



Palisades Charter High School

Board Meeting

Date and Time

Monday June 19, 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

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
Deanna Hamilton	Robert Rene

Student Liaison: Ben Makhani

PCHS Management:

Dr. Pamela Magee, Executive Director / Principal
Gregory 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.

D. Approve Minutes

June 6, 2017 Regular Meeting

Approve minutes for Board Meeting on June 6, 2017

E. Approve Minutes

Approve minutes for Special Board Meeting on June 17, 2017

II. Organizational Reports

- A. Student Report
- B. Executive Director / Principal (EDP) Report

III. Board Committees (Stakeholder Board Level Committees)

- A. Post-Retirement Healthcare Benefits Committee Report

IV. Board Committees (Board Members Only)

V. Academic Excellence

Academic Excellence

- A. Approval of Local Control Accountability Plan (LCAP)
- B. Update on School Safety Procedures

VI. Governance

Governance

- A. Brief Recap of Board Legal and Governance Training
- B. Contract for Director of Operations Position
- C. Upper Level Management Contracts

Titles: Director of Student Support Services; Director of Student Activities, Athletics, Discipline, and Security; Director of Student Achievement; Director of Human Resources; Chief Business Officer

- D. Special Education Local Plan Area (SELPA) Options

VII. Facilities / Operations

- A. Track & Football Field Repair/Resurfacing Contract
- B. Student Transportation Contract
Including discussion regarding subsidies and scholarships
- C. Janitorial Services Contract
- D. Security Services Contract

VIII. Finance

Finance

- A. Updated Schoolwide Fundraising Policies and Procedures Approval
- B. PCHS Track & Field Repair Loan Approval
- C. Director of Development Position - Conversion from Temporary to Mid-Management Position
- D. Consolidated Application 2017-2018 (CONAPP)
Approval Authorizing EDP to Submit
- E. 2017-2018 PCHS Annual Budget Recommendations & Budget Approval
Greg Wood, Arleta Ilyas, Minh Ha Ngo, Olivia Castro, Rick Steil

IX. Executive Director/Principal (EDP) Support and Evaluation

- A. Executive Director / Principal Contract

X. Consent Agenda

- A. Approval of reimbursements for Executive Director / Principal
- B. Approval of Field Trips

XI. New Business / Announcements

- A. Announcements / New Business
- Date of Next Regular Board Meeting is July 18
- B. Board Chair to announce items for closed session, if any.

XII. Closed Session

- A. Public Employee Evaluation (Govt. Code 54957)
Titles: Executive Director/Principal; Director of Student Support Services; Director of Student Activities, Athletics, Discipline, and Security; Director of Student Achievement; Director of Admissions, Attendance, and Alternative Programs; Director of Human Resources; Director of Academic Planning and Guidance Services; Director of Operations; Chief Business Officer
- B. Conference w/Legal Counsel: Anticipated Litigation
(Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9)

- C.** Public Employee Discipline/Dismissal/Release
(Govt. Code Section 54957)

XIII. Open Session

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

XIV. 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 June 6, 2017

APPROVED



Palisades Charter High School

Minutes

Board Meeting

Date and Time

Tuesday June 6, 2017 at 5:00 PM

Location

Gilbert Hall, Palisades Charter High School, 15777 Bowdoin St., Pacific Palisades, CA 90272

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Trustees Present

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

Trustees Absent

None

Trustees who arrived after the meeting opened

Robert Rene

Ex Officio Members Present

Dr. Pam Magee, Greg Wood

Non Voting Members Present

Dr. Pam Magee, Greg Wood

Guests Present

Shelby Ladnier

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 Jun 6, 2017 at 5:23 PM.

B. Record Attendance and Guests

C. Public Comment

No public comments.

D. Approve Minutes

Leslie Woolley made a motion to approve minutes from the Board Meeting on 05-16-17 Board Meeting on 05-16-17.

Deanna Hamilton seconded the motion.

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

Roll Call

Deanna Hamilton Aye

Leslie Woolley Aye

Dara Williams Aye

Rocky Montz Aye

Roll Call

Emilie Larew Aye

Susan Ackerman Aye

Andrew Paris Aye

Emily Hirsch Aye

II. Organizational Reports

A. Student Report

Prom was May 20th and Senior Picnic was last Friday.

Homecoming October 29th next year.

B. Parent Report

Nothing to report.

C. Classified Staff Report

Andy Paris reported that classified employees are interested in getting their paychecks on the first of the month.

He also raised an issue regarding the fact that wheelchair bound students have to go travel onto the roadway to get to a wheelchair accessible dip in order to get onto campus when accessing the campus from Temescal and Bowdoin. He would like the school to consider adding a wheelchair accessible dip at Bowdin and Temescal that does not require going onto the roadway. Rocky Montz mentioned that this is included in the Garden Gateway design.

D. Faculty Report

Coming into the home stretch with graduation on Thursday.

Faculty is happy to be coming into the end of Finals.

We are looking forward to summer break and a new year.

E. Human Resources Director (HR) Report

Report stands as submitted.

Amy Nguyen added that there will be a faculty and staff vote on whether to switch from Delta Dental to Cigna Dental and that Pali is doing well on hiring new faculty.

F. Director of Operations Report

Stands as submitted.

G. Director of Development Report

Stands as submitted.

H.

Chief Business Officer (CBO) Report

Budget Committee is working on the budget. Working on the fixed items (not variable expenditures).

The schedule included in the report shows that out of the \$32 million budget that we have approximately \$3 million variable expenses (so \$29 million fixed).

I. Executive Director / Principal (EDP) Report

Stands as submitted.

Pam Magee added the following:

The administration, faculty, and staff are Excited about graduation on Thursday at Stadium by the Sea at 5:30.

The graduation program is included in the materials.

All the Board Members have received a magazine, "Disrupting Inequity," that has been distributed to all staff as summer reading as part of our school initiative to reinforce cultural diversity. This is an area that the school has brought focus to and will continue to emphasize.

III. Board Committees (Stakeholder Board Level Committees)

A. Budget and Finance Committee Report

Greg Wood presented.

Approval of budget is not on here because more time is necessary to work out a balanced budget. The vote has been postponed to our second June meeting. Last week there were two full day meetings were all budget items were discussed. There is still a \$223,000 shortfall that needs to be worked out. The Budget & Finance Committee also met today in an effort to balance the budget. There were a number of contracts that the Budget & Finance Committee were presented and the recommendation from the Committee is to enter into those contracts. LCAP items were considered by the Budget & Finance Committee. The budget will be presented at next meeting.

B. Academic Accountability Committee Report

Nothing to report.

C. Charter Committee Report

The minutes of the Charter Committee memorialize and reflect the places where the changes need to be made.

Some discussions were had with respect to the possibility of having some board members appointed especially in light of the fact that when only one person runs that person is essentially appointed.

We need to make sure all the areas discussed in meetings are incorporated into the language of the charter.

Deanna Hamilton will take over as the Chair for the Charter Committee.

D. Election Committee Report

Election Committee has not met.

New member Camille Schoenberg is present at tonight's meeting as a member of the audience and was introduced to the Board.

E. Post-Retirement Healthcare Benefits Committee Report

June 7th meeting is scheduled. Updates from that meeting will be presented at the next Board meeting.

IV. Board Committees (Board Members Only)

A. Audit Committee

The audit has not yet been conducted but is scheduled for the near future. There is nothing to report at this time.

B. Grade Appeal Committee

Nothing to report.

C. Survey Committee

Nothing to report.

V. Governance

A. Potential Change of June 20, 2017 Board Meeting Date to June 19, 2017

Leslie Woolley made a motion to move the June 20th Board Meeting to June 19th.

Andrew Paris seconded the motion.

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

Roll Call

Emily Hirsch Aye

Leslie Woolley Aye

Susan Ackerman Aye

Emilie Larew Aye

Deanna Hamilton Aye

Dara Williams Aye

Rocky Montz Aye

Andrew Paris Aye

Emilie Larew requested that we take a vote on moving the June 20th meeting to June 19th so as to have more non-interested board members in attendance.

B. Resolution: PCHS Employee Training Regarding Child Abuse Reporting Obligations

Presented by Amy Nguyen. An audit found that a few of the employees had not completed their training on child abuse reporting obligations. Employees were notified of the training including follow up emails. Some staff did not complete it within the first six weeks of school, although it was completed shortly after. The resolution is that it be mandated that it be done within the first six weeks of school and if it is not then the person will have to sit out of class to complete it. It is always sent out prior to the start of school for any staff that want to work on it prior to the start of school. Monday the 14th is the first day back for faculty and staff.

Leslie Woolley made a motion to approve the resolution regarding employee training on child abuse reporting obligations.

Andrew Paris seconded the motion.

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

Roll Call

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

VI. Academic Excellence

A. Progress Update on Schoolwide Goal #2

Goal # 2 PCHS will continue to ensure the curriculum is aligned between grades, especially an alignment with math courses. There were PLC pullouts in order to closely examine the curriculum as well as the curriculum from ahead and behind to make sure there are no gaps. Teachers and PLC's have been provided with mini grants to provide funding necessary to promote this goal. The administration has a perspective regarding the alignment over the last 6 months and we now have a structure and guidelines to be aligned with LCAP criteria. PLCs can apply for mini-grants over the summer to continue this work.

The grading policies and procedures survey had 100% participation. The results of that survey were presented to the faculty and staff to try to resolve any outliers. Then the policy was presented last month to the board for approval.

LCAP measurements will be presented at the next meeting.

The administration is hopeful that the survey information will give us some meaningful feedback so that we know where we are headed with our goals for next year. Pali is working with Paul Revere to align their curriculum with Pali's as well. A meeting is planned for June 12th. The goal is to see where we want students to end up at graduation and work back from there.

World Languages coach will be helping with the world languages curriculum and will implement a new curriculum.

Maggie Nance will serve as the coach.

Ongoing student feedback, surveys, and more has helped us finalize our new structure and help to continue shaping our practices.

Math - we have a meeting on June 12th with Paul Revere to create pair relationships in place.

World Languages - we are working with Maggie and she will be helping coach Languages department.

B. Non-School Sponsored Field Trip Policies & Procedures

Last month did not have the policy in the packet. It is now in the packet so that if there was any feedback it could be discussed prior to the vote. So it is now on the agenda.

Susan Ackerman made a motion to approve the non-school sponsored field trip policies and procedures.

Deanna Hamilton seconded the motion.

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

Roll Call

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

C. Youth Suicide Prevention Policy

This policy was in last months agenda packet. Not only are we mandated to do this by the state but we want to do everything possible to protect our students. We want to ensure that our students have a safety net. The proposed policy covers all of the state mandates.

Susan Ackerman asked if we would be doing anything with parent training.

Pam Magee indicated we will be along with counseling.

Susan Ackerman made a motion to approve the Youth Suicide Prevention Policy.

Rocky Montz seconded the motion.

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

D. Local Control Accountability Plan (LCAP) & LCAP Survey Updates

Discussed in various meetings with stakeholders and then distributed a survey to the parents and students. There were more than got 350 responses.

This input will be incorporated into the LCAP discussion.

Focus on high needs students and students/parents affected by this were included.

VII. Facilities / Operations

A. Student Transportation Contract

Tumbleweed is not willing to provide service anymore and has pulled out of negotiations with us. So we have contacted other vendors. Of these other vendors only one is willing to work with us. They are more expensive than what we currently have. Either Pali or the students/parents will have to bear the increase. Right now family contributions are \$125 per month. Assuming that we have the same needs for buses next year and have the same general percentages of free and reduced lunch next year, the cost would rise to \$185 per student for next year assuming the same contribution from last year. But it would be a \$210,000 increase in our contribution if the student/parent contribution were \$150. Paul Revere private buses are approximately \$180 per month. That is to give us an idea for the local market for this. The question comes down to how to we adjust this as far as who bears the cost. All students are subsidized \$15. Free lunch are 100% scholarship and reduced get a partial scholarship This assumes approximately the same rough numbers who would qualify for scholarships under free or reduced lunch but there would no longer be a subsidy for students who do not qualify. We will know from Paul Revere the approximate number of incoming students from there who are currently on free and reduced lunch and we would get those numbers around July 1st. Leslie Woolley spoke about a Waze carpool. We have to be worried about endorsing any of these programs and while they may be an option in the long run but we would want to look at these more closely before we adopted anything like this. Dara Williams pointed out that some parents can afford this and that while it is nice to subsidize these parents the money is coming from another part of the budget and we don't want to lose out on something else. For instance the availability of technology to students who don't have it should not suffer. Deanna Hamilton brought up that there may be some families who do need a subsidy even if they are not on free or reduced lunch. Robert Rene asked a question about the increase, which is about \$500,000. He would want to consider the possibility of giving scholarships to students who may need it, especially the kids who are already here.

Deanna Hamilton inquired if in our multi-year budget we project that transportation costs will increase by a certain percentage. Greg Wood responded that we did in the past but now our current transportation company has pulled out so the increase is higher than anticipated. We have called over a dozen companies but only this one vendor is willing to bid. We also have calls into LAUSD to see if they are interested in being our vendor. We have also inquired as to whether we can approach outside vendors, not approved by LAUSD, but we have not gotten an answer yet. This may be moot because from Don Parcell's research so far those vendors are even more expensive. Essentially the Budget & Finance Committee has already recommended that there no longer be any subsidies to other riders. Currently there is no criteria for any other riders to get scholarships and the

question is do we want to develop that. Right now registration has not been turned on because we can't say what the cost is. Susan Ackerman surmised that there are not many families who have had to opt out of going to Pali because they cannot afford transportation. Deanna Hamilton asked what happens if too many parents opt out. Don Parcell did indicate that if we don't have a similar volume of ridership and there are substantially less buses then the cost may change (and likely increase).

Free and reduced lunch applications are based upon the income that the parents certify is their income. Robert Rene indicated that we should not give any scholarship applications unless the family submits an application specifically for transportation instead of basing it on free and reduced lunch applications. The only transportation that is required is for special education students, not for anyone else. This budget also includes transportation for athletics. We are not legally obligated to pay for after school buses for athletics and other elective field trips but we do. It's about \$85,000 for those trips. Emilie Larew pointed out that under the current time constraints that sticking with the free and reduced lunch as the criteria is the most realistic. Robert Rene brought up is that if we don't have any other options then we should not have a debate. Dara Williams brought up that we find ourselves in a somewhat of an emergency situation so we should probably stick with free and reduced lunch as the standard. Leslie Woolley suggested putting a box on the on-line sign-up form for parents to donate to a transportation scholarship fund.

[Robert Rene arrived at 6:11 p.m.]

Robert Rene arrived.

B. Track & Football Field Repair/Resurfacing Contract

Continuing to try to get approval from LAUSD so that the project can be done this summer. Also seeking bids from vendors for the project.

Hoping to be able to present more information by June 19th.

Leslie Woolley asked if we already had bids. Don responded that we had to have a formal bidding process per LAUSD rules and that we have opened up that process.

C. Janitorial Services Contract

Our current contract is up. We have a potential new vendor. July 1st minimum wage will increase so cost of services will increase. Hope to have the contract ready for approval by next meeting.

D. Security Services Contract

Security contract is also expiring. Finalizing a proposed new contract, which will be presented at the June 19th board meeting for a vote.

E. Cafeteria Food Service Contract

Chartwell is a potential vendor. Sodexo has been our vendor for 14 years and is now leaving.

Three companies came to bid on cafeteria contract. Three toured the campus and two had tastings. Staff and students attended the tastings. There was an RFP ranking for both Chartwell and Fresh Start. Chartwell scored a 95 and Fresh Start scored a 90. We have a need to have a faster delivery of the food as well as trying to improve the food as we want to increase participation. Food cost is \$3.60 per lunch and \$3.60 for every two breakfasts.

We have one employee who is the auditor of the program as the rest of the employees are Chartwell's.

We have asked for a biometric device to avoid problems with students forgetting their pin numbers and people double using pin numbers. Once the Board does approve the contract it is still subject to CDE validation of what we approved. We need to give approval to the EDP to sign it after approval by the CDE.

Robert Rene asked about participation and making sure that we have feedback so that we continue trying to get increased participation. Chartwell will have students give feedback so that their menus can be modified to ensure customer satisfaction. The Chartwell representative indicated that they have been trying to get our business and they are committed to improving things here, which is a win for them as well based upon profitability.

From Greg Wood's due diligence, other schools seem to be happy with Chartwell.

Susan Ackerman inquired about the healthfulness of the menu. The National School lunch program dictates what they are able to serve with regard to nutrition. The goal is to have food that is easy to grab and that there are no long waits for it. Emilie Larew went to the tasting and thought that the food was great and there were many good healthy foods that could be accessed quickly.

Leslie Woolley made a motion to approve the cafeteria food service contract subject to CDE Evaluation and to give authorization for Pam Magee to sign the contract following CDE approval.

Robert Rene seconded the motion.

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

Roll Call

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

VIII. Finance

A.

PCHS Track & Field Repair Loan Approval

We have an expression of interest from Cathay Bank in providing a loan (an \$850K loan @ 4 1/2%) based upon projected project cost of the track and field. The loan documents would take 2 to 3 weeks to process. We would need to pay \$1000 to lock in the expression of interest. The lag time for the loan documents would likely not affect the start date for the project. The wild card in all of this is LAUSD approval. There is seed money in the amount of \$250,000 so we could start. Don Parcell believes that we will have a proposed contract for the track and field by the next meeting. But if we don't have everything in place by June 19th then we would want to have a special meeting in order to finalize approval for all of these things. We would need to have everything in place by mid-July in order to start it this summer.

Rocky Montz inquired as to what the annual cost for the \$850,000 loan. We will be looking to the income from the Civic Center Permit to pay for this loan.

B. Updated Schoolwide Fundraising Policies and Procedures Approval

Tabled for next meeting

C. 2017-2018 Insurance Policy Approval

Charter Safe Insurance Policy. We are adding volunteer accident insurance and pollution insurance, both of which are recommended. One thing we have done to save us money is that in February or March is that we put them on notice of opting out and this enabled our broker A.J. Gallagher to put out our policy for bid, which at least piecemeal was \$35,000 less than our first proposal from Charter Safe and Charter Safe price matched this. Susan Ackerman asked about the terrorism insurance, which is included.

Robert Rene made a motion to approve the Charter Safe contract.

Rocky Montz seconded the motion.

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

Roll Call

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

D. College Readiness Block Grant Approval

We have a grant for this and the funds need to be budgeted. Items totalling \$130k+ are the items that are most aligned with this one time grant and would provide the most to our students. The Budget & Finance Committee looked at these requests, in addition to some others, and these were the items thought to best fit the grant goals.

Leslie Woolley made a motion to approve the college readiness block grant.

Susan Ackerman seconded the motion.

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

Roll Call

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

E. Approval of Capital Item Modifications for 2016-2017 Budget

Employee Board Members Emilie Larew, Rocky Montz, Andrew Paris, and Susan Ackerman recused themselves and were absent during this discussion and vote.

Budget for 2016 to 2017 it shows a surplus for capital expenditures.

When looking at some of the items for 2017 to 2018 there were questions as to whether there are projects that we can accomplish in a short time using the surplus from this year.

There is a \$100,000 security camera project that we can do and charge that to this year's books. There is also a generator that we can purchase so that we can assure that there are no power outage issues.

Robert Rene made a motion to approve the capital expenditures for the security cameras and generator.

Deanna Hamilton seconded the motion.

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

Roll Call

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

F. PESPU MOU Approval

Met with PESPU on May 16th. Classified staff clock in. There is a 10 minute grace period. Times can be adjusted for things like forgetting to clock in or out. Reasons for leaving early can be recorded. Overtime is also recorded. Same day changes can be

accommodated. This is all to clarify with PESPU how the system works. There should be no financial impact for the organization.

Robert Rene made a motion to approve the PESPU MOU.

Deanna Hamilton seconded the motion.

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

Roll Call

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

G. 2017-2018 Instructional Materials (IMA) & Textbook Budget

Employee Board Members Emilie Larew, Rocky Montz, Andrew Paris, and Susan Ackerman recused themselves and were absent during this discussion and vote.

Budget & Finance Committee would like us to lock in the textbook budget before the end of the school year such that faculty know what their budget is for the next school year in case they need to be ordered over the summer. There was a question about a particular textbook not being on there but that teacher did not receive CTE accreditation so we are not ordering that textbook.

Budget for textbooks is \$186,578.

Looked at averages over the past 4 years and came up with budget for IMA in the amount of \$227,611.25.

Robert Rene made a motion to approve the textbook budget in the amount of \$186,578 and the IMA budget in the amount of \$227,611.25.

Deanna Hamilton seconded the motion.

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

Roll Call

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

H.

Contract for Operations Consultant (Interim Dir. of Operations) - Extend Service to June 30, 2017

Extension of contract to June 30th for the Operations Consultant.

Emily Hirsch made a motion to Extend the contract for the Operations Manager Consultant to June 30, 2017.

Robert Rene seconded the motion.

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

Roll Call

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

I. Director of Development Position - Conversion from Temporary to Mid-Management Position

Employee Board Members Emilie Larew, Rocky Montz, Andrew Paris, and Susan Ackerman recused themselves and were absent during this discussion.

Fundraising has been coordinated and successful. Robert Rene suggested setting targeted performance for this position.

This year 75% of the current salary for this position is funded by the Ed Fund. For next year there has not been a discussion as to how much of this position would be funded by Ed Fund. We need to determine whether the total salary will be funded by the general budget or whether there will be a contribution from Ed Fund. Overtime we will have to determine the total cost of this position and the amount of funds the position generates.

Obviously we are not going to base the cost benefit analysis on one year only.

So this will be table until the next meeting until we determine how much, if any, will be funded by the Ed Fund.

J. Adjustment of Salary Scale for Technology Supervisor/Coordinator Position

Employee Board Members Emilie Larew, Rocky Montz, Andrew Paris, and Susan Ackerman recused themselves and were absent during this discussion.

In the materials are comparable salaries for similar positions some of which is from Salary.com.

Robert Rene brought up that we should not be deciding these increases without knowing whether they are being considered as part of the budget. Robert Rene is also concerned about the process of this. It is not related to the person or the performance. It is simply voting on something that is not funded and the scale is then set in stone for the next eight years. We don't want to create an expectation that there is an increase when we may

have a budgetary challenge in the future. Board members expressed their concerns over the fairly large salary increases over the next 8 years without knowing if we will have the budget to do this.

Dara Williams asked that this be tabled until we have put these figures in the budget as opposed to the current figures, which the current budget is based upon. Discussed that we need to look at these salaries as part of our budget over the course of time and realistically whether we can sustain these raises along with increases to benefits.

Amy Nguyen was asked to bring back a salary scale with 3 years as opposed to 8 years and with the higher salary figures as part of the budget for next year, which hopefully will be balanced.

K. Adjustment of Salary Scale for Operations Liaison Position

Employee Board Members Emilie Larew, Rocky Montz, Andrew Paris, and Susan Ackerman recused themselves and were absent during this discussion and vote.

Based upon increased job duties and comparable jobs at other schools we are recommending a salary adjustment of 5%.

The Overview of Compensation and Evaluation and Comparisons packet is presented with the board meeting materials.

The salary scale with steps is included in the materials.

So we would be voting on the entire table with respect only to the Operations Liaison. (The rest of the numbers are identical on each table, so only the Operations Liaison is affected.)

Deanna Hamilton made a motion to approve the adjustment to the salary scale to the Operations Liaison position as approved by Human Resources.

Emily Hirsch seconded the motion.

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

Roll Call

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

L. Adjustment of Salary Scale for Director of Human Resources Position

Tabled until next meeting.

IX. Executive Director/Principal (EDP) Support and Evaluation

A. Evaluation Committee Update

Nothing to report.

X. Consent Agenda

A. Approval of reimbursements for Executive Director / Principal

Nothing on consent agenda.

B. Approval of Field Trips

XI. New Business / Announcements

A. Announcements / New Business

Next board meeting is June 19th.

Board Training is on June 17th at St. Matthew's.

Robert Rene brought up the long restroom lines being a problem during the breaks.

Rocky Montz discussed that we consistently bring up that we want more capital expenditures on restrooms.

The students make a mess of them during breaks so the upstairs bathrooms are closed because there are issues with constantly cleaning them.

Pam Magee brought up that there materials in the packet relating to the early release in the semester as a result of the water main break and the procedures for what Pali does in the event of these types of situations in the future.

Still want to do a board pass the baton social event. We need an idea of when people are in town and available. Sometime in July seems reasonable to most people. Mid-July seems best. Susan Ackerman volunteered her home.

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

Closed session item was tabled.

XII. Open Session

A. Return to Open Session

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

The closed session item was tabled.

XIII. 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 9:18 PM.

Respectfully Submitted,
Leslie Woolley

Coversheet

Approve Minutes

Section: I. Opening Items
Item: E. Approve Minutes
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Special Board Meeting on June 17, 2017

APPROVED



Palisades Charter High School

Minutes

Special Board Meeting

Date and Time

Saturday June 17, 2017 at 9:00 AM

Location

St. Matthew's School/Church; 1031 Bienvenida Ave., 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

Emilie Larew

Trustees Absent

None

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 Saturday Jun 17, 2017 at 9:15 AM.

B. Record Attendance and Guests

Present: Emilie Larew, Leslie Woolley, Deanna Hamilton, Emily Hirsch, Rocky Montz, Andrew Paris, Ellen Pfahler

Absent: Dara Williams, Susan Ackerman, Robert Rene

Note: Ellen Pfahler left meeting at 10am

Taking Office on July 1:

Newly Elected Members Present: Shawn McClellan, Mystic Thompson, Camille Schoenberg

Newly Elected Members Absent: David Carini

C. Public Comment

None

II. New Business / Announcements

A. Announcements / New Business

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

Items on the agenda were announced.

III. Closed Session

A. Conference with Legal Counsel: Existing Litigation

Board went into closed Session at 9:17am.

IV. Open Session

A. Return to Open Session

Board returned to open session at 9:55am.

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

No action was taken.

V. Governance

A. Board Governance Training

Lisa Corr of Young, Minney & Corr reviewed guidelines and requirements of the Brown Act, complying with conflict of interest laws, fiduciary duties, agenda requests from Board members, and best practices for governing.

B. Form 700 for Trustees Taking Office

New members were given Form 700 to complete for taking office.

