amount of gaming revenue retained by the third party ▶ \$ \_\_\_\_\_.
- c If "Yes," enter name and address of the third party:

Name ▶ \_\_\_\_\_

Address ▶ \_\_\_\_\_

- 16 Gaming manager information:
- Name ▶ \_\_\_\_\_
- Gaming manager compensation ▶ \$ \_\_\_\_\_
- Description of services provided ▶ \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- Director/officer       Employee       Independent contractor

- 17 Mandatory distributions:
- a Is the organization required under state law to make charitable distributions from the gaming proceeds to retain the state gaming license?  Yes  No
- b Enter the amount of distributions required under state law to be distributed to other exempt organizations or spent in the organization's own exempt activities during the tax year ▶ \$ \_\_\_\_\_

**Part IV Supplemental Information.** Provide the explanations required by Part I, line 2b, columns (iii) and (v); and Part III, lines 9, 9b, 10b, 15b, 15c, 16, and 17b, as applicable. Also provide any additional information (see instructions).

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Part IV** Supplemental Information *(continued)*

Lined area for supplemental information with a large diagonal 'DRAFT' watermark.

**SCHEDULE J  
(Form 990)**

**Compensation Information**

OMB No. 1545-0047

**2015**

Open to Public Inspection

For certain Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees

▶ Complete if the organization answered "Yes" on Form 990, Part IV, line 23.

▶ Attach to Form 990.

▶ Information about Schedule J (Form 990) and its instructions is at [www.irs.gov/form990](http://www.irs.gov/form990).

Department of the Treasury  
Internal Revenue Service

Name of the organization

**PALISADES CHARTER HIGH SCHOOL**

Employer identification number

**92-0184898**

**Part I Questions Regarding Compensation**

**1a** Check the appropriate box(es) if the organization provided any of the following to or for a person listed on Form 990, Part VII, Section A, line 1a. Complete Part III to provide any relevant information regarding these items.

- |  |  |
|--|--|
| <input type="checkbox"/> First-class or charter travel             | <input type="checkbox"/> Housing allowance or residence for personal use |
| <input type="checkbox"/> Travel for companions                     | <input type="checkbox"/> Payments for business use of personal residence |
| <input type="checkbox"/> Tax indemnification and gross-up payments | <input type="checkbox"/> Health or social club dues or initiation fees   |
| <input type="checkbox"/> Discretionary spending account            | <input type="checkbox"/> Personal services (e.g., maid, chauffeur, chef) |

**b** If any of the boxes on line 1a are checked, did the organization follow a written policy regarding payment or reimbursement or provision of all of the expenses described above? If "No," complete Part III to explain .....

**2** Did the organization require substantiation prior to reimbursing or allowing expenses incurred by all directors, trustees, and officers, including the CEO/Executive Director, regarding the items checked in line 1a? .....

**3** Indicate which, if any, of the following the filing organization used to establish the compensation of the organization's CEO/Executive Director. Check all that apply. Do not check any boxes for methods used by a related organization to establish compensation of the CEO/Executive Director, but explain in Part III.

- |  |   |
|--|---|
| <input type="checkbox"/> Compensation committee              | <input type="checkbox"/> Written employment contract                                |
| <input type="checkbox"/> Independent compensation consultant | <input type="checkbox"/> Compensation survey or study                               |
| <input type="checkbox"/> Form 990 of other organizations     | <input checked="" type="checkbox"/> Approval by the board or compensation committee |

**4** During the year, did any person listed on Form 990, Part VII, Section A, line 1a, with respect to the filing organization or a related organization:

**a** Receive a severance payment or change-of-control payment? .....

**b** Participate in, or receive payment from, a supplemental nonqualified retirement plan? .....

**c** Participate in, or receive payment from, an equity-based compensation arrangement? .....

If "Yes" to any of lines 4a-c, list the persons and provide the applicable amounts for each item in Part III.

**Only section 501(c)(3), 501(c)(4), and 501(c)(29) organizations must complete lines 5-9.**

**5** For persons listed on Form 990, Part VII, Section A, line 1a, did the organization pay or accrue any compensation contingent on the revenues of:

**a** The organization? .....

**b** Any related organization? .....

If "Yes" to line 5a or 5b, describe in Part III.

**6** For persons listed on Form 990, Part VII, Section A, line 1a, did the organization pay or accrue any compensation contingent on the net earnings of:

**a** The organization? .....

**b** Any related organization? .....

If "Yes" on line 6a or 6b, describe in Part III.

**7** For persons listed on Form 990, Part VII, Section A, line 1a, did the organization provide any non-fixed payments not described on lines 5 and 6? If "Yes," describe in Part III .....

**8** Were any amounts reported on Form 990, Part VII, paid or accrued pursuant to a contract that was subject to the initial contract exception described in Regulations section 53.4958-4(a)(3)? If "Yes," describe in Part III .....

**9** If "Yes" to line 8, did the organization also follow the rebuttable presumption procedure described in Regulations section 53.4958-6(c)? .....

	Yes	No
<b>1b</b>		
<b>2</b>		
<b>4a</b>		<b>X</b>
<b>4b</b>		<b>X</b>
<b>4c</b>		<b>X</b>
<b>5a</b>		<b>X</b>
<b>5b</b>		<b>X</b>
<b>6a</b>		<b>X</b>
<b>6b</b>		<b>X</b>
<b>7</b>		<b>X</b>
<b>8</b>		<b>X</b>
<b>9</b>		

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule J (Form 990) 2015

**Part II Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees.** Use duplicate copies if additional space is needed.

For each individual whose compensation must be reported on Schedule J, report compensation from the organization on row (i) and from related organizations, described in the instructions, on row (ii). Do not list any individuals that are not listed on Form 990, Part VII.

**Note:** The sum of columns (B)(i)-(iii) for each listed individual must equal the total amount of Form 990, Part VII, Section A, line 1a, applicable column (D) and (E) amounts for that individual.

(A) Name and Title		(B) Breakdown of W-2 and/or 1099-MISC compensation			(C) Retirement and other deferred compensation	(D) Nontaxable benefits	(E) Total of columns (B)(i)-(D)	(F) Compensation in column (B) reported as deferred on prior Form 990
		(i) Base compensation	(ii) Bonus & incentive compensation	(iii) Other reportable compensation				
(1) MONICA IANNESSA TRUSTEE/ASST. PRINCIPAL	(i)	125,184.	0.	0.	12,108.	13,847.	151,139.	0.
	(ii)	0.	0.	0.	0.	0.	0.	0.
(2) PAMELA MAGEE EXECUTIVE DIRECTOR	(i)	191,204.	0.	0.	18,501.	13,610.	223,315.	0.
	(ii)	0.	0.	0.	0.	0.	0.	0.
(3) GREGORY WOOD CHIEF BUSINESS OFFICE	(i)	132,976.	0.	0.	13,433.	15,695.	162,104.	0.
	(ii)	0.	0.	0.	0.	0.	0.	0.
(4) DAVID E SUAREZ TEACHER	(i)	138,977.	0.	0.	12,692.	13,608.	165,277.	0.
	(ii)	0.	0.	0.	0.	0.	0.	0.
(5) RUSSEL R HOWARD DIR OF STUDENT ATHLETICS	(i)	125,184.	0.	0.	12,108.	13,634.	150,926.	0.
	(ii)	0.	0.	0.	0.	0.	0.	0.
(6) MARY BUSH DIR OF SPECIAL EDUCATION	(i)	126,934.	0.	0.	12,264.	13,838.	153,036.	0.
	(ii)	0.	0.	0.	0.	0.	0.	0.
(7) DAVID RICCARDI OPERATION MANAGER	(i)	122,172.	0.	0.	14,421.	13,847.	150,440.	0.
	(ii)	0.	0.	0.	0.	0.	0.	0.
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							

**Part III Supplemental Information**

Provide the information, explanation, or descriptions required for Part I, lines 1a, 1b, 3, 4a, 4b, 4c, 5a, 5b, 6a, 6b, 7, and 8, and for Part II. Also complete this part for any additional information.

Horizontal lines for supplemental information entry.

**DRAFT**

**SCHEDULE O**  
**(Form 990 or 990-EZ)**

Department of the Treasury  
Internal Revenue Service

**Supplemental Information to Form 990 or 990-EZ**

Complete to provide information for responses to specific questions on  
Form 990 or 990-EZ or to provide any additional information.

▶ Attach to Form 990 or 990-EZ.

▶ Information about Schedule O (Form 990 or 990-EZ) and its instructions is at [www.irs.gov/form990](http://www.irs.gov/form990).

OMB No. 1545-0047

**2015**

Open to Public  
Inspection

Name of the organization

PALISADES CHARTER HIGH SCHOOL

Employer identification number

92-0184898

FORM 990, PART VI, SECTION B, LINE 11:

THE FORM 990 IS AVAILABLE TO ALL BOARD MEMBERS FOR REVIEW PRIOR TO FILING  
THE RETURN.

FORM 990, PART VI, SECTION B, LINE 12C:

PALISADES CHARTER HIGH SCHOOL REQUIRES ALL KEY EMPLOYEES AND MEMBERS OF THE  
BOARD OF TRUSTEES TO COMPLETE A CALIFORNIA FORM 700 "ANNUAL STATEMENT OF  
ECONOMIC INTEREST". IF A CONFLICT ARISES THE BOARD MEMBER IS ASKED TO  
EXCUSE HIMSELF/HERSELF FROM ALL DISCUSSION AND VOTING ON THE ISSUE.

FORM 990, PART VI, SECTION B, LINE 15:

THE SALARIES ARE REVIEWED AND APPROVED BY THE BOARD OF TRUSTEES.

FORM 990, PART VI, SECTION C, LINE 19:

THE REQUIRED DOCUMENTS ARE AVAILABLE AT THE BUSINESS ADDRESS DURING NORMAL  
BUSINESS HOURS UPON REQUEST.



• If you are filing for an **Additional (Not Automatic) 3-Month Extension**, complete only Part II and check this box  **X**

**Note.** Only complete Part II if you have already been granted an automatic 3-month extension on a previously filed Form 8868.

• If you are filing for an **Automatic 3-Month Extension**, complete only Part I (on page 1).

**Part II Additional (Not Automatic) 3-Month Extension of Time.** Only file the original (no copies needed).

Enter filer's identifying number, see instructions

Type or print File by the due date for filing your return. See instructions.	Name of exempt organization or other filer, see instructions. <b>PALISADES CHARTER HIGH SCHOOL</b>	Employer identification number (EIN) or <b>92-0184898</b>
	Number, street, and room or suite no. If a P.O. box, see instructions. <b>15777 BOWDOIN ST</b>	Social security number (SSN)
	City, town or post office, state, and ZIP code. For a foreign address, see instructions. <b>PACIFIC PALISADES, CA 90272</b>	

Enter the Return code for the return that this application is for (file a separate application for each return)

Application Is For	Return Code	Application Is For	Return Code
Form 990 or Form 990-EZ	01		
Form 990-BL	02	Form 1041-A	08
Form 4720 (individual)	03	Form 4720 (other than individual)	09
Form 990-PF	04	Form 5227	10
Form 990-T (sec. 401(a) or 408(a) trust)	05	Form 6069	11
Form 990-T (trust other than above)	06	Form 8870	12

**STOP! Do not complete Part II if you were not already granted an automatic 3-month extension on a previously filed Form 8868.**

**GREGORY WOOD**

• The books are in the care of  **15777 BOWDOIN ST - PACIFIC PALISADES, CA 90272**  
Telephone No.  **310-230-6623** Fax No.

• If the organization does not have an office or place of business in the United States, check this box

• If this is for a Group Return, enter the organization's four digit Group Exemption Number (GEN) \_\_\_\_\_. If this is for the whole group, check this box . If it is for part of the group, check this box  and attach a list with the names and EINs of all members the extension is for.

4 I request an additional 3-month extension of time until **MAY 15, 2017**.

5 For calendar year \_\_\_\_\_, or other tax year beginning **JUL 1, 2015**, and ending **JUN 30, 2016**.

6 If the tax year entered in line 5 is for less than 12 months, check reason:  Initial return  Final return  
 Change in accounting period

7 State in detail why you need the extension  
**ADDITIONAL ACCOUNTING INFORMATION IS REQUIRED IN ORDER TO COMPLETE AN ACCURATE RETURN**

<b>8a</b> If this application is for Forms 990-BL, 990-PF, 990-T, 4720, or 6069, enter the tentative tax, less any nonrefundable credits. See instructions.	<b>8a</b>	\$	0.
<b>b</b> If this application is for Forms 990-PF, 990-T, 4720, or 6069, enter any refundable credits and estimated tax payments made. Include any prior year overpayment allowed as a credit and any amount paid previously with Form 8868.	<b>8b</b>	\$	0.
<b>c Balance due.</b> Subtract line 8b from line 8a. Include your payment with this form, if required, by using EFTPS (Electronic Federal Tax Payment System). See instructions.	<b>8c</b>	\$	0.

**Signature and Verification must be completed for Part II only.**

Under penalties of perjury, I declare that I have examined this form, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete, and that I am authorized to prepare this form.