C. Updates Regarding the Upcoming Year

Board meeting calendar was reviewed.

VI. 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 12:28 PM.

Respectfully Submitted,
Emilie Larew

Coversheet

Approval of Local Control Accountability Plan (LCAP)

Section: V. Academic Excellence
Item: A. Approval of Local Control Accountability Plan (LCAP)
Purpose: Vote
Submitted by:
Related Material: V_A_Acad Excellence_LCAP_06_16_17.pdf

LCAP Year 2017-18 2018-19 2019-20

Local Control Accountability Plan and Annual Update (LCAP) Template

[Addendum](#): General instructions & regulatory requirements.

[Appendix A](#): Priorities 5 and 6 Rate Calculations

[Appendix B](#): Guiding Questions: Use as prompts (not limits)

[LCFF Evaluation Rubrics](#): Essential data to support completion of this LCAP. Please analyze the LEA's full data set; specific links to the rubrics are also provided within the template.

LEA Name

Palisades Charter High

Contact Name and Title

Greg Wood
Chief Business Officer

Email and Phone

gwood@palihigh.org
(310) 230-6650

2017-20 Plan Summary

THE STORY

Briefly describe the students and community and how the LEA serves them.

LCAP HIGHLIGHTS

Identify and briefly summarize the key features of this year's LCAP.

REVIEW OF PERFORMANCE

Based on a review of performance on the state indicators and local performance indicators included in the LCFF Evaluation Rubrics, progress toward LCAP goals, local self-assessment tools, stakeholder input, or other information, what progress is the LEA most proud of and how does the LEA plan to maintain or build upon that success? This may include identifying any specific examples of how past increases or improvements in services for low-income students, English learners, and foster youth have led to improved performance for these students.

GREATEST PROGRESS

Referring to the LCFF Evaluation Rubrics, identify any state indicator or local performance indicator for which overall performance was in the "Red" or "Orange" performance category or where the LEA received a "Not Met" or "Not Met for Two or More Years" rating. Additionally, identify any areas that the LEA has determined need significant improvement based on review of local performance indicators or other local indicators. What steps is the LEA planning to take to address these areas with the greatest need for improvement?

GREATEST NEEDS

Referring to the LCFF Evaluation Rubrics, identify any state indicator for which performance for any student group was two or more performance levels below the "all student" performance. What steps is the LEA planning to take to address these performance gaps?

PERFORMANCE GAPS

INCREASED OR IMPROVED SERVICES

If not previously addressed, identify the two to three most significant ways that the LEA will increase or improve services for low-income students, English learners, and foster youth.

BUDGET SUMMARY

Complete the table below. LEAs may include additional information or more detail, including graphics.

DESCRIPTION

AMOUNT

Total General Fund Budget Expenditures for LCAP Year

\$32,420,549

Total Funds Budgeted for Planned Actions/Services to Meet the Goals in the LCAP for LCAP Year

\$32,420,549

The LCAP is intended to be a comprehensive planning tool but may not describe all General Fund Budget Expenditures. Briefly describe any of the General Fund Budget Expenditures specified above for the LCAP year not included in the LCAP.

General fund budget expenditures not included in LCAP plan are expenses such as classified office staff, tech staff, administrative salaries -- all groups who help implement plans listed in the LCAP.

\$26,289,413

Total Projected LCFF Revenues for LCAP Year

Annual Update LCAP Year Reviewed: 2016-17

Complete a copy of the following table for each of the LEA's goals from the prior year LCAP. Duplicate the table as needed.

<h2 style="margin: 0;">Goal 1</h2>	#1- Teachers required to hold a credential will hold a valid CA teaching credential as defined by the CA Commission on Teaching Credentialing and be appropriately qualified in the content area taught.
------------------------------------	--

State and/or Local Priorities Addressed by this goal:

STATE	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5	<input type="checkbox"/> 6	<input type="checkbox"/> 7	<input type="checkbox"/> 8	
COE	<input type="checkbox"/> 9	<input type="checkbox"/> 10							
LOCAL									

ANNUAL MEASURABLE OUTCOMES

EXPECTED

ACTUAL

Addition of 5 CTE credentialed teachers to create a Career Tech Ed pathway for students.	All faculty members currently hold English Learners Authorization as appropriate for their individual class and credential. Will expand this program to include elective and other credential classes.
--	--

ACTIONS / SERVICES

Duplicate the Actions/Services from the prior year LCAP and complete a copy of the following table for each. Duplicate the table as needed.

Actions/Services	PLANNED English Learners: All teachers of EL students will be certified in SDAIE and ELD instructional strategies	ACTUAL All faculty members have certified English Learner Authorization as required per their individual credential. Currently increasing ELA to include elective classes and credentials associated with elective classes.
Expenditures	BUDGETED Salaries and conferences - 5000-5999 Services and Other Operating Expenses - LCFF S & C: \$15,636 (repeated expenditure)	ESTIMATED ACTUAL Salaries and conferences - 5000-5999 Services and Other Operating Expenses - LCFF S & C: \$19,393 (repeated expenditure)
Actions/Services	PLANNED Staffing of instructional program Review of all teacher credentials and master schedule	ACTUAL Reviewed staffing of instructional program as well as teacher credentials and master schedule. PCHS continued to increase the number of faculty members with CTE credentials from the current five faculty members to ten faculty members and expanded the CTE pathways and programs
Expenditures	BUDGETED Teacher Salaries - 1000-1999 Certificated Salaries - LCFF Base: \$10,302,020 (repeated expenditure) Teacher benefits - 3000-3999 Employee Benefits - LCFF Base: \$3,434,007 (repeated expenditure)	ESTIMATED ACTUAL Teacher Salaries - 1000-1999 Certificated Salaries - LCFF Base: \$13,177,610 (repeated expenditure) Teacher benefits - 3000-3999 Employee Benefits - LCFF Base: \$4,648,853 (repeated expenditure)

ANALYSIS

Complete a copy of the following table for each of the LEA's goals from the prior year LCAP. Duplicate the table as needed.

Use actual annual measurable outcome data, including performance data from the LCFF Evaluation Rubrics, as applicable.

Describe the overall implementation of the actions/services to achieve the articulated goal.

During the 2016/2017 PCHS increased the number of faculty members with CTE credentials from the current five faculty members to ten faculty members and expanded the CTE pathways and programs.

Describe the overall articulated effectiveness of the actions/services to achieve the goal as measured by the LEA.

We were effective in reaching our goal of 100% credentialed teachers by hiring and training credentialed teachers.

Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures.

of faculty members with CTE credentials from the current five faculty members to ten faculty members and expanded the CTE pathways and programs

Describe any changes made to this goal, expected outcomes, metrics, or actions and services to achieve this goal as a result of this analysis and analysis of the LCFF Evaluation Rubrics, as applicable. Identify where those changes can be found in the LCAP.

Reviewed teacher credentials and scheduling on the master schedule. PCHS continued to increase the number of faculty members with CTE credentials from the current five faculty members to ten faculty members and expanded the CTE pathways and programs

Goal 2

State and/or Local Priorities Addressed by this goal:

STATE 1 2 3 4 5 6 7 8
COE 9 10
LOCAL

ANNUAL MEASURABLE OUTCOMES

EXPECTED

ACTUAL

Increase student access to technology by adding additional devices for classrooms by 20% per year over the next 3 years.

Purchased directly and via fundraising chromebook devices and carts for classrooms.

Duplicate the Actions/Services from the prior year LCAP and complete a copy of the following table for each. Duplicate the table as needed.

Actions/Services	<p>PLANNED</p> <p>Instructional & Supplemental materials aligned to the Common Core State Standards. Update Instructional & Supplemental Materials.</p>	<p>ACTUAL</p> <p>Leased chromebooks and purchased chromebook carts to build to a 1:1 goal on campus. We have at least 2 grade levels of devices, reaching our 20% goal.</p>
Expenditures	<p>BUDGETED</p> <p>textbooks - 4000-4999 Books and Supplies - LCFF Base: \$258,088 chromebooks - 6000-6999 Capital Outlay - LCFF S & C: \$120,000 chromebooks - 6000-6999 Capital Outlay - LCFF Base: \$280,000 chromebook lease payment - 5000-5999 Services and Other Operating Expenses - LCFF Base: \$13,249</p>	<p>ESTIMATED ACTUAL</p> <p>textbooks - 4000-4999 Books and Supplies - LCFF Base: \$224,263 (repeated expenditure) Tech Equity Campaign Chromebooks - 6000-6999 Capital Outlay - Other Local Revenues: \$72,884 (repeated expenditure) Chromebook lease payment - 5000-5999 Services and Other Operating Expenses - LCFF S & C: \$59,739 (repeated expenditure) chromebook lease payment - 5000-5999 Services and Other Operating Expenses - LCFF Base: \$134,249 (repeated expenditure)</p>

ANALYSIS

Complete a copy of the following table for each of the LEA's goals from the prior year LCAP. Duplicate the table as needed.

Use actual annual measurable outcome data, including performance data from the LCFF Evaluation Rubrics, as applicable.

Describe the overall implementation of the actions/services to achieve the articulated goal.	Students were provided with standard aligned materials to go with their standard aligned curriculum
Describe the overall articulated effectiveness of the actions/services to achieve the goal as measured by the LEA.	Overall, the goal was effective as materials purchased by the school must align with standards.
Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures.	Chromebooks were leased over a three year period instead of a one time purchase. More digital content was purchased.
Describe any changes made to this goal, expected outcomes, metrics, or actions and services to achieve this goal as a result of this analysis and analysis of the LCFF Evaluation Rubrics, as applicable. Identify where those changes can be found in the LCAP.	Changes made to the goal included the leasing of tech devices along with more digital content used in the classroom.

Goal 3

#3- All school facilities are maintained and in good repair. Daily cleanliness is maintained and items on inspection list are in compliance.

State and/or Local Priorities Addressed by this goal:

STATE 1 2 3 4 5 6 7 8
COE 9 10
LOCAL

ANNUAL MEASURABLE OUTCOMES

EXPECTED

Facilities will be at or above 95% compliance on SARC and Safe Schools inspection checklist.

ACTUAL

SARC overall rating on school facilities is **GOOD** in all categories.

Duplicate the Actions/Services from the prior year LCAP and complete a copy of the following table for each. Duplicate the table as needed.

Actions/Services

<p>PLANNED</p> <p>Supervision and staffing of custodial staff Security staff (additional) Improve quality of air on campus through clean air handlers and maintenance School safety camera/surveillance system Condition of campus and classrooms Student restroom renovations CapEx budget and campus conditions</p> <th data-bbox="1226 110 1932 1502"><p>ACTUAL</p><p>Repairs/Installs:</p><ul style="list-style-type: none">• Upgraded most hand towel dispensers & toilet paper dispensers• All Girls Restrooms had newly installed or upgraded tampon machines• Replaced vast majority of the damaged ceiling and floor tiles• Renovated 3 Heavily Used Restrooms 2nd floor G-Building Bathroom, 1st Floor C-Building Bathroom, Girls Locker Room• Gym Pull-Out Bleachers had significant repairs/replacement to bring up-to-date and safe• Prop 39 LED Light Bulb Replacement Program Continued• Installed Air-Blowing hand dryers<p>Major Cleaning Projects:</p><ul style="list-style-type: none">• Serviced/Cleaned all U-Building A/C Units (only A/C Units on Campus)• Power washed all vents in Air Handler rooms• Maintained 10 custodial staff on site for daily cleaning – Day Shift, Night Shift and Weekends• Yearly strip and wax of all floors on campus• Powerwash outdoor tables/benches and walkways at 4 major breaks: Summer, Thanksgiving, Winter & Spring• Machine clean all Restroom floors twice per year<p>SARC/ADA/Safety/Security Compliance:</p></th>	<p>ACTUAL</p> <p>Repairs/Installs:</p> <ul style="list-style-type: none">• Upgraded most hand towel dispensers & toilet paper dispensers• All Girls Restrooms had newly installed or upgraded tampon machines• Replaced vast majority of the damaged ceiling and floor tiles• Renovated 3 Heavily Used Restrooms 2nd floor G-Building Bathroom, 1st Floor C-Building Bathroom, Girls Locker Room• Gym Pull-Out Bleachers had significant repairs/replacement to bring up-to-date and safe• Prop 39 LED Light Bulb Replacement Program Continued• Installed Air-Blowing hand dryers <p>Major Cleaning Projects:</p> <ul style="list-style-type: none">• Serviced/Cleaned all U-Building A/C Units (only A/C Units on Campus)• Power washed all vents in Air Handler rooms• Maintained 10 custodial staff on site for daily cleaning – Day Shift, Night Shift and Weekends• Yearly strip and wax of all floors on campus• Powerwash outdoor tables/benches and walkways at 4 major breaks: Summer, Thanksgiving, Winter & Spring• Machine clean all Restroom floors twice per year <p>SARC/ADA/Safety/Security Compliance:</p>
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Purchased/Acquired from LAUSD:

- Handicap wheel chair scissor-lift
- Emergency evacuation chairs
- Wheelchair ramps to get into Gilbert Hall
- Vast Majority of Summer 2016 SARC report deficiencies resolved – Remainder expected to be by this summer’s inspection
- Fire Remediation of bush on parking lot hills
- Trip Hazard Remediation Ongoing and Planned for this summer as well
- Additional security cameras added

BUDGETED

custodial salary - 2000-2999 Classified Salaries - LCFF Base: \$61,275
 custodial services - 5000-5999 Services and Other Operating Expenses - LCFF Base: \$307,000
 clean air handlers - 5000-5999 Services and Other Operating Expenses - LCFF Base: \$20,000
 classroom repair - 5000-5999 Services and Other Operating Expenses - LCFF Base: \$154,000
 classroom renovations - 6000-6999 Capital Outlay - LCFF Base: \$348,676
 security services - 5000-5999 Services and Other Operating Expenses - LCFF S & C: \$48,000
 custodial benefits - 3000-3999 Employee Benefits - LCFF Base: \$15,319
 security services - 5000-5999 Services and Other Operating Expenses - LCFF S & C: \$10,000

ESTIMATED ACTUAL

plant manager salary - 2000-2999 Classified Salaries - LCFF Base: \$62,000 (repeated expenditure)
 uniserve contract - 5000-5999 Services and Other Operating Expenses - LCFF Base: \$378,370 (repeated expenditure)
 professional duct cleaning - 5000-5999 Services and Other Operating Expenses - LCFF Base: \$1,200
 KML Group/Medina Construction - 5000-5999 Services and Other Operating Expenses - LCFF Base: \$76,000
 classroom renovations - 6000-6999 Capital Outlay - LCFF Base: \$55,000
 blue-nite security contract - 5000-5999 Services and Other Operating Expenses - LCFF S & C: \$88,000 (repeated expenditure)
 custodial benefits - 3000-3999 Employee Benefits - LCFF Base: \$15,500 (repeated expenditure)
 Security Services - 5000-5999 Services and Other Operating Expenses - LCFF Base: \$10,000 (repeated expenditure)

Expenditures

ANALYSIS

Complete a copy of the following table for each of the LEA's goals from the prior year LCAP. Duplicate the table as needed.

Use actual annual measurable outcome data, including performance data from the LCFF Evaluation Rubrics, as applicable.

Describe the overall implementation of the actions/services to achieve the articulated goal.

A capital expenditures plan was developed by identifying what areas of the school were in need of

Describe the overall articulated effectiveness of the actions/services to achieve the goal as measured by the LEA.

The capital expenditures plan was effective in terms of allowing the school to prioritize and track what projects need to be done on campus to meet our goal.

Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures.

Material differences occurred in areas of classroom renovation and repair. Ideally, we would have done the renovations in the summer, however, we had a surprise inspection done to our site which delayed some of the repairs to the 17/18 school year.

Describe any changes made to this goal, expected outcomes, metrics, or actions and services to achieve this goal as a result of this analysis and analysis of the LCFF Evaluation Rubrics, as applicable. Identify where those changes can be found in the LCAP.

There were no immediate changes made to the goal. The expected outcome for this year differs because of the inspection done in the summer.

Goal 4

#4 Through teacher professional development to facilitate learning, all students will receive academic content knowledge of state- adopted academic content and performance standards

State and/or Local Priorities Addressed by this goal:

STATE 1 2 3 4 5 6 7 8
COE 9 10
LOCAL

ANNUAL MEASURABLE OUTCOMES

EXPECTED

In ELA, number of students scoring at or exceeding standards on SBAC will increase by 5%.

In Math, number of students scoring at or exceeding standards on SBAC will increase by 5%.

95% of teachers will participate in annual professional development in improving implementation of state standards.

ACTUAL

We implemented teacher training days (through PLC pullouts or conferences) for 98% of our teachers

PCHS will inform the Board and Stakeholders upon release of SBAC scores.

ACTIONS / SERVICES

Duplicate the Actions/Services from the prior year LCAP and complete a copy of the following table for each. Duplicate the table as needed.

<p>Actions/Services</p>	<p>PLANNED</p> <p>-Teachers will participate in CCSA professional development, conferences, and training -Release time for PLC/SCL curriculum planning -Continuation of the Academic Achievement Team (teacher coaches supporting professional development, PLC/SLC coordination, data, EL, math, and literacy) -PLC/SLC notebooks -Workshop and conference agendas, PLC/departamental share outs</p>	<p>ACTUAL</p> <p>-Teachers did participate as planned in CCSA professional development, conferences, and training -Release time for PLC/SCL curriculum planning -Continuation of the Academic Achievement Team (teacher coaches supporting professional development, PLC/SLC coordination, data, EL, math, and literacy) -PLC/SLC notebooks -Workshop and conference agendas, PLC/departamental share outs</p>
<p>Expenditures</p>	<p>BUDGETED</p> <p>includes math, english, and science salaries & conferences. - 5000-5999 Services and Other Operating Expenses - LCFF Base: \$52,247 Educator Effectivness PD - 5000-5999 Services and Other Operating Expenses - Teacher Effectiveness: \$10,000 Sub time for PD - 1000-1999 Certificated Salaries - Teacher Effectiveness: \$90,000 (repeated expenditure) sub time - benefits - 3000-3999 Employee Benefits - Teacher Effectiveness: \$23,220</p>	<p>ESTIMATED ACTUAL</p> <p>teacher PD - 5000-5999 Services and Other Operating Expenses - LCFF Base: \$30,000 Educator Effectivness PD - 5000-5999 Services and Other Operating Expenses - Teacher Effectiveness: \$10,000 (repeated expenditure) Sub time for PD - 1000-1999 Certificated Salaries - Teacher Effectiveness: \$90,000 (repeated expenditure) sub time - benefits - 3000-3999 Employee Benefits - Teacher Effectiveness: \$23,220</p>

ANALYSIS

Complete a copy of the following table for each of the LEA's goals from the prior year LCAP. Duplicate the table as needed.

Use actual annual measurable outcome data, including performance data from the LCFF Evaluation Rubrics, as applicable.

<p>Describe the overall implementation of the actions/services to achieve the articulated goal.</p>	<p>Teachers attended the CCSA conference. Teachers also participated in PLC/SLC curriculum planning and worked with the Academic Achievement Team (teacher coaches supporting professional development, PLC/SLC coordination, data, EL, math, and literacy) Teachers were required to keep PLC/SLC notebooks and share their conference agendas with the team.</p>
<p>Describe the overall articulated effectiveness of the actions/services to achieve the goal as measured by the</p>	<p>We had almost 100% participation in teacher professional development whether it was through</p>

LEA.

Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures.

Through the educator effectiveness grant, we were able to grant more sub time so teachers can participate in professional development.

Describe any changes made to this goal, expected outcomes, metrics, or actions and services to achieve this goal as a result of this analysis and analysis of the LCFF Evaluation Rubrics, as applicable. Identify where those changes can be found in the LCAP.

Once we receive our 2016-2017 SBAC scores, we will use the data to identify needed successes and supports for the students and teachers.

Goal 5

#5- School will provide opportunities for parent involvement in school decisions through parent volunteer opportunities, committee membership, and informational sessions

State and/or Local Priorities Addressed by this goal:

STATE 1 2 3 4 5 6 7 8
COE 9 10
LOCAL

ANNUAL MEASURABLE OUTCOMES

EXPECTED

A minimum of three informational meetings and/or outreach activities will be provided to incoming parents each semester.

Parents will serve as members on each of 5 Long Term Strategic Planning Committees, English Learners Advisory Council (ELAC), Parent Involvement in Quality Education (PIQE), Special Education Parent Committee, and the Board of Trustees.

ACTUAL

We had Pali 101 for parents, new incoming parent night for future 9th grade parents. PIQE, TVN meetings for parents. Monthly LTSP (long-term strategic planning) meetings.

Duplicate the Actions/Services from the prior year LCAP and complete a copy of the following table for each. Duplicate the table as needed.

Actions/Services

PLANNED

English learners and Reclassified English Learners: Outreach and ELAC Parent Meetings held twice annually Low income youth: Outreach and Title I Parent Meetings held at least twice annually Foster youth: Outreach and Parent/Foster Guardian informational/input meetings as needed Students with Disabilities: Outreach and PSEC parent meetings held at least twice annually English learners and redesignated fluent English proficient pupils: EL Coordinator with support from academic counselors tracks performance data and provides counseling and support for recently redesignated English Language Learners and Long Term English Learners not making adequate growth Other supports: Study Center/Tutoring, Support classes, parent education/PIQE, College Center advisement (additional .5 FTE) Low income pupils: Transportation scholarships Study Center/Tutoring, Support classes, parent education, College Center advisement Foster Youth: Counseling services as provided by additional counseling consultant Students with Disabilities: Transition program

ACTUAL

We hold quarterly PSEC and parent meetings with students with disabilities. EL program conducts outreach meetings through the PIQE & Fuerza Unida program. We have also continued to support the study center on campus which offers tutoring for students. Columbia survey distributed to all stakeholders for input.

Expenditures

BUDGETED

PIQE - 5000-5999 Services and Other Operating Expenses - LCFF S & C: \$11,020
 Extra time for staff. - 2000-2999 Classified Salaries - LCFF S & C: \$7,500
 EL Coordinator - 1000-1999 Certificated Salaries - LCFF S & C: \$3,200
 Supplies for meetings. - 4000-4999 Books and Supplies - LCFF S & C: \$1,000
 extra time - benefits - 3000-3999 Employee Benefits - LCFF S & C: \$2,500
 EL coordinator benefits - 3000-3999 Employee Benefits - LCFF S & C: \$1,067

ESTIMATED ACTUAL

PIQE - 5000-5999 Services and Other Operating Expenses - LCFF S & C: \$6,300 (repeated expenditure)
 extra time for staff - 2000-2999 Classified Salaries - LCFF S & C: \$8,000 (repeated expenditure)
 EL Coordinator - 1000-1999 Certificated Salaries - LCFF S & C: \$3,264 (repeated expenditure)
 supplies for meetings - 4000-4999 Books and Supplies - LCFF S & C: \$5,540 (repeated expenditure)
 extra time -benefits - 3000-3999 Employee Benefits - LCFF S & C: \$2,500 (repeated expenditure)
 EL Coordinator benefits - 3000-3999 Employee Benefits - LCFF S & C: \$1,067 (repeated expenditure)

School will host a minimum of three outreach meetings per semester to encourage parent participation and seek input as well as to offer training on school technology systems to improve communication (Infinite Campus and Schoology) Provide parent involvement and education opportunities through the Parent Involvement for Quality Education (PIQE) program, Fuerza Unida and TVN.

TVN has held outreach meetings and trained parents on infinite campus & Schoology. TVN also contacted parents by telephone to increase parent outreach. PIQE held outreach meetings to help navigate parents to college. Academic Achievement office is open to parents throughout the school year. In addition, held the following meetings throughout the year:

1. Currently holding Alumni meetings, New Parent Orientation, Back to School night and Pali101 - an information night for parents to find out more about individual offices and services offered by the school. We also offer Parent nights as well as the second Saturday in May parent outreach during the Math Placement test. Each of these programs encourage parent participation. PCHS held multiple outreach meetings each semester to encourage parent participation, seek input, and offer training on school technology systems such as Infinite Campus and Schoology to improve communication. The School also holds, a VAPA showcase night, a parent informational CTE meeting for choosing classes for the following academic year. PCHS also holds a multiple school tour dates that include monthly morning tours and an evening tour in early April. The school currently holds PTSA and Booster meetings. The Career Consultant position holds informational sessions and speaking engagements as an outreach in addition what is already being done for students at the school at off-site locations including community libraries including Mar Vista/Palms, Brentwood, Silver Lake and other areas. These help to increase our communication and outreach to stakeholders.
2. Study Center – extending hours to allow for additional student use

Actions/Services

Expenditures

BUDGETED

ESTIMATED ACTUAL

	parent training - 5000-5999 Services and Other Operating Expenses - LCFF S & C: \$6,000	parent training - 5000-5999 Services and Other Operating Expenses - LCFF S & C: \$6,300 (repeated expenditure)
Actions/Services	PLANNED Screening Parent Volunteers - Livescan.	ACTUAL Parent volunteers are provided a school ID badge to indicate that they are indeed a parent volunteer. Parent volunteers are also scanned through the raptor system.
Expenditures	BUDGETED livescan - 5000-5999 Services and Other Operating Expenses - LCFF S & C: \$3,000	ESTIMATED ACTUAL Raptor & Livescan system - 5000-5999 Services and Other Operating Expenses - LCFF S & C: \$5,000

ANALYSIS

Complete a copy of the following table for each of the LEA's goals from the prior year LCAP. Duplicate the table as needed.

Use actual annual measurable outcome data, including performance data from the LCFF Evaluation Rubrics, as applicable.

Describe the overall implementation of the actions/services to achieve the articulated goal.	Implemented meetings each semester to both seek input and offer outreach. Extended the hours for the students tutor and study center to allow for additional student use.
Describe the overall articulated effectiveness of the actions/services to achieve the goal as measured by the LEA.	Programs were highly effective specifically including the Parent Orientation, Back to School night and Pali101 information night for parents Each of these programs encouraged parent participation.
Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures.	There was no material difference between budgeted expenditure and estimated expenditures. All goals were met and budgeted for the year
Describe any changes made to this goal, expected outcomes, metrics, or actions and services to achieve this goal as a result of this analysis and analysis of the LCFF Evaluation Rubrics, as applicable. Identify where those changes can be found in the LCAP.	PCHS included more Alumni and stakeholder outreach meetings throughout the year to include all stakeholders in the services that the school provides.