Signature  Title  **EXECUTIVE DIRECTOR** Date

# Coversheet

## Update Regarding Student Transportation

**Section:** V. Finance  
**Item:** D. Update Regarding Student Transportation  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** V\_D \_ Transportation Update 02.10.17.pdf

# PCHS

## PUPIL TRANSPORTATION UPDATES AND 16/17 BUDGET

	2014-2015	2015-2016	2016-2017	2016-17
	Actuals	Actuals	Budget	Notes
Per Pupil Cost	125.00	125.00	125.00	
# of buses per day	15.60	16.00	17.00	Same levels for 16/17
# of Students	743.00	800.00	853.00	Same levels for 16/17
Cost of each bus	325.00	341.25	354.90	New Combined Rate for 2016/17
Tumbleweed Transportation-Gross Cost		955,500.00	1,055,827.50	
Less: Direct Transportation Pmts Received by Tumbleweed		(765,366.67)	(712,350.00)	
<b>Subtotal Transportation Program-Net Cost to Palisades</b>	<b>150,690.83</b>	<b>190,133.33</b>	<b>343,477.50</b>	
Summer School - Intervention			15,000.00	<b>Rates-16/17</b>
Late Buses	49,305.00	55,660.50	53,218.62	\$ 103.74
Athletic Buses	83,315.87	76,485.55	79,544.97	\$ 363.64
Special Ed Buses	66,483.00	75,159.18	67,938.00	\$ 348.40
<b>Total Transportation Expenses</b>	<b>349,794.70</b>	<b>397,438.56</b>	<b>559,179.09</b>	
Total Students using Busing-Paid & Unpaid				
# of 9th-12th Grade Students riding bus	743.00	800.00	853.00	
Cost per student				
10 Payment plan rate	1,250.00	1,250.00	1,250.00	
<b>Total Potential Student Reimbursable Amount</b>	<b>928,750.00</b>	<b>1,000,000.00</b>	<b>1,066,250.00</b>	
<b>Less: Scholarships provided to High Needs Students</b>	<b>(184,050.00)</b>	<b>(201,300.00)</b>	<b>(328,900.00)</b>	2016/17-Scholarship Program-(195 Full Scholarships/131 Partial (50%))
Potential Uncollected Busing Budget Amount(including service feeson parent payments) -5%	incl.	(33,333.33)	(25,000.00)	make commitment to offer more scholarships to free/reduced students
<b>Total Budgeted Collected Transportation -Net</b>	<b>744,700.00</b>	<b>765,366.67</b>	<b>712,350.00</b>	

# Coversheet

## Update Regarding School Cafeteria

**Section:** V. Finance  
**Item:** E. Update Regarding School Cafeteria  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** V\_E\_Cafeteria Update.pdf

**CAFETERIA OPERATIONS  
2016-2017**

1.03

	July 2016	August 2016	September 2016	October 2016	November 2016	December 2016	January 2017	Year To Date 16/17	Year to Date 15/16	2016-17 BUDGET	Over/Under Dollars	Over/Under %
Cash sales per day		\$ 418.59	\$ 678.64	\$ 629.55	\$ 501.95	\$ 661.30	\$ 330.69					
<b>Non-Cash Sales</b>												
Cash In Bank												
<b>Revenue</b>												
A La Carte/Paid		\$ 5,023	\$ 12,894	\$ 11,961	\$ 8,533	\$ 7,274	\$ 4,960					
<b>Total Sales</b>	\$ -	\$ 5,023	\$ 12,894	\$ 11,961	\$ 8,533	\$ 7,274	\$ 4,960	\$ 50,646	\$ 60,589	\$ 170,306	\$ (9,943)	-16%
Catering Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,863			-100%
State Reimbursements	\$ 25	\$ 1,184	\$ 2,450	\$ 2,804	\$ 2,431	\$ 1,430	\$ 2,092	\$ 12,417	\$ 13,242	\$ 28,416		-6%
Federal Reimbursements	\$ 519	\$ 14,332	\$ 28,956	\$ 33,209	\$ 28,670	\$ 16,661	\$ 24,779	\$ 147,126	\$ 153,244	\$ 336,158		-4%
<b>Total Revenue</b>	\$ 544	\$ 20,540	\$ 44,301	\$ 47,974	\$ 39,634	\$ 25,365	\$ 31,831	\$ 210,189	\$ 232,938	\$ 534,880	\$ (22,749)	-10%
Cumulative	\$ 544	\$ 21,084	\$ 65,384	\$ 113,359	\$ 152,993	\$ 178,358	\$ 210,189					
<b>Expenses</b>												
<b>Total Salaries &amp; Benefits</b>	\$ 1,298	\$ 5,109	\$ 5,109	\$ 5,109	\$ 5,109	\$ 5,109	\$ 5,109	\$ 31,951	\$ 30,960	\$ 58,669		3%
<b>Total Sodexo Invoice</b>												
Sodexo Management	\$ 1,187	\$ 8,548	\$ 16,802	\$ 18,755	\$ 16,289	\$ 9,020	\$ 14,090	\$ 84,691	\$ 103,755	\$ 178,366		-18%
46.1%												
Food Expense	\$ 1,390	\$ 10,014	\$ 19,683	\$ 21,971	\$ 19,081	\$ 10,566	\$ 16,506	\$ 99,211	\$ 121,545	\$ 296,273		-18%
53.9%												
<b>Total Sodexo Expenses (Invoice)</b>	\$ 2,577	\$ 18,563	\$ 36,485	\$ 40,727	\$ 35,370	\$ 19,586	\$ 30,595	\$ 183,902	\$ 225,300	\$ 474,639	\$ (41,398)	-18%
<b>Total Expenses (Before Commodity Credit)</b>	\$ 2,685	\$ 20,034	\$ 38,203	\$ 42,992	\$ 37,331	\$ 20,940	\$ 31,643	\$ 215,853	\$ 256,260	\$ 533,308	\$ (40,408)	-16%
Commodity Credit	\$ (15,912)	\$ (108)	\$ (1,471)	\$ (1,718)	\$ (2,266)	\$ (1,961)	\$ (1,354)	\$ (1,048)	\$ (15,912)	\$ (20,240)	\$ 4,328	-21%
<b>Net Expenses</b>	\$ 3,875	\$ 23,671	\$ 41,594	\$ 45,835	\$ 40,479	\$ 24,694	\$ 35,704	\$ 199,941	\$ 236,020	\$ 533,308	\$ (36,080)	-15%
<b>Net Income/(Loss)</b>	\$ (3,330)	\$ (3,132)	\$ 2,707	\$ 2,139	\$ (844)	\$ 670	\$ (3,873)	\$ 321	\$ 5,927	\$ (5,606)	\$ (5,606)	-95%
<b>Year To Date</b>	\$ (3,330)	\$ (6,462)	\$ (3,755)	\$ (1,616)	\$ (2,461)	\$ (1,791)	\$ (5,663)	\$ 10,248	\$ (3,083)	\$ 1,572	\$ 13,331	-432%
<b>Per day profit</b>	\$ (260.98)	\$ 142.47	\$ 112.57	\$ (49.68)	\$ 60.92	\$ (258.18)	\$ (255.91)	\$ 3.56	\$ 3.56	23,500	(259)	-7293%
<b>Operating Days</b>	20	12	19	19	17	11	15					
<b>Operating Days-Cumulative</b>	20	32	51	70	87	98	113	98	99			
<b>Free Students</b>	36	694	734	671	685	676	679	676	734			
<b>Reduced Students</b>	2	236	217	197	198	192	193	192	219			
<b>Total F &amp; R-</b>		930	951	868	883	868	872	868	953			
<b>Enrollment (Per Infinite Campus)</b>	80	2,986	2,985	2,974	2,975	2,902	2,966	2,902	2,972			
<b>F &amp; R %</b>		31.15%	31.86%	29.19%	29.68%	29.91%	29.40%	29.91%	32.07%			
<b>Meals Served:</b>												
Breakfast												
Free	91	1,826	4,221	4,711	4,164	2,787	3,567					
Reduced	0	429	805	885	717	526	284					
Paid	288	716	523	528	389	611	305					
Lunch										133,523		
Free	21	2,376	4,796	5,682	4,891	2,580	4,287					
Reduced	0	584	968	1,070	932	402	774			21,148		
Paid	478	1,134	1,446	1,563	1,144	223	1,033			23,907		
<b>Total Meals</b>	878	7,065	12,759	14,439	12,237	7,129	10,250	54,507	59,843	178,578		-9%
<b>Participation:</b>												
Free Breakfast		23.94%	33.74%	44.33%	36.94%	43.89%	34.28%					
Lunch		28.49%	37.70%	50.67%	41.91%	65.64%	37.29%					
Reduced Breakfast		9.46%	20.33%	24.21%	19.31%	30.78%	18.10%					
Lunch		13.03%	24.98%	34.57%	28.58%	45.55%	26.91%					
Paid Breakfast & a la carte		1.16%	1.69%	1.65%	1.36%	2.17%	1.07%					
Lunch		12.79%	15.18%	17.28%	13.80%	21.94%	11.93%					

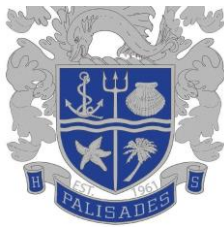
# Coversheet

## PCHS Accounting Procedures

**Section:** V. Finance  
**Item:** G. PCHS Accounting Procedures  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** V\_G\_1\_Proposed Travel Procedures Flowchart.pdf  
V\_G\_2\_Proposed Conference Request Form.pdf

## Palisades Charter High School – Travel/Conference Procedures Flowchart (Proposed)





### Palisades Charter High School

15777 Bowdoin St. • Pacific Palisades • California 90272

(310) 230-6623 • FAX (310) 454-6328

## CONFERENCE/TRAVEL REQUEST FORM

Employee Attendee(s) Name(s): \_\_\_\_\_

Department/Site: \_\_\_\_\_ Date of Request: \_\_\_\_\_

Name of Conference/Activity: \_\_\_\_\_

Organization/Company Holding the Conference/Activity: \_\_\_\_\_

Location of Conference/Activity: \_\_\_\_\_ Date(s) of Conference/Activity: \_\_\_\_\_

Purpose/Rationale (How will this conference/activity be of value to the school?)

**Cost Estimate (if one form is being submitted for multiple people, be sure to include all costs for all individuals):**

Estimated Expenditures	Pali to Pay Directly	Reimbursement Requested	Cost
Conference Registration _____ people @ \$ _____ per person			\$ -
Certificated Substitute(s) _____ days @ _____ per day (sal. & stat. ben.)			\$ -
Travel - Mileage _____ miles @ \$ 0.5350 per mile			\$ -
Travel - Airfare _____ people @ \$ _____ per person			\$ -
Travel - Taxi/Shuttle _____			\$ -
Lodging _____ nights @ \$ 150.00 per night			\$ -
Meals _____ Breakfasts @ \$ 5.00 per meal _____ Lunches @ \$ 5.00 per meal _____ Dinners @ \$ 15.00 per meal			\$ -
Other (Parking, Tolls, Conference Materials, etc.) - please list below:			\$ -
<b>TOTAL APPROXIMATE COST</b>			<b>\$ -</b>
<b>AMOUNT APPROVED</b>			

I understand that my request is not granted until approved by administration and that, once approved, costs may not exceed the above estimate without prior approval from the Executive Director & may not be reimbursed. Upon returning from an approved event, attendee must submit an itemized Request for Reimbursement and/or a Mileage Report & Reimbursement Claim form with a copy of this form, the activity agenda/program, and all original itemized receipts for any out of pocket expenses to supervisor within 3 to 5 days of return. Expenses submitted without original itemized receipts will not be reimbursed.

Requestor Signature: \_\_\_\_\_

Executive Director Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Funding Source: \_\_\_\_\_ SACS Code: \_\_\_\_\_

Will costs be reimbursed by another organization? Yes/No If so, what organization? \_\_\_\_\_

Superintendent/Designee Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Board Approval Date (if applicable): \_\_\_\_\_ Business Office Review \_\_\_\_\_

(initial)

(date)



# Coversheet

## LACOE Financial System MOU

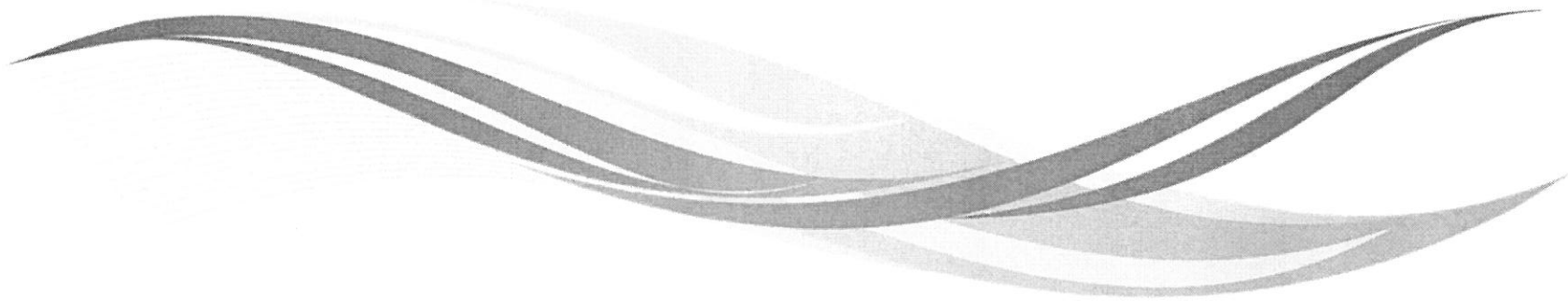
**Section:** V. Finance  
**Item:** H. LACOE Financial System MOU  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** V\_H\_ LACOE Financial System MOU\_Finance.pdf

## Five-Year Agency Charges for New BEST System Charges Starting in FY 2017-18

---

*FISCAL YEAR AVERAGE DAILY ATTENDANCE (ADA) / FULL-TIME EQUIVALENT STUDENTS (FTES)  
CHARGES*

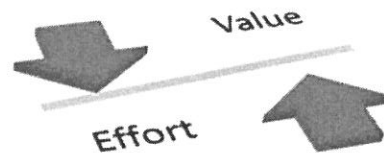
*50% PAID BY LACOE; 50% PAID BY AGENCIES*