Goal 6

State and/or Local Priorities Addressed by this goal:

STATE 1 2 3 4 5 6 7 8
COE 9 10
LOCAL

ANNUAL MEASURABLE OUTCOMES

EXPECTED

Students enrolled in common core state standards based classes will be administered at least one interim assessment during the 2016-17 school year.

ACTUAL

Students enrolled in common core state standards based classes were administered at least one interim assessment during the 2016-17 school year.

ACTIONS / SERVICES

Duplicate the Actions/Services from the prior year LCAP and complete a copy of the following table for each. Duplicate the table as needed.

Actions/Services	<p>PLANNED</p> <p>Administer the state produced interim assessments (CAASP)</p>	<p>ACTUAL</p> <p>All students were given SBAC interim block assessments in their English and Math classes.</p>
Expenditures	<p>BUDGETED</p> <p>Covered in other areas of the LCAP - 1000-1999 Certificated Salaries - Other State Revenues: \$0</p>	<p>ESTIMATED ACTUAL</p> <p>covered in other areas of the LCAP - 1000-1999 Certificated Salaries - Other State Revenues: \$0</p>

ANALYSIS

Complete a copy of the following table for each of the LEA's goals from the prior year LCAP. Duplicate the table as needed.

Use actual annual measurable outcome data, including performance data from the LCFF Evaluation Rubrics, as applicable.

Describe the overall implementation of the actions/services to achieve the articulated goal.	All students were given interim assessments in their English and math classes.
Describe the overall articulated effectiveness of the actions/services to achieve the goal as measured by the LEA.	The goal was effective in terms of getting all students to take the interim assessments in their classes.
Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures.	There was no material difference between budgeted expenditure and estimated expenditures. All goals were met and budgeted for the year
Describe any changes made to this goal, expected outcomes, metrics, or actions and services to achieve this goal as a result of this analysis and analysis of the LCFF Evaluation Rubrics, as applicable. Identify where those changes can be found in the LCAP.	No changes were made to the actions in terms of meeting the goal.

Goal 7

#7- Students are on track for college and career preparation as outlined in each student's 4 year plan;

PCHS will develop and maintain partnerships with colleges and will develop a Career Center to improve post school success.

State and/or Local Priorities Addressed by this goal:

STATE 1 2 3 4 5 6 7 8

COE 9 10

LOCAL

ANNUAL MEASURABLE OUTCOMES

EXPECTED

Annual growth in EAP% in ELA and math

Increase post school success evidenced by 5% annual increase in college enrollment/employment or post secondary enrollment 1 yr out of high school

ACTUAL

SBAC results not yet available.

96.2% of seniors indicated a plan to attend college or be employed.

ACTIONS / SERVICES

Duplicate the Actions/Services from the prior year LCAP and complete a copy of the following table for each. Duplicate the table as needed.

<p>Actions/Services</p>	<p>PLANNED</p> <p>Develop partnerships through development consultant with higher education to enhance services and allocation of resources that increase student exposure to college courses and alternative opportunities. Established partnerships and programs results, level of students involvement and success rate. 16-17 2-ADDITIONAL teaching period to support Career Readiness and related consulting. Provide college and career readiness classes in cooperation with the community colleges.</p>	<p>ACTUAL</p> <p>We established partnerships with Santa Monica College & West LA College to offer dual enrollment courses where students earn college credits.</p> <p>We added one work experience course and added a career consultant on campus. Seminars & other resources were provided for student to support college/career readiness.</p>
<p>Expenditures</p>	<p>BUDGETED</p> <p>College center consultant - 5000-5999 Services and Other Operating Expenses - Other Local Revenues: \$5,000 FT academic counselor - salary - 1000-1999 Certificated Salaries - LCFF Base: \$68,000 FT academic counselor - benefits - 3000-3999 Employee Benefits - LCFF Base: \$17,000</p>	<p>ESTIMATED ACTUAL</p> <p>Liz Mohler - College Center Consultant - 5000-5999 Services and Other Operating Expenses - Other Local Revenues: \$5,000 (repeated expenditure) FT academic counselor - salary - 1000-1999 Certificated Salaries - LCFF Base: \$70,000 (repeated expenditure) FT academic counselor - benefits - 3000-3999 Employee Benefits - LCFF Base: \$17,500 (repeated expenditure)</p>
<p>Actions/Services</p>	<p>PLANNED</p> <p>Develop and implement a system to measure post-secondary school success (continuation/completion/career)</p>	<p>ACTUAL</p> <p>Still in development using naviance.</p>
<p>Expenditures</p>	<p>BUDGETED</p> <p>5000-5999 Services and Other Operating Expenses - LCFF Base: \$10,000</p>	<p>ESTIMATED ACTUAL</p> <p>Naviance - 5000-5999 Services and Other Operating Expenses - LCFF Base: \$9,000 (repeated expenditure)</p>

ANALYSIS

Complete a copy of the following table for each of the LEA's goals from the prior year LCAP. Duplicate the table as needed.

Use actual annual measurable outcome data, including performance data from the LCFF Evaluation Rubrics, as applicable.

Describe the overall implementation of the actions/services to achieve the articulated goal.

dual enrollment courses. We created some CTE pathways as part of the CTEIG grant.

Describe the overall articulated effectiveness of the actions/services to achieve the goal as measured by the LEA.

WLAC offered ASL 1, Psych 1 and Psych 41. SMC offered Computer Science 3 and two of our teachers were approved to teach SMC Media 1 and Graphic Design 18 and 64. This provided our students several opportunities to take courses we didn't offer and get college credits as well as extra high school credits.

Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures.

There was no material difference between budgeted expenditure and estimated expenditures. All goals were met and budgeted for the year

Describe any changes made to this goal, expected outcomes, metrics, or actions and services to achieve this goal as a result of this analysis and analysis of the LCFF Evaluation Rubrics, as applicable. Identify where those changes can be found in the LCAP.

As CTEIG grant recipients we will be adjusting this goal to focus on our CTE pathways, increasing the number and awareness of the program.

Goal 8

#8- 70% of EL students will demonstrate one year's growth in English Language Development each academic year as measured by the CELDT

State and/or Local Priorities Addressed by this goal:

STATE 1 2 3 4 5 6 7 8
COE 9 10
LOCAL

ANNUAL MEASURABLE OUTCOMES

EXPECTED

75% of those that have previously taken CELDT will demonstrate an increase in scores and 15% will be reclassified as FEP.

ACTUAL

22.5% were classified as RFEP and 75% demonstrated an increase in scores

ACTIONS / SERVICES

Duplicate the Actions/Services from the prior year LCAP and complete a copy of the following table for each. Duplicate the table as needed.

Actions/Services	<p>PLANNED</p> <p>EL Coordinator PIQE Program ELAC EL Teacher EL Assistant Tutoring MESA/SHPE Curricular Materials & PD</p>	<p>ACTUAL</p> <p>All of planned resources and programs were utilized to achieve our EL goal.</p>
Expenditures	<p>BUDGETED</p> <p>PIQE Program - 5000-5999 Services and Other Operating Expenses - LCFF S & C: \$31,500 ELAC - 5000-5999 Services and Other Operating Expenses - LCFF S & C: \$1,070 MESA/SHPE, materials & supplies - 4000-4999 Books and Supplies - LCFF S & C: \$7,500 EL Teacher, EL coordinator - 1000-1999 Certificated Salaries - LCFF S & C: \$75,019 el assistant, tutoring salaries - 2000-2999 Classified Salaries - LCFF S & C: \$68,933 EL teacher/coordinator benefits - 3000-3999 Employee Benefits - LCFF S & C: \$25,006 el assistant, tutoring - benefits - 3000-3999 Employee Benefits - LCFF S & C: \$22,978</p>	<p>ESTIMATED ACTUAL</p> <p>PIQE Program - 5000-5999 Services and Other Operating Expenses - LCFF S & C: \$6,300 (repeated expenditure) EdAchieve - 5000-5999 Services and Other Operating Expenses - LCFF S & C: \$1,500 (repeated expenditure) MESA/SHPE materials & supplies - 4000-4999 Books and Supplies - LCFF S & C: \$5,700 (repeated expenditure) EL Teacher, EL coordinator - 1000-1999 Certificated Salaries - LCFF S & C: \$63,500 (repeated expenditure) EL assistant, tutoring salaries - 2000-2999 Classified Salaries - LCFF S & C: \$68,500 (repeated expenditure) EL assistant, tutoring - benefits - 3000-3999 Employee Benefits - LCFF S & C: \$17,125 (repeated expenditure)</p>

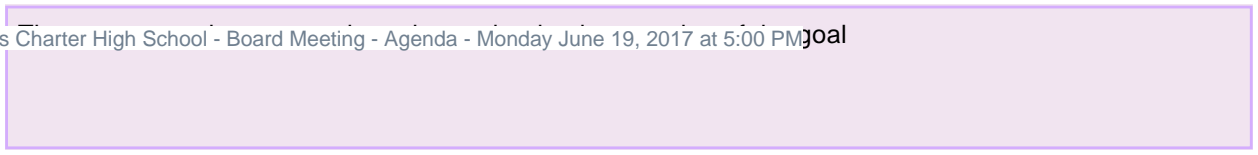
ANALYSIS

Complete a copy of the following table for each of the LEA's goals from the prior year LCAP. Duplicate the table as needed.

Use actual annual measurable outcome data, including performance data from the LCFF Evaluation Rubrics, as applicable.

<p>Describe the overall implementation of the actions/services to achieve the articulated goal.</p>	<p>PCHS utilized designated ELD instruction, as well as the EL Coordinator, the PIQE Program, ELAC, EL Teachers, EL Assistant Tutoring, MESA/SHPE Curricular Materials, & Professional Development and Teacher support in order to meet/exceed our goals</p>
<p>Describe the overall articulated effectiveness of the actions/services to achieve the goal as measured by the LEA.</p>	<p>All of the above programs and services were used to meet/exceed goals. We went from 13.2% in 2015/16 to 22.5% in 2016/17.</p>
<p>Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures.</p>	<p>There was no material difference between budgeted expenditure and estimated expenditures. All goals were met and budgeted for the year</p>

Describe any changes made to this goal, expected outcomes, metrics, or actions and services to achieve this goal as a result of this analysis and analysis of the LCFF Evaluation Rubrics, as applicable. Identify where those changes can be found in the LCAP.



Goal 9

#9- High needs student enrollment in AP, Honors classes will increase by 5% annually.

State and/or Local Priorities Addressed by this goal:

STATE 1 2 3 4 5 6 7 8
COE 9 10
LOCAL

ANNUAL MEASURABLE OUTCOMES

EXPECTED

Enrollment of high needs students in honors and AP classes will increase by 5%.

Support classes for AP students will be provided to support student success.

ACTUAL

All 10th-12th PCHS required social sciences classes became either Honors or AP classes and students had the option to opt out of the Honors designation. Over 70% of our students maintained Honors status in the social science classes and did not opt out of the Honors curriculum.

ACTIONS / SERVICES

Duplicate the Actions/Services from the prior year LCAP and complete a copy of the following table for each. Duplicate the table as needed.

Actions/Services	<p>PLANNED</p> <p>Provide student support including tutoring, AP support classes, test preparation.</p>	<p>ACTUAL</p> <p>We have provided student support including tutoring, AP support classes, test preparation.</p>
Expenditures	<p>BUDGETED</p> <p>Covered in other areas of the LCAP - 4000-4999 Books and Supplies - Other State Revenues: \$0</p>	<p>ESTIMATED ACTUAL</p> <p>Covered in other areas of the LCAP - 4000-4999 Books and Supplies - Other State Revenues: \$0</p>

ANALYSIS

Complete a copy of the following table for each of the LEA's goals from the prior year LCAP. Duplicate the table as needed.

Use actual annual measurable outcome data, including performance data from the LCFF Evaluation Rubrics, as applicable.

Describe the overall implementation of the actions/services to achieve the articulated goal.	We offered support classes in English and Social Science. Students had access to AP Readiness program at UCLA.
Describe the overall articulated effectiveness of the actions/services to achieve the goal as measured by the LEA.	Participation rates in support classes were low because students wanted the slot for other classes.
Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures.	There was no material difference between budgeted expenditure and estimated expenditures. All goals were met and budgeted for the year
Describe any changes made to this goal, expected outcomes, metrics, or actions and services to achieve this goal as a result of this analysis and analysis of the LCFF Evaluation Rubrics, as applicable. Identify where those changes can be found in the LCAP.	H/AP specific support classes will be reduced but both English and Social Science will have increased Honors enrollment due to courses where all start as Honors (only Social Science did this last year) and this may increase AP enrollment as well in future years.

Goal 10

State and/or Local Priorities Addressed by this goal:

STATE 1 2 3 4 5 6 7 8
COE 9 10
LOCAL

ANNUAL MEASURABLE OUTCOMES

EXPECTED

ACTUAL

Increase by 5% the number of graduating seniors who meet A-G requirements.

A-G completion data not yet available. This information is being processed and will be available by fall 2017.

ACTIONS / SERVICES

Duplicate the Actions/Services from the prior year LCAP and complete a copy of the following table for each. Duplicate the table as needed.

<p>Actions/Services</p>	<p>PLANNED</p> <p>Counseling Support, Teacher Training, PIQE, TVN, Fuerza Unida, Tutoring Program.</p>	<p>ACTUAL</p> <p>We have provided counseling support, teacher training, PIQE, TVN, Fuerza Unida, Tutoring Program. We created POP (Pali Online Program) to help students recover credits during the school year as opposed to only during the summer. We added Environmental Engineering class to help students meet physical science A-G requirement.</p>
<p>Expenditures</p>	<p>BUDGETED</p> <p>Covered in other areas of the LCAP - 1000-1999 Certificated Salaries - LCFF Base: \$0</p>	<p>ESTIMATED ACTUAL</p> <p>covered in other areas of the LCAP - 1000-1999 Certificated Salaries - LCFF Base: \$0 (repeated expenditure)</p>
<p>Actions/Services</p>	<p>PLANNED</p> <p>Add additional foreign language course. Expand credit recovery / credit attainment options for all courses.</p>	<p>ACTUAL</p> <p>Offered sign-language (ASL) class through West LA college. Offered POP (Pali-Online Program).</p>
<p>Expenditures</p>	<p>BUDGETED</p> <p>covered in other areas of the LCAP - 5000-5999 Services and Other Operating Expenses - LCFF Base: \$0 (repeated expenditure)</p>	<p>ESTIMATED ACTUAL</p> <p>covered in other areas of the LCAP - 5000-5999 Services and Other Operating Expenses - LCFF Base: \$0 (repeated expenditure)</p>

ANALYSIS

Complete a copy of the following table for each of the LEA's goals from the prior year LCAP. Duplicate the table as needed.

Use actual annual measurable outcome data, including performance data from the LCFF Evaluation Rubrics, as applicable.

<p>Describe the overall implementation of the actions/services to achieve the articulated goal.</p>	<p>PIQUE and TVN provided information sessions promoting a college-going culture. POP oversight was joined with our Virtual Academy. New Environmental Engineering (EE) was taken by almost entire 9th grade class, excepting those in Chemistry.</p>
<p>Describe the overall articulated effectiveness of the actions/services to achieve the goal as measured by the LEA.</p>	<p>POP had hundreds of students recovering Ds and Fs to help them be A-G eligible. EE is a non-math physical science so students struggling in math can still be successful in meeting the physical science requirement.</p>

Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures.

id estimated expenditures. All goals were met and budgeted for the year

Describe any changes made to this goal, expected outcomes, metrics, or actions and services to achieve this goal as a result of this analysis and analysis of the LCFF Evaluation Rubrics, as applicable. Identify where those changes can be found in the LCAP.

This goal will be combined with grad rate goal and interventions to consolidate academic achievement under a single goal.

Goal 11

#11- School will maintain high ADA (at or above 96%) by decreasing absenteeism.

State and/or Local Priorities Addressed by this goal:

STATE 1 2 3 4 5 6 7 8
COE 9 10
LOCAL

ANNUAL MEASURABLE OUTCOMES

EXPECTED

ACTUAL

ADA at or above
96.1%

PCHS maintained a high ADA of 95.8%

Duplicate the Actions/Services from the prior year LCAP and complete a copy of the following table for each. Duplicate the table as needed.

<p>Actions/Services</p>	<p>PLANNED</p> <p>Attendance Personnel/training. Intervention counseling for students with attendance concerns. Attendance records Intervention participation and success rate</p>	<p>ACTUAL</p> <p>Continued analysis of attendance data. Extended communication and outreach with the student body via Infinite Campus, Schoology, class meetings, posters/banners, and weekly announcements on the PA. Students with attendance concerns were counseled, SST meetings were held, and some home visits were held. Positive reinforcements were held including monthly, semester, yearlong, and high school career recognition and ceremonies for perfect attendance. Students and families were directed to review the student handbook, as well concerning the PCHS attendance policy.</p>
<p>Expenditures</p>	<p>BUDGETED</p> <p>attendance office staff - salaries - 2000-2999 Classified Salaries - LCFF Base: \$237,150 infinite campus - 5000-5999 Services and Other Operating Expenses - LCFF Base: \$16,852 transportation - 5000-5999 Services and Other Operating Expenses - LCFF Base: \$15,000 summer school teachers salaries - 1000-1999 Certificated Salaries - LCFF S & C: \$24,750 IMA/textbooks - 4000-4999 Books and Supplies - LCFF Base: \$8,700 attendance office staff - benefits - 3000-3999 Employee Benefits - LCFF Base: \$79,050 summer school teachers benefits - 3000-3999 Employee Benefits - LCFF S & C: \$8,250</p>	<p>ESTIMATED ACTUAL</p> <p>Attendance office staff - salaries - 2000-2999 Classified Salaries - LCFF Base: \$142,000 (repeated expenditure) Infinite Campus - 5000-5999 Services and Other Operating Expenses - LCFF Base: \$30,000 (repeated expenditure) Transportation - 5000-5999 Services and Other Operating Expenses - LCFF S & C: \$15,000 (repeated expenditure) summer school teachers salaries - 1000-1999 Certificated Salaries - Federal Revenues - Title I: \$32,909 (repeated expenditure) IMA/Textbooks - 4000-4999 Books and Supplies - LCFF Base: \$5,850 (repeated expenditure) attendance office staff - benefits - 3000-3999 Employee Benefits - LCFF Base: \$35,000 (repeated expenditure) summer school teachers benefits - 3000-3999 Employee Benefits - Federal Revenues - Title I: \$8,227 (repeated expenditure)</p>

ANALYSIS

Complete a copy of the following table for each of the LEA's goals from the prior year LCAP. Duplicate the table as needed.

Describe the overall implementation of the actions/services to achieve the articulated goal.

Continued analysis of attendance data. Extended communication and outreach with the student body via Infinite Campus, Schoology, class meetings, posters/banners, and weekly announcements on the PA. Students with attendance concerns were counseled, SST meetings were held, and some home visits were held. Positive reinforcements were held including monthly, semester, yearlong, and high school career recognition and ceremonies for perfect attendance. Students and families were directed to review the student handbook, as well concerning the PCHS attendance policy.

Describe the overall articulated effectiveness of the actions/services to achieve the goal as measured by the LEA.

Overall, PCHS was effective, as it was in very close to attaining its goal of 96.1% ADA- with 95.8% ADA

Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures.

Senior attendance staff retired, new attendance staff hired at lower scale. Increased infinite access features.

Describe any changes made to this goal, expected outcomes, metrics, or actions and services to achieve this goal as a result of this analysis and analysis of the LCFF Evaluation Rubrics, as applicable. Identify where those changes can be found in the LCAP.

Despite unforeseen winter weather conditions which led to increased traffic problems (mudslides) and illness, PCHS was effective in meeting its goal.

Goal 12

State and/or Local Priorities Addressed by this goal:

STATE 1 2 3 4 5 6 7 8
COE 9 10
LOCAL

ANNUAL MEASURABLE OUTCOMES

EXPECTED

ACTUAL

Graduation rate meets or exceeds 95%

Yes, graduation rate does meets or exceeds 95%

ACTIONS / SERVICES

Duplicate the Actions/Services from the prior year LCAP and complete a copy of the following table for each. Duplicate the table as needed.

<p>Actions/Services</p>	<p>PLANNED</p> <p>Providing access to online courses and alternative high school programs such as Virtual Academy, Independent Studies, credit recovery options including Acellus and Temescal Academy. Increase participation and completion rates of alternative programs. Student participation in counseling programs. Counseling services including mental health services/Educationally Related Mental Health Services (ERMHS)</p>	<p>ACTUAL</p> <p>We have provided access to online courses and alternative high school programs such as Virtual Academy, Independent Study such as Astronomy and Anatomy, credit recovery options via the Pali Online Program (POP) and Temescal Academy. We have increased participation and completion rates of these alternative programs. Student participation has increased in Counseling services including mental health services/Educationally Related Mental Health Services (ERMHS)</p>
<p>Expenditures</p>	<p>BUDGETED</p> <p>Accellus - 5000-5999 Services and Other Operating Expenses - LCFF S & C: \$5,215</p>	<p>ESTIMATED ACTUAL</p> <p>Accellus - 5000-5999 Services and Other Operating Expenses - LCFF S & C: \$5,215 (repeated expenditure)</p>

ANALYSIS

Complete a copy of the following table for each of the LEA's goals from the prior year LCAP. Duplicate the table as needed.

Use actual annual measurable outcome data, including performance data from the LCFF Evaluation Rubrics, as applicable.

<p>Describe the overall implementation of the actions/services to achieve the articulated goal.</p>	<p>Data is still being gathered but early results seem to indicate we easily exceeded the goal of 95%. Students participated in credit recovery programs that helped them meet their requirements.</p>
<p>Describe the overall articulated effectiveness of the actions/services to achieve the goal as measured by the LEA.</p>	<p>Temescal Academy continued to be a successful alternative program and POP allowed many students to get C and above for courses they had previously earned a D or F.</p>
<p>Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures.</p>	<p>There was no material difference between budgeted expenditure and estimated expenditures. All goals were met and budgeted for the year</p>
<p>Describe any changes made to this goal, expected outcomes, metrics, or actions and services to achieve this goal as a result of this analysis and analysis of the LCFF Evaluation Rubrics, as applicable. Identify where those changes can be found in the LCAP.</p>	<p>This goal will be combined with the A-G rate and interventions to consolidate academic achievement under a single goal.</p>

Goal 13

Palisades Charter High School - Board Meeting - Agenda - Monday June 19, 2017 at 5:00 PM
#13- School will maintain a low (under 2.5%) suspension rate and maintain less than a 1% expulsion rate.

State and/or Local Priorities Addressed by this goal:

STATE 1 2 3 4 5 6 7 8
COE 9 10
LOCAL

ANNUAL MEASURABLE OUTCOMES

EXPECTED

ACTUAL

Suspension (and expulsion where applicable) rate lower than previous year.

Suspension rate was lower this year.

ACTIONS / SERVICES

Duplicate the Actions/Services from the prior year LCAP and complete a copy of the following table for each. Duplicate the table as needed.

Actions/Services	<p>PLANNED</p> <p>Discipline Deans staffing. Discipline and expulsion records</p>	<p>ACTUAL</p> <p>We maintained a 2nd dean. We have streamlined record keeping.</p>
Expenditures	<p>BUDGETED</p> <p>3 certificated deans - 1000-1999 Certificated Salaries - LCFF Base: \$315,000 3 certificated deans - benefits - 3000-3999 Employee Benefits - LCFF Base: \$105,000</p>	<p>ESTIMATED ACTUAL</p> <p>3 Certificated Deans - 1000-1999 Certificated Salaries - LCFF Base: \$336,500 (repeated expenditure) 3 certificated deans - benefits - 3000-3999 Employee Benefits - LCFF Base: \$84,125 (repeated expenditure)</p>
Actions/Services	<p>PLANNED</p> <p>Counseling services including crisis counselor/consultant and Educationally Related Mental Health Services. Counseling participation rates, Improved completion and drop-out rates</p>	<p>ACTUAL</p> <p>Peer mediation group implemented. We have two psychiatric social workers & one department of mental health social worker for eligible students. Counselors assisted in positive behavior outcomes for students.</p>
Expenditures	<p>BUDGETED</p> <p>psychologist and school social worker - salary - 1000-1999 Certificated Salaries - Other State Revenues: \$143,250 psychologist and school social worker - benefits - 3000-3999 Employee Benefits - Other State Revenues: \$47,750</p>	<p>ESTIMATED ACTUAL</p> <p>psychologist and school social worker salary - 1000-1999 Certificated Salaries - Other State Revenues: \$144,062 (repeated expenditure) psychologist and school social worker benefits - 3000-3999 Employee Benefits - Other State Revenues: \$36,016 (repeated expenditure)</p>

ANALYSIS

Complete a copy of the following table for each of the LEA's goals from the prior year LCAP. Duplicate the table as needed.

Use actual annual measurable outcome data, including performance data from the LCFF Evaluation Rubrics, as applicable.

<p>Describe the overall implementation of the actions/services to achieve the articulated goal.</p>	<p>We implemented positive strategies through peer mediation, girl's group, young men's group, mental health services, counseling, student bill of rights & responsibilities. On-going counseling & mental health support.</p>
<p>Describe the overall articulated effectiveness of the actions/services to achieve the goal as measured by the LEA.</p>	<p>Although we met our goals, we will continue to make efforts to reduce the number of suspensions and expulsions through positive interventions & restorative justice measures.</p>

Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures.

Describe any changes made to this goal, expected outcomes, metrics, or actions and services to achieve this goal as a result of this analysis and analysis of the LCFF Evaluation Rubrics, as applicable. Identify where those changes can be found in the LCAP.

We have added additional interventions including peer mediation and increased mental health support & additional professional development for teachers to understand trauma in adolescence.

Goal 14

#14- Palisades Charter High School - Board Meeting - Agenda - Monday June 19, 2017 at 5:00 PM
Community outreach and parent involvement in all key operations and programs, including parent education in technology.