# BEST Project Wave 1 Candidate Meeting

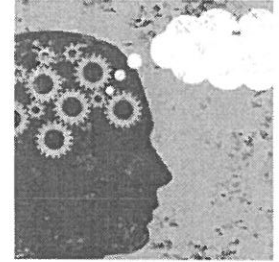
---

Palisades Charter High School



**Paul Landry**  
*Project Director, BEST Project*

**Mary Lang**  
*Change Management Officer*

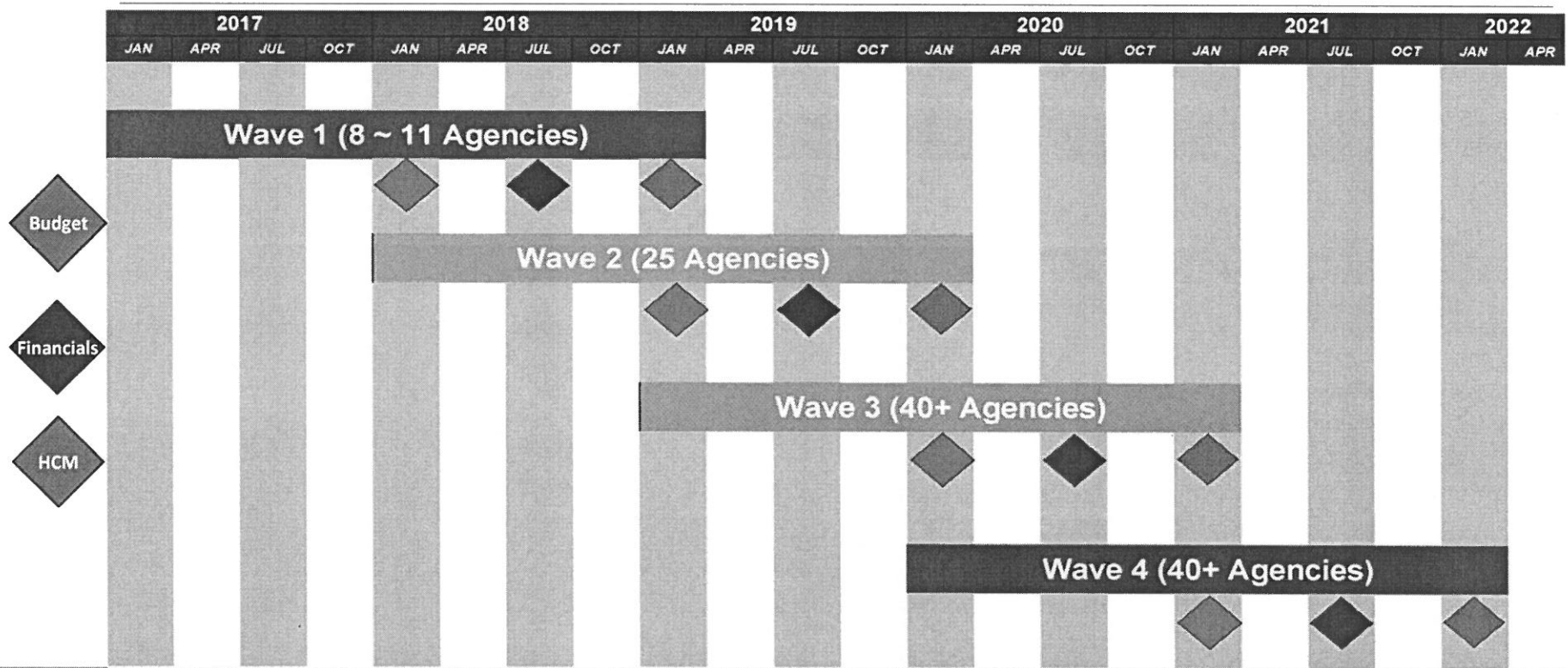


## Key Points

- HRS approx. 28 years old - Pays 115,000+ People / Month
- PeopleSoft > 17 years old
- PeopleSoft > \$25 Billion in General Ledger > 140 Agencies
- Economies of Scale
- Biggest Pain Point: Payroll / Regulatory Reporting
- Agency Types

# Wave Sequence, Size, & Rhythm

Each Wave: 1 Year of Preparation then 1 Year of Implementation(s)  
 Go-Live's Occur @ 6 month Intervals During Implementation Year



# Functional Areas<sup>1</sup> Implementation Roadmap

---

## **BUD – Budget**

- Budget Development
- Business Intelligence

## **FIN – Financials**

- General Ledger
- Accounts Payable
- Purchasing
- Warehouse/Inventory
- Asset Management
- Construction in Progress (CIP)
- Billing & Accounts Receivable <sup>2</sup>
- Business Intelligence

## **HCM – Human Capital Management**

- Human Resources
- On/Off Boarding
- Position Control
- Payroll
- Time & Labor
- Leave Management
- Benefits
- Employee/Manager Self-Service <sup>3</sup>
- Business Intelligence

<sup>1</sup> *Must-have 1<sup>st</sup> requirements in development*

<sup>2</sup> *Needs assessment to be determined*

<sup>3</sup> *To be determined by modules*

**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
LOS ANGELES COUNTY OFFICE OF EDUCATION  
AND THE AGENCY**

This Memorandum of Understanding (“MOU”) is made and entered into as of \_\_\_\_\_ (Date) between the Los Angeles County Office of Education (“LACOE”) and Palisades Charter High School (“District” or “Agency”). LACOE and the District / Agency may be referred to collectively as the “Parties.”

**RECITALS**

**WHEREAS**, the Agency, along with other Los Angeles County school districts, community colleges, charter schools, and joint powers authorities (“JPA”s) currently utilize the PeopleSoft Financial System (“PSFS”) and receive services from LACOE for this system and other peripheral systems; and

**WHEREAS**, the LACOE PSFS system is approximately 17 years old, is costly to maintain, and must be replaced. This system is scheduled to be retired by approximately December 2021. This date would allow sufficient time to design, configure, implement, and test by running live parallels on the new systems; and

**WHEREAS**, LACOE is planning to procure, configure, and implement an Enterprise Resource Planning (“ERP”) system which would provide a comprehensive human capital management (“HCM”) and financial services (“Finance”) for the benefit of LACOE and the Los Angeles County Districts, agencies, and community colleges who elect to participate in, and contribute to, the total cost of the ERP system; and

**WHEREAS**, LACOE has committed to fund up to forty million dollars (\$40,000,000) on a dollar for dollar match of agency contributions for 50% of the total cost countywide to procure, configure, implement, and support the selected ERP system, which will be implemented pursuant to the Request for Proposals (“RFP”) No. 1563-15/16 for an Integrated Financial & Human Capital Management System and Implementation Services (i.e., the new ERP system) issued by LACOE on February 22, 2016; and

**WHEREAS**, LACOE asks the Agency to commit to continued participation in LACOE’s services as well as to make a pro-rata contribution (based on the Agency’s size and use) to fund the remaining 50% of the total cost to procure, configure, implement, and support the ERP system; and

**WHEREAS**, the purpose of this MOU is to memorialize LACOE’s commitment to provide a countywide, fully functioning, integrated ERP system to replace its existing PSFS system and the Agency’s contractual commitment to participate in the new ERP system and to make payment to LACOE for the Agency’s pro-rata share; and

**WHEREAS**, LACOE will rely on the Agency’s commitment set forth herein to include the Agency in the development and finalization of the contracted scope of work and ERP software licensing with the new ERP system implementer and/or software provider; and

**WHEREAS**, the Parties acknowledge and agree that without the Agency’s commitment pursuant to the terms and conditions set forth herein prior to November 10, 2016, LACOE will not include the Agency in the scope of this project and the Agency will be required to seek and bear the full cost of its own systems and meet all Federal, State and Local statutory requirements prior to LACOE decommissioning the current PSFS by December 2021. The Agency may choose to

participate in LACOE systems at a later date; however it will be at full cost of implementation without LACOE’s 50% financial commitment.

**AGREEMENT**

**NOW, THEREFORE**, in consideration of the terms, conditions and mutual covenants contained herein, the sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. **Agency Costs for Software License, Technical Architecture, and Implementation Services.** There is a one-time software license cost, implementation services, technical architecture, LACOE support, and costs related to the specific expenses necessary to design, configure, test, train, and implement the system for full use by the Agency. Project Implementation costs include those one-time expenses necessary to bring the systems online including but not limited to the software, system design and configuration, data conversion, training and testing system functionality as listed in Exhibit A “ERP Scope.”

In consideration of LACOE’s commitment to fund up to forty million dollars (\$40,000,000) on a dollar for dollar match of agency contributions for 50% of the total cost of the procurement, configuration, implementation, and support of the ERP system and to ensure that the Agency is included in the scope of such procurement, configuration, implementation, and support, the Agency agrees to pay its pro-rata share of the remaining 50% cost of the ERP system (Finance). The Agency’s current estimated cost for its pro-rata contribution, based on the current participation in LACOE systems, is \$65,713.03. This amount is calculated by using a total charge of \$23.10 per ADA for the five-year period. On an annual amount, this is \$4.62 per year using 2015-2016 Fiscal Year P-2 ADA. This \$4.62 will be charged on a quarterly basis, \$1.155 per quarter starting in Fiscal Year 2017-18, for a five-year period, for a total of 20 quarters.

PCHS  
Est.  
\$13,167  
per year  
5 years

The Agency’s final pro-rata contribution shall not exceed the estimated cost in the paragraph above and will be provided to the Agency by letter upon confirmation of districts, community colleges, charter schools, and JPAs participation and finalization of the contract(s) between LACOE and the ERP provider. The Agency’s final pro-rata share shall also be subject to adjustment based on the final number of Los Angeles County school districts, community colleges, charter schools, and JPAs that commit to participate and contribute to the ERP system, and to contract negotiations.

**Ongoing Agency Contributions After Fiscal Year 2021-22:** Ongoing annual agency charges for the new ERP system will be determined at a future date to be in an addendum.

2. **Reliance on Agency’s Contribution.** The Agency expressly acknowledges and agrees that LACOE relies on the Agency’s contractual commitment set forth herein to make payment of its pro-rata contribution to LACOE. LACOE shall be entitled to rely on this commitment to include the Agency in the scope of the system and to support LACOE’s commitment to pay up to forty million dollars (\$40,000,000) on a dollar for dollar match of agency contributions for 50% of the total cost of the procurement, configuration, implementation, and support of the ERP system.
3. **LACOE Commitment.** LACOE shall replace existing system scheduled to be retired approximately December 2021 by procuring, configuring, and implementing a fully integrated countywide ERP system, which shall include, but not be limited to, the functionality listed in Exhibit A “ERP Scope.”
4. **Implementation Timeline.** The tentative BEST Project implementation timeline is as follows:



- February 2017 – December 2018 – Baseline Financials and HCM Design and Configuration of all participating agencies. This represents approximately 75% of the total design and configuration.
- October 2017 – December 2020 – Begin phasing Agency specific design and configuration (remaining 25% of the design and configuration).
- January 2018 – June 2021 – Begin phased Agency grouping, testing, training, deployment, and post go-live support.

5. **Cost Overruns.** LACOE intends to efficiently manage the implementation plan, working with the Agency. In the event that the Agency either delays or fails to timely participate or cooperate in any portion of implementation and the delay results in cost overage or necessitates a change order that results in additional costs, the Agency will bear the entire costs of the change order. In the event that a change order is necessary because of delay or inaction caused by LACOE, LACOE will bear the entire cost of that change order. The Parties will act in good faith to determine responsibility for a change order. If the Parties are jointly responsible for delay that results in additional costs, they shall share responsibility equally.

6. **Remedies.** LACOE recognizes that this is a countywide implementation and as such each participating agency also assumes risk by virtue of entering into this MOU; therefore, if LACOE or its contracted vendor for the ERP system fails to implement the system per the contract, LACOE and the Agency will negotiate an appropriate remedy.

7. **Dispute Resolution/Attorneys' Fees.** The Parties agree to submit to binding arbitration to address any controversy or claim arising out of, or relating to this MOU. The arbitration award shall be binding upon the Parties and shall be enforceable in any court of competent jurisdiction. Both Parties shall share the cost of the dispute resolution process equally although attorneys and witnesses or specialists are the direct responsibility of each party and their fees and expenses shall be the responsibility of the individual parties. Each party shall bear their own attorneys' fees. This MOU shall be governed by the laws of the State of California with venue in Los Angeles County.

8. **Indemnification.**

a. The Agency agrees to defend, indemnify and hold harmless LACOE, its officials, officers, employees, and agents from any and all liability from loss, damage, or injury to property or persons, in any manner arising out of any negligent acts, omissions, or willful misconduct of the Agency arising out of or in connection with Agency's performance of this MOU, but excluding such actions, claims, damages to persons or property, penalties, obligations, or liabilities arising from the sole negligence or willful misconduct of the LACOE, and in connection therewith.

b. LACOE agrees to defend, indemnify, and hold harmless the Agency, its officials, officers, employees, and agents from any and all liability from loss, damage, or injury to property or persons, in any manner arising out of any negligent acts, omissions, or willful misconduct of the LACOE arising out of or in connection with LACOE's performance of this MOU but excluding such actions, claims, damages to persons or property, penalties, obligations, or liabilities arising from the sole negligence or willful misconduct of the Agency, and in connection therewith.

9. **Term.** This MOU shall be effective as of the date set forth above and continues in effect for five years.
10. **Entire Agreement.** This MOU contains the entire agreement of the Parties with respect to the subject matter hereof, and supersedes all prior negotiations, understandings, or agreements relating to the new ERP system. It does not affect any existing financial systems agreements or impact charges for the existing PSFS system. Charges for this system will continue through December 2021.
11. **Exhibits and Recitals.** All Exhibits and Recitals contained herein are hereby incorporated into this MOU by this reference.
12. **Counterparts.** This MOU may be executed in counterparts, each of which shall constitute an original and all of which shall constitute one agreement.
13. **Authority to Execute.** The persons executing this MOU on behalf of their respective Parties represent and warrant that they have the authority to do so under law and from their respective Parties.
14. **Notices.** Any notice, request, information or other document to be given hereunder to any of the Parties by any other party shall be in writing and shall be deemed given and served upon delivery, if delivered personally, or three (3) days after mailing by United States mail as follows:

If to LACOE:                    Paul Landry, CPA, CIA, Project Director, BEST Project  
   Los Angeles County Office of Education  
   9300 Imperial Highway  
   Downey, California 90242-2890

If to DISTRICT / AGENCY: The Agency will identify the person to whom notice shall be given.

Any party may change the address or persons to which notices are to be sent to it by giving the written notice that such change of address or persons to the other party in the manner provided for giving notice.