State and/or Local Priorities Addressed by this goal:

STATE 1 2 3 4 5 6 7 8
COE 9 10
LOCAL

ANNUAL MEASURABLE OUTCOMES

EXPECTED

Increased positive feedback on school stakeholder surveys, increased parent and community involvement

ACTUAL

Increased positive feedback on Culture & Climate survey. PCHS had a recordable increase in school communication, culture and climate as well as parent and student outreach as can be noted from surveys taken. The student temperature on culture and & climate increased and the results used for the State of the School address. PCHS also held a month long unity activity calendar to promote student involvement in the school and continue to increase the inclusiveness of the school.

Duplicate the Actions/Services from the prior year LCAP and complete a copy of the following table for each. Duplicate the table as needed.

Actions/Services

PLANNED	ACTUAL
<p>Pupil Outcomes: Senior Letters, counseling office distributes Four-year plans for students to guide parents and students on how to meet A-G requirements, Parent and Pupil Engagement: Multiple parent orientation opportunities for new and returning students that include translation, Input from site level advisory groups including multiple committees with participation from students, faculty, staff, parents and stakeholders. PTSA group and meetings, Monthly Long Term Strategic Planning meetings with multiple times and dates to accommodate parents Locally Identified priority: Increased positive feedback on school stakeholder surveys through support for website development and outreach. School will use the website, Infinite Campus, and Schoology to distribute information to students, parents, and stakeholders. PCHS will make use of Survey Monkey, Constant Contact, and the Columbia School Satisfaction Survey to measure community and stakeholder climate. PCHS will make use of Internal Customer Service Feedback Forms throughout the year. The school will continue to educate parents with parent training on use of School Info Systems. PCHS will continue to assign personnel dedicated to all forms of parent and stakeholder services including website, on-site parent liaison, community, and development outreach</p>	<p>A list of the activities and support that PCHS provided during the 2016/2017 year include:</p> <ol style="list-style-type: none"> 1. Counseling office formulated four-year plans for students in order to guide parents and students on how to meet A-G requirements. 2. Held monthly Long Term Strategic Planning meetings with multiple times and dates to accommodate parents 3. Multiple Alumni outreach meetings, 4. New Parent Orientation, 5. Back to School night and 6. Pali 101 Informational night 7. Parent nights as well as the second Saturday in May parent outreach during the Math Placement test, encouraging parent participation. 8. Increasing parent involvement and student use of Schoology, Infinite Campus, and the Palihigh.org website. PCHS held multiple outreach meetings each semester to encourage parent participation and seek input as well as to offer training on school technology systems to improve communication (Infinite Campus and Schoology). 9. VAPA showcase night 10. Parent informational CTE meeting for choosing classes for next year. 11. School tour dates that include monthly morning tours, an evening tour in early April 12. Monthly PTSA and Booster meetings. 13. Career Consultant held speaking engagements as an outreach for students at PCHS as well as at off-site locations including community libraries including Mar Vista/Palms, Brentwood, Silver Lake and other areas. These help to increase our communication and outreach to stakeholders. 14. Pupil outcomes include senior letters, counseling office distributes four-year plans for

	<p>Students to guide parents and students on how to meet A-G requirements</p> <ol style="list-style-type: none"> 15. Pupil outcomes, increase student participation in AP classes, honors classes, and CTE classes for all students so that all sub-groups show participation in all strata of classes. 16. Translation lists of faculty and staff provided to counselors and Admin to provide support for parents, guardians, and families that would benefit from the translation of material and information during meetings. 17. Increasing positive feedback on Culture & Climate surveys as well as stakeholder surveys. PCHS has a recordable increase in school communication, culture and climate as well as parent and student outreach as can be noted from surveys taken. e.g. student temperature on culture and & climate. (Mastery Manager – scantron style) 18. Used the results of the survey for the State of the School address 19. Multiple unity and diversity activity days to promote student involvement in the school and continue to increase the inclusiveness of the school
<p>BUDGETED</p> <p>infinite campus, schoology, survey monkey, constant contact, columbia survey, parent training - 5000-5999 Services and Other Operating Expenses - LCFF Base: \$55,000</p>	<p>ESTIMATED ACTUAL</p> <p>infinite campus, schoology, survey monkey, constant contact, columbia survey, parent training - 5000-5999 Services and Other Operating Expenses - LCFF Base: \$60,000 (repeated expenditure)</p>

Expenditures

ANALYSIS

Complete a copy of the following table for each of the LEA's goals from the prior year LCAP. Duplicate the table as needed.

Use actual annual measurable outcome data, including performance data from the LCFF Evaluation Rubrics, as applicable.

Describe the overall implementation of the actions/services to achieve the articulated goal.

Increased stakeholder involvement. Increased positive culture & climate via unity month and activities to promote student involvement in the school and continue to increase the inclusiveness of the school

Describe the overall articulated effectiveness of actions/services to achieve the goal as measured by the LEA.

and inclusion of all stakeholder groups in campus activities and actions.

Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures.

Increased the budget expenditures and activities for unity and inclusion. Expanded the unity programs to an entire month of plays, lunch programs, and school activities. Increased expenditures for culture & climate through bringing in consultants and programs to work with students and staff to increase inclusion climate.

Describe any changes made to this goal, expected outcomes, metrics, or actions and services to achieve this goal as a result of this analysis and analysis of the LCFF Evaluation Rubrics, as applicable. Identify where those changes can be found in the LCAP.

Increased the budget expenditures and activities for unity and inclusion. Expanded the unity programs to an entire month of plays, lunch programs, and school activities. Increased expenditures for culture & climate through bringing in consultants and programs to work with students and staff to increase inclusion climate. The result was an improved culture on campus for both staff and students. This extended to outreach to alumni and parents.

Note: this goal will be combined with programs included in the current goal #5 to expand current programs into one umbrella goal.

Goal 15

#15- Students including all student subgroups will have access to advanced and educational programs as outlined in the school's charter and diversity will be increased in Honors and AP classes.

State and/or Local Priorities Addressed by this goal:

STATE 1 2 3 4 5 6 7 8
COE 9 10
LOCAL

ANNUAL MEASURABLE OUTCOMES

EXPECTED

Increase access

- 1) Additional Math, Engineering, Science Achievement (MESA) classes
 - 2) Expansion of STEAM classes/STEAM shop
- Include: Master schedule, Course rosters/student enrollment

Reduction in class size in targeted, priority classes (ELA and Math)

Gradual schoolwide class size reduction

Expand course offerings in STEM/STEAM electives

Continue increasing 1:1 iPad program for bring your own or provided personal device for each 9th grader. Equity through loaner technology. Program promotes critical thinking, creativity, collaboration, digital citizenship and productivity. Increased use of technology for 10th-11th-12th grades for instruction and student access.

Low income youth:

Continued support and increased Transportation scholarships provided to students in need of financial assistance.

ACTUAL

MESA class added.

STEAM pod classes and elective class added.

English 10 class size reduced from 26.5 to 24.9 by hiring extra staff

Algebra class sizes did not reduce but are lower than higher level math classes

1:1 program expanded to 9th and 10th.

Duplicate the Actions/Services from the prior year LCAP and complete a copy of the following table for each. Duplicate the table as needed.

<p>Actions/Services</p>	<p>PLANNED</p> <p>1) Additional Math, Engineering, Science Achievement (MESA) classes 2) Expansion of STEAM classes/STEAMshop Master schedule Course rosters/student enrollment</p>	<p>ACTUAL</p> <p>MESA class was created and enrollment jumped from 16 to 36.</p> <p>STEAM pod was created with 2 sections of Intro to STEAM for 9th grade. STEAM 1AB elective was created for all students.</p>
<p>Expenditures</p>	<p>BUDGETED</p> <p>MESA teacher - 1000-1999 Certificated Salaries - LCFF Base: \$11,250 STEAM coordinator - salary - 2000-2999 Classified Salaries - LCFF Base: \$18,750 STEAM supplies - 4000-4999 Books and Supplies - Other State Revenues: \$25,000 development director to fund raise for STEAM - 5000-5999 Services and Other Operating Expenses - LCFF Base: \$25,000 MESA teacher - benefits - 3000-3999 Employee Benefits - LCFF Base: \$3,750 STEAM coordinator - benefits - 3000-3999 Employee Benefits - LCFF Base: \$6,250 STEAM Supplies - CTE Makeover Grant - 4000-4999 Books and Supplies - Other Local Revenues: \$18,000</p>	<p>ESTIMATED ACTUAL</p> <p>MESA Teacher - 1000-1999 Certificated Salaries - LCFF Base: \$14,000 (repeated expenditure) STEAM coordinator - salary - 2000-2999 Classified Salaries - LCFF Base: \$18,750 (repeated expenditure) STEAM Supplies - 4000-4999 Books and Supplies - Other State Revenues: \$25,000 (repeated expenditure) development director to fundraise for STEAM - 2000-2999 Classified Salaries - LCFF S & C: \$25,000 (repeated expenditure) MESA Teacher - benefits - 3000-3999 Employee Benefits - LCFF Base: \$3,500 (repeated expenditure) STEAM Coordinator - benefits - 3000-3999 Employee Benefits - LCFF Base: \$6,250 (repeated expenditure) STEAM Supplies - CTE Makeover Grant - 4000-4999 Books and Supplies - Other Local Revenues: \$18,000 (repeated expenditure)</p>
<p>Actions/Services</p>	<p>PLANNED</p> <p>Reduction in class size in targeted, priority classes (ELA and Math) Gradual schoolwide class size reduction Expand course offerings in STEM/STEAM electives Continue 1:1 iPad program provides personal device for each 9th grader to promote critical thinking, creativity, collaboration, digital citizenship and productivity. Increased use of technology for 10th-11th-12th grades for instruction and student access. Low income youth: Continued support and increased Transportation scholarships provided to students in need of financial assistance.</p>	<p>ACTUAL</p> <p>Intervention courses (English Support 10 and Composition Prep) were created and had low class sizes to offer individualized attention. Expanded STEAM offerings. Technology available to both 9th and 10th grades.</p>

Expenditures

additional english teacher for AP diversity. -salaries - 1000-1999 Certificated Salaries - LCFF S & C: \$60,000
 additional english teacher for AP diversity. - benefits - 3000-3999 Employee Benefits - LCFF S & C: \$20,000

New honors english teacher - 1000-1999 Certificated Salaries - LCFF S & C: \$56,000 (repeated expenditure)
 new honors english teacher - benefits - 3000-3999 Employee Benefits - LCFF S & C: \$14,000 (repeated expenditure)

ANALYSIS

Complete a copy of the following table for each of the LEA's goals from the prior year LCAP. Duplicate the table as needed.

Use actual annual measurable outcome data, including performance data from the LCFF Evaluation Rubrics, as applicable.

<p>Describe the overall implementation of the actions/services to achieve the articulated goal.</p>	<p>We added new support classes to assist students in being successful in Honors or AP. We started the year off with all students in History class as Honors and allowed students to drop to non-Honors at the midpoint.</p>
<p>Describe the overall articulated effectiveness of the actions/services to achieve the goal as measured by the LEA.</p>	<p>Starting everyone in Honors History resulted in a higher percentage of students ending up in Honors. Data not available for impact of support classes on AP.</p>
<p>Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures.</p>	<p>There was no material difference between budgeted expenditure and estimated expenditures. All goals were met and budgeted for the year. Development director ended up being salaried staff instead of a consultant.</p>
<p>Describe any changes made to this goal, expected outcomes, metrics, or actions and services to achieve this goal as a result of this analysis and analysis of the LCFF Evaluation Rubrics, as applicable. Identify where those changes can be found in the LCAP.</p>	<p>Increasing access and interventions help increase grad rate and A-G rate so these will now be found in that new consolidated goal.</p>

Goal 16

State and/or Local Priorities Addressed by this goal:

STATE 1 2 3 4 5 6 7 8

COE 9 10

LOCAL

ANNUAL MEASURABLE OUTCOMES

EXPECTED

Target of 115 students for at-Risk Student Enrollment

Provide Summer Bridge Program with the goal of 90% attendance rate.

95% of enrolled students completing of summer reading assignment.

Focus on technology competence measured by 95% of enrolled students completing a technology project.

Additional support services: Study Center, Intervention Team, SST Coordinator

Testing and other services identify needs & recommend intervention

ACTUAL

100 students attended the Dolphin Leadership Academy with 90% attendance rates. 95% of the students completed the summer reading assignment.

All students completed the technology project.

ACTIONS / SERVICES

Duplicate the Actions/Services from the prior year LCAP and complete a copy of the following table for each. Duplicate the table as needed.

Actions/Services	PLANNED Provide summer bridge program with goal of 90% attendance rate. 95% of enrolled students completing of summer reading assignment. Focus on technology competence measured by 95% of enrolled students completing a technology project.	ACTUAL 100 students attended the Dolphin Leadership Academy with 90% attendance rates. 95% of the students completed the summer reading assignment. All students completed the technology project.
Expenditures	BUDGETED intervention salaries - 1000-1999 Certificated Salaries - Federal Revenues - Title I: \$24,750 transportation for intervention - 5000-5999 Services and Other Operating Expenses - Federal Revenues - Title I: \$15,000 intervention - benefits - 3000-3999 Employee Benefits - Federal Revenues - Title I: \$8,250	ESTIMATED ACTUAL intervention salaries - 1000-1999 Certificated Salaries - Federal Revenues - Title I: \$32,909 (repeated expenditure) transportation for intervention - 5000-5999 Services and Other Operating Expenses - Federal Revenues - Title I: \$15,000 (repeated expenditure) intervention - benefits - 3000-3999 Employee Benefits - Federal Revenues - Title I: \$8,227 (repeated expenditure)
Actions/Services	PLANNED Dolphin Academy summer bridge program Study Center Intervention Team SST Coordinator Identify needs & recommend intervention	ACTUAL Dolphin Leadership Academy teachers met with SST Coordinator to address students perceived with supports needs to watch over the school year.
Expenditures	BUDGETED SST coordinator - salary - 1000-1999 Certificated Salaries - Federal Revenues - Title I: \$12,375 SST coordinator - benefits - 3000-3999 Employee Benefits - Federal Revenues - Title I: \$4,125	ESTIMATED ACTUAL SST Coordinator - salary - 1000-1999 Certificated Salaries - Federal Revenues - Title I: \$18,000 SST Coordinator - benefits - 3000-3999 Employee Benefits - Federal Revenues - Title I: \$4,500 (repeated expenditure)

ANALYSIS

Complete a copy of the following table for each of the LEA's goals from the prior year LCAP. Duplicate the table as needed.

Use actual annual measurable outcome data, including performance data from the LCFF Evaluation Rubrics, as applicable.

Describe the overall implementation of the actions/services to achieve the articulated goal.

academy for intervention and enrichment during the summer of 2016, for the upcoming 2016-2017 year.

Describe the overall articulated effectiveness of the actions/services to achieve the goal as measured by the LEA.

PCHS had 100 students participate in the program which focused on study, technology, and leadership skills, classroom engagement strategies, community service, and success in the classroom.

Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures.

There was no material difference between budgeted expenditure and estimated expenditures. All goals were met and budgeted for the year

Describe any changes made to this goal, expected outcomes, metrics, or actions and services to achieve this goal as a result of this analysis and analysis of the LCFF Evaluation Rubrics, as applicable. Identify where those changes can be found in the LCAP.

Despite outreach efforts, we had 15 fewer students enroll than anticipated.

Goal 17

#17- Expand opportunities provided for students who need to retake courses for high school completion or college entrance

State and/or Local Priorities Addressed by this goal:

STATE 1 2 3 4 5 6 7 8
COE 9 10
LOCAL

ANNUAL MEASURABLE OUTCOMES

EXPECTED

Create the opportunity for 400 students to participate in Summer Credit Recovery.

Provide options for credit recovery including Virtual Academy, Acellus, and summer school options for credit recovery.

Increase Student participation and course completion.

ACTUAL

The Pali online credit recovery was added to allow students to take credit recovery classes throughout the school year. Special Ed students were also offered the opportunity to take credit recovery classes as well. Student participation has increased through implementing Acellus program.

Duplicate the Actions/Services from the prior year LCAP and complete a copy of the following table for each. Duplicate the table as needed.

Actions/Services	<p>PLANNED</p> <p>Provide summer school option for credit recovery. Student participation and course completion.</p>	<p>ACTUAL</p> <p>Summer school was held for credit recovery.</p>
Expenditures	<p>BUDGETED</p> <p>textbooks and instructional materials - 4000-4999 Books and Supplies - LCFF S & C: \$16,800 teacher salaries - 1000-1999 Certificated Salaries - LCFF S & C: \$56,250 teacher benefits - 3000-3999 Employee Benefits - LCFF S & C: \$18,750 Summer school additional Accellus subscription - 5000-5999 Services and Other Operating Expenses - LCFF S & C: \$16,750</p>	<p>ESTIMATED ACTUAL</p> <p>textbooks and instructional materials - 4000-4999 Books and Supplies - LCFF S & C: \$15,750 (repeated expenditure) teacher salaries - 1000-1999 Certificated Salaries - LCFF S & C: \$21,760 (repeated expenditure) teacher benefits - 3000-3999 Employee Benefits - LCFF S & C: \$5,440 (repeated expenditure) acellus - 5000-5999 Services and Other Operating Expenses - LCFF S & C: \$8,210 (repeated expenditure)</p>

ANALYSIS

Complete a copy of the following table for each of the LEA's goals from the prior year LCAP. Duplicate the table as needed.

Use actual annual measurable outcome data, including performance data from the LCFF Evaluation Rubrics, as applicable.

Describe the overall implementation of the actions/services to achieve the articulated goal.	Hundreds of students participated in summer school to make up courses.
Describe the overall articulated effectiveness of the actions/services to achieve the goal as measured by the LEA.	Summer school procedures continue to improve with the help of the Summer School Coordinators and counseling staff. Students are taking the courses most needed in order to meet graduation and A-G requirements.
Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures.	Teachers who worked summer school ended up being on the middle of the salary schedule. Accellus software was subscribed to.
Describe any changes made to this goal, expected outcomes, metrics, or actions and services to achieve this goal as a result of this analysis and analysis of the LCFF Evaluation Rubrics, as applicable. Identify where those changes can be found in the LCAP.	This goal will be consolidated into a single interventions and academic achievement goal.

Goal 18

#18- Students will be placed correctly in ELA courses and access support and intervention early in the school year

State and/or Local Priorities Addressed by this goal:

STATE 1 2 3 4 5 6 7 8
COE 9 10
LOCAL

ANNUAL MEASURABLE OUTCOMES

EXPECTED

5% increases in course pass rate

ACTUAL

Data scheduled to be processed and analyzed, reports will be generated by August 30th. Results will be communicated to all stakeholders.

Duplicate the Actions/Services from the prior year LCAP and complete a copy of the following table for each. Duplicate the table as needed.

<p>Actions/Services</p>	<p>PLANNED</p> <p>Administer ELA placement exam for incoming 9th graders Provide literacy classes with support from academic coach Additional summer hours for EL Coordinator Expand and promote tutoring options/Study Center and 7th period adult tutors. CAHSEE, CAASP ELA, ELA GRADE, CELDT, SCHOLASTIC LITERACY Course rosters Grade reports 3 - 4 times per semester Study Center tutoring schedule (expanded hours)</p>	<p>ACTUAL</p> <p>Placement exams were given in ELA and Math for incoming 9th graders. Literacy Success classes offered as interventions.</p>
<p>Expenditures</p>	<p>BUDGETED</p> <p>certificated auxiliary - 1000-1999 Certificated Salaries - LCFF S & C: \$9,000 EL coordinator summer hours - salary - 1000-1999 Certificated Salaries - LCFF S & C: \$3,750 certificated auxillary benefits - 3000-3999 Employee Benefits - LCFF S & C: \$3,000 EL coordinator summer hours - benefits - 3000-3999 Employee Benefits - LCFF S & C: \$1,250</p>	<p>ESTIMATED ACTUAL</p> <p>certificated auxillary - 1000-1999 Certificated Salaries - LCFF S & C: \$14,000 (repeated expenditure) EL Coordinator summer hours - salary - 1000-1999 Certificated Salaries - LCFF S & C: \$3,750 (repeated expenditure) certificated auxillary benefits - 3000-3999 Employee Benefits - LCFF S & C: \$3,500 (repeated expenditure) EL coordinator benefits - 3000-3999 Employee Benefits - LCFF S & C: \$938 (repeated expenditure)</p>
<p>Actions/Services</p>	<p>PLANNED</p> <p>English Learners and Reclassified Learners: EL Coordinator determines intervention needed including tutoring, support classes, and credit recovery options Low income youth: Counselors determine intervention needed including tutoring, support classes and credit recovery options Foster youth: Counselor to assess and coordinate tutoring, support classes, and program assistance for credit recovery Students with disabilities: Case carrier assesses intervention needs including but not limited to tutoring, support classes and credit recovery options</p>	<p>ACTUAL</p> <p>EL Coordinator determined interventions needed by EL learners. Counselors determined needs of low income youth and foster youth. Case carriers determined need of students with disabilities and connected them to resources.</p>
<p>Expenditures</p>	<p>BUDGETED</p>	<p>ESTIMATED ACTUAL</p>

<p>EL coordinator summer hours - 1000-1999 Certificated Salaries - LCFF S & C: \$3,750 tutors - 1000-1999 Certificated Salaries - LCFF S & C: \$45,000 EL coordinator summer hours - benefits - 3000-3999 Employee Benefits - LCFF S & C: \$1,250 tutors - benefits - 3000-3999 Employee Benefits - LCFF S & C: \$15,000</p>	<p>EL coordinator summer hours - 1000-1999 Certificated Salaries - LCFF S & C: \$3,750 (repeated expenditure) tutors - 1000-1999 Certificated Salaries - LCFF S & C: \$80,000 (repeated expenditure) EL coordinator summer hours - benefits - 3000-3999 Employee Benefits - LCFF S & C: \$1,250 (repeated expenditure)</p>
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ANALYSIS

Complete a copy of the following table for each of the LEA's goals from the prior year LCAP. Duplicate the table as needed.

Use actual annual measurable outcome data, including performance data from the LCFF Evaluation Rubrics, as applicable.

Describe the overall implementation of the actions/services to achieve the articulated goal.	Students were given support classes in the 9th grade if the ELA exam showed a need for more support. EL learners given additional support classes.
Describe the overall articulated effectiveness of the actions/services to achieve the goal as measured by the LEA.	Re-designation data not available at this time but students did participate in support classes and programs.
Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures.	There was no material difference between budgeted expenditure and estimated expenditures. All goals were met and budgeted for the year
Describe any changes made to this goal, expected outcomes, metrics, or actions and services to achieve this goal as a result of this analysis and analysis of the LCFF Evaluation Rubrics, as applicable. Identify where those changes can be found in the LCAP.	Interventions will be consolidated under a single academic achievement goal.

Goal 19

#19- Students will be placed correctly in math courses and receive support and intervention early in the school year to reduce fails in math.

State and/or Local Priorities Addressed by this goal:

STATE 1 2 3 4 5 6 7 8

COE 9 10

LOCAL

ANNUAL MEASURABLE OUTCOMES

EXPECTED

5% increases in course pass rate

Students will be placed into math courses in the 9th grade based on SB 359-aligned and board-approved criteria.

ACTUAL

Data scheduled to be processed and analyzed, reports will be generated by August 30th. Results will be communicated to all stakeholders.

School used SB 359-aligned and board-approved criteria to place incoming 9th grade students.

ACTIONS / SERVICES

Duplicate the Actions/Services from the prior year LCAP and complete a copy of the following table for each. Duplicate the table as needed.

<p>Actions/Services</p>	<p>PLANNED</p> <p>Administer math placement exam for incoming 9th graders Offer redesigned algebra course with built-in support Expand and promote tutoring options/Study Center and 7th period Math lab with extended hours. Placement test results Course rosters Grade reports three to four times per semester</p>	<p>ACTUAL</p> <p>Administered math placement exam for incoming 9th graders Offer redesigned algebra course with built-in support Expand and promote tutoring options/Study Center and 7th period Math lab with extended hours. Placement test resulted in course rosters, grade reports three to four times per semester</p>
<p>Expenditures</p>	<p>BUDGETED</p> <p>study center tutors - 1000-1999 Certificated Salaries - LCFF Base: \$30,000 study center tutors - benefits - 3000-3999 Employee Benefits - LCFF Base: \$10,000</p>	<p>ESTIMATED ACTUAL</p> <p>study center tutors - 1000-1999 Certificated Salaries - LCFF S & C: \$80,000 (repeated expenditure) study center tutors - benefits - 3000-3999 Employee Benefits - LCFF S & C: \$20,000 (repeated expenditure)</p>
<p>Actions/Services</p>	<p>PLANNED</p> <p>Introduce a collaborative English class (grade 11) cotaught by a HQ general education English teacher and a special education teacher.</p>	<p>ACTUAL</p> <p>Not in place for the 16/17 school year, but in place for the 17/18 school year.</p>
<p>Expenditures</p>	<p>BUDGETED</p> <p>covered in other areas of the LCAP - 1000-1999 Certificated Salaries - LCFF Base: \$0 (repeated expenditure)</p>	<p>ESTIMATED ACTUAL</p> <p>covered in other areas of the LCAP - 1000-1999 Certificated Salaries - LCFF Base: \$0 (repeated expenditure)</p>

ANALYSIS

Complete a copy of the following table for each of the LEA's goals from the prior year LCAP. Duplicate the table as needed.

Use actual annual measurable outcome data, including performance data from the LCFF Evaluation Rubrics, as applicable.

<p>Describe the overall implementation of the actions/services to achieve the articulated goal.</p>	<p>Incoming 9th grade students took the placement test up to 3 times and the test results were used to properly place students at a level determined by their ability.</p>
<p>Describe the overall articulated effectiveness of the actions/services to achieve the goal as measured by the LEA.</p>	<p>Students were placed into the 3 semester Algebra, 2 semester Algebra, Geometry or Algebra 2 based on their middle school math class and performance on the placement test. The process followed aligned with the board-approved process developed in accordance with SB 359.</p>

Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures.

after school and expanded the study center/Math lab hours.

Describe any changes made to this goal, expected outcomes, metrics, or actions and services to achieve this goal as a result of this analysis and analysis of the LCFF Evaluation Rubrics, as applicable. Identify where those changes can be found in the LCAP.

Interventions will be consolidated under a single academic achievement goal.

Goal 20

#20 School will explore additional funding to reduce transportation costs to parents and/or increase scholarships.

State and/or Local Priorities Addressed by this goal:

STATE 1 2 3 4 5 6 7 8
COE 9 10
LOCAL

ANNUAL MEASURABLE OUTCOMES

EXPECTED

ACTUAL

Lower transportation costs to traveling families.

PCHS provided approximately 350 Transportation Scholarships to Students identified with Financial Hardships.

ACTIONS / SERVICES

Duplicate the Actions/Services from the prior year LCAP and complete a copy of the following table for each. Duplicate the table as needed.

<p>Actions/Services</p>	<p>PLANNED</p> <p>Hire Development Director; explore lower cost local transportation options; explore partnerships with local school to lower transportation costs. Provide scholarships to High Needs students.</p>	<p>ACTUAL</p> <p>Development Director was hired as an employee in 2016-2017. PCHS is partnering with Paul Revere Middle School and Brentwood School to examine shared public transit routes, carpooling and bus transportation options among the three schools. Public funding for transportation grants have been researched with no identifiable sources to date.</p> <p>Other Fundraising opportunities have been initiated in 2015-2017 (ie. Funding for Chromebooks)</p>
<p>Expenditures</p>	<p>BUDGETED</p> <p>development director 50% paid through school funding for transportation - 5000-5999 Services and Other Operating Expenses - LCFF S & C: \$25,000 increase scholarships as a result of efforts provided by development director - 5000-5999 Services and Other Operating Expenses - LCFF S & C: \$213,000</p>	<p>ESTIMATED ACTUAL</p> <p>Funded by PCHS Fund - 2000-2999 Classified Salaries - Other Local Revenues: \$75,000 Benefits on PCHS Contribution of Development Director - 3000-3999 Employee Benefits - LCFF S & C: \$5,000 School Contribution for Development Director-25% - 2000-2999 Classified Salaries - LCFF S & C: \$25,000 (repeated expenditure) Fundraising Funds Covering Development Director Benefits - 3000-3999 Employee Benefits - Other Local Revenues: \$20,000</p>

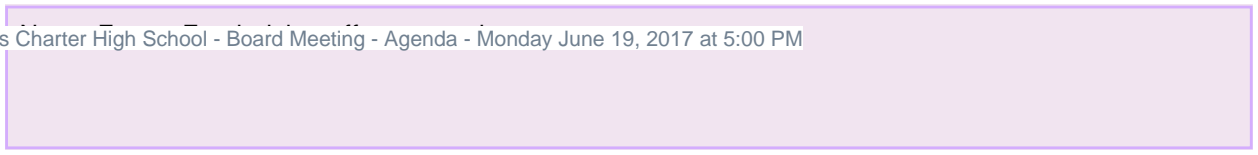
ANALYSIS

Complete a copy of the following table for each of the LEA's goals from the prior year LCAP. Duplicate the table as needed.

Use actual annual measurable outcome data, including performance data from the LCFF Evaluation Rubrics, as applicable.

<p>Describe the overall implementation of the actions/services to achieve the articulated goal.</p>	<p>Fundraising efforts well underway. Efforts progressing to coordinate all fundraising efforts both external (Boosters, Quarterback Club, etc.) 501(c)3's connected to the LEA.</p>
<p>Describe the overall articulated effectiveness of the actions/services to achieve the goal as measured by the LEA.</p>	<p>PCHS has had increased fundraising via the Tech Equity campaign for Chromebooks & other Grants</p>
<p>Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures.</p>	<p>Difference in addition Actual expenditures due to hiring Development Director Full Time compared to Budget of using as consultant.</p>

Describe any changes made to this goal, expected outcomes, metrics, or actions and services to achieve this goal as a result of this analysis and analysis of the LCFF Evaluation Rubrics, as applicable. Identify where those changes can be found in the LCAP.



Goal 21

#21. Palisades Charter High School - Board Meeting - Agenda - Monday June 19, 2017 at 5:00 PM
This will analyze current class sizes and work to reduce class sizes in impacted areas.

State and/or Local Priorities Addressed by this goal:

STATE 1 2 3 4 5 6 7 8
COE 9 10
LOCAL

ANNUAL MEASURABLE OUTCOMES

EXPECTED

Class size audit will be completed.
Enrollment in most impacted classes will be reduced according to the study results.

ACTUAL

Extra staff was hired in an attempt to reduce class size but numbers are not yet available.

ACTIONS / SERVICES

Duplicate the Actions/Services from the prior year LCAP and complete a copy of the following table for each. Duplicate the table as needed.

<p>Actions/Services</p>	<p>PLANNED</p> <p>Create two new classrooms by dividing large rooms Add additional English teacher to provide more diverse H and AP classes Lowered enrollment from current 2015-16 levels by 5 ADA. Add Online Learning Coordinator position to provide credit recovery alternatives other than the traditional classroom - 2 class period. Facility capacity study to determine most effective class sizes and to provide a basis for grant applications</p>	<p>ACTUAL</p> <p>One large room was split into 2 rooms in order to reduce class size. Extra English teacher was hired. African American-themed English class was offered. Online Coordinator position created.</p>
<p>Expenditures</p>	<p>BUDGETED</p> <p>English Teacher - 1000-1999 Certificated Salaries - LCFF Base: \$70,000 Teacher Benefits - 3000-3999 Employee Benefits - LCFF Base: \$17,000 Credit Recovery Coordinator-2 periods - 1000-1999 Certificated Salaries - LCFF S & C: \$34,000 Credit Recovery Coord. Benefits - 3000-3999 Employee Benefits - LCFF S & C: \$6,000</p>	<p>ESTIMATED ACTUAL</p> <p>New Honors English teacher - 1000-1999 Certificated Salaries - LCFF S & C: \$56,000 (repeated expenditure) teacher benefits - 3000-3999 Employee Benefits - LCFF S & C: \$14,000 (repeated expenditure) credit recovery coordinator - 2 periods - 1000-1999 Certificated Salaries - LCFF S & C: \$34,000 (repeated expenditure) credit recovery coord. benefits - 3000-3999 Employee Benefits - LCFF S & C: \$6,000 (repeated expenditure)</p>

ANALYSIS

Complete a copy of the following table for each of the LEA's goals from the prior year LCAP. Duplicate the table as needed.

Use actual annual measurable outcome data, including performance data from the LCFF Evaluation Rubrics, as applicable.

<p>Describe the overall implementation of the actions/services to achieve the articulated goal.</p>	<p>Hiring was completed and facilities restructuring was done to create more classroom space.</p>
<p>Describe the overall articulated effectiveness of the actions/services to achieve the goal as measured by the LEA.</p>	<p>One extra classroom was created. Additional teacher in English was hired and Online Coordinator position created.</p>
<p>Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures.</p>	<p>Teacher hired to teach additional English class was at the lower end of salary scale.</p>
<p>Describe any changes made to this goal, expected outcomes, metrics, or actions and services to achieve this goal as a result of this analysis and analysis of the</p>	<p>This goal will be consolidated under a single academic achievement goal.</p>

Stakeholder Engagement

LCAP Year



2017-18



2018-19



2019-20

INVOLVEMENT PROCESS FOR LCAP AND ANNUAL UPDATE

How, when, and with whom did the LEA consult as part of the planning process for this LCAP/Annual Review and Analysis?

The PCHS LCAP is monitored by the Long Term Strategic Planning (LTSP) committee. LTSP meetings are held each month. These meetings are open to all stakeholders (staff, students, parents). This group reviews and assesses progress toward the LCAP goals and makes recommendations for the new LCAP.

Additional student input was gathered through the Associated Student Body Leadership class, Student Senate, and a school-wide student survey.

A variety of parent groups provided feedback including Parent Teacher Association (PTA), English Learner Advisory Committee (ELAC), Parent Involvement for Quality Education (PIQE) which supports families of first generation college-going students, and The Village Nation (TVN) which supports African American and Hispanic students and parents.

Staff, students, and parents were surveyed in May regarding 2017-18 goal priorities. The results were shared with the PCHS Board of Trustees in the June 16 meeting.

IMPACT ON LCAP AND ANNUAL UPDATE

How did these consultations impact the LCAP for the upcoming year?

Feedback from stakeholders shaped the 2017-18 LCAP. Academic goals were updated to reflect the new state assessments. Goals were consolidated to better align with annual school-wide goals and Long Term Strategic Planning goals.

Goals, Actions, & Services

Strategic Planning Details and Accountability

Complete a copy of the following table for each of the LEAs goals. Duplicate the table as needed.

	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged
<u>Goal 1</u>	Teachers required to hold a credential will hold a valid CA teaching credential as defined by the CA Commission on Teaching Credentialing and be appropriately qualified in the content area taught.

State and/or Local Priorities Addressed by this goal:

STATE 1 2 3 4 5 6 7 8
 COE 9 10
 LOCAL

Identified Need:

highly qualified teachers leads to high quality of instruction.

EXPECTED ANNUAL MEASURABLE OUTCOMES

Metrics/Indicators	Baseline	2017-18	2018-19	2019-20
% of teachers with credentials or enrolled in credentialing program	100%	100%	100%	100%

Complete a copy of the following table for each of the LEAs Actions/Services. Duplicate the table, including Budgeted Expenditures, as needed.

Action 1

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:		
Students to be Served:	<input checked="" type="checkbox"/> All	<input type="checkbox"/> Students with Disabilities
	<input type="checkbox"/> Specific Student Group(s): _	
Locations:	<input checked="" type="checkbox"/> All Schools	<input type="checkbox"/> Specific Schools: _
	<input type="checkbox"/> Specific Grade Spans: _	

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:		
Students to be Served:	<input type="checkbox"/> English Learners	<input type="checkbox"/> Foster Youth
	<input type="checkbox"/> Low Income	
Scope of Service:	<input type="checkbox"/> LEA-wide	<input type="checkbox"/> Schoolwide
	OR	<input type="checkbox"/> Limited to Unduplicated Student Group(s)
Locations:	<input type="checkbox"/> All Schools	<input type="checkbox"/> Specific Schools: _
	<input type="checkbox"/> Specific Grade Spans: _	

ACTIONS/SERVICES

2017-18	2018-19	2019-20
<input type="checkbox"/> New <input checked="" type="checkbox"/> Modified <input type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged
Will continue staffing of instructional program and review of all teacher credentials per the master schedule	Will continue staffing of instructional program and review of all teacher credentials per the master schedule	Will continue staffing of instructional program and review of all teacher credentials per the master schedule

BUDGET EXPENDITURES

2017-18	2018-19	2019-20
Amount: \$13,177,610	Amount: \$13,441,162	Amount: \$13,709,985
Source: LCFF	Source: LCFF	Source: LCFF

Budget Reference

Certificated Salaries;
teacher salary

Reference

teacher salary

Reference

Certificated Salaries;
teacher salary

Amount

\$4,648,853

Amount

\$4,741,830

Amount

\$4,836,666

Source

LCFF

Source

LCFF

Source

LCFF

Budget Reference

Employee Benefits;
teacher benefits

Budget Reference

Employee Benefits;
teacher benefits

Budget Reference

Employee Benefits;
teacher benefits

Action 2

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:

Students to be Served: All Students with Disabilities Specific Student Group(s): _

Locations: All Schools Specific Schools: _ Specific Grade Spans: _

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:

Students to be Served: English Learners Foster Youth Low Income

Scope of Service: LEA-wide Schoolwide OR Limited to Unduplicated Student Group(s)

Locations: All Schools Specific Schools: _ Specific Grade Spans: _

ACTIONS/SERVICES

2017-18	2018-19	2019-20
<input type="checkbox"/> New <input checked="" type="checkbox"/> Modified <input type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged
English Learners: All teachers of EL students will be certified in SDAIE and ELD instructional strategies, will continue to ensure that faculty complete classes and testing for English Learner Authorization	English Learners: All teachers of EL students will be certified in SDAIE and ELD instructional strategies, will continue to ensure that faculty complete classes and testing for English Learner Authorization	English Learners: All teachers of EL students will be certified in SDAIE and ELD instructional strategies, will continue to ensure that faculty complete classes and testing for English Learner Authorization

BUDGET EXPENDITURES

2017-18	2018-19	2019-20
Amount: \$16,029	Amount: \$16,029	Amount: \$16,029
Source: Teacher Effectiveness	Source: LCFF	Source: LCFF
Budget Reference: Services and Other Operating Expenses;	Budget Reference: Services and Other Operating Expenses;	Budget Reference: Services and Other Operating Expenses;

Goal 2

All students will have access to standards aligned materials.

State and/or Local Priorities Addressed by this goal:

STATE 1 2 3 4 5 6 7 8
 COE 9 10
 LOCAL

Identified Need:

Students are assessed on common core standards, therefore materials & instruction must align to standards.

EXPECTED ANNUAL MEASURABLE OUTCOMES

Metrics/Indicators	Baseline	2017-18	2018-19	2019-20
100%	Through IMA, & Textbooks, & Digital Materials, 100% of students will have access to standard aligned materials and curriculum	100%	100%	100%

Complete a copy of the following table for each of the LEAs Actions/Services. Duplicate the table, including Budgeted Expenditures, as needed.

Action 1

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:		
Students to be Served:	<input checked="" type="checkbox"/> All	<input type="checkbox"/> Students with Disabilities <input type="checkbox"/> Specific Student Group(s): _
Locations:	<input checked="" type="checkbox"/> All Schools	<input type="checkbox"/> Specific Schools: _ <input type="checkbox"/> Specific Grade Spans: _

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:		
Students to be Served:	<input type="checkbox"/> English Learners <input type="checkbox"/> Foster Youth <input type="checkbox"/> Low Income	
Scope of Service:	<input type="checkbox"/> LEA-wide <input type="checkbox"/> Schoolwide OR <input type="checkbox"/> Limited to Unduplicated Student Group(s)	
Locations:	<input type="checkbox"/> All Schools <input type="checkbox"/> Specific Schools: _ <input type="checkbox"/> Specific Grade Spans: _	

ACTIONS/SERVICES

2017-18	2018-19	2019-20
<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged
Instructional & Supplemental materials aligned to the Common Core State Standards. Update Instructional & Supplemental Materials.	Instructional & Supplemental materials aligned to the Common Core State Standards. Update Instructional & Supplemental Materials.	Instructional & Supplemental materials aligned to the Common Core State Standards. Update Instructional & Supplemental Materials.

BUDGET EXPENDITURES

2017-18	2018-19	2019-20
Amount: \$186,578	Amount: \$186,578	Amount: \$186,578
Source: LCFF	Source: LCFF	Source: LCFF

Budget Reference

Books and Supplies; textbooks

Reference

Books and Supplies; textbooks

Reference

Books and Supplies; textbooks

Amount

\$227,611

Amount

\$227,611

Amount

\$227,611

Source

LCFF

Source

LCFF

Source

LCFF

Budget Reference

Books and Supplies; IMA

Budget Reference

Books and Supplies; IMA

Budget Reference

Books and Supplies; IMA

Action **2**

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:		
Students to be Served:	<input checked="" type="checkbox"/> All	<input type="checkbox"/> Students with Disabilities
	<input type="checkbox"/> Specific Student Group(s): _	
Locations:	<input checked="" type="checkbox"/> All Schools	<input type="checkbox"/> Specific Schools: _
	<input type="checkbox"/> Specific Grade Spans: _	

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:		
Students to be Served:	<input type="checkbox"/> English Learners	<input type="checkbox"/> Foster Youth
	<input type="checkbox"/> Low Income	
Scope of Service:	<input type="checkbox"/> LEA-wide	<input type="checkbox"/> Schoolwide
	OR	<input type="checkbox"/> Limited to Unduplicated Student Group(s)
Locations:	<input type="checkbox"/> All Schools	<input type="checkbox"/> Specific Schools: _
	<input type="checkbox"/> Specific Grade Spans: _	

ACTIONS/SERVICES

2017-18

2018-19

2019-20

<input checked="" type="checkbox"/> New <input type="checkbox"/> Modified <input type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged
Teachers will participate in CCSS professional development, conferences, and training -Release time for PLC/SCL curriculum planning -Continuation of the Academic Achievement Team (teacher coaches supporting professional development, PLC/SLC coordination, data, EL, math, and literacy) -PLC/SLC notebooks -Workshop and conference agendas, PLC/departmental share outs. This year going forward, all teachers will be required to attend at least one PLC meeting per semester in the AA Team room in order to facilitate their work and provide opportunities for coaching.	Teachers will participate in CCSS professional development, conferences, and training -Release time for PLC/SCL curriculum planning -Continuation of the Academic Achievement Team (teacher coaches supporting professional development, PLC/SLC coordination, data, EL, math, and literacy) -PLC/SLC notebooks -Workshop and conference agendas, PLC/departmental share outs. This year going forward, all teachers will be required to attend at least one PLC meeting per semester in the AA Team room in order to facilitate their work and provide opportunities for coaching.	Teachers will participate in CCSS professional development, conferences, and training -Release time for PLC/SCL curriculum planning -Continuation of the Academic Achievement Team (teacher coaches supporting professional development, PLC/SLC coordination, data, EL, math, and literacy) -PLC/SLC notebooks -Workshop and conference agendas, PLC/departmental share outs. This year going forward, all teachers will be required to attend at least one PLC meeting per semester in the AA Team room in order to facilitate their work and provide opportunities for coaching.

BUDGET EXPENDITURES

2017-18

2018-19

2019-20

Amount	\$30,000
Source	LCFF
Budget Reference	Services and Other Operating Expenses; Teacher PD
Amount	\$10,000
Source	Teacher Effectiveness
Budget Reference	Services and Other Operating Expenses; Teacher Effectivness

Amount	\$30,000
Source	LCFF
Budget Reference	Services and Other Operating Expenses; Teacher PD
Amount	\$10,000
Source	LCFF
Budget Reference	Services and Other Operating Expenses; Teacher Effectivness

Amount	\$30,000
Source	LCFF
Budget Reference	Services and Other Operating Expenses; Teacher PD
Amount	\$10,000
Source	LCFF
Budget Reference	Services and Other Operating Expenses; Teacher Effectivness

Action 3

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:	
Students to be Served:	<input checked="" type="checkbox"/> All <input type="checkbox"/> Students with Disabilities <input type="checkbox"/> Specific Student Group(s): _
Locations:	<input checked="" type="checkbox"/> All Schools <input type="checkbox"/> Specific Schools: _ <input type="checkbox"/> Specific Grade Spans: _

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:	
Students to be Served:	<input type="checkbox"/> English Learners <input type="checkbox"/> Foster Youth <input type="checkbox"/> Low Income
Scope of Service:	<input type="checkbox"/> LEA-wide <input type="checkbox"/> Schoolwide OR <input type="checkbox"/> Limited to Unduplicated Student Group(s)
Locations:	<input type="checkbox"/> All Schools <input type="checkbox"/> Specific Schools: _ <input type="checkbox"/> Specific Grade Spans: _

ACTIONS/SERVICES

2017-18	2018-19	2019-20
<input checked="" type="checkbox"/> New <input type="checkbox"/> Modified <input type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged
School will continue administer interim assessments in ELA and Math through SBAC in their English and Math classes.	School will continue administer interim assessments in ELA and Math through SBAC in their English and Math classes.	School will continue administer interim assessments in ELA and Math through SBAC in their English and Math classes.

BUDGET EXPENDITURES

2017-18	2018-19	2019-20
Amount: \$0	Amount: \$0	Amount: \$0
Source: Other State Revenues	Source: Other State Revenues	Source: Other State Revenues
Budget Reference: Certificated Salaries; Covered in other areas of the LCAP	Budget Reference: Certificated Salaries; Covered in other areas of the LCAP	Budget Reference: Certificated Salaries; Covered in other areas of the LCAP

Goal 3

All school facilities are maintained and in good repair. Daily cleanliness is maintained and items on inspection list are in compliance.

State and/or Local Priorities Addressed by this goal:

STATE 1 2 3 4 5 6 7 8
 COE 9 10
 LOCAL

Identified Need:

We need to provide a safe & healthy learning environment for students.

EXPECTED ANNUAL MEASURABLE OUTCOMES

Metrics/Indicators	Baseline	2017-18	2018-19	2019-20
GOOD overall rating from SARC	GOOD	GOOD	GOOD	GOOD

Complete a copy of the following table for each of the LEAs Actions/Services. Duplicate the table, including Budgeted Expenditures, as needed.

Action 1

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:		
Students to be Served:	<input checked="" type="checkbox"/> All	<input type="checkbox"/> Students with Disabilities
	<input type="checkbox"/> Specific Student Group(s): _	
Locations:	<input checked="" type="checkbox"/> All Schools	<input type="checkbox"/> Specific Schools: _
	<input type="checkbox"/> Specific Grade Spans: _	

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:		
Students to be Served:	<input type="checkbox"/> English Learners	<input type="checkbox"/> Foster Youth
	<input type="checkbox"/> Low Income	
Scope of Service:	<input type="checkbox"/> LEA-wide	<input type="checkbox"/> Schoolwide
	OR	<input type="checkbox"/> Limited to Unduplicated Student Group(s)
Locations:	<input type="checkbox"/> All Schools	<input type="checkbox"/> Specific Schools: _
	<input type="checkbox"/> Specific Grade Spans: _	

ACTIONS/SERVICES

2017-18

2018-19

2019-20

<input checked="" type="checkbox"/> New <input type="checkbox"/> Modified <input type="checkbox"/> Unchanged	<input type="checkbox"/> New <input checked="" type="checkbox"/> Modified <input type="checkbox"/> Unchanged	<input type="checkbox"/> New <input checked="" type="checkbox"/> Modified <input type="checkbox"/> Unchanged
Repairs/Installs: <ul style="list-style-type: none"> Upgrade remaining old hand towel dispensers & toilet paper dispensers All a section of Girls Gym Locker Room Showers Maintain/Replaced damaged ceiling and floor tiles Renovate more Restrooms Continue Prop 39 LED Light Bulb Replacement Program Installing more Air-Blowing hand 	Repairs/Installs: <ul style="list-style-type: none"> Upgrade remaining old hand towel dispensers & toilet paper dispensers All a section of Girls Gym Locker Room Showers Maintain/Replaced damaged ceiling and floor tiles Renovate more Restrooms Installing more Air-Blowing hand dryers Add More Water-Bottle Fillers & 	Repairs/Installs: <ul style="list-style-type: none"> Upgrade remaining old hand towel dispensers & toilet paper dispensers All a section of Girls Gym Locker Room Showers Maintain/Replaced damaged ceiling and floor tiles Renovate more Restrooms Installing more Air-Blowing hand dryers Add More Water-Bottle Fillers &

dryers

- Add More Water-Bottle Fillers & Drinking Fountains

Major Cleaning Projects:

- Service/Clean U-Building A/C Units (only A/C Units on Campus)
- Power Wash all vents in Air Handlers
- Maintain 9 custodial staff on site for daily cleaning – Day Shift, Night Shift and Weekends
- Yearly strip and wax of all floors on campus
- Power Wash outdoor tables/benches and walkways at 4 major breaks: Summer, Thanksgiving, Winter & Spring
- Machine clean all Restroom floors twice per year

SARC/ADA/Safety/Security Compliance:

- Continue work to make campus more ADA compliant
- Reduce number of SARC violations - Work quickly to resolve any identified deficiencies
- Fire Remediation of bush on parking lot hills
- Ongoing Trip Hazard Remediation
- Add Additional security cameras
- Add Security Fencing
- Add Emergency Push-Bar Exit Gates
- Continue Classroom Refresh Efforts – Deep Cleaning, Painting, New Whiteboards, etc.

Major Cleaning Projects:

- Service/Clean U-Building A/C Units (only A/C Units on Campus)
- Power Wash all vents in Air Handlers
- Maintain 9 custodial staff on site for daily cleaning – Day Shift, Night Shift and Weekends
- Yearly strip and wax of all floors on campus
- Power Wash outdoor tables/benches and walkways at 4 major breaks: Summer, Thanksgiving, Winter & Spring
- Machine clean all Restroom floors twice per year

SARC/ADA/Safety/Security Compliance:

- Continue work to make campus more ADA compliant
- Reduce number of SARC violations - Work quickly to resolve any identified deficiencies
- Fire Remediation of bush on parking lot hills
- Ongoing Trip Hazard Remediation
- Add Security Fencing
- Add Emergency Push-Bar Exit Gates
- Continue Classroom Refresh Efforts – Deep Cleaning, Painting, New Whiteboards, etc.

Major Cleaning Projects:

- Service/Clean U-Building A/C Units (only A/C Units on Campus)
- Power Wash all vents in Air Handlers
- Maintain 9 custodial staff on site for daily cleaning – Day Shift, Night Shift and Weekends
- Yearly strip and wax of all floors on campus
- Power Wash outdoor tables/benches and walkways at 4 major breaks: Summer, Thanksgiving, Winter & Spring
- Machine clean all Restroom floors twice per year

SARC/ADA/Safety/Security Compliance:

- Continue work to make campus more ADA compliant
- Reduce number of SARC violations - Work quickly to resolve any identified deficiencies
- Fire Remediation of bush on parking lot hills
- Ongoing Trip Hazard Remediation
- Continue Classroom Refresh Efforts – Deep Cleaning, Painting, New Whiteboards, etc.

BUDGET EXPENDITURES

2017-18

2018-19

2019-20

Amount	\$62,000	Amount	\$63,240	Amount	\$64,505
Source	LCFF	Source	LCFF	Source	LCFF
Budget Reference	Classified Salaries; custodial salary	Budget Reference	Classified Salaries; custodial salary	Budget Reference	Classified Salaries; custodial salary
Amount	\$160,000	Amount	\$165,000	Amount	\$165,000
Source	LCFF	Source	LCFF	Source	LCFF
Budget Reference	Services and Other Operating Expenses; security	Budget Reference	Services and Other Operating Expenses; security	Budget Reference	Services and Other Operating Expenses; security
Amount	\$89,500	Amount	\$80,000	Amount	\$80,000
Source	LCFF	Source	LCFF	Source	LCFF
Budget Reference	Services and Other Operating Expenses; classroom repair	Budget Reference	Services and Other Operating Expenses; classroom repair	Budget Reference	Services and Other Operating Expenses; classroom repair
Amount	\$105,000	Amount	\$105,000	Amount	\$0
Source	Other State Revenues	Source	Other State Revenues	Source	
Budget Reference	Capital Outlay; prop 39 energy initiatives	Budget Reference	Capital Outlay; prop 39 energy initiatives	Budget Reference	
Amount	\$350,000	Amount	\$350,000	Amount	\$350,000
Source	LCFF	Source	LCFF	Source	LCFF
Budget Reference	Services and Other Operating Expenses; custodial services	Budget Reference	Services and Other Operating Expenses; custodial services	Budget Reference	Services and Other Operating Expenses; custodial services
Amount	\$15,500	Amount	\$15,810	Amount	\$16,126
Source	LCFF	Source	LCFF	Source	LCFF
Budget Reference	Employee Benefits; custodial benefits	Budget Reference	Employee Benefits; custodial benefits	Budget Reference	Employee Benefits; custodial benefits

Amount	\$132,500
Source	LCFF
Budget Reference	Capital Outlay; classroom renovations/refresh

Source	LCFF
Budget Reference	Capital Outlay; classroom renovations/refresh

Amount	\$100,000
Source	LCFF
Budget Reference	Capital Outlay; classroom renovations/refresh

Goal 4

School will provide opportunities for parent involvement in school decisions through parent volunteer opportunities, committee membership, and informational sessions as well as continue to increase communication efforts in areas of family and community outreach and parent involvement in all key operations and programs.