**IN WITNESS WHEREOF**, the parties hereto have executed this MOU as of the day and year first written above.

**LOS ANGELES COUNTY OFFICE OF  
EDUCATION**

**DISTRICT / AGENCY**

By: \_\_\_\_\_  
Dr. Scott Price

By: \_\_\_\_\_

Title: Chief Financial Officer

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Los Angeles County Office of Education  
Business Enhancement System Transformation (BEST) Project  
Agency Charges MOUs  
Exhibit A

Enterprise Resource Planning (ERP) Functionality Scope

Financials (FIN):

- General Ledger
- Accounts Payable
- Purchasing / eProcurement
- Inventory / Bar Coding
- Asset Management / Construction-in-Progress
- Accounts Receivable and Billing
- Budget Development, Modeling, and Multi-Year Projections/Planning
- Reporting
- Employee Self-Service (ESS)
- Manager Self-Service (MSS)
- Transaction Approvals/Workflow
- Ability to Access Information and Approve Transactions with Mobile Devices

Human Capital Management (HCM):

- Recruitment and Applicant Tracking
- Payroll
- Garnishments
- Time & Attendance
- Position Control
- Employee Benefits
- Personnel Actions (e.g., Onboarding, Position Assignments & Changes, and Off-boarding)
- Credentials Tracking
- Leave Management
- CalPERS and CalSTRS Retirement Reporting
- Employee Self-Service (ESS)
- Manager Self-Service (MSS)
- Transaction Approvals/Workflow
- Mobile Technology
- Ability to Access Information and Approve Transactions with Mobile Devices

Business Intelligence (BI):



BI is a reporting repository of FIN and HCM data/information available for analysis, inquiry, and decision-making purposes. BI features include highly scalable, modern architecture, with at-a-glance dashboards and drillable reports.

# Coversheet

## Update on Transition to New PCHS Website

**Section:** VII. Other  
**Item:** A. Update on Transition to New PCHS Website  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** VII\_A\_New Pali Website bdrp\_03\_14\_17.pdf



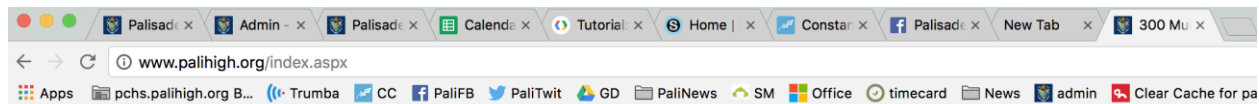
# PALISADES CHARTER HIGH SCHOOL

*More Than 50 Years of Innovation and Excellence*

## NEW PCHS WEBSITE

Over the weekend starting Friday March 3<sup>rd</sup>, Palisades Charter High School's website was completely overhauled. The process was put in motion January 2016 and was finalized during February 2017. There are many reasons we decided on a new website but primary among them is the need for a visually pleasing design. The old page had become too cluttered and ugly, and gave Pali and online presence that did not reflect well on the school. Overall, we feel that the new website has greater functionality, and looks significantly more simple, clean, and attractive than the previous interface. Posting media and publishing important school information is simpler and there are greater opportunities for cross promotion (via Facebook or online news sources), through these functions allowing us to improve how we present ourselves online both in content and appearance.

We have been pleased with the majority of the results. The contractor hired for the job, Edlio, delivered on these needs in a timely fashion. However, they did not prepare us for a problem in the transferring of our domain. You will notice that both our old website and our new one are found at [www.palihigh.org](http://www.palihigh.org). In "pointing" the new interface at this domain name, Edlio failed to tell us there might be a complication due to autofill settings nearly all browsers now have. This has resulted widely in the error message below:



## Multiple Choices

The document name you requested (/index.aspx) could not be found on this server. However, we found documents with names similar to the one you requested.

Available documents:

- [/index.jsp](#) (common basename)

This error results from there being two choices for the browser when it tries to find the "basename" palihigh.org. As soon as we noticed this error we began searching for a solution, Edlio's technology support team is aware of the problem and has assured us they are trying to find a solution. In the meantime, here are a set of instructions on how users can solve the problem. While it is not elegant, it does work:

1. **Clear all browsing history ([instructions here](#)). These instructions will direct you just to clear your cache. We recommend you clear all browser history.**
2. **Delete old bookmarks you may have had of the PCHS website**
3. **Navigate to [www.palihigh.org](http://www.palihigh.org)**
4. **Bookmark that page for future use**

We welcome anyone with trouble reaching palihigh.org to contact Louis Sarano, our communications coordinator, either at (310) 230-6651 or [lsarano@palihigh.org](mailto:lsarano@palihigh.org). Louis works in the main office, if your problem is on your phone or laptop, he is happy to help anyone with a problem in person as well.



# PALISADES CHARTER HIGH SCHOOL

*More Than 50 Years of Innovation and Excellence*

Furthermore, this change **has had no impact whatsoever on Infinite Campus or Schoology accessibility**. Those having trouble accessing either of those sites should try using the direct URLs: [palihigh.schoolology.com](http://palihigh.schoolology.com) and [palisades.infinitecampus.org](http://palisades.infinitecampus.org). You may also contact [dolphinupdates@palihigh.org](mailto:dolphinupdates@palihigh.org) for help and password resets. If you have successfully navigated to the PCHS home page, you will notice icons for both portals on the upper right hand side of the page. The Infinite Campus portal you see there is for parent and student use while the staff portal can be found by clicking the Staff button on the homepage (found in the row of buttons beneath the home page image banner) and looking to the menu on the right-hand side.

The information above has gone out via, Schoology, Facebook, Twitter, Infinite Campus and the weekly newsletter and will continue to be sent out as widely as possible until we and Edlio find a better solution to this problem.

# Coversheet

## Executive Director / Principal (EDP) Report

**Section:** VIII. Organizational Reports  
**Item:** A. Executive Director / Principal (EDP) Report  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** VIII\_A\_Org Report EDPbdrp\_03\_14\_17.pdf





# PALISADES CHARTER HIGH SCHOOL

*More Than 50 Years of Innovation and Excellence*

## PALISADES CHARTER HIGH SCHOOL BOARD OF TRUSTEES MEETING EXECUTIVE DIRECTOR AND PRINCIPAL REPORT MARCH 14, 2017

### PREPARATION FOR THE COMING SCHOOL YEAR

#### Incoming 9<sup>th</sup> Grade Parent Orientation Meeting

Pali is holding an information night for new incoming 9th grade parents on **March 29, 2017 from 6-7:30pm**. It will resemble a college/job fair in which parents can go from booth to booth to receive information on any pods and school programs in which they have interest. This will take place in the small gym, large gym, and outside the gym/quad. We will have two food trucks, as well as have some clubs/programs have the opportunity to sell food. I would also like to have the jazz band perform during the evening, if at all possible.

#### The evening will follow this schedule:

6-6:30- Parents check in and receive a folder from ASB/Ambassadors. Then they are free to roam around and collect information and grab a bite to eat.

6:30-6:50- We will have a brief "Pali at a Glance" Welcome in the Large Gym which will include Pali Choir, a welcome from Dr. Magee, a welcome from our 9th grade class president, Elisa Kim, Dr. Lee giving an overview of Pali, and Mr. Rawson/Robert Renee giving a brief fundraising presentation.

6:55-7:30- Parents can continue to visit informational stations.

*Preparation for a new school year is well under way. Two critical components are the **admissions lottery process** handled by Assistant Principal Dr. Chris Lee and the Attendance Office and the **schedule planning process** coordinated by Assistant Principal Jeff Hartman and the Counseling Office.*

**The PCHS Lottery Process** has been streamlined. The new steps are as follows.

PCHS-Applications Collection

October 1, 2016—February 28, 2017

- Review, revise, clean and organized new applications by preference list.
- Call parents/guardians for any discrepancy on their application.
- Assist parents to process their school application through e-mails, in person and phone calls.
- Print and file applications by preference list.

Prior to the lottery

- Prepare the Excel files for lottery participation.
- Notify Parents/Guardians (e-mail)
  - Application request
  - Lottery Policies



# PALISADES CHARTER HIGH SCHOOL

*More Than 50 Years of Innovation and Excellence*

## Lottery Night

March 15, 2017 6:30pm

- Post lottery participants by grades.
- Provide readable data for lottery participants with furnished projector.
- Perform lottery electronically in front of a live audience.
- Provide parents/guardians "Acceptance Letter" for lottery winners.

*More than 1,000 families (810 9<sup>th</sup> graders) have applied for the 2017-18 lottery.*

The Counseling Office is immersed in **schedule preparation**. The process has been revised as follows:

- Teachers submit possible new courses (FEB)
- Teachers may also submit courses to UC for A-G approval (FEB-SEPT)
- Course descriptions are submitted to Curriculum Council for input (FEB)
- Admin determines which new courses will be offered (FEB-APR)
- New course codes are created in Infinite Campus (FEB-APR)
- Counselors are informed of new course offerings and their codes (FEB-APR)
- Counselors meet with 10<sup>th</sup> and 11<sup>th</sup> graders and complete plan sheets for Fall with student course requests (MAR)
- Counselors go to PRMS to meet with 8<sup>th</sup> graders to complete plan sheets for Fall with student course requests (APR)
- Counselors meet with non-PRMS new incoming students to complete plan sheets for Fall with student requests (APR)
- Admin gets numbers of students requesting each course and determines number of sections of each course (APR)
- Admin determines to what extent we need to offer auxiliaries to cover course demand (APR-MAY)
- Admin works with Department Chairs in assigning teachers to course sections and arranging the grid for each department (APR-MAY)
- Admin works with Department Chairs in determining room assignments for each teacher for each section (traveling if necessary) (APR-MAY)
- Admin releases official grid to each Department Chair to share with department members (MAY)

Course offerings may change due to new-hired or loss of teachers at any time (MAY-JLY) that impacts the final course grid. New courses for 2017-18 will be published in APR.

## **DATA DASHBOARDS - SCHOOLZILLA**

PCHS has contracted with Schoolzilla, a data monitoring system that provides a dashboard library and data warehouse. The system is compatible with Infinite Campus and Schoology and is also able to create custom dashboards depending on school needs.



# PALISADES CHARTER HIGH SCHOOL

*More Than 50 Years of Innovation and Excellence*

From Schoolzilla: "Schoolzilla helps school systems turn data into insight and action, so we can all make data-driven decisions that help students achieve. Schoolzilla provides easy-to-use tools that combine all of the important data in school systems into proven reports that save teachers and principals precious time and help them maximize their impact on students. Schoolzilla also empowers Data Champions in the school district to go beyond simple reporting and use their talents to uncover answers to the most pressing questions for students and schools."

It is estimated that the new system will be ready for roll out at the start of the 2017-18 school year.

## **EDP PROFESSIONAL DEVELOPMENT**

March 6 - Charter Development Center - Accountability and LCAP Strategy Workshop  
Commerce, CA

## **UPCOMING**

College Information Night – March 16

Lottery Night - March 15

CTE Chamber Mixer – Monday, March 27

Long Term Strategic Planning – Wednesday, March 29

8<sup>th</sup> Grade Parent Information Night – Wednesday, March 29

# Coversheet

## Chief Business Officer (CBO) Report

**Section:** VIII. Organizational Reports  
**Item:** B. Chief Business Officer (CBO) Report  
**Purpose:** FYI  
**Submitted by:**

**Related Material:**

VIII\_B\_1\_CBO Report\_03\_14\_17.pdf

VIII\_B\_2\_Credit Card Expenses \_02\_28\_17 statement.pdf

VIII\_B\_3\_2016\_2017 Consolidated Application\_Part 1 03\_2017.pdf

VIII\_B\_4\_2016\_2017 Consolidated Application\_Part 2 (School level) 03\_2017.pdf



# PALISADES CHARTER HIGH SCHOOL

*More Than 50 Years of Innovation and Excellence*

## **CBO REPORT MARCH 14, 2017 BOARD OF TRUSTEES**

### **2015-2016**

#### **Tax Return**

- We have finished the financial information for our IRS Form 990 tax return & sent to our outside auditors. The filing deadline is May 15<sup>th</sup> but the return is provided to the Board for your review (separate Agenda item V. C.)

### **2016-2017**

- Our Total Unrestricted Cash Balances at the end of February 2017 was \$8.2 Million (January 2017 was approx. \$8.1 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.

- **College Readiness Block Grant Funding**

This funding grant for the \$133,492 will be received this year (50% received in December) and can be spent over the next 3 years (2016/17 to 2018/19). At this point in the school year, we will possibly be looking to incorporate this budget into the 2017-2018 Budget Cycle.

#### **Enrollment**

- The enrollment for 2016-2017 at the end of Month 6 (February 17th) was 2,955 (2,961 in Month 5). The Attendance Office is monitoring enrollment levels to meet the Budgeted 2,950 Enrollment Average for the 2016-2017 School Year. Cumulative ADA through Month 6 was 2,856.0 @ 96.0% due to increases in absences (2,856 @ 96.3% Month 6 in 2015/16). Budgeted ADA for 2016-17 is 2,836.

#### **Cafeteria**

- A Separate Financial report has been included through January 2017. We have begun to prepare a proposal (RFP) to bid for Cafeteria Services for the 2017-2018 School with the goal of sending out by the end of the month. We are working with the CDE on the initial stage of the RFP, as is required. We will bring this to the Budget Committee & Board when the CDE reviews & will then it be issued. We plan to have the process completed before the end of the 2016-2017 school year.