State and/or Local Priorities Addressed by this goal:

STATE 1 2 3 4 5 6 7 8
 COE 9 10
 LOCAL

Identified Need:

To provide stakeholder input in order to increase student achievement.

EXPECTED ANNUAL MEASURABLE OUTCOMES

Metrics/Indicators	Baseline	2017-18	2018-19	2019-20
Number of activities parents are involved in	3 activities per semester minimum; Parents serve on each of 5 LTSP committees and advisory council	3 activities per semester minimum; Parents serve on each of 5 LTSP committees and advisory council	3 activities per semester minimum; Parents serve on each of 5 LTSP committees and advisory council	3 activities per semester minimum; Parents serve on each of 5 LTSP committees and advisory council

Complete a copy of the following table for each of the LEAs Actions/Services. Duplicate the table, including Budgeted Expenditures, as needed.

Action 1

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:		
Students to be Served:	<input type="checkbox"/> All	<input type="checkbox"/> Students with Disabilities
	<input type="checkbox"/> Specific Student Group(s): _	
Locations:	<input type="checkbox"/> All Schools	<input type="checkbox"/> Specific Schools: _
	<input type="checkbox"/> Specific Grade Spans: _	

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:		
Students to be Served:	<input checked="" type="checkbox"/> English Learners	<input checked="" type="checkbox"/> Foster Youth
	<input checked="" type="checkbox"/> Low Income	
Scope of Service:	<input checked="" type="checkbox"/> LEA-wide	<input type="checkbox"/> Schoolwide
	OR	<input type="checkbox"/> Limited to Unduplicated Student Group(s)
Locations:	<input checked="" type="checkbox"/> All Schools	<input type="checkbox"/> Specific Schools: _
	<input type="checkbox"/> Specific Grade Spans: _	

ACTIONS/SERVICES

2017-18	2018-19	2019-20
<input type="checkbox"/> New <input checked="" type="checkbox"/> Modified <input type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged
English learners and Reclassified English Learners: Outreach and ELAC Parent Meetings held twice annually Low income youth: Outreach and Title I Parent Meetings held at least twice annually Foster youth: Outreach and Parent/Foster Guardian informational/input meetings as needed Students with Disabilities: Outreach and PSEC parent meetings held at least twice annually English learners and redesignated fluent English proficient pupils: EL Coordinator with support from academic	English learners and Reclassified English Learners: Outreach and ELAC Parent Meetings held twice annually Low income youth: Outreach and Title I Parent Meetings held at least twice annually Foster youth: Outreach and Parent/Foster Guardian informational/input meetings as needed Students with Disabilities: Outreach and PSEC parent meetings held at least twice annually English learners and redesignated fluent English proficient pupils: EL Coordinator with support from academic	English learners and Reclassified English Learners: Outreach and ELAC Parent Meetings held twice annually Low income youth: Outreach and Title I Parent Meetings held at least twice annually Foster youth: Outreach and Parent/Foster Guardian informational/input meetings as needed Students with Disabilities: Outreach and PSEC parent meetings held at least twice annually English learners and redesignated fluent English proficient pupils: EL Coordinator with support from academic

counselors tracks performance data and provides counseling and support for recently redesignated English Language Learners and Long Term English Learners not making adequate growth Other supports: Study Center/Tutoring, Support classes, parent education/PIQE, College Center advisement (additional .5 FTE) Low income pupils: Transportation scholarships Study Center/Tutoring, Support classes, parent education, College Center advisement Foster Youth: Counseling services as provided by additional counseling consultant Students with Disabilities: Transition program

tracks performance data and provides counseling and support for recently redesignated English Language Learners and Long Term English Learners not making adequate growth Other supports: Study Center/Tutoring, Support classes, parent education/PIQE, College Center advisement (additional .5 FTE) Low income pupils: Transportation scholarships Study Center/Tutoring, Support classes, parent education, College Center advisement Foster Youth: Counseling services as provided by additional counseling consultant Students with Disabilities: Transition program

tracks performance data and provides counseling and support for recently redesignated English Language Learners and Long Term English Learners not making adequate growth Other supports: Study Center/Tutoring, Support classes, parent education/PIQE, College Center advisement (additional .5 FTE) Low income pupils: Transportation scholarships Study Center/Tutoring, Support classes, parent education, College Center advisement Foster Youth: Counseling services as provided by additional counseling consultant Students with Disabilities: Transition program

BUDGET EXPENDITURES

2017-18		2018-19		2019-20	
Amount	\$20,000	Amount	\$20,000	Amount	\$20,000
Source	Federal Revenues - Title I	Source	Federal Revenues - Title I	Source	Federal Revenues - Title I
Budget Reference	Services and Other Operating Expenses; PIQE	Budget Reference	Services and Other Operating Expenses; PIQE	Budget Reference	Services and Other Operating Expenses; PIQE
Amount	\$9,000	Amount	\$9,000	Amount	\$9,000
Source	Federal Revenues - Title I	Source	Federal Revenues - Title I	Source	Federal Revenues - Title I
Budget Reference	Classified Salaries; Extra time for staff - salaries	Budget Reference	Classified Salaries; Extra time for staff - salaries	Budget Reference	Classified Salaries; Extra time for staff - salaries
Amount	\$4,270	Amount	\$4,270	Amount	\$4,270
Source	Federal Revenues - Title I	Source	Federal Revenues - Title I	Source	Federal Revenues - Title I
Budget Reference	Certificated Salaries; EL coordinator - stipend	Budget Reference	Certificated Salaries; EL coordinator - stipend	Budget Reference	Certificated Salaries; EL coordinator - stipend
Amount	\$3,000	Amount	\$3,000	Amount	\$3,000
Source	Federal Revenues - Title I	Source	Federal Revenues - Title I	Source	Federal Revenues - Title I

Budget Reference

Employee Benefits;
extra time - benefits

Reference

Employee Benefits;
extra time - benefits

Reference

Employee Benefits;
extra time - benefits

Amount

\$1,067

Amount

\$1,067

Amount

\$1,067

Source

Federal Revenues - Title I

Source

Federal Revenues - Title I

Source

Federal Revenues - Title I

Budget Reference

Employee Benefits;
EL Coordinator - benefits

Budget Reference

Employee Benefits;
EL Coordinator - benefits

Budget Reference

Employee Benefits;
EL Coordinator - benefits

Action 2

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:

Students to be Served: All Students with Disabilities Specific Student Group(s): _

Locations: All Schools Specific Schools: _ Specific Grade Spans: _

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:

Students to be Served: English Learners Foster Youth Low Income

Scope of Service: LEA-wide Schoolwide OR Limited to Unduplicated Student Group(s)

Locations: All Schools Specific Schools: _ Specific Grade Spans: _

ACTIONS/SERVICES

2017-18	2018-19	2019-20
<input type="checkbox"/> New <input checked="" type="checkbox"/> Modified <input type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged
School will host a minimum of three outreach meetings per semester to encourage parent participation and seek input as well as to offer training on school technology systems to improve communication (Infinite Campus and Schoology) Provide parent involvement and education opportunities through the Parent Involvement for Quality Education (PIQE) program, Fuerza Unida and TVN.	School will host a minimum of three outreach meetings per semester to encourage parent participation and seek input as well as to offer training on school technology systems to improve communication (Infinite Campus and Schoology) Provide parent involvement and education opportunities through the Parent Involvement for Quality Education (PIQE) program, Fuerza Unida and TVN.	School will host a minimum of three outreach meetings per semester to encourage parent participation and seek input as well as to offer training on school technology systems to improve communication (Infinite Campus and Schoology) Provide parent involvement and education opportunities through the Parent Involvement for Quality Education (PIQE) program, Fuerza Unida and TVN.

BUDGET EXPENDITURES

2017-18	2018-19	2019-20
Amount <input type="text" value="\$6,000"/>	Amount <input type="text" value="\$6,000"/>	Amount <input type="text" value="\$6,000"/>

Source

LCFF

Palisades Charter High School - Board Meeting - Agenda - Monday June 19, 2017 at 5:00 PM

LCFF

Budget
Reference

Services and Other Operating
Expenses;
parent training

Budget
Reference

Services and Other Operating
Expenses;
parent training

Budget
Reference

Services and Other Operating
Expenses;
parent training

Action 3

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:			
Students to be Served:	<input type="checkbox"/> All	<input type="checkbox"/> Students with Disabilities	<input type="checkbox"/> Specific Student Group(s): _
Locations:	<input type="checkbox"/> All Schools	<input type="checkbox"/> Specific Schools: _	<input type="checkbox"/> Specific Grade Spans: _

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:			
Students to be Served:	<input checked="" type="checkbox"/> English Learners	<input checked="" type="checkbox"/> Foster Youth	<input checked="" type="checkbox"/> Low Income
Scope of Service:	<input checked="" type="checkbox"/> LEA-wide	<input type="checkbox"/> Schoolwide	OR <input type="checkbox"/> Limited to Unduplicated Student Group(s)
Locations:	<input checked="" type="checkbox"/> All Schools	<input type="checkbox"/> Specific Schools: _	<input type="checkbox"/> Specific Grade Spans: _

ACTIONS/SERVICES

2017-18	2018-19	2019-20
<input checked="" type="checkbox"/> New <input type="checkbox"/> Modified <input type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged
Increase positive feedback on Culture & Climate surveys as well as stakeholder surveys. PCHS has a recordable increase in school communication, culture and climate as well as parent and student outreach as can be noted from surveys taken. e.g. student temperature on culture and & climate. (Mastery Manager – scantron style). Use the results for the State of the School address	Increase positive feedback on Culture & Climate surveys as well as stakeholder surveys. PCHS has a recordable increase in school communication, culture and climate as well as parent and student outreach as can be noted from surveys taken. e.g. student temperature on culture and & climate. (Mastery Manager – scantron style). Use the results for the State of the School address	Increase positive feedback on Culture & Climate surveys as well as stakeholder surveys. PCHS has a recordable increase in school communication, culture and climate as well as parent and student outreach as can be noted from surveys taken. e.g. student temperature on culture and & climate. (Mastery Manager – scantron style). Use the results for the State of the School address

BUDGET EXPENDITURES

2017-18	2018-19	2019-20
Amount <input type="text" value="\$30,000"/>	Amount <input type="text" value="\$30,000"/>	Amount <input type="text" value="\$30,000"/>

Source	LCFF
Budget Reference	Services and Other Operating Expenses; Mastery Manager
Amount	\$6,214
Source	LCFF
Budget Reference	Services and Other Operating Expenses; Columbia Survey

Budget Reference	Services and Other Operating Expenses; Mastery Manager
Amount	\$6,214
Source	LCFF
Budget Reference	Services and Other Operating Expenses; Columbia Survey

Source	LCFF
Budget Reference	Services and Other Operating Expenses; Mastery Manager
Amount	\$6,214
Source	LCFF
Budget Reference	Services and Other Operating Expenses; Columbia Survey

Goal 5

PCHS will develop and maintain partnerships with colleges and will enhance the CTE program to improve post-secondary success.

State and/or Local Priorities Addressed by this goal:

STATE 1 2 3 4 5 6 7 8
 COE 9 10
 LOCAL

Identified Need:

Students need to be prepared for more than just college but also for potential careers.

EXPECTED ANNUAL MEASURABLE OUTCOMES

Metrics/Indicators	Baseline	2017-18	2018-19	2019-20
CTE Pathways	Have 4 CTE Pathways available to students.	Have 8 CTE Pathways available to students.	Have 9 CTE Pathways available to students.	Have 10 CTE Pathways available to students.

Complete a copy of the following table for each of the LEAs Actions/Services. Duplicate the table, including Budgeted Expenditures, as needed.

Action 1

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:		
Students to be Served:	<input checked="" type="checkbox"/> All	<input type="checkbox"/> Students with Disabilities <input type="checkbox"/> Specific Student Group(s): _
Locations:	<input checked="" type="checkbox"/> All Schools	<input type="checkbox"/> Specific Schools: _ <input type="checkbox"/> Specific Grade Spans: _

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:		
Students to be Served:	<input type="checkbox"/> English Learners <input type="checkbox"/> Foster Youth <input type="checkbox"/> Low Income	
Scope of Service:	<input type="checkbox"/> LEA-wide <input type="checkbox"/> Schoolwide OR <input type="checkbox"/> Limited to Unduplicated Student Group(s)	
Locations:	<input type="checkbox"/> All Schools <input type="checkbox"/> Specific Schools: _ <input type="checkbox"/> Specific Grade Spans: _	

ACTIONS/SERVICES

2017-18	2018-19	2019-20
<input type="checkbox"/> New <input checked="" type="checkbox"/> Modified <input type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged
Develop partnerships through development consultant with higher education to enhance services and allocation of resources that increase student exposure to college courses and alternative opportunities. Continue to develop and refine CTE pathways by increasing number of CTE-credentialed teachers and working with CTE Advisory Council.	Develop partnerships through development consultant with higher education to enhance services and allocation of resources that increase student exposure to college courses and alternative opportunities. Continue to develop and refine CTE pathways by increasing number of CTE- credentialed teachers and working with CTE Advisory Council.	Develop partnerships through development consultant with higher education to enhance services and allocation of resources that increase student exposure to college courses and alternative opportunities. Continue to develop and refine CTE pathways by increasing number of CTE- credentialed teachers and working with CTE Advisory Council.

BUDGET EXPENDITURES

2017-18	2018-19	2019-20
---------	---------	---------

Amount	\$5,000	Source	Other Local Revenues	Budget Reference	Services and Other Operating Expenses; college center consulting	Amount	\$70,000	Source	LCFF	Budget Reference	Certificated Salaries; FT college counselor - salary	Amount	\$17,500	Source	LCFF	Budget Reference	Employee Benefits; FT college counselor - benefits
Amount	\$5,000	Source	Other Local Revenues	Budget Reference	Services and Other Operating Expenses; college center consulting	Amount	\$71,400	Source	LCFF	Budget Reference	Certificated Salaries; FT college counselor - salary	Amount	\$17,850	Source	LCFF	Budget Reference	Employee Benefits; FT college counselor - benefits
Amount	\$5,000	Source	Other Local Revenues	Budget Reference	Services and Other Operating Expenses; college center consulting	Amount	\$72,828	Source	LCFF	Budget Reference	Certificated Salaries; FT college counselor - salary	Amount	\$17,850	Source	LCFF	Budget Reference	Employee Benefits; FT college counselor - benefits

Goal 6

70% of EL students will demonstrate one year's growth in English Language Development each academic year as measured by the CELDT

State and/or Local Priorities Addressed by this goal:

STATE 1 2 3 4 5 6 7 8
 COE 9 10
 LOCAL

Identified Need:

75% will show growth in CELDT scores and 30% will be classified as RFEP.

EXPECTED ANNUAL MEASURABLE OUTCOMES

Metrics/Indicators	Baseline	2017-18	2018-19	2019-20
CELDT, Reading Inventory & ELA/ELD Grade	RFEP 22.5%	Goal of 30% RFEP classification	Maintain a 30% RFEP classification	Maintain a 30% RFEP classification

Complete a copy of the following table for each of the LEAs Actions/Services. Duplicate the table, including Budgeted Expenditures, as needed.

Action 1

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:		
Students to be Served:	<input type="checkbox"/> All	<input type="checkbox"/> Students with Disabilities
	<input type="checkbox"/> Specific Student Group(s): _	
Locations:	<input type="checkbox"/> All Schools	<input type="checkbox"/> Specific Schools: _
	<input type="checkbox"/> Specific Grade Spans: _	

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:		
Students to be Served:	<input checked="" type="checkbox"/> English Learners	<input type="checkbox"/> Foster Youth
	<input checked="" type="checkbox"/> Low Income	
Scope of Service:	<input checked="" type="checkbox"/> LEA-wide	<input type="checkbox"/> Schoolwide
	OR	<input type="checkbox"/> Limited to Unduplicated Student Group(s)
Locations:	<input checked="" type="checkbox"/> All Schools	<input type="checkbox"/> Specific Schools: _
	<input type="checkbox"/> Specific Grade Spans: _	

ACTIONS/SERVICES

2017-18	2018-19	2019-20
<input type="checkbox"/> New <input checked="" type="checkbox"/> Modified <input type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged
The EL Coordinator, PIQE Program, ELAC, EL Teacher, EL Assistant, Tutoring, MESA/SHPE, Curricular Materials, Professional Development, and other programs will be utilized to provide services to EL students and families, as well as analyze data to inform our practices to meet our student achievement goals.	The EL Coordinator, PIQE Program, ELAC, EL Teacher, EL Assistant, Tutoring, MESA/SHPE, Curricular Materials, Professional Development, and other programs will be utilized to provide services to EL students and families, as well as analyze data to inform our practices to meet our student achievement goals.	The EL Coordinator, PIQE Program, ELAC, EL Teacher, EL Assistant, Tutoring, MESA/SHPE, Curricular Materials, Professional Development, and other programs will be utilized to provide services to EL students and families, as well as analyze data to inform our practices to meet our student achievement goals.

BUDGET EXPENDITURES

2017-18	2018-19	2019-20
---------	---------	---------

Amount	\$1,500	Source	LCFF	Budget Reference	Services and Other Operating Expenses; EdAchieve
Amount	\$23,000	Source	Federal Revenues - Title I	Budget Reference	Services and Other Operating Expenses; PIQE
Amount	\$6,200	Source	LCFF	Budget Reference	Books and Supplies; MESA/SHPE classroom materials
Amount	\$68,500	Source	LCFF	Budget Reference	Classified Salaries; EL assistant, tutoring - salaries
Amount	\$64,770	Source	LCFF	Budget Reference	Certificated Salaries; EL teacher, EL coordinator - salaries
Amount	\$17,468	Source	LCFF	Budget Reference	Employee Benefits; EL assistant, tutoring benefits
Amount	\$1,500	Source	LCFF	Budget Reference	Services and Other Operating Expenses; EdAchieve
Amount	\$23,000	Source	Federal Revenues - Title I	Budget Reference	Services and Other Operating Expenses; PIQE
Amount	\$6,200	Source	LCFF	Budget Reference	Books and Supplies; MESA/SHPE classroom materials
Amount	\$68,500	Source	LCFF	Budget Reference	Classified Salaries; EL assistant, tutoring - salaries
Amount	\$66,065	Source	LCFF	Budget Reference	Certificated Salaries; EL teacher, EL coordinator - salaries
Amount	\$67,386	Source	LCFF	Budget Reference	Certificated Salaries; EL teacher, EL coordinator - salaries
Amount	\$17,816	Source	LCFF	Budget Reference	Employee Benefits; EL assistant, tutoring benefits
Amount	\$18,173	Source	LCFF	Budget Reference	Employee Benefits; EL assistant, tutoring benefits

Amount

\$15,875

\$16,516

Source

LCFF

Source

LCFF

Source

LCFF

Budget Reference

Employee Benefits;
EL teacher, EL coordinator -
benefits

Budget Reference

Employee Benefits;
EL teacher, EL coordinator -
benefits

Budget Reference

Employee Benefits;
EL teacher, EL coordinator -
benefits

Goal 7

Increase student academic achievement as evidenced by high graduation rate and increased A-G/CTE completion rate.

State and/or Local Priorities Addressed by this goal:

STATE 1 2 3 4 5 6 7 8
 COE 9 10
 LOCAL

Identified Need:

To be successful in either college or career students need the preparation that A-G and/or CTE courses provide.

EXPECTED ANNUAL MEASURABLE OUTCOMES

Metrics/Indicators	Baseline	2017-18	2018-19	2019-20
Grad and A-G/CTE rate	Grad rate over 95% A-G/CTE rate over 65%	Grad rate over 96% A-G/CTE rate over 70%	Maintain Grad rate over 96% A-G/CTE rate over 70%	Maintain Grad rate over 96% A-G/CTE rate over 70%

Complete a copy of the following table for each of the LEAs Actions/Services. Duplicate the table, including Budgeted Expenditures, as needed.

Action 1

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:		
Students to be Served:	<input checked="" type="checkbox"/> All	<input type="checkbox"/> Students with Disabilities <input type="checkbox"/> Specific Student Group(s): _
Locations:	<input checked="" type="checkbox"/> All Schools	<input type="checkbox"/> Specific Schools: _ <input type="checkbox"/> Specific Grade Spans: _

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:		
Students to be Served:	<input type="checkbox"/> English Learners <input type="checkbox"/> Foster Youth <input type="checkbox"/> Low Income	
Scope of Service:	<input type="checkbox"/> LEA-wide <input type="checkbox"/> Schoolwide OR <input type="checkbox"/> Limited to Unduplicated Student Group(s)	
Locations:	<input type="checkbox"/> All Schools <input type="checkbox"/> Specific Schools: _ <input type="checkbox"/> Specific Grade Spans: _	

ACTIONS/SERVICES

2017-18	2018-19	2019-20
<input type="checkbox"/> New <input checked="" type="checkbox"/> Modified <input type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged
Counseling Support, Teacher Training, PIQE, TVN, Fuerza Unida that leads to more students taking and completing A-G and/or CTE courses.	Counseling Support, Teacher Training, PIQE, TVN, Fuerza Unida that leads to more students taking and completing A-G and/or CTE courses.	Counseling Support, Teacher Training, PIQE, TVN, Fuerza Unida that leads to more students taking and completing A-G and/or CTE courses.

BUDGET EXPENDITURES

2017-18	2018-19	2019-20
Amount: \$0	Amount: \$0	Amount: \$0
Source: LCFF	Source: LCFF	Source: LCFF

Budget
Reference

Certificated Salaries;
Covered in other areas of the
LCAP

Palisades Charter High School - Board Meeting - Agenda - Monday June 19, 2017 at 5:00 PM
Budget
Reference

Certificated Salaries;
Covered in other areas of the
LCAP

Budget
Reference

Certificated Salaries;
Covered in other areas of the
LCAP

Action 2

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:

Students to be Served: All Students with Disabilities Specific Student Group(s): _

Locations: All Schools Specific Schools: _ Specific Grade Spans: _

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:

Students to be Served: English Learners Foster Youth Low Income

Scope of Service: LEA-wide Schoolwide OR Limited to Unduplicated Student Group(s)

Locations: All Schools Specific Schools: _ Specific Grade Spans: _

ACTIONS/SERVICES

2017-18	2018-19	2019-20
<input type="checkbox"/> New <input checked="" type="checkbox"/> Modified <input type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged
Increase student participation in Honors and AP courses. Formerly Goal #9.	Increase student participation in Honors and AP courses. Formerly Goal #9.	Increase student participation in Honors and AP courses. Formerly Goal #9.

BUDGET EXPENDITURES

2017-18	2018-19	2019-20
Amount: \$0	Amount: \$0	Amount: \$0
Source: LCFF	Source: LCFF	Source: LCFF
Budget Reference: Books and Supplies; Covered in other areas of the LCAP	Budget Reference: Books and Supplies; Covered in other areas of the LCAP	Budget Reference: Books and Supplies; Covered in other areas of the LCAP

Action 3

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:

Students to be Served: All Students with Disabilities Specific Student Group(s): _

Locations: All Schools Specific Schools: _ Specific Grade Spans: _

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:

Students to be Served: English Learners Foster Youth Low Income

Scope of Service: LEA-wide Schoolwide OR Limited to Unduplicated Student Group(s)

Locations: All Schools Specific Schools: _ Specific Grade Spans: _

ACTIONS/SERVICES

2017-18	2018-19	2019-20
<input type="checkbox"/> New <input checked="" type="checkbox"/> Modified <input type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged
Increase student participation in Dolphin Leadership Academy. Formerly Goal #16.	Increase student participation in Dolphin Leadership Academy. Formerly Goal #16.	Increase student participation in Dolphin Leadership Academy. Formerly Goal #16.

BUDGET EXPENDITURES

2017-18		2018-19		2019-20	
Amount	\$32,909	Amount	\$32,909	Amount	\$32,909
Source	LCFF	Source	LCFF	Source	LCFF
Budget Reference	Certificated Salaries; Certificated Salaries	Budget Reference	Certificated Salaries; Certificated Salaries	Budget Reference	Certificated Salaries; Certificated Salaries
Amount	\$8,227	Amount	\$8,227	Amount	\$8,227

Source	LCFF
Budget Reference	Employee Benefits; Certificated Benefits
Amount	\$15,000
Source	LCFF
Budget Reference	Services and Other Operating Expenses; Transportation

Budget Reference	Employee Benefits; Certificated Benefits
Amount	\$15,000
Source	LCFF
Budget Reference	Services and Other Operating Expenses; Transportation

Source	LCFF
Budget Reference	Employee Benefits; Certificated Benefits
Amount	\$15,000
Source	LCFF
Budget Reference	Services and Other Operating Expenses; Transportation

Action 4

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:	
Students to be Served:	<input checked="" type="checkbox"/> All <input type="checkbox"/> Students with Disabilities <input type="checkbox"/> Specific Student Group(s): _
Locations:	<input checked="" type="checkbox"/> All Schools <input type="checkbox"/> Specific Schools: _ <input type="checkbox"/> Specific Grade Spans: _

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:	
Students to be Served:	<input type="checkbox"/> English Learners <input type="checkbox"/> Foster Youth <input type="checkbox"/> Low Income
Scope of Service:	<input type="checkbox"/> LEA-wide <input type="checkbox"/> Schoolwide OR <input type="checkbox"/> Limited to Unduplicated Student Group(s)
Locations:	<input type="checkbox"/> All Schools <input type="checkbox"/> Specific Schools: _ <input type="checkbox"/> Specific Grade Spans: _

ACTIONS/SERVICES

2017-18	2018-19	2019-20
<input type="checkbox"/> New <input checked="" type="checkbox"/> Modified <input type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged
Provide alternative options such as summer school, Virtual Academy Temescal Academy and the Pali Online Program for students to take courses, improve grades and recover credits. Formerly under Goal #17.	Provide alternative options such as summer school, Virtual Academy Temescal Academy and the Pali Online Program for students to take courses, improve grades and recover credits. Formerly under Goal #17.	Provide alternative options such as summer school, Virtual Academy Temescal Academy and the Pali Online Program for students to take courses, improve grades and recover credits. Formerly under Goal #17.

BUDGET EXPENDITURES

2017-18		2018-19		2019-20	
Amount	\$1,575	Amount	\$1,575	Amount	\$1,575
Source	LCFF	Source	LCFF	Source	LCFF
Budget Reference	Books and Supplies; Summer school IMA/Textbooks	Budget Reference	Books and Supplies; Summer school IMA/Textbooks	Budget Reference	Books and Supplies; Summer school IMA/Textbooks

Amount	\$21,760	Source	LCFF	Budget Reference	Certificated Salaries; Summer school teacher salaries
Source	LCFF	Amount	\$5,440	Source	LCFF
Budget Reference	Certificated Salaries; Summer school teacher salaries	Budget Reference	Employee Benefits; Summer school teacher benefits	Budget Reference	Employee Benefits; Summer school teacher benefits
Amount	\$5,440	Source	LCFF	Amount	\$8,210
Source	LCFF	Source	LCFF	Source	LCFF
Budget Reference	Employee Benefits; Summer school teacher benefits	Budget Reference	Services and Other Operating Expenses; Acellus	Budget Reference	Services and Other Operating Expenses; Acellus
Amount	\$8,210	Source	LCFF	Amount	\$8,210
Source	LCFF	Source	LCFF	Source	LCFF
Budget Reference	Services and Other Operating Expenses; Acellus	Budget Reference	Services and Other Operating Expenses; Acellus	Budget Reference	Services and Other Operating Expenses; Acellus

Action 5

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:	
Students to be Served:	<input checked="" type="checkbox"/> All <input type="checkbox"/> Students with Disabilities <input type="checkbox"/> Specific Student Group(s): _
Locations:	<input checked="" type="checkbox"/> All Schools <input type="checkbox"/> Specific Schools: _ <input type="checkbox"/> Specific Grade Spans: _

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:	
Students to be Served:	<input type="checkbox"/> English Learners <input type="checkbox"/> Foster Youth <input type="checkbox"/> Low Income
Scope of Service:	<input type="checkbox"/> LEA-wide <input type="checkbox"/> Schoolwide OR <input type="checkbox"/> Limited to Unduplicated Student Group(s)
Locations:	<input type="checkbox"/> All Schools <input type="checkbox"/> Specific Schools: _ <input type="checkbox"/> Specific Grade Spans: _

ACTIONS/SERVICES

2017-18	2018-19	2019-20
<input type="checkbox"/> New <input checked="" type="checkbox"/> Modified <input type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged
Properly place incoming 9th grade students into English and math courses or support classes. Formerly under Goals #18 and #19.	Properly place incoming 9th grade students into English and math courses or support classes. Formerly under Goals #18 and #19.	Properly place incoming 9th grade students into English and math courses or support classes. Formerly under Goals #18 and #19.

BUDGET EXPENDITURES

2017-18	2018-19	2019-20
Amount: \$14,000	Amount: \$14,000	Amount: \$14,000
Source: Federal Revenues - Title I	Source: Federal Revenues - Title I	Source: Federal Revenues - Title I
Budget Reference: Certificated Salaries; Certificated Auxillary for EL Teacher	Budget Reference: Certificated Salaries; Certificated Auxillary for EL Teacher	Budget Reference: Certificated Salaries; Certificated Auxillary for EL Teacher

Action 6

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:

Students to be Served: All Students with Disabilities Specific Student Group(s): _

Locations: All Schools Specific Schools: _ Specific Grade Spans: _

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:

Students to be Served: English Learners Foster Youth Low Income

Scope of Service: LEA-wide Schoolwide OR Limited to Unduplicated Student Group(s)

Locations: All Schools Specific Schools: _ Specific Grade Spans: _

ACTIONS/SERVICES

2017-18

2018-19

2019-20

<input type="checkbox"/> New <input checked="" type="checkbox"/> Modified <input type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged
Reduce class sizes in key courses to increase support and pass rates in those courses. Formerly under Goal #21.	Reduce class sizes in key courses to increase support and pass rates in those courses. Formerly under Goal #21.	Reduce class sizes in key courses to increase support and pass rates in those courses. Formerly under Goal #21.

Goal 8

School will maintain a high ADA- as close to 96% as possible.

State and/or Local Priorities Addressed by this goal:

STATE 1 2 3 4 5 6 7 8
 COE 9 10
 LOCAL

Identified Need:

High attendance leads to higher student achievement.

EXPECTED ANNUAL MEASURABLE OUTCOMES

Metrics/Indicators	Baseline	2017-18	2018-19	2019-20
ADA Attendance Report	95.8% ADA	Maintain high 95.8% ADA	Maintain high 95.8% ADA	Maintain high 95.8% ADA

Complete a copy of the following table for each of the LEAs Actions/Services. Duplicate the table, including Budgeted Expenditures, as needed.

Action 1

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:		
Students to be Served:	<input checked="" type="checkbox"/> All	<input type="checkbox"/> Students with Disabilities <input type="checkbox"/> Specific Student Group(s): _
Locations:	<input checked="" type="checkbox"/> All Schools	<input type="checkbox"/> Specific Schools: _ <input type="checkbox"/> Specific Grade Spans: _

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:		
Students to be Served:	<input type="checkbox"/> English Learners <input type="checkbox"/> Foster Youth <input type="checkbox"/> Low Income	
Scope of Service:	<input type="checkbox"/> LEA-wide <input type="checkbox"/> Schoolwide OR <input type="checkbox"/> Limited to Unduplicated Student Group(s)	
Locations:	<input type="checkbox"/> All Schools <input type="checkbox"/> Specific Schools: _ <input type="checkbox"/> Specific Grade Spans: _	

ACTIONS/SERVICES

2017-18	2018-19	2019-20
<input type="checkbox"/> New <input checked="" type="checkbox"/> Modified <input type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged
Attendance Personnel/training. Continue with high levels of communication with various media/formats. Continue with providing positive incentives and reinforcements for perfect attendance. Intervention & counseling for students with attendance concerns. Monitor ADA, as well as modes of transportation.	Attendance Personnel/training. Continue with high levels of communication with various media/formats. Continue with providing positive incentives and reinforcements for perfect attendance. Intervention & counseling for students with attendance concerns. Monitor ADA, as well as modes of transportation.	Attendance Personnel/training. Continue with high levels of communication with various media/formats. Continue with providing positive incentives and reinforcements for perfect attendance. Intervention & counseling for students with attendance concerns. Monitor ADA, as well as modes of transportation.

BUDGET EXPENDITURES

2017-18	2018-19	2019-20
---------	---------	---------

Amount	\$142,000	Source	LCFF	Budget Reference	Classified Salaries; attendance office salaries
Amount	\$40,000	Source	LCFF	Budget Reference	Classified Salaries; intervention
Amount	\$30,000	Source	LCFF	Budget Reference	Services and Other Operating Expenses; infinite campus
Amount	\$15,000	Source	LCFF	Budget Reference	Services and Other Operating Expenses; transportation
Amount	\$24,750	Source	LCFF	Budget Reference	Certificated Salaries; summer school teachers
Amount	\$5,850	Source	LCFF	Budget Reference	Books and Supplies; textbooks and instructional materials
Amount	\$147,736	Source	LCFF	Budget Reference	Classified Salaries; attendance office salaries
Amount	\$40,000	Source	LCFF	Budget Reference	Classified Salaries; intervention
Amount	\$30,000	Source	LCFF	Budget Reference	Services and Other Operating Expenses; infinite campus
Amount	\$15,000	Source	LCFF	Budget Reference	Services and Other Operating Expenses; transportation
Amount	\$24,750	Source	LCFF	Budget Reference	Certificated Salaries; summer school teachers
Amount	\$5,850	Source	LCFF	Budget Reference	Books and Supplies; textbooks and instructional materials

Amount	\$35,000
Source	LCFF
Budget Reference	Employee Benefits; attendance office benefits
Amount	\$8,250
Source	LCFF
Budget Reference	Employee Benefits; summer school teachers - benefits

Source	LCFF
Budget Reference	Employee Benefits; attendance office benefits
Amount	\$8,250
Source	LCFF
Budget Reference	Employee Benefits; summer school teachers - benefits

Source	LCFF
Budget Reference	Employee Benefits; attendance office benefits
Amount	\$8,250
Source	LCFF
Budget Reference	Employee Benefits; summer school teachers - benefits

\$36,414

Goal 9

School will maintain a low (under 2.5%) suspension rate and maintain less than a 1% expulsion rate.

State and/or Local Priorities Addressed by this goal:

STATE 1 2 3 4 5 6 7 8
 COE 9 10
 LOCAL

Identified Need:

Some students are suspended for more than 2 days in a year and lose instruction

EXPECTED ANNUAL MEASURABLE OUTCOMES

Metrics/Indicators	Baseline	2017-18	2018-19	2019-20
Number of days students are suspended & number of students expelled	62 different students suspended for a total of 128 days. Zero expulsions.	62 different students suspended for a total of 128 days.	62 different students suspended for a total of 128 days.	62 different students suspended for a total of 128 days.

Complete a copy of the following table for each of the LEAs Actions/Services. Duplicate the table, including Budgeted Expenditures, as needed.

Action 1

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:		
Students to be Served:	<input checked="" type="checkbox"/> All	<input type="checkbox"/> Students with Disabilities <input type="checkbox"/> Specific Student Group(s): _
Locations:	<input checked="" type="checkbox"/> All Schools	<input type="checkbox"/> Specific Schools: _ <input type="checkbox"/> Specific Grade Spans: _

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:		
Students to be Served:	<input type="checkbox"/> English Learners <input type="checkbox"/> Foster Youth <input type="checkbox"/> Low Income	
Scope of Service:	<input type="checkbox"/> LEA-wide <input type="checkbox"/> Schoolwide OR <input type="checkbox"/> Limited to Unduplicated Student Group(s)	
Locations:	<input type="checkbox"/> All Schools <input type="checkbox"/> Specific Schools: _ <input type="checkbox"/> Specific Grade Spans: _	

ACTIONS/SERVICES

2017-18	2018-19	2019-20
<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged
Discipline Deans staffing Discipline and expulsion records	Discipline Deans staffing Discipline and expulsion records	Discipline Deans staffing Discipline and expulsion records

BUDGET EXPENDITURES

2017-18	2018-19	2019-20
Amount: \$330,000	Amount: \$330,000	Amount: \$330,000
Source: LCFF	Source: LCFF	Source: LCFF
Budget Reference: Certificated Salaries;	Budget Reference: Certificated Salaries;	Budget Reference: Certificated Salaries;

Amount	\$110,000
Source	LCFF
Budget Reference	Employee Benefits; 3 certificated deans - benefits

Amount	\$110,000
Source	LCFF
Budget Reference	Employee Benefits; 3 certificated deans - benefits

Amount	\$110,000
Source	LCFF
Budget Reference	Employee Benefits; 3 certificated deans - benefits

Action 2

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:

Students to be Served: All Students with Disabilities Specific Student Group(s): _

Locations: All Schools Specific Schools: _ Specific Grade Spans: _

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:

Students to be Served: English Learners Foster Youth Low Income

Scope of Service: LEA-wide Schoolwide OR Limited to Unduplicated Student Group(s)

Locations: All Schools Specific Schools: _ Specific Grade Spans: _

ACTIONS/SERVICES

2017-18	2018-19	2019-20
<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged
Counseling services including crisis counselor/consultant and Educationally Related Mental Health Services. Counseling participation rates, Improved completion and drop-out rates	Counseling services including crisis counselor/consultant and Educationally Related Mental Health Services. Counseling participation rates, Improved completion and drop-out rates	Counseling services including crisis counselor/consultant and Educationally Related Mental Health Services. Counseling participation rates, Improved completion and drop-out rates

BUDGET EXPENDITURES

2017-18	2018-19	2019-20
Amount: \$144,062	Amount: \$144,062	Amount: \$144,062
Source: Other State Revenues	Source: Other State Revenues	Source: Other State Revenues
Budget Reference: Certificated Salaries; school psychologist and social	Budget Reference: Certificated Salaries; school psychologist and social	Budget Reference: Certificated Salaries; school psychologist and social

Palisades Charter High School - Board Meeting - Agenda - Monday June 19, 2017 at 5:00 PM		
	worker - salaries	worker - salaries
Amount	\$36,016	\$36,016
Source	Other State Revenues	Other State Revenues
Budget Reference	Employee Benefits; school psychologist and social worker - benefits	Employee Benefits; school psychologist and social worker - benefits

Action 3

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:	
Students to be Served:	<input checked="" type="checkbox"/> All <input type="checkbox"/> Students with Disabilities <input type="checkbox"/> Specific Student Group(s): _
Locations:	<input checked="" type="checkbox"/> All Schools <input type="checkbox"/> Specific Schools: _ <input type="checkbox"/> Specific Grade Spans: _

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:	
Students to be Served:	<input type="checkbox"/> English Learners <input type="checkbox"/> Foster Youth <input type="checkbox"/> Low Income
Scope of Service:	<input type="checkbox"/> LEA-wide <input type="checkbox"/> Schoolwide OR <input type="checkbox"/> Limited to Unduplicated Student Group(s)
Locations:	<input type="checkbox"/> All Schools <input type="checkbox"/> Specific Schools: _ <input type="checkbox"/> Specific Grade Spans: _

ACTIONS/SERVICES

2017-18	2018-19	2019-20
<input checked="" type="checkbox"/> New <input type="checkbox"/> Modified <input type="checkbox"/> Unchanged	<input checked="" type="checkbox"/> New <input type="checkbox"/> Modified <input type="checkbox"/> Unchanged	<input checked="" type="checkbox"/> New <input type="checkbox"/> Modified <input type="checkbox"/> Unchanged
Link students with behavior challenges to adult mentors to develop positive, alternative behaviors.	Link students with behavior challenges to adult mentors to develop positive, alternative behaviors.	Link students with behavior challenges to adult mentors to develop positive, alternative behaviors.

BUDGET EXPENDITURES

2017-18	2018-19	2019-20
Amount: \$0	Amount: \$0	Amount: \$0
Source: LCFF	Source: LCFF	Source: LCFF
Budget Reference: Certificated Salaries; Covered in other areas of the LCAP	Budget Reference: Certificated Salaries; Covered in other areas of the LCAP	Budget Reference: Certificated Salaries; Covered in other areas of the LCAP

Goal 10

School will explore additional funding to reduce expenses & costs focused High Needs Students & Families. Funding will also address low performing students in all categories

State and/or Local Priorities Addressed by this goal:

STATE 1 2 3 4 5 6 7 8
 COE 9 10
 LOCAL

Identified Need:

Identify and obtain revenue outside of State Funding to reduce reliance on annual State Budget.

EXPECTED ANNUAL MEASURABLE OUTCOMES

Metrics/Indicators	Baseline	2017-18	2018-19	2019-20
Fundraising Revenue	\$250,000	\$300,000	\$400,000	\$500,000

Complete a copy of the following table for each of the LEAs Actions/Services. Duplicate the table, including Budgeted Expenditures, as needed.

Action 1

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:		
Students to be Served:	<input checked="" type="checkbox"/> All	<input type="checkbox"/> Students with Disabilities <input type="checkbox"/> Specific Student Group(s): _
Locations:	<input checked="" type="checkbox"/> All Schools	<input type="checkbox"/> Specific Schools: _ <input type="checkbox"/> Specific Grade Spans: _

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:		
Students to be Served:	<input type="checkbox"/> English Learners <input type="checkbox"/> Foster Youth <input type="checkbox"/> Low Income	
Scope of Service:	<input type="checkbox"/> LEA-wide <input type="checkbox"/> Schoolwide OR <input type="checkbox"/> Limited to Unduplicated Student Group(s)	
Locations:	<input type="checkbox"/> All Schools <input type="checkbox"/> Specific Schools: _ <input type="checkbox"/> Specific Grade Spans: _	

ACTIONS/SERVICES

2017-18	2018-19	2019-20
<input type="checkbox"/> New <input checked="" type="checkbox"/> Modified <input type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged
School will dedicate funding efforts to address transportation costs and alternative methods	School will dedicate funding efforts to address transportation costs and alternative methods	School will dedicate funding efforts to address transportation costs and alternative methods

BUDGET EXPENDITURES

2017-18	2018-19	2019-20
Amount: \$75,000	Amount: \$76,500	Amount: \$78,030
Source: Other Local Revenues	Source: Other Local Revenues	Source: Other Local Revenues
Budget Reference: Classified Salaries;	Budget Reference: Classified Salaries;	Budget Reference: Classified Salaries;

Amount

\$18,750

Amount

\$18,750

Amount

\$18,750

Source

Other Local Revenues

Source

Other Local Revenues

Source

Other Local Revenues

Budget Reference

Employee Benefits;
Development Director - benefits

Budget Reference

Employee Benefits;
Development Director - benefits

Budget Reference

Employee Benefits;
Development Director - benefits

Action 2

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:		
Students to be Served:	<input checked="" type="checkbox"/> All	<input type="checkbox"/> Students with Disabilities
	<input type="checkbox"/> Specific Student Group(s): _	
Locations:	<input type="checkbox"/> All Schools	<input type="checkbox"/> Specific Schools: _
	<input type="checkbox"/> Specific Grade Spans: _	

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:		
Students to be Served:	<input type="checkbox"/> English Learners	<input type="checkbox"/> Foster Youth
	<input type="checkbox"/> Low Income	
Scope of Service:	<input type="checkbox"/> LEA-wide	<input type="checkbox"/> Schoolwide
	OR	<input type="checkbox"/> Limited to Unduplicated Student Group(s)
Locations:	<input type="checkbox"/> All Schools	<input type="checkbox"/> Specific Schools: _
	<input type="checkbox"/> Specific Grade Spans: _	

ACTIONS/SERVICES

2017-18

2018-19

2019-20

2017-18	2018-19	2019-20
<input checked="" type="checkbox"/> New <input type="checkbox"/> Modified <input type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged
Continue to support PCHS efforts to on-going efforts to provide 1:1 Technology devices in the hands of all students	Continue to support PCHS efforts to on-going efforts to provide 1:1 Technology devices in the hands of all students	Continue to support PCHS efforts to on-going efforts to provide 1:1 Technology devices in the hands of all students

Action 3

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:		
Students to be Served:	<input checked="" type="checkbox"/> All	<input type="checkbox"/> Students with Disabilities
	<input type="checkbox"/> Specific Student Group(s): _	
Locations:	<input type="checkbox"/> All Schools	<input type="checkbox"/> Specific Schools: _
	<input type="checkbox"/> Specific Grade Spans: _	

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:		
Students to be Served:	<input type="checkbox"/> English Learners	<input type="checkbox"/> Foster Youth
	<input type="checkbox"/> Low Income	
Scope of Service:	<input type="checkbox"/> LEA-wide	<input type="checkbox"/> Schoolwide
	OR	<input type="checkbox"/> Limited to Unduplicated Student Group(s)
Locations:	<input type="checkbox"/> All Schools	<input type="checkbox"/> Specific Schools: _
	<input type="checkbox"/> Specific Grade Spans: _	

ACTIONS/SERVICES

2017-18

2018-19

2019-20

<input checked="" type="checkbox"/> New <input type="checkbox"/> Modified <input type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged
Fundraise to provide on-going support for Math and increasing test scores. Math assistants identified as primary recipient of these funds.	Fundraise to provide on-going support for Math and increasing test scores. Math assistants identified as primary recipient of these funds.	Fundraise to provide on-going support for Math and increasing test scores. Math assistants identified as primary recipient of these funds.

Goal 11

Improve student achievement in math for lowest achieving subgroups.

State and/or Local Priorities Addressed by this goal:

STATE 1 2 3 4 5 6 7 8
 COE 9 10
 LOCAL

Identified Need:

Not all subgroups are performing equally well in math standardized testing.

EXPECTED ANNUAL MEASURABLE OUTCOMES

Metrics/Indicators	Baseline	2017-18	2018-19	2019-20
Math SBAC	Latino 28% (Met/ exceeded) Black 26% (Met/ exceeded) SPED 15% (Met/exceeded)	Increase subgroup met/exceed %'s	Increase subgroup met/exceed %'s	Increase subgroup met/exceed %'s

Complete a copy of the following table for each of the LEAs Actions/Services. Duplicate the table, including Budgeted Expenditures, as needed.

Action 1

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:		
Students to be Served:	<input type="checkbox"/> All	<input type="checkbox"/> Students with Disabilities
	<input type="checkbox"/> Specific Student Group(s): _	
Locations:	<input type="checkbox"/> All Schools	<input type="checkbox"/> Specific Schools: _
	<input type="checkbox"/> Specific Grade Spans: _	

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:		
Students to be Served:	<input type="checkbox"/> English Learners	<input type="checkbox"/> Foster Youth
	<input type="checkbox"/> Low Income	
Scope of Service:	<input type="checkbox"/> LEA-wide	<input type="checkbox"/> Schoolwide
	OR	<input type="checkbox"/> Limited to Unduplicated Student Group(s)
Locations:	<input type="checkbox"/> All Schools	<input type="checkbox"/> Specific Schools: _
	<input type="checkbox"/> Specific Grade Spans: _	

ACTIONS/SERVICES

2017-18	2018-19	2019-20
<input type="checkbox"/> New <input type="checkbox"/> Modified <input type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged
Provide both in-class and out-of-class math interventions, such as math paraprofessionals and Math Lab. Provide target interventions. Work with programs, such as TVN, Fuerza Unida, DLA, and PIQE, as well as student groups, such as BSU, LSU and Link Crew, to provided target support and intervention.	Provide both in-class and out-of-class math interventions, such as math paraprofessionals and Math Lab. Provide target interventions. Work with programs, such as TVN, Fuerza Unida, DLA, and PIQE, as well as student groups, such as BSU, LSU and Link Crew, to provided target support and intervention.	Provide both in-class and out-of-class math interventions, such as math paraprofessionals and Math Lab. Provide target interventions. Work with programs, such as TVN, Fuerza Unida, DLA, and PIQE, as well as student groups, such as BSU, LSU and Link Crew, to provided target support and intervention.

BUDGET EXPENDITURES

2017-18	2018-19	2019-20
---------	---------	---------

Amount	\$98,000	Source	College Readiness Block Grant	Amount	\$0	Source	College Readiness Block Grant	Amount	\$0	Source	College Readiness Block Grant
Budget Reference	Classified Salaries; Math Paraprofessionals salary	Budget Reference		Budget Reference		Budget Reference		Budget Reference		Budget Reference	
Amount	\$24,500	Source	College Readiness Block Grant	Amount	\$0	Source	College Readiness Block Grant	Amount	\$0	Source	College Readiness Block Grant
Budget Reference	Employee Benefits; Math Paraprofessionals benefits	Budget Reference		Budget Reference		Budget Reference		Budget Reference		Budget Reference	
Amount	\$3,000	Source	College Readiness Block Grant	Amount	\$3,000	Source	LCFF	Amount	\$3,000	Source	LCFF
Budget Reference	Books and Supplies; Link Crew Supplies	Budget Reference		Budget Reference	Books and Supplies; Link Crew Supplies	Budget Reference		Budget Reference	Books and Supplies; Link Crew Supplies	Budget Reference	
Amount	\$0	Source	Other State Revenues	Amount	\$0	Source	Other State Revenues	Amount	\$0	Source	Other State Revenues
Budget Reference	Certificated Salaries; mathlab tutors - covered in other areas of LCAP	Budget Reference		Budget Reference	Certificated Salaries; mathlab tutors - covered in other areas of LCAP	Budget Reference		Budget Reference	Certificated Salaries; mathlab tutors - covered in other areas of LCAP	Budget Reference	

Demonstration of Increased or Improved Services for Unduplicated Pupils

LCAP Year 2017-18 2018-19 2019-20

Estimated Supplemental and Concentration Grant Funds: \$1,538,368 Percentage to Increase or Improve Services: 6.22%

Describe how services provided for unduplicated pupils are increased or improved by at least the percentage identified above, either qualitatively or quantitatively, as compared to services provided for all students in the LCAP year.

Identify each action/service being funded and provided on a schoolwide or LEA-wide basis. Include the required descriptions supporting each schoolwide or LEA-wide use of funds ([see instructions](#)).

Services for un-duplicated pupils will increase by 6.22% through the implementation of parent outreach programs to increase parent involvement, the increase in English language proficiency among our English Learner population, and increased access to participation and success in high rigor courses. Other actions/services identified under school-wide but mainly targeting the un-duplicated population is the improvement in student achievement in math.

Coversheet

Update on School Safety Procedures

Section: V. Academic Excellence
Item: B. Update on School Safety Procedures
Purpose: FYI

Submitted by:

Related Material:

V_B_Acad Excellence_Part 2_Early Release Reunion Form_06_06_17.pdf

V_B_Acad Excellence_Part 1_Early Release V6_06_06_17.pdf

V_B_Acad Excellence_Part 4_emergency card English Spanish FINAL.pdf

V_B_Acad Excellence_Part 3_Non Early Release_06_06_17.pptx



Palisades Charter High School

REUNION FORM

Student Name: _____

ID check

Parent/Guardian Name: _____

.....

Location:

Released to:

Signature

White-parent; Yellow-student

Reunion Form - Rev 20170318



Early Release/Reunification Process

Admin:

Team will evaluate the situation and make the early release decision.