#### **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

*More Than 50 Years of Innovation and Excellence*

## **CBO REPORT MARCH 14, 2017 BOARD OF TRUSTEES**

### **Consolidated Application (CARS)**

- **The Completed Consolidated Application information, as submitted at the end of February, is attached.**

### **Banking**

- **We are in the final stages of the migration of the current Bank of the West accounts to Cathay Bank. The final transition involves migrating electronic payments and payroll wires to Cathay. We are meeting with the Corporate offices next week to fine tune the Cathay transition.**
- **We are including the detailed Credit Card transactions initiated in the prior month.**

### **Interim Financial Report**

- **We have prepared the Second Interim Financial Report with Actual Revenues/Expenditures through January 2017 were filed by the March 10<sup>th</sup>. This report is attached separately (Agenda Item V.B)**

### **2016-2017 ASB**

- **Powder Puff Game upcoming**
- **Spring Musical (Awakening)**
- **9<sup>th</sup> Grade New Parent night Food trucks & merchandise**
- **Unity Day Activities**

### **Other**

- **PCHS CBO continues to lead and work closely with the Option 3 Special Ed Consortium to ensure that appropriate & consistent financial practices are being employed at all relevant Charter Schools.**

### **2017-2018 Budget**

- **The 2017-2018 Budget package was issued to all staff in preparation for the Budget review.**

#### 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

*More Than 50 Years of Innovation and Excellence*

- **We have met with LACOE on their upcoming financial system upgrade and have been asked to be the first charter in the County to be part of this conversion of all LA County School Districts (see related Agenda item V.H.). This new system will provide enhanced accounting and dashboards that will benefit our financial reviews.**

**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





**2016-17 Title I, Part A LEA Allocation**

The purpose of this data collection is to calculate the full Title I Part A allocation available to the LEA.

**CDE Program Contact:**

Jane Liang, District Innovation and Improvement Office, [jliang@cde.ca.gov](mailto:jliang@cde.ca.gov), 916-319-0259  
Jacqueline Matranga, District Innovation and Improvement Office, [jmatranga@cde.ca.gov](mailto:jmatranga@cde.ca.gov), 916-445-4905

2016-17 Title I, Part A entitlement	\$252,889
Transferred-in amount	\$0
Title I, Part A entitlement after transfers	\$252,889
<b>Note:</b> In order for the 2015-16 Allowable Carryover amount to be pre-populated, the 2015-16 Title I, Part A Carryover data collection should be completed and saved before beginning data entry on this data collection.	
2015-16 Allowable Carryover (Allowable values are the 12 month 2015-16 carryover amount or, whichever is less either the 15 month 2015-16 carryover amount or 15% of the 2015-16 entitlement plus transfers-in amount)	\$0
Repayment of funds	
2016-17 Total allocation	\$252,889
Indirect cost reservation	\$8,480
Administrative reservation	\$29,452
2016-17 Title I, Part A adjusted allocation	\$214,957
<b>Indirect Cost and Administration Calculation Tool</b> To help determine allowable indirect cost and administration reserves, based on your Approved Indirect Cost Rate as defined on <a href="http://www.cde.ca.gov/fg/ac/ic/">http://www.cde.ca.gov/fg/ac/ic/</a> , below are recommended values.	
2016-17 Approved indirect cost rate	3.47%
Maximum allowable indirect cost reservation	\$8,480
Recommended administration reservation	\$29,452

**\*\*\*Warning\*\*\***

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

Palisades Charter High (19 64733 1995836)

Status: Certified  
Saved by: Gregory Wood  
Date: 2/28/2017 5:11 PM**2016-17 Title I, Part A Reservations, Required**

To report LEA required reservations before distributing funds to schools, and to calculate and report nonprofit private school set-aside values.

**CDE Program Contact:**Lana Zhou, Title I Policy and Program Guidance Office, [lzhou@cde.ca.gov](mailto:lzhou@cde.ca.gov), 916-319-0956Sylvia Hanna, Title I Policy and Program Guidance Office, [shanna@cde.ca.gov](mailto:shanna@cde.ca.gov), 916-319-0948**Nonprofit Private School Equitable Services Percentage Calculation**

Total participating nonprofit private school low income students	
Total participating attendance area low income students	869
Percent of nonprofit private school low income students for equitable service calculations	0.00%

**Required Reservations**

Title I Part A adjusted allocation	\$214,957
------------------------------------	-----------

**Parental Involvement**

Parental involvement (1% of the entitlement plus transfers-in if greater than \$500,000.)	\$0
Supplemental parental involvement (Optional: Additional discretionary set-aside.)	
Nonprofit private school parental involvement set-aside	\$0
Amount remaining	\$0
Public school parental involvement	\$0
Balance available for LEA parental involvement activities	\$0

**Direct and Indirect Services**

Direct or indirect services to homeless children, regardless of their school of attendance	\$2,800
Homeless services provided  (Maximum 500 characters)	PCHS currently provides services to 4 students identified as homeless in 2016-2017. The services provided to these students include, but are not limited to Transportation, Counseling, Mental Health Services, Social Services, Free Tutoring, School Supplies, Health Services/Providers & Outreach materials. Additionally free meals (breakfast/lunch) are provided through the Free & Reduced Lunch Program

**\*\*\*Warning\*\*\***

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.



Palisades Charter High (19 64733 1995836)

Status: Certified  
Saved by: Gregory Wood  
Date: 2/28/2017 5:11 PM**2016-17 Title I, Part A Reservations, Allowed**

To report LEA allowable reservations before distributing funds to schools, and to calculate and report nonprofit private school set-aside values.

**CDE Program Contact:**Lana Zhou, Title I Policy and Program Guidance Office, [lzhou@cde.ca.gov](mailto:lzhou@cde.ca.gov), 916-319-0956Nancy Bodenhausen, Title I Policy and Program Guidance Office, [NBodenhausen@cde.ca.gov](mailto:NBodenhausen@cde.ca.gov), 916-445-4904**Allowed Reservations****Professional development for credentialed teachers and highly qualified paraprofessionals**

Professional development for teachers and paraprofessionals	
Nonprofit private school equitable services	\$0
Professional development reserved for public schools	\$0

**District-wide Instructional Programs**

District-wide instructional programs (Non-PI activities)	\$0
Nonprofit private school equitable services	\$0
District-wide instructional programs for Title I public schools	\$0

**Other School Programs**

Other school programs Including summer school or intersession programs or before and after school programs.	\$55,466
Nonprofit private school equitable services	\$0
Other school programs reserved for public schools	\$55,466

**Other Allowable Reservations**

Salary differentials	
Preschool programs	
Capital expenses for nonprofit private schools	

**Program Improvement Activities**

Teacher incentives and rewards (Maximum 5% of entitlement after transfers.)	
Professional development of credentialed teachers	
Technical assistance to schools	
Summer school, intersession programs or before and after school programs	

**\*\*\*Warning\*\*\***

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

Palisades Charter High (19 64733 1995836)

Status: Certified  
Saved by: Gregory Wood  
Date: 2/28/2017 5:11 PM**2016-17 Title I, Part A Reservations, Allowed**

To report LEA allowable reservations before distributing funds to schools, and to calculate and report nonprofit private school set-aside values.

**CDE Program Contact:**Lana Zhou, Title I Policy and Program Guidance Office, [lzhou@cde.ca.gov](mailto:lzhou@cde.ca.gov), 916-319-0956Nancy Bodenhausen, Title I Policy and Program Guidance Office, [NBodenhausen@cde.ca.gov](mailto:NBodenhausen@cde.ca.gov), 916-445-4904**Reservation Summary**

Adjusted Allocation	\$214,957
Total required reservations	\$63,032
Total allowed reservations	\$55,466
Allocations after reservations	\$96,459
Total nonprofit private school set aside	\$0
Nonprofit private school Parental Involvement set-aside	\$0
Public school Parental Involvement set-aside	\$0
Amount available for Title I, Part A school allocations	\$96,459

**\*\*\*Warning\*\*\***

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

**California Department of Education****Consolidated Application**

Palisades Charter High (19 64733 1995836)

Status: Certified  
Saved by: Gregory Wood  
Date: 2/28/2017 10:21 AM**2016-17 Title II, Part A LEA Allocations**

The purpose of this data collection is to calculate the total allocation amount available to the LEA for Title II, Part A Teacher & Principal Training & Recruiting.

**CDE Program Contact:**Melissa Flemmer, Educator Excellence Office, [mflemmer@cde.ca.gov](mailto:mflemmer@cde.ca.gov), 916-324-5689Juan J. Sanchez, Educator Excellence Office, [jsanchez@cde.ca.gov](mailto:jsanchez@cde.ca.gov), 916-319-0452

2016-17 Title II, Part A entitlement	\$5,451
Total funds transferred out of Title II, Part A	\$0
Total entitlement after transfers	\$5,451
Repayment of funds	\$0
Repayment comment	
Provide an explanation of why repayment dollars were added back to the allocation	
2016-17 Allocation	\$5,451
Administrative and indirect costs	\$0
2016-17 Title II, Part A adjusted allocation	\$5,451

**\*\*\*Warning\*\*\***

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

**2016-17 Consolidation of Administrative Funds**

A request by the LEA to consolidate administrative funds for specific programs.

**CDE Program Contact:**

Julie Brucklacher, Financial Accountability and Info Srv Office, [jbruckla@cde.ca.gov](mailto:jbruckla@cde.ca.gov), 916-327-0858

Title I, Part A (Basic) SACS Code 3010	No
Title I, Part C (Migrant Education) SACS Code 3060	No
Title I, Part D (Delinquent) SACS Code 3025	No
Title II, Part A (Educator Quality) SACS Code 4035	No
Title III, Part A (Immigrant Students) SACS Code 4201	No
Title III, Part A (English Learner Students) - 2% maximum SACS Code 4203	No
Title IV, Part B (21st Century Community Learning Centers) SACS Code 4124	No

**\*\*\*Warning\*\*\***

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

**California Department of Education**

Palisades Charter High (19 64733 1995836)

**Consolidated Application**

Status: Certified  
 Saved by: Gregory Wood  
 Date: 2/28/2017 5:11 PM

**2016-17 Title I, Part A School Allocations**

This identifies the amount of Title I, Part A funds to be allocated to eligible public schools and equitable services to students in nonprofit private schools.

**CDE Program Contact:**

Lana Zhou, Title I Policy and Program Guidance Office, [lzhou@cde.ca.gov](mailto:lzhou@cde.ca.gov), 916-319-0956

Nancy Bodenhausen, Title I Policy and Program Guidance Office, [NBodenhausen@cde.ca.gov](mailto:NBodenhausen@cde.ca.gov), 916-445-4904

**LEA meets small district criteria.**

An LEA is defined as a small district criteria if, based on the school list and the data entered in School Student Counts Actuals, the LEA meets one or more of the following:

- Is a single school district
- Has a single school per grade span
- Has enrollment total for all schools less than 1,000

If an exception to funding is needed, enter an Exception Reason. Use lower case only.

**Allowable Exception Reasons**

- a - Meets 35% Low Income Requirement
- c - Funded by Other Allowable Sources
- d - Desegregation Waiver on File
- e - Grandfather Provision
- f - Feeder Pattern
- g - Local Funded Charter Opted Out
- h - Local Funded Charter Opted In

Low income measure	FRPM
Group Schools by Grade Span	No
District-wide low income %	29.19%
Grade span 1 low income %	0.00%
Grade span 2 low income %	0.00%
Grade span 3 low income %	0.00%
Available Title I, Part A school allocation	\$96,459

**\*\*\*Warning\*\*\***

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.



**2016-17 Title I, Part A School Allocations**

This identifies the amount of Title I, Part A funds to be allocated to eligible public schools and equitable services to students in nonprofit private schools.

Available public school parental involvement reservation	\$0
Total participating attendance area low income students (entered on Reservations, Required)	869
Available nonprofit private school set-asides	\$0
Available nonprofit private school parental involvement reservation	\$0
Unallocated school amount	\$0.00
Unallocated public school parental involvement	\$0
Unallocated nonprofit private school set-asides	\$0
Unallocated nonprofit private school parental involvement	\$0
Sum of Title I participating schools low income student count	869
Difference between participating attendance area low income students (entered on Reservations, Required) and Sum of Title I participating schools low income student count	869

School Name	School Code	Grade Span Group	Student Enrollment	Low Income Students	Low Income Student %	\$ Per Low Income Student (0.00)	Carryover	Public School Parental Involvement	Nonprofit Private Parental Involvement	Nonprofit Private Set Aside	Total School Allocation	Exception Reason	EIA Funded	Other Program Funds	Exception Comment
Palisades Charter High	1995836		2977	869	29.19	111.00					96459.00		N	N	

**\*\*\*Warning\*\*\***

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

# Coversheet

## Director of Operations Report

**Section:** VIII. Organizational Reports  
**Item:** C. Director of Operations Report  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** VIII\_C\_Org Operations Report\_03\_14\_2017.pdf



# PALISADES CHARTER HIGH SCHOOL

*More Than 50 Years of Innovation and Excellence*

## Board of Trustees Meeting Operations Report March 14, 2017

1. Currently finishing up an RFP for transportation services for PCHS. A version for Board approval should be available for the April meeting.
2. Finalizing scope of work and cost for the stadium renovation project.
3. A burst pipe inside the wall of the girl's visitor restroom in the stadium, has put that building out of commission. LAUSD has initiated a service repair and generated work order number and is expected to repair soon. Normally, this would be a quick repair, but since the wall needs to be broken into, concerns for lead and asbestos release have triggered an inspection from the LAUSD Asbestos Technical Unit.
4. LAFD performed a surprise inspection of the facility on March 3<sup>rd</sup>, 2017 citing blocked passageways in some areas. A campus wide email was sent out reminding Faculty and Staff that areas need to be in compliance with State and LAUSD requirements. The Operations team is moving to assist those requesting help in following the guidelines.
5. LAUSD has requested a physical inspection/inventory of 368 desk/chair combos delivered last year. Arrangements are being set up to comply.
6. Pricing for new screen and curtains for Mercer Hall has been secured as a result of the findings of an LAUSD inspection in August. The curtains fire rating is outdated, and or, not compliant with current specs. The screen has reached it life cycle's end and also needs replacement.
7. Filming continues at Pali with Modern Family shooting its graduation scene recently, a Parade Magazine shoot, various commercials, pay for basecamp parking etc.
8. Painting and refreshment renovations continuing across various areas within the campus.
9. The Native Garden has been renovated and looks amazing.
10. A modernization study has been conducted at Palisades Charter High School with three potential planning study designs identified. Out of the three conceptual designs delivered, members of the LTSP committees voted nearly unanimously to pick a clear winner in Planning Study #2. This planning study involves building a new VAPA complex and new Science labs and Technology classroom buildings on the horseshoe parking lot with underground garage space for parking. The Mercer Hall Complex would be repurposed for athletics and an incredible amount of new green space for sports added, as well as a new girls softball field, volleyball and basketball courts. The old classroom bungalows and "J" shop buildings would be removed with more than 29 new classrooms built on site. An application is in the works to help secure funding under Prop 51 for Pali's modernization plan.

### 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

*More Than 50 Years of Innovation and Excellence*

11. Phase 3 of the new Garden Gateway has been completely redesigned with student safety and historical preservation in mind. A presentation detailing the new concept was unveiled at a recent Board and LTSP meeting. The new design calls for improved sidewalks, seating for students, a new front entrance, new signage, pathways, and more. A detailed conceptual design will be on our website soon for review. We expect to cleanup that area within the next few weeks. Renderings available and presented by Suisman Architecture.
12. Some of the main campus restrooms are about to go thru renovations over the next few months. An outside company has been commissioned to replace the antiquated stalls beginning with the Girls "C" restroom. Painting, lighting, and mirrors will also be included in the upgrades.
13. Palisades continues to improve security measures campus wide by hiring an additional security guard to patrol and monitor the stadium parking lot in the morning and has increased the number of actual patrolling hours campus wide.
14. Phase 4 and 5 of our Prop 39 energy conservation initiatives is about to get under way with the replacement of most of the old style fluorescent bulbs in our classrooms with ballast free LED's for an energy savings of an expected of 141K kilowatt hours.
15. Blacktop backboards have been targeted for replacement. A sample board has been ordered for installation. If it meets our expectations, we will move to replace the rest of them.
16. Heater has been repaired in J 120 and all delivery system piping has been flushed.
17. Exhaust fan replacement and upgrades were initiated. Final phasing expected this week.
18. A project has started to replace all of the old style metal soap dispensing units in restrooms across campus. A new, anti-foaming soap and dispenser required by LAUSD will be installed in its place.
19. Replacement for any of the broken glass/windows on campus expected within the next two weeks.
20. A detailed list of the incredible amount of daily repairs conducted campus-wide is available upon request.

#### 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

# Coversheet

## Human Resources Director (HR) Report

**Section:** VIII. Organizational Reports  
**Item:** D. Human Resources Director (HR) Report  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** VIII\_D\_HR Board Report 03\_14 2017.pdf

**PALISADES CHARTER HIGH SCHOOL***More Than 50 Years of Innovation and Excellence***Human Resources Board Report****March 14, 2017****Temporary/Stipend/Coaching positions:**

<b>Name</b>	<b>Classification/Position</b>	<b>Funding</b>	<b>Effective Date</b>
Laura, Gremaud	Assistant Coach	General	February 1, 2017

**Retirement/Release/Resignation/Leave of Absence:**

<b>Name</b>	<b>Classification/Position</b>	<b>Funding</b>	<b>Effective Date</b>
Edgar Alas	Temporary Teacher Social Studies	General	June 9, 2017
Steven Cifonelli	Teacher – Physical Education	General	June 9, 2017
Stephen Day	Teacher - Math	General	June 9, 2017
Rueben Nagum	Temporary Teacher Social Studies	General	June 9, 2017
Claudia Prada	Teacher – Spanish	General	June 9, 2017
Andrew Williams	Teacher – STEAM	General	June 9, 2017

Staffing and Recruitment: Actively recruiting and reaching out to Latino, and minority candidates through diversity and minority job fairs and career fairs. Amy Nguyen will host a booth at a Latino recruiting and career fair on March 15<sup>th</sup>, 2017. The Human Resources office is actively recruiting of faculty and staff for the 2017/2018 year and is completing hiring for the Facilities, Grounds and Maintenance position and the Purchasing/Accounting ASB Clerk position

Benefits: As part of due diligence for costs and pricing for current employees as well as retirees: Montage Insurance, Brown & Brown Insurance and SISC are working on completing options and quotes on benefit coverage for our current retirees.

**CLOSED SESSION ACTION ITEM:**

Public Employee Discipline/Dismissal/Release (Govt. Code section 54957)

**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

# Coversheet

## Director of Development Report

**Section:** VIII. Organizational Reports  
**Item:** E. Director of Development Report  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** VIII\_E\_Org Development Report\_03\_14\_2017.pdf



# PALISADES CHARTER HIGH SCHOOL

*More Than 50 Years of Innovation and Excellence*



## Board of Trustees Meeting Development Report March 14, 2017

Total Funds Raised to date \$105,843

### Pending grants:

- William C. Bannerman (\$10,000) Final notification 3/15 (in second round)
- Caruso Family Foundation (\$25,000) Grant proposal submitted 3/1
- Pacific Palisades Women's Club (\$5,000) Tech Equity grant was denied.
- Joseph & Dorothy Goldberg Charitable Trust (\$15,000) Tech Equity grant.

### Letter of Inquiry sent:

- California Community Foundation initial application submitted 3/10 seeking assistance with the Stadium Renovation project
- Upcoming grant proposals to the Dart Foundation (STEAM), The Eisner Foundation (Performing arts) and Toyota USA Foundation (Technology) due by March 31<sup>st</sup>.
- Grant proposals to the Los Angeles Clippers Foundation and the Los Angeles Lakers Foundation for the Stadium Renovation project to be sent this month.

### Other Development News:

- Working with a Graphic Design and Marketing group to create a brand image for PCHS that will be incorporated in all printed materials and marketing materials.
- First meeting of the Palisades Development Council comprising all affiliated charter schools was held at PCHS on Thursday, February 23<sup>rd</sup> to increase collaboration, sharing of ideas and outreach to the community.
- Second meeting of the Grant Committee was held at PCHS on Friday, February 24<sup>th</sup> to review and delegate research opportunities for upcoming grant proposals.
- CTE Parent/Student Information Night was held in Gilbert Hall on Tuesday, March 7<sup>th</sup> from 7:00 P.M. – 8:00 P.M.

#### 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

*More Than 50 Years of Innovation and Excellence*

- PCHS hosting the Pacific Palisades Chamber Mixer on Monday March 27th from 5:30 – 7:30 P.M. in Mercer Hall.
- 9<sup>th</sup> Grade Parent Information Night on Wednesday, March 29<sup>th</sup> in Mercer Hall.

**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

# Coversheet

## Budget and Finance Committee Report

**Section:** IX. Board Committees (Stakeholder Board Level Committees)  
**Item:** A. Budget and Finance Committee Report  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:**  
IX\_A\_Budget\_Finance Committee\_Reports\_Description from PCHS Charter.pdf

***After discussion regarding its role and job description, the Budget/Finance Committee unanimously approved the motion to submit the following description taken from our current charter as an accurate reflection of what we understand as to the role and description of the Budget/Finance Committee.***

#### BUDGET AND FINANCE COMMITTEE DESCRIPTION FROM PCHS CHARTER

Budget and Finance Committee The purpose of the Palisades Charter High School (PCHS) Budget and Finance Committee is to ensure stakeholder participation (that is, faculty, parents, students, administrators, and classified personnel) in decisions relating to revenues, expenditures, and fund balances. The primary consideration of the Budget and Finance Committee in its decision-making shall be to ensure fiscal solvency while fostering development of a quality educational program and improved student achievement at PCHS.

Because major priorities are often set and implemented through the budget process, it is critical that the Board be advised by a broad committee made up of different stakeholder groups. Therefore, the Board of Trustees shall not have the discretion to disband this SBLC. The Budget and Finance Committee shall, with the advice of the Executive Director and Principal (EDP) and Chief Budget Officer (CBO), propose a budget to the Board of Trustees in a timely fashion by a date set by the Board of Trustees. The Budget and Finance Committee shall also consider any other significant budgetary matters that may be referred to it by the Board of Trustees or its own members. Generally, any decision that will have a significant fiscal impact on the school shall be presented to the Budget and Finance Committee before being voted upon by the Board of Trustees.

Nothing herein shall in any way relieve the Board of Trustees of its fiduciary duty to ensure that PCHS is run in a fiscally responsible manner, or in any way limit the Board's discretion as to the adoption and contents of a budget, giving due regard for the expertise and recommendations of the Budget and Finance Committee.

The Budget and Finance Committee shall be open to all stakeholders (as described above) of PCHS, with the proviso that teachers shall have the right to constitute 50 percent of the voting members. The other seats are reserved for parents and other members as set forth below. The committee shall be limited to 17 members unless that number is increased by the Board of Trustees. Those desiring membership may make such request to the Secretary of the committee. Should an excess number from any stakeholder group apply, a vote on the relevant stakeholder group(s) shall be held by the committee representing that stakeholder group. The PCHS Board of Directors shall then appoint committee members in accordance with the provisions of this Charter as well as its bylaws and in consultation with the Budget and Finance Committee. The Committee will consist of a majority membership of the faculty stakeholder group, with the following composition:

- teachers, representing as many departments as possible
- parents
- student
- administrator
- classified employee
- community member, although it is not required that a community member serve on the committee
- a member representing the Booster Club and a member representing the Education Foundation – these may be either parent, community, or employee members.

# Coversheet

## Election Committee Report

**Section:** IX. Board Committees (Stakeholder Board Level Committees)  
**Item:** D. Election Committee Report  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:**  
IX\_D\_1\_2017 Candidate Packet - Employee.pdf  
IX\_D\_2\_2017 Candidate Packet - Non-Interested Party Non Employee.pdf



# PALISADES CHARTER HIGH SCHOOL

*More Than 50 Years of Innovation and Excellence*

## PCHS BOARD OF TRUSTEES 2017 CANDIDATE INFORMATION

*Employee*

Nominations will be open for seats on the PCHS Board of Trustees starting on March 1, 2017. Completed candidate forms are due on or before March 31, 2017 by 4:00 PM.

All terms begin July 1, 2017. All terms are 2 years unless otherwise noted.

**The following Board of Trustee positions are open for election this year:**

<u>Stakeholder Seat</u>	<u>Term Length</u>	<u>Electorate</u>
Parent	2 years	Parents
Community	2 years	PCHS Personnel, Parents, Students
Community	2 years	PCHS Personnel
Faculty	2 years	Faculty
Faculty	1 year	Students
Classified Staff	2 years	Classified Staff

### ELIGIBILITY REQUIREMENTS FOR CANDIDATES

#### PARENT SEAT (Non-Interested Party):

1. You will be a parent of a current PCHS student for the entire term. (Parents of current 9th or 10th grade students eligible only)
2. You are not a PCHS "interested party" (meaning you have not been compensated by the school in any way in the last 12 months - whether as an employee or independent contractor, and are not a relative of anyone compensated within 12 months). *Pursuant to Charter and Corporations Code Section 5227.*

#### COMMUNITY SEAT (Non-Interested Party):

1. You are not and will not become the parent of a PCHS student for the entire term of the seat.
2. You live in the communities served by PCHS at the time of the election. Therefore, PCHS will require candidates to give us an address to verify qualification.
3. You are not a PCHS "interested party" (meaning you have not been compensated by the school in any way in the last 12 months - whether as an employee or independent contractor, and are not a relative of anyone compensated within 12 months). *Pursuant to Charter and Corporations Code Section 5227.*
4. PCHS prefers that community candidates have experience and expertise in areas that include: education, law, finance, and/or fundraising.

#### FACULTY SEAT (Interested Party):

1. You are currently employed as a faculty member at PCHS and you intend to remain employed at PCHS for the duration of the elected term. This includes out-of-classroom positions that are eligible for UTLA representation.
2. No teacher who currently serves as a faculty bargaining unit representative may serve as a Trustee on the Board.



# PALISADES CHARTER HIGH SCHOOL

*More Than 50 Years of Innovation and Excellence*

## **CLASSIFIED SEAT (Interested Party):**

1. You are currently employed as a non-temporary classified staff member at PCHS and you intend to remain employed at PCHS for the duration of the elected term.
2. No classified employee who currently serves as a classified bargaining unit representative may serve as a Trustee on the Board.

---

## **REQUIRED ACTIONS FOR INTERESTED CANDIDATES** **Complete and submit ALL of the following on or before** **March 31, 2017 by 4:00 PM.**

Submissions must be made via email to Shelby Ladnier: [sladnier@palihigh.org](mailto:sladnier@palihigh.org)

1. Candidate Form\*
2. Candidate Statement (100 words or less)
3. Candidate Resume
4. Roles and Responsibilities Form\*
5. Statement of Economic Interest - Form 700\*
6. Candidate Photo (*Optional but Recommended*)

*\*Attached to this form*

## **Guidelines for Submissions:**

**All documents must be provided as a word document to allow for uniform formatting. Candidate Statement, Candidate Resume and Candidate Photo will be posted publicly.**

### **1) 2017 Candidate Form**

- Please complete required information

### **2) Candidate Statement**

- 100 words or less (if word limit exceeds 100 words, Election Committee reserves the right to edit statement accordingly); 11- or 12-point font preferred
- Provide relevant background experience.
- Provide overall goals/visions you see for PCHS.
- Provide your knowledge, experience, and insight you have concerning PCHS and/or Charter Schools.

### **3) Candidate Resume**

- Preferably no longer than 2 pages in 11- or 12-point font - include any relevant education, experience (paid or volunteer), memberships, skills, etc.
- Please remove personal information such as addresses and phone numbers as this will be posted publicly.

### **4) Roles & Responsibilities Form**

- Read Over Rules & Responsibilities Carefully. If you agree to them please sign and date the form.

### **5) Statement of Economic Interest - Form 700**

- Please fill out form and sign

### **6) Candidate Photo:**

- Recent headshot (ie. passport-style photo) – digital format (JPEG) preferred

**PALISADES CHARTER HIGH SCHOOL**  
*More Than 50 Years of Innovation and Excellence*

**PCHS BOARD OF TRUSTEES**  
**2017 CANDIDATE FORM**

Candidate Name: \_\_\_\_\_

Address: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Please sign your name by the appropriate choice below:**

**Non-Interested Party Seats:**

I am seeking the following seat (*check one*):

- Parent Seat
- Community Seat (PCHS Personnel)
- Community Seat (PCHS, Parents, & Students)

I meet all eligibility requirements and I am not a PCHS interested party (meaning I have not been compensated by the school in any way in the last 12 months, whether as an employee or independent contractor, nor am I a relative of anyone compensated within the last 12 months). Pursuant to Charter and Corporations Code Section 5227.

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

**Interested Party Seats (PCHS Employees):**

I am seeking the following seat (*check one*):

- Faculty Seat
- Faculty Seat (Student Elected - 1 YR)
- Classified Seat

I meet all eligibility requirements:

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*



# PALISADES CHARTER HIGH SCHOOL

*More Than 50 Years of Innovation and Excellence*

## **PCHS BOARD MEMBER ROLES AND RESPONSIBILITIES**

The purpose of the Board of Trustees of Palisades Charter High School is to act in the best interest of the residents of the State of California and PCHS’s stakeholders and to ensure that PCHS:

- a) Achieves appropriate results for its students in accordance with the PCHS Mission Statement and Charter (as specified in Board Goals Policies) &
- b) Avoids unacceptable actions and situations (as prohibited in Board-Executive Limitation Policies).

The members of the Board of Trustees have legal and fiduciary responsibilities to the school. These include: Duty of Care, Duty of Loyalty, and Duty of Obedience. The Board is responsible for maintaining fiscal accountability and financial oversight.

### Essential Duties:

1. Regularly attends Board meetings, Special Board Meetings, and important related meetings
2. Stays informed about PCHS matters
3. Prepares well for meetings, reviews and comments on minutes and reports
4. Actively participates on a standing committee (Board Committee, Long Term Strategic Planning Committee)
5. Is an active participant in the committee’s annual evaluation and planning efforts
6. Volunteers for and willingly accepts assignments, including (but not limited to) committees, events, fundraising activities, and staff job interviews

### Code of Conduct:

1. A Board member’s first obligation is to be informed about the school’s history, missions, and goals, legislation governing education and Charter schools, and current operations and concerns. Accordingly, each Board member will read the approved Charter application and familiarize themselves with a working understanding of all school policies and operating procedures.
2. A Board member must come to meetings prepared, having read proposals from Standing Committees that will be acted upon, having taken time before the public meeting to clarify concerns with the Chair and members of the Standing Committees, having read the minutes of previous meetings, and having prepared themselves with other pertinent materials. Each Board member will ensure that he/she understands an issue before voting.
3. Each Board member must act with care, loyalty, and obedience. Board members must exercise a level of care that a prudent person would exercise (avoid “zoning out” and avoid leaving the room when a discussion is taking place), they must show undivided allegiance (faithfulness) to the school and not to their self-interests, and they must remain obedient to the school’s mission and the student body before their own interests.
4. An individual Board member will never seek to impose a personal agenda on the school’s Executive Director.
5. A Board member must always respect the confidentiality of Closed Sessions.
6. A Board member must not attempt to deal with problems brought to their attention on an individual basis. A Board member who learns of a problem must bring that problem to the attention of the Executive Director or Board Chair.
7. A Board member will recommend that stakeholder concerns follow the PCHS complaint procedures to seek resolution.
8. Each Board member has a fiduciary responsibility for the funds entrusted to the school and for sound budgetary management.
9. Each Board member must in “good faith” make themselves available to all stakeholders (students, staff, parents, and community) for at least one hour per week.

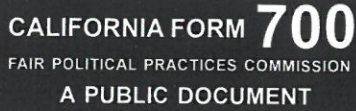
I acknowledge that I have read and understand this information regarding the roles and responsibilities of PCHS Board Members.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print/Type Your Name

\_\_\_\_\_  
Date





**STATEMENT OF ECONOMIC INTERESTS  
COVER PAGE**

Date Initial Filing Received  
Official Use Only

Please type or print in ink.

NAME OF FILER (LAST) (FIRST) (MIDDLE)

**1. Office, Agency, or Court**

Agency Name (Do not use acronyms)

Division, Board, Department, District, if applicable Your Position

► If filing for multiple positions, list below or on an attachment. (Do not use acronyms)

Agency: \_\_\_\_\_ Position: \_\_\_\_\_

**2. Jurisdiction of Office (Check at least one box)**

- State
- Multi-County \_\_\_\_\_
- City of \_\_\_\_\_
- Judge or Court Commissioner (Statewide Jurisdiction)
- County of \_\_\_\_\_
- Other \_\_\_\_\_

**3. Type of Statement (Check at least one box)**

- Annual:** The period covered is January 1, 2015, through December 31, 2015.  
-or- The period covered is \_\_\_\_/\_\_\_\_/\_\_\_\_, through December 31, 2015.
- Assuming Office:** Date assumed \_\_\_\_/\_\_\_\_/\_\_\_\_
- Candidate:** Election year \_\_\_\_\_ and office sought, if different than Part 1: \_\_\_\_\_
- Leaving Office:** Date Left \_\_\_\_/\_\_\_\_/\_\_\_\_ (Check one)  
○ The period covered is January 1, 2015, through the date of leaving office.  
-or-  
○ The period covered is \_\_\_\_/\_\_\_\_/\_\_\_\_, through the date of leaving office.

**4. Schedule Summary (must complete) ► Total number of pages including this cover page: \_\_\_\_\_**

**Schedules attached**

- Schedule A-1 - Investments** – schedule attached
- Schedule A-2 - Investments** – schedule attached
- Schedule B - Real Property** – schedule attached
- Schedule C - Income, Loans, & Business Positions** – schedule attached
- Schedule D - Income – Gifts** – schedule attached
- Schedule E - Income – Gifts – Travel Payments** – schedule attached

- or-  
 **None - No reportable interests on any schedule**

**5. Verification**

MAILING ADDRESS <i>(Business or Agency Address Recommended - Public Document)</i>	STREET	CITY	STATE	ZIP CODE
	15777 Bowdoin St.	Pacific Palisades	CA	90272
DAYTIME TELEPHONE NUMBER	E-MAIL ADDRESS			
( )				

I have used all reasonable diligence in preparing this statement. I have reviewed this statement and to the best of my knowledge the information contained herein and in any attached schedules is true and complete. I acknowledge this is a public document.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date Signed \_\_\_\_\_  
*(month, day, year)*

Signature \_\_\_\_\_  
*(File the originally signed statement with your filing official.)*

FPPC Form 700 (2015/2016)  
FPPC Advice Email: [advice@fppc.ca.gov](mailto:advice@fppc.ca.gov)  
FPPC Toll-Free Helpline: 866/275-3772 [www.fppc.ca.gov](http://www.fppc.ca.gov)





# PALISADES CHARTER HIGH SCHOOL

More Than 50 Years of Innovation and Excellence

## **PCHS BOARD OF TRUSTEES** **2017 CANDIDATE INFORMATION**

Nominations will be open for seats on the PCHS Board of Trustees starting on March 1, 2017. Completed candidate forms are due on or before March 31, 2017 by 4:00 PM.

All terms begin July 1, 2017. All terms are 2 years unless otherwise noted.

**The following Board of Trustee positions are open for election this year:**

<u>Stakeholder Seat</u>	<u>Term Length</u>	<u>Electorate</u>
Parent	2 years	Parents
Community	2 years	PCHS Personnel, Parents, Students
Community	2 years	PCHS Personnel
Faculty	2 years	Faculty
Faculty	1 year	Students
Classified Staff	2 years	Classified Staff

### **ELIGIBILITY REQUIREMENTS FOR CANDIDATES**

#### **PARENT SEAT (Non-Interested Party):**

1. You will be a parent of a current PCHS student for the entire term. (Parents of current 9th or 10th grade students eligible only)
2. You are not a PCHS “interested party” (meaning you have not been compensated by the school in any way in the last 12 months - whether as an employee or independent contractor, and are not a relative of anyone compensated within 12 months). *Pursuant to Charter and Corporations Code Section 5227.*

#### **COMMUNITY SEAT (Non-Interested Party):**

1. You are not and will not become the parent of a PCHS student for the entire term of the seat.
2. You live in the communities served by PCHS at the time of the election. Therefore, PCHS will require candidates to give us an address to verify qualification.
3. You are not a PCHS “interested party” (meaning you have not been compensated by the school in any way in the last 12 months - whether as an employee or independent contractor, and are not a relative of anyone compensated within 12 months). *Pursuant to Charter and Corporations Code Section 5227.*
4. PCHS prefers that community candidates have experience and expertise in areas that include: education, law, finance, and/or fundraising.

#### **FACULTY SEAT (Interested Party):**

1. You are currently employed as a faculty member at PCHS and you intend to remain employed at PCHS for the duration of the elected term. This includes out-of-classroom positions that are eligible for UTLA representation.
2. No teacher who currently serves as a faculty bargaining unit representative may serve as a Trustee on the Board.



# PALISADES CHARTER HIGH SCHOOL

*More Than 50 Years of Innovation and Excellence*

## **CLASSIFIED SEAT (Interested Party):**

1. You are currently employed as a non-temporary classified staff member at PCHS and you intend to remain employed at PCHS for the duration of the elected term.
2. No classified employee who currently serves as a classified bargaining unit representative may serve as a Trustee on the Board.

---

## **REQUIRED ACTIONS FOR INTERESTED CANDIDATES**

**Complete and submit ALL of the following on or before**

**March 31, 2017 by 4:00 PM.**

Submissions must be made via email to Shelby Ladnier: [sladnier@palihigh.org](mailto:sladnier@palihigh.org)

1. Candidate Form\*
2. Candidate Statement (100 words or less)
3. Candidate Resume
4. Roles and Responsibilities Form\*
5. Statement of Economic Interest - Form 700\*
6. Candidate Photo (*Optional but Recommended*)  
*\*Attached to this form*

## **Guidelines for Submissions:**

**All documents must be provided as a word document to allow for uniform formatting. Candidate Statement, Candidate Resume and Candidate Photo will be posted publicly.**

### **1) 2017 Candidate Form**

- Please complete required information

### **2) Candidate Statement**

- 100 words or less (if word limit exceeds 100 words, Election Committee reserves the right to edit statement accordingly); 11- or 12-point font preferred
- Provide relevant background experience.
- Provide overall goals/visions you see for PCHS.
- Provide your knowledge, experience, and insight you have concerning PCHS and/or Charter Schools.

### **3) Candidate Resume**

- Preferably no longer than 2 pages in 11- or 12-point font - include any relevant education, experience (paid or volunteer), memberships, skills, etc.
- Please remove personal information such as addresses and phone numbers as this will be posted publicly.

### **4) Roles & Responsibilities Form**

- Read Over Rules & Responsibilities Carefully. If you agree to them please sign and date the form.

### **5) Statement of Economic Interest - Form 700**

- Please fill out form and sign

### **6) Candidate Photo:**

- Recent headshot (ie. passport-style photo) – digital format (JPEG) preferred

**PALISADES CHARTER HIGH SCHOOL**  
*More Than 50 Years of Innovation and Excellence*

**PCHS BOARD OF TRUSTEES**  
**2017 CANDIDATE FORM**

Candidate Name: \_\_\_\_\_

Address: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Please sign your name by the appropriate choice below:**

**Non-Interested Party Seats:**

I am seeking the following seat (*check one*):

- Parent Seat
- Community Seat (PCHS Personnel)
- Community Seat (PCHS, Parents, & Students)

I meet all eligibility requirements and I am not a PCHS interested party (meaning I have not been compensated by the school in any way in the last 12 months, whether as an employee or independent contractor, nor am I a relative of anyone compensated within the last 12 months). Pursuant to Charter and Corporations Code Section 5227.

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

**Interested Party Seats (PCHS Employees):**

I am seeking the following seat (*check one*):

- Faculty Seat
- Faculty Seat (Student Elected – 1 YR)
- Classified Seat

I meet all eligibility requirements:

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*



# PALISADES CHARTER HIGH SCHOOL

*More Than 50 Years of Innovation and Excellence*

## **PCHS BOARD MEMBER ROLES AND RESPONSIBILITIES**

The purpose of the Board of Trustees of Palisades Charter High School is to act in the best interest of the residents of the State of California and PCHS’s stakeholders and to ensure that PCHS:

- a) Achieves appropriate results for its students in accordance with the PCHS Mission Statement and Charter (as specified in Board Goals Policies) &
- b) Avoids unacceptable actions and situations (as prohibited in Board-Executive Limitation Policies).

The members of the Board of Trustees have legal and fiduciary responsibilities to the school. These include: Duty of Care, Duty of Loyalty, and Duty of Obedience. The Board is responsible for maintaining fiscal accountability and financial oversight.

**Essential Duties:**

1. Regularly attends Board meetings, Special Board Meetings, and important related meetings
2. Stays informed about PCHS matters
3. Prepares well for meetings, reviews and comments on minutes and reports
4. Actively participates on a standing committee (Board Committee, Long Term Strategic Planning Committee)
5. Is an active participant in the committee’s annual evaluation and planning efforts
6. Volunteers for and willingly accepts assignments, including (but not limited to) committees, events, fundraising activities, and staff job interviews

**Code of Conduct:**

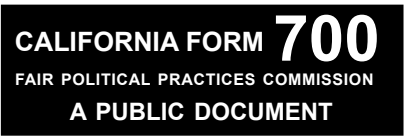
1. A Board member’s first obligation is to be informed about the school’s history, missions, and goals, legislation governing education and Charter schools, and current operations and concerns. Accordingly, each Board member will read the approved Charter application and familiarize themselves with a working understanding of all school policies and operating procedures.
2. A Board member must come to meetings prepared, having read proposals from Standing Committees that will be acted upon, having taken time before the public meeting to clarify concerns with the Chair and members of the Standing Committees, having read the minutes of previous meetings, and having prepared themselves with other pertinent materials. Each Board member will ensure that he/she understands an issue before voting.
3. Each Board member must act with care, loyalty, and obedience. Board members must exercise a level of care that a prudent person would exercise (avoid “zoning out” and avoid leaving the room when a discussion is taking place), they must show undivided allegiance (faithfulness) to the school and not to their self-interests, and they must remain obedient to the school’s mission and the student body before their own interests.
4. An individual Board member will never seek to impose a personal agenda on the school’s Executive Director.
5. A Board member must always respect the confidentiality of Closed Sessions.
6. A Board member must not attempt to deal with problems brought to their attention on an individual basis. A Board member who learns of a problem must bring that problem to the attention of the Executive Director or Board Chair.
7. A Board member will recommend that stakeholder concerns follow the PCHS complaint procedures to seek resolution.
8. Each Board member has a fiduciary responsibility for the funds entrusted to the school and for sound budgetary management.
9. Each Board member must in “good faith” make themselves available to all stakeholders (students, staff, parents, and community) for at least one hour per week.

I acknowledge that I have read and understand this information regarding the roles and responsibilities of PCHS Board Members.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print/Type Your Name

\_\_\_\_\_  
Date



**STATEMENT OF ECONOMIC INTERESTS**

Date Initial Filing Received  
Official Use Only

**COVER PAGE**

Please type or print in ink.

NAME OF FILER (LAST) (FIRST) (MIDDLE)

**1. Office, Agency, or Court**

Agency Name *(Do not use acronyms)*

Division, Board, Department, District, if applicable Your Position

► If filing for multiple positions, list below or on an attachment. *(Do not use acronyms)*

Agency: \_\_\_\_\_ Position: \_\_\_\_\_

**2. Jurisdiction of Office *(Check at least one box)***

- State  Judge or Court Commissioner (Statewide Jurisdiction)
- Multi-County \_\_\_\_\_  County of \_\_\_\_\_
- City of \_\_\_\_\_  Other \_\_\_\_\_

**3. Type of Statement *(Check at least one box)***

- Annual:** The period covered is January 1, 2015, through December 31, 2015.
- or-**
- The period covered is \_\_\_\_/\_\_\_\_/\_\_\_\_, through December 31, 2015.
- Assuming Office:** Date assumed \_\_\_\_/\_\_\_\_/\_\_\_\_
- Candidate:** Election year \_\_\_\_\_ and office sought, if different than Part 1: \_\_\_\_\_
- Leaving Office:** Date Left \_\_\_\_/\_\_\_\_/\_\_\_\_ *(Check one)*
- The period covered is January 1, 2015, through the date of leaving office.
- or-**
- The period covered is \_\_\_\_/\_\_\_\_/\_\_\_\_, through the date of leaving office.

**4. Schedule Summary (must complete) ► Total number of pages including this cover page: \_\_\_\_\_**

**Schedules attached**

- Schedule A-1 - Investments** – schedule attached  **Schedule C - Income, Loans, & Business Positions** – schedule attached
- Schedule A-2 - Investments** – schedule attached  **Schedule D - Income – Gifts** – schedule attached
- Schedule B - Real Property** – schedule attached  **Schedule E - Income – Gifts – Travel Payments** – schedule attached

**-or-**

- None - No reportable interests on any schedule**

**5. Verification**

MAILING ADDRESS STREET CITY STATE ZIP CODE  
*(Business or Agency Address Recommended - Public Document)*

DAYTIME TELEPHONE NUMBER E-MAIL ADDRESS  
( )

I have used all reasonable diligence in preparing this statement. I have reviewed this statement and to the best of my knowledge the information contained herein and in any attached schedules is true and complete. I acknowledge this is a public document.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date Signed \_\_\_\_\_ Signature \_\_\_\_\_  
*(month, day, year) (File the originally signed statement with your filing official.)*

## Coversheet

### Approval of reimbursements for Executive Director / Principal

**Section:** XI. Consent Agenda  
**Item:** A. Approval of reimbursements for Executive Director / Principal  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** XI\_A\_Expense Reimbursement Feb\_March\_2017\_P Magee.pdf



**Expense Report/ Reimbursement Form  
2016-2017**

Name: Pamela Magee

Date: 3/14/2017

P.O. # \_\_\_\_\_

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Office Supplies</u>	<u>Classroom Materials</u>	<u>Confer-ences</u>	<u>Comm/Postage</u>	<u>Other*</u>	<u>Business Miles</u>	<u>Rate Per Mile</u>	<u>Total Mileage</u>
			4350	4310	5220	5920				5210
3/21/2017	Dr. Magee	CCSA - California Charter School Conference Sacramento, CA (3/21 - 3/23) REGISTRATION FEE			350.00				0.535	-
3/21/2017	Dr. Magee	CCSA - California Charter School Conference Sacramento, CA (3/21 - 3/23) FLIGHTS			172.88				0.535	-
3/21/2017	Dr. Magee	CCSA - California Charter School Conference Sacramento, CA (3/21 - 3/23) MATERIALS FOR PRESENTATION					29.99		0.535	-
3/6/2017	Dr. Magee	LCAP Strategy Workshop, Commerce, CA (round-trip from PCHS)						49.80	0.535	26.64
									0.535	-
3/9/2017	Dr. Magee	LAAC Meeting @ CCSA, 250 E. First St., LA, CA (round-trip from PCHS)						40.80	0.535	21.83
									0.535	-
2/14/2017	Dr. Magee	Assoc Of Ca School Admin					676.20		0.535	-
									0.535	-
									0.535	-
									0.535	-
									0.535	-
<b>Total</b>			-	-	522.88	-	706.19	90.60	0.535	48.47

<b>Grand Total</b>	<b>\$</b>	<b>1,277.54</b>
<b>Charged Amount</b>	<b>\$</b>	<b>1,277.54</b>
<b>Net Due Employee</b>	<b>\$</b>	<b>48.47</b>

Employee Signature: \_\_\_\_\_

Approved By: \_\_\_\_\_

Date: \_\_\_\_\_

Department/Program Name & #: \_\_\_\_\_

\*-Provide full description on amounts in this column to allow for proper identification

Please submit original receipts for reimbursement. Reimbursement forms must be submitted within 30 days of purchase.

# Coversheet

## Approval of Field Trips

**Section:** XI. Consent Agenda  
**Item:** B. Approval of Field Trips  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** XI\_B\_1\_Field Trip\_Monterey\_CA.pdf  
XI\_B\_3\_JSA Convention\_Irvine\_CA.pdf  
XI\_B\_2\_Field Trip\_San Francisco\_CA.pdf

Submit by Email

Print Form

Palisades Charter High School

REQUEST FOR APPROVAL OF SCHOOL-ORGANIZED TRIP FOR STUDENTS

Check the appropriate box: [ ] Field Trip [ ] School Journey [ ] Curricular Trip [x] Athletic Trip [ ] Curricular Buss Tour [ ] OTHER (Describe) "GOLF TRIP" to location of STATE TOURNAMENT

Name of School: Palisades Charter High School Employee Supervising trip: JAMES PALERO Certified Non-Cert.

Telephone Number (310) 230-6623 Grade levels (Circle) 9 10 11 12 OTHER

- 1. Destination Monterey, CA Are admission fees charged? Yes No
2. Dates of Trips April 10/11, 2017 3. Number of Students 2 Number of adults 1
4. Name and employee number of employee who will go on trip: James Palero 263012
5. Substitute required? Yes No How Many? Source of funds
6. Time schedule required by school: Leave School 6 AM Arrive destination 12 pm
7. Duration of trip: Less than one day One day Overnight (if overnight, how many days?) 2
8. Method of transportation: School bus (indicate number required) Walking Automobile Public Carrier: airplane boat bus train other (explain)

9. Brief description of educational benefit to be derived from this activity. Please state specifically as an instructional objective (not required for athletic trips of Youth Services Activities) The students will play Poppy Hills Golf Course in advance of participation in the State HS Tournament

10. Source of funds for trip PERSONAL / PARENT FUNDED

NOTE: It is illegal to charge students or parents for participation in any activity for which ADA will be taken.

- 11. Have the locations of the nearest emergency facilities been obtained? Yes No
12. Have forms for parent's or guardian's permission been obtained? Yes No
13. If hiking or camping activity:
a. Have the ranger, sheriff, police or other emergency personnel been notified of intent to be in the area? Yes No
b. Has the area been checked for potential hazards? Yes No
c. Has the School Police Department been notified of the trip? Yes No

APPROVALS: Principal or Asst. Principal [Signature] Dean Howard Date: 3/2/17 Board of Trustees\* Date:

\* ONLY TRIPS INVOLVING SITES NOT ON APPROVED LIST MUST BE PROCESSED THROUGH THE PALISADES CHARTER HIGH SCHOOL BOARD OF TRUSTEES.

Submit by Email

Print Form

Palisades Charter High School

REQUEST FOR APPROVAL OF SCHOOL-ORGANIZED TRIP FOR STUDENTS

Check the appropriate box:  Field Trip  School Journey  Curricular Trip  Athletic Trip  
 Curricular Buss Tour  OTHER (Describe) \_\_\_\_\_

Name of School: **Palisades Charter High School** Employee Jeanne Saiza/Geoff Bowman Certified 2  
 Supervising trip \_\_\_\_\_ Non-Cert. \_\_\_\_\_

Telephone Number (310) 230-6623 Grade levels (Circle) 9 10 11 12 OTHER \_\_\_\_\_

1. Destination Irvine Marriott Are admission fees charged? Yes  No \_\_\_\_\_
2. Dates of Trips April 21-22 2017 3. Number of Students 20 Number of adults 2
4. Name and employee number of employee who will go on trip: Jeanne Saiza & Geoff Bowman
5. Substitute required? Yes \_\_\_\_\_ No  How Many? \_\_\_\_\_ Source of funds \_\_\_\_\_
6. Time schedule required by school: Leave School n/a Arrive destination 8:30  
 Leave destination 3:00 Return school n/a
7. Duration of trip: Less than one day \_\_\_\_\_ One day  Overnight \_\_\_\_\_ (if overnight, how many days?) 1
8. Method of transportation: School bus (indicate number required) \_\_\_\_\_ Walking \_\_\_\_\_ Automobile Private  
 Public Carrier: airplane \_\_\_\_\_ boat \_\_\_\_\_ bus \_\_\_\_\_ train \_\_\_\_\_ other \_\_\_\_\_ (explain) \_\_\_\_\_

9. Brief description of educational benefit to be derived from this activity. Please state specifically as an instructional objective (not required for athletic trips of Youth Services Activities) The students will Participate in JSA Convention (Spring State)

10. Source of funds for trip Students/fundraising

NOTE: It is illegal to charge students or parents for participation in any activity for which ADA will be taken.

11. Have the locations of the nearest emergency facilities been obtained? Yes  No \_\_\_\_\_
12. Have forms for parent's or guardian's permission been obtained? Yes  No \_\_\_\_\_
13. If hiking or camping activity: N/A
  - a. Have the ranger, sheriff, police or other emergency personnel been notified of intent to be in the area?  
 Yes \_\_\_\_\_ No \_\_\_\_\_
  - b. Has the area been checked for potential hazards? Yes \_\_\_\_\_ No \_\_\_\_\_
  - c. Has the School Police Department been notified of the trip? Yes \_\_\_\_\_ No \_\_\_\_\_

**APPROVALS:**  
 Principal or Asst. Principal \_\_\_\_\_ Date: \_\_\_\_\_  
 Board of Trustees\* \_\_\_\_\_ Date: \_\_\_\_\_

\* ONLY TRIPS INVOLVING SITES NOT ON APPROVED LIST MUST BE PROCESSED THROUGH THE PALISADES CHARTER HIGH SCHOOL BOARD OF TRUSTEES.

**Palisades Charter High School**

**REQUEST FOR APPROVAL OF SCHOOL-ORGANIZED TRIP FOR STUDENTS**

Check the appropriate box:  Field Trip  School Journey  Curricular Trip  Athletic Trip  
 Curricular Buss Tour  OTHER (Describe) Choir Tour

Name of Employee \_\_\_\_\_ Certified   
 School: **Palisades Charter High School** Supervising trip Joshua Elson Non-Cert. \_\_\_\_\_  
 Telephone Number (310) 230-6623 Grade levels (Circle) 9  10  11  12 OTHER \_\_\_\_\_

1. Destination San Francisco Are admission fees charged? Yes \_\_\_\_\_ No   
 2. Dates of Trips May 14th-17th 3. Number of Students 55 Number of adults 3-4  
 4. Name and employee number of employee who will go on trip: Joshua Elson

5. Substitute required? Yes  No \_\_\_\_\_ How Many? \_\_\_\_\_ Source of funds TBA

6. Time schedule required by school: Leave School 8:30am 5-14-17 Arrive destination \_\_\_\_\_  
 Leave destination \_\_\_\_\_ Return school 10:00pm 5-17-17

7. Duration of trip: Less than one day \_\_\_\_\_ One day \_\_\_\_\_ Overnight  (if overnight, how many days?) 4

8. Method of transportation: School bus (indicate number required) \_\_\_\_\_ Walking \_\_\_\_\_ Automobile \_\_\_\_\_  
 Public Carrier: airplane \_\_\_\_\_ boat \_\_\_\_\_ bus  train \_\_\_\_\_ other \_\_\_\_\_ (explain) \_\_\_\_\_

9. Brief description of educational benefit to be derived from this activity. Please state specifically as an instructional objective (not required for athletic trips of Youth Services Activities) The students will perform at various venues throughout the bay area, as well as a nationally recognized conference for abused or neglected children.

10. Source of funds for trip STUDENT FUNDRAISING, STUDENT DONATIONS, BOOSTER CLUB

NOTE: It is illegal to charge students or parents for participation in any activity for which ADA will be taken.

11. Have the locations of the nearest emergency facilities been obtained? Yes  No \_\_\_\_\_

12. Have forms for parent's or guardian's permission been obtained? Yes \_\_\_\_\_ No \_\_\_\_\_

13. If hiking or camping activity:  
 a. Have the ranger, sheriff, police or other emergency personnel been notified of intent to be in the area?  
 Yes \_\_\_\_\_ No \_\_\_\_\_  
 b. Has the area been checked for potential hazards? Yes  No \_\_\_\_\_  
 c. Has the School Police Department been notified of the trip? Yes  No \_\_\_\_\_

**APPROVALS:**  
 Principal or Asst. Principal Ram Mafie Date: 3/2/2017  
 Board of Trustees\* \_\_\_\_\_ Date: \_\_\_\_\_

\* ONLY TRIPS INVOLVING SITES NOT ON APPROVED LIST MUST BE PROCESSED THROUGH THE PALISADES CHARTER HIGH SCHOOL BOARD OF TRUSTEES.