Pam Magee will be the Lead/IC for non-emergency process & communication

Teachers:

Once an early closure has been called please –

- Stay in/return to your classroom – All students will be send back to class for the release process – you are still personally liable
 - **Take roll**
 - **do not dismiss until indicated to do so**
- Report to PSA (covered eating area) if you have a conference period
- Listen to PA/Intercom announcements
- Release students with self-checkout privileges (they will have a special ID) enter picture of ID. If they do not have their ID, check IC, a flag will appear on your section rosters and Infinite Campus accounts
- If possible, show students their set of instructions (below) to ensure the process goes smoothly, either by printing copies or showing it on your overhead/board
- Hold all other students in your classrooms until you get notified by Pali Staff via phone, intercom or runner to release a specific student.
- Students will need to report to Mercer Hall to be reunited with their Parent/Guardian
- Limit the use of Hall passes to emergencies only

Staff:

All staff members without SERT assignments need to report to PSA (Amy and Siquia) by the covered eating area for assignments (greeters, phones, infinite campus checking, runners, etc).



PALISADES

CHARTER HIGH SCHOOL

Parents:

Starting with the 2017-18 school year Pali will provide you with a self-release option for your student.

In the case of an early school closure due to an unforeseen event (i.e. Inclement Weather, Loss of Utilities) you will be notified by one or all of the following methods: email, Schoology, text, and/or phone call.

- If you checked the self-checkout box on the school emergency card, your student will be released on their own recognizance at the early release time determined by administration
- If you checked “hold my student on campus”, your student will be held until the normal release/dismissal time
 - Or you or one of the person(s) authorized by you on your student emergency card will need to report to the school main entrance (flag pole) with a government issues picture ID (driver’s license, Passport, Military ID, etc.)
 - *School-coordinated transportation and school bus schedules may be affected depending on the situation – more information will be provided on that day

Process:

- Report to main entrance by the flag pole with your ID
- Greeters will direct you to the right place to start the reunification process
- At the tables set up at the front of the school we will verify that you are authorized to pick up the student(s) you are requesting (tables are set up in alphabetical order by students’ last names) and hand you the claim ticket.
 - Do not lose this claim ticket. After you and your student(s) are reunited they will have a carbon copy of the one(s) you have and we will collect them as you leave to keep track of who left with whom
- You will be asked to move to reunion gate (Mercer Hall side exit) to wait for your student
- Last step – once your students arrives at the reunion gate you will be called to be reunited and staff will check and collect your tickets.



PALISADES

CHARTER HIGH SCHOOL

This process may seem onerous, but it exists to ensure we are not releasing students to people who are not authorized per the emergency card. We thank you in advance for your patience should we have to go through with this process.

Students:

In an early release event, you will report to all your classes as usual until the release process begins, failure to do so will result in disciplinary action. Security will continue checking for hall passes for students out of class.

1. Once release begins, your teacher will check all students' IDs or Infinite Campus accounts to determine who can leave on their own.
2. If your parent asked that we not release you on your own, you will wait in class until regular release or until your parent(s) check you out. *
3. You will be given a reunification slip that needs to be matched with your parent or guardians' slip in order for you all to be allowed to leave
4. If you do not have your slip, you will be redirected to the ID station to be verified. This is for your safety so that someone who is not on your emergency card does not take you.
5. *School-coordinated transportation and school bus schedules may be affected depending on the situation – more information will be provided on that day

Internal Procedures:

As we prepare for parent arrival (steps 1 – 3 in the following section) students whose parents allow for their child/children to leave on their own (as indicated on the emergency card) are processed at one of two checkpoints.

1. We rely on teachers to check IDs (and infinite campus for students without their IDs) to ensure the student is indeed allowed to leave.
 - a. A flag/system to allow this to happen will be created
2. Students then proceed to either the pool or the Gilbert Hall side parking lot where security checks IDs to make sure they are allowed to leave

Processing of parents/students who are picking up/being picked up



PALISADES

CHARTER HIGH SCHOOL

1. Students not released by parents on their emergency card and awaiting pick up are held in their classrooms.
2. Folding tables will be set up between Mercer Hall and the A building, from these tables we will both check parents' IDs and create a physical barrier to help maintain control of campus.
3. Greeters will hand parents reunification slips (2 per students, connected to form an original and a carbon copy). Greeters ask how many students they are picking up and give them one set of slips per student.
 - a. Greeters direct parents to fill out just the student's name (legibly in print) on the forms and to get their IDs out to be checked at ID check tables
4. Tables are labeled alphabetically (A-G, H-P, for example) by STUDENTS' last name
5. At these tables, using binders and/or laptops, we are checking parent IDs to ensure they are the parent of the student they are claiming and that they are authorized to take these students.
6. Parents are sent to Mercer Hall (outside or inside depending on weather) to wait for their students
 - a. If inside, tables will be set up as a barrier to prevent students, parents from leaving without being checked
7. Meanwhile: original slips with student name on them are sent to the A building where we are checking Infinite campus for the students' location
8. Runner sent or phone call made to classroom to retrieve student
 - a. If runner: runner gives slip to student, and tells them to keep it because they need it to be allowed to leave
 - b. If phone/other: student slips are run to mercer and students held at covered eating area to get slip before being sent through mercer
9. Student and parents reunite at Mercer Hall
10. As they leave we take both slips to ensure they match before they leave
11. We staple slips back together to keep for records

Students whose parents elected not to come pick them up or release them will be held until the normal time either for pick up or for the buses to take them home.

Depending on the situation evening activities or sports may or may not be cancelled.

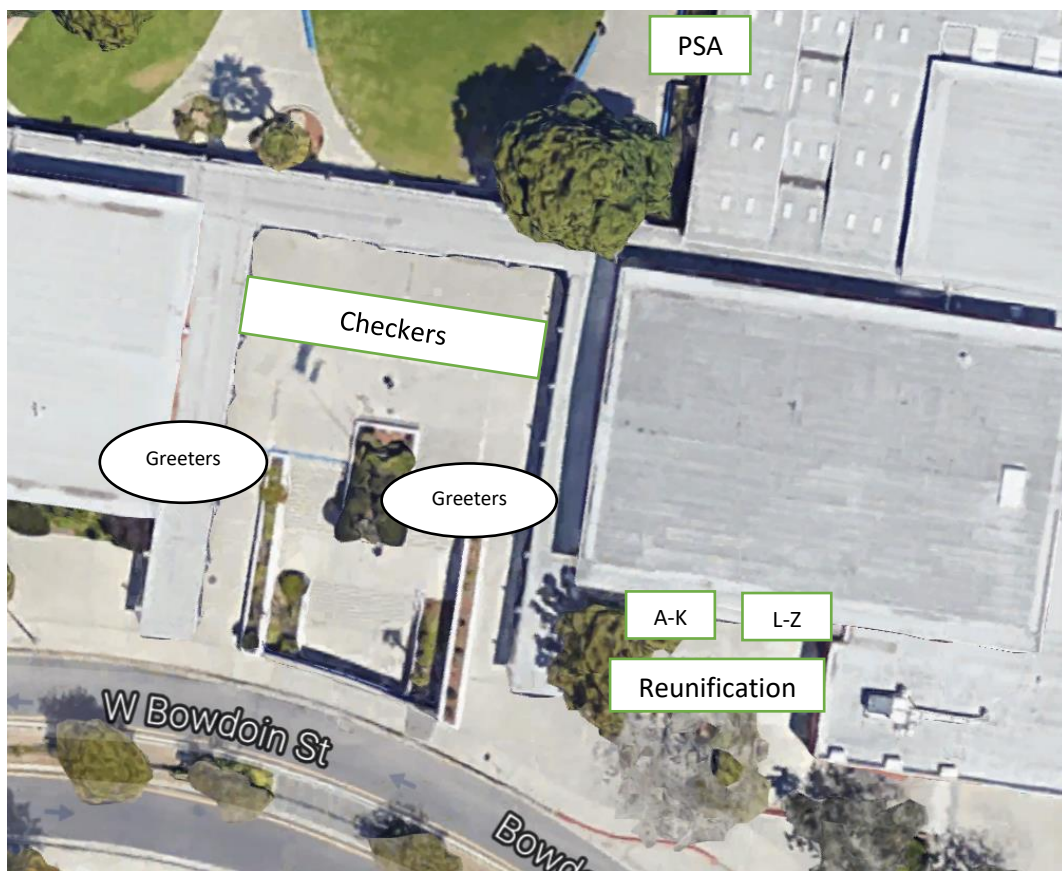


PALISADES

CHARTER HIGH SCHOOL

We need:

- Updated emergency cards with the checkbox
- Updated IDs with some indication of if they are allowed to leave on their own
- Alpha Signage for the tables/mercer
- Enough binders/laptops for those checking names/infinite campus
- Folding tables





II. EMERGENCY INFORMATION

PLEASE PRINT LEGIBLY

STUDENT INFORMATION

Last Name		First Name	Grade
Home Phone	Home Language		Birth Date
Home Address (Number & Street) :			Apt. No.
City			Zip Code

PARENTAL/LEGAL GUARDIAN INFORMATION

Mother/Guardian Last Name		First Name	Daytime Phone
Email	Cell		
Business Address			
Father/Guardian Last Name		First Name	Daytime Phone
Email	Cell		
Business Address			

IN CASE YOU ARE UNABLE TO REACH ME DURING AN EMERGENCY, YOU ARE AUTHORIZED TO CONTACT AND, IF NECESSARY, RELEASE MY CHILD TO ANY OF THE FOLLOWING:

Name	Relationship	Phone
Name	Relationship	Phone
Name	Relationship	Phone
Name	Relationship	Phone

DOES YOUR CHILD HAVE ANY SIBLINGS ATTENDING PALISADES CHARTER HIGH SCHOOL:

Last Name	First Name	Grade
Last Name	First Name	Grade

Dear Parents/Guardians: Various types of emergencies may occur during the school day. A student may become ill or get injured at Palisades Charter High School, or a disaster strikes, such as a major earthquake. During an emergency, we may need to reach you or your designated representative urgently, or your child may require immediate medical attention.

By preparing in advance, PCHS can minimize injury and confusion, and expedite effective treatment. For PCHS, having a completed emergency information card on file is essential to proper emergency preparation. Please complete an Emergency Information Card for each child attending PCHS, and return it to the Health Office as soon as possible. Thank you for your prompt attention to this important matter.

I. AUTHORIZATION FOR EMERGENCY MEDICAL TREATMENT

The undersigned, as parent/legal guardian of _____, a minor, hereby authorizes the principal or designee, into whose care the aforementioned minor pupil has been entrusted, to consent to any X-ray examination, anesthetic, medical or surgical diagnosis, treatment, and/or hospital care to be rendered to the student upon the advice of any licensed physician and/or dentist.

It is understood that this authorization is given in advance of any required diagnosis, treatment, or hospital care and provides authority and power to Palisades Charter High School to give specific consent to any and all such diagnosis, treatment, or hospital care which a licensed physician or dentist may deem necessary. This authorization is given in accordance with Section 49407 of the California Education Code, and shall remain effective until revoked in writing and delivered to PCHS. I understand that the PCHS, its officers and its employees assume no liability of any nature in relation to the transportation of the student. I further understand that all costs of paramedic transportation, hospitalization, and any examinations, X-ray, or treatment provided in relation to this authorization shall be my sole responsibility as the student's parent/guardian.

Doctor	Daytime Phone
Insurance Plan	Group or Policy Number

My Child is allergic to the following:

Any Medications Used:

Signature of Parent/Guardian

If a situation develops during the day, and it is determined that an early dismissal is in the best interest of the student, parents will be notified via the automated phone, email and text system based on the contact information supplied to the school office(s).

Check this box to allow for early release from campus, **which may include early school bus release.**

Check this box if you do not want your child to be released in this situation and we keep them on campus until 2:15pm. **Regular school bus departure may be affected.**

IN A MAJOR EMERGENCY, IT IS THE SCHOOL'S POLICY TO RETAIN STUDENTS AT PCHS FOR THEIR SAFETY. THE INFORMATION ON THIS CARD MAY BE USED BY PCHS TO RELEASE STUDENTS.



II. INFORMACIÓN DE EMERGENCIA

POR FAVOR ESCRIBA LEGIBLE

INFORMACIÓN DEL ESTUDIANTE

Apellido	Nombre	Grado
Teléfono de casa	Primer Idioma	Fecha De Nacimiento
Dirección de casa: (Número & Calle)		Número De Apartamento
Ciudad	Código Postal	

INFORMACIÓN DE LOS PADRES/O GUARDIANES LEGALES

Apellido de Madre/Guardián	Nombre	Teléfono durante el día
Correo Electrónico (Email)	Teléfono Móvil	
Dirección del Trabajo		
Apellido del Padre/Guardián	Nombre	Teléfono durante el día
Correo Electrónico (Email)	Teléfono Móvil	
Dirección del Trabajo		

EN CASO DE QUE USTED NO PUEDE LOCALIZARME EN CASO DE EMERGENCIA, USTED ESTÁ AUTORIZADO A CONTACTAR Y, SI ES NECESARIO, DEJAR SALIR A MI HIJO/A CON CUALQUIERA DE LAS SIGUIENTES PERSONAS:

Nombre	Relación	Teléfono
Nombre	Relación	Teléfono
Nombre	Relación	Teléfono
Nombre	Relación	Teléfono

¿SU HIJO/A TIENE UN/A HERMANO/HERMANA QUE ASISTE A LA ESCUELA SECUNDARIA PALISADES CHARTER HIGH SCHOOL?

Apellido	Nombre	Grado
Apellido	Nombre	Grado

Estimados Padres / Guardianes:

el día escolar. Un estudiante puede enfermarse o resultar herido en la escuela, u otra urgencia o desastre, como un terremoto. Durante una emergencia, es posible que necesitemos comunicarnos con usted o con su representante designado si su hijo/a requiere atención médica inmediata.

Prepararnos de antemano, puede minimizar lesiones y confusión, y acelerar el tratamiento efectivo de su hijo/a. Para Palisades Charter High School, tener una tarjeta de información de emergencia completada en el archivo es esencial para prepararse para una emergencia. Por favor complete una Tarjeta de Información de Emergencia para cada hijo/a que asiste a PCHS, y devuélvala a la Oficina de Salud tan pronto como sea posible. Gracias por su pronta atención a este importante asunto.

I. AUTORIZACIÓN PARA TRATAMIENTO MÉDICO DE EMERGENCIA

El firmante de abajo, como padre / tutor legal de _____, menor de edad, por medio del presente autoriza al director o persona designada, habiéndose encomendado el cuidado del alumno, a acceder a cualquier análisis con radiografía, anestesia, diagnóstico, médico o quirúrgico, tratamiento y/o atención en un hospital para el alumno/a, según lo especifique un médico acreditado y/o dentista.

Estoy conciente que esta autorización se extiende a cualquier diagnóstico, tratamiento o atención necesaria en un hospital y otorgo la autoridad y facultad a Palisades Charter High School, de dar consentimiento a cualquier diagnóstico, tratamiento, o atención en el hospital con un médico acreditado o dentista conforme se determine necesario. Esta autorización se extiende de acuerdo con el Artículo 49407 del Código de Educación de California, y seguirá en vigencia hasta que se revoque por escrito y dicha revocación se entregue a PCHS. Entiendo que PCHS, sus funcionarios y empleados no asumen responsabilidad de cualquier índole en relación al transporte del alumno. También estoy al tanto de que el costo del transporte, de paramédicos, hospitalización, análisis, radiografías, o tratamiento que se proporcione en relación con esta autorización será responsabilidad exclusivamente mía, como padre/tutor del alumno/a.

Doctor	Teléfono durante el día
Plan de Seguro	Número de grupo o de póliza

Mi hijo/a es alérgico a lo siguiente:

Medicamentos que usa o toma?:

Firma del Padre / Guardián

Si ocurre una emergencia durante el día, y se determina que un despido temprano es en el mejor interés del estudiante, los padres serán notificados a través del sistema automatizado de teléfono, correo electrónico y texto basado en la información de contacto suministrada a la oficina(s).

Marque esta casilla para permitir la salida anticipada de la escuela, **que puede incluir que el autobús escolar salga de la escuela temprano.**

Marque esta casilla si no desea que su hijo/a sea soltado/a de la escuela en caso de una emergencia y se quede en la escuela hasta las 2:15 pm. **La salida regular del autobús escolar puede ser**

EN UNA EMERGENCIA MAYOR, ES LA POLÍTICA DE PCHS RETENER A LOS ESTUDIANTES EN LA ESCUELA POR SU SEGURIDAD. LA INFORMACIÓN EN ESTA TARJETA PUEDE SER UTILIZADA POR EL PERSONAL PARA DEJAR SALIR A LOS ESTUDIANTES.



Security Checkpoints –
Checking for student ID with
proof to leave

Greeters – Handing out
reunification forms

Checkers – Checking ID vs.
Emergency Card

Reunification Area – After ID
Check and receipt of student
call slip, Last Name lines of
A-K & L-Z

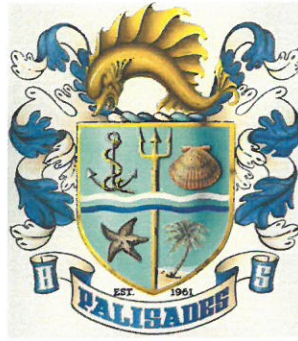
Student Check-in

Personnel Staging Area –
Available staff report for
assignment

Coversheet

Contract for Director of Operations Position

Section: VI. Governance
Item: B. Contract for Director of Operations Position
Purpose: Vote
Submitted by:
Related Material: VI_B_Governance_Contract Dir Operations July 2017Contract.pdf



Employment Agreement Between PALISADES CHARTER HIGH SCHOOL and DONALD H. PARCELL

THIS AGREEMENT (“Agreement”) is made and entered into as of the date fully executed by and between the Board of Trustees (“Board”) of Palisades Charter High School (“PCHS”), a California Non-Profit Public Benefit Corporation and DONALD H. PARCELL (hereinafter referred to as the “DIRECTOR OF OPERATIONS”).

RECITALS

WHEREAS, PCHS is a corporation, organized and operating exclusively for educational and charitable purposes pursuant to and within the meaning of Section 501(c)(3) of the Internal Revenue Code; and

WHEREAS, PCHS is authorized pursuant to its Articles of Incorporation and By-Laws to appoint and hire the DIRECTOR OF OPERATIONS to assist the Executive Director/Principal and to carry out the duties and functions of the position as directed by the Executive Director/Principal and/or the Board; and

WHEREAS, PCHS desires to retain the services of the DIRECTOR OF OPERATIONS by way of this Agreement and the DIRECTOR OF OPERATIONS is qualified to perform such duties; and

WHEREAS, the DIRECTOR OF OPERATIONS and PCHS desire to formalize the employment relationship by way of this Agreement;

NOW THEREFORE, in consideration of the foregoing recitals and the mutual terms and conditions contained herein, the parties hereto agree as follows:

AGREEMENT

1. **TERM.** PCHS hereby employs the DIRECTOR OF HUMAN RESOURCES from July 1, 2017 to June 30, 2020 (multi-year contract), according to the terms and conditions set forth in the Charter, or as specified herein. In the event of a conflict between the provisions of this agreement and the charter, the provisions of this agreement shall prevail.

2. COMPENSATION.

- a. For the 2017-2018 school year, the DIRECTOR OF OPERATIONS shall receive an annual salary of \$137,916.00, to be paid in monthly payments, subject to all regular withholdings.
- b. The DIRECTOR OF OPERATIONS is exempt from overtime law

3. BENEFITS. At PCHS's expense, the DIRECTOR OF OPERATIONS shall be afforded the health and welfare benefits of employment listed in the attached Benefit Description (Attachment A).

4. DUTIES. The DIRECTOR OF OPERATIONS shall perform the duties of DIRECTOR OF OPERATIONS as directed by the Principal and Chief Administrative Officer, the Articles of Incorporation and By-Laws, prescribed by the Charter, or as specified in the attached job description. This description and the job duties for the DIRECTOR OF OPERATIONS may be altered from time to time by the Board.

5. WORK YEAR. The DIRECTOR OF OPERATIONS shall be required to work throughout the calendar year in accordance with the School Calendar. The annual work year will be two hundred forty-one (241) paid days, with 12 holidays and two hundred twenty-nine (229) work days.

6. EVALUATION. DIRECTOR OF OPERATIONS should meet regularly with his/her supervisor, and should receive ongoing performance feedback. In addition, more formal performance evaluations will be conducted annually on or before June 1 for 2018, 2019 and 2020. The frequency of performance evaluations may vary depending upon length of service, job position, past performance, changes in job duties, or recurring performance problems. A copy of the written evaluation shall be delivered to the DIRECTOR OF OPERATIONS and he/she shall have the right to make an oral or written response to the evaluation.

Failure to evaluate the Employee shall not prevent PCHS from releasing the Employee in accordance with this Agreement.

7. EXPENSE REIMBURSEMENT. PCHS shall reimburse the DIRECTOR OF OPERATIONS for all documented actual and necessary expenses personally incurred by him/her within the scope of his/her employment, subject to Board approval, in accordance with applicable PCHS policy and authorization.

8. TERMINATION OF AGREEMENT. This Agreement may be terminated prior to the end of its term as a result of any of the following events:

- a. mutual written agreement of the parties;
- b. retirement, legal incapacity or death of the DIRECTOR OF OPERATIONS;
- c. Charter revocation;

- d. early termination of at-will employment by PCHS without cause in which event a gross taxable sum equivalent to twelve (12) weeks of salary (subject to all regular withholding) and benefits shall be paid to the DIRECTOR OF OPERATIONS as severance;
- e. discharge from at-will employment without severance, for cause.

Acceptance by DIRECTOR OF OPERATIONS of the severance payment pursuant to Section 8(d) shall constitute the sole amount owing and paid in the event of termination of this agreement without cause.

The bases for discharge for cause may include but are not limited to conduct such as neglect of duty, incompetence, breach of contract, dishonesty, disclosure of confidential information, unprofessional conduct, insubordination, violation of law or conviction of any felony or other criminal offense, or any failure of good conduct that might be likely to affect PCHS negatively.

Prior to discharge for cause, the DIRECTOR OF OPERATIONS shall be provided with a statement of charges and given an opportunity to respond orally or in writing to such charges. The DIRECTOR OF OPERATIONS shall be entitled to appear personally before the Board to present any evidence or testimony to contest the statement of charges. If the DIRECTOR OF OPERATIONS chooses to be accompanied by legal counsel at such meeting, the DIRECTOR OF OPERATIONS shall bear any cost therein involved. The DIRECTOR OF OPERATIONS shall be provided a written decision setting forth the decision of the Board. The decision of the Board shall be final and this Agreement will terminate as of the date of that decision.

During the pendency of disciplinary proceedings, the Board reserves the right to place the DIRECTOR OF OPERATIONS on paid administrative leave.

Upon termination for cause, the DIRECTOR OF OPERATIONS shall receive his/her proportionate compensation to the effective date of termination, along with his/her rights to other benefits as governed by any applicable plans, programs or policies such as health benefits, etc.

The termination for cause provisions of this Section shall not be construed as an agreement to terminate employment only for cause, but rather are intended to provide a mechanism for termination from employment without the payment of severance provided in Section 8(d).

In the event of Charter revocation, all contractual obligations under this Agreement cease immediately upon the effective date of revocation.

Unless the agreement is terminated prior to the end of its term pursuant to this Section or the term is extended in writing in accordance with Section 12, the employment of the DIRECTOR OF OPERATIONS will terminate at the end of the term of the agreement and no additional notice is required.

9. ENTIRE AGREEMENT. This Agreement supersedes any and all other Agreements, either oral or in writing, between the parties hereto with respect to the subject matter hereof, and no other Agreement, statement or promise related to the subject matter of this Agreement which is not contained in this Agreement shall be valid or binding.
10. WAIVER. Either party to this Agreement may specifically and expressly waive, in writing, compliance or any breach by the other party with any term, condition or requirements set forth in this Agreement. Any such waiver, however, shall not constitute a further or continuing waiver of the same requirement, unless a specific statement to the contrary is contained with such waiver. No waiver or consent shall be implied from the silence or from the failure of any party to act, except as otherwise specified in this Agreement.
11. JURISDICTION. The parties hereby understand and agree that this Agreement, including the attachments hereto, has been negotiated and executed in the State of California and shall be governed by, and constructed under, the laws of the State of California.
12. AMENDMENTS. No addition to, or modification of, any provision contained in this Agreement shall be effective unless fully set forth in writing and signed by the authorized representative of both parties.
13. ARBITRATION OF DISPUTES. The parties agree that any dispute regarding the application, interpretation or breach of this Agreement will be subject to final and binding arbitration. Attorney's fees, costs and damages (where appropriate) shall be awarded to the prevailing party in any dispute, and any resolution, opinion or order of the Arbitrator may be entered as a judgment of the Superior Court.
14. INTERPRETATION AND OPPORTUNITY TO COUNSEL. In the event of a controversy or dispute between the parties concerning the provisions herein, this document shall be interpreted according to the provisions herein. The parties hereto acknowledge and agree that each has been given an opportunity to independently review this Agreement with legal counsel.
15. SEVERABILITY. If any term, provision, condition or covenant of this Agreement shall to any extent be held invalid or unenforceable, the remainder of the Agreement shall not be affected thereby, and each term and provision of this Agreement shall be valid and enforceable to the fullest extent provided by law.
16. COUNTERPART EXECUTION. This Agreement may be executed in any number of counterparts, each of which shall be deemed a duplicate original when all counterparts are executed, but all of which constitute a single instrument.

17. SIGNATURES. We affix our signatures to this Agreement with the full and complete understanding of the relationship between the parties hereto.

PALISADES CHARTER HIGH SCHOOL, a California Non-Profit Public Benefit Corporation

By:

Dr. Pamela Magee,
Executive Director/Principal

Date

Donald H. Parcell
Director of Operations

Date

ATTACHMENT A: BENEFIT DESCRIPTION

1. The DIRECTOR OF OPERATIONS is entitled to participate in PERS or STRS, in accordance with their requirements.
2. The DIRECTOR OF OPERATIONS is entitled to participate in PCHS provided health and welfare benefits including but not limited to medical, dental, vision and life insurance. In addition, DIRECTOR OF OPERATIONS has the opportunity to enroll in other health and welfare benefits including but not limited to additional life insurance, pre-tax savings programs, 403(B), discount programs, etc. PCHS reserves the right to change benefits providers or packages as necessary, while still ensuring compliance with the employee benefits section of the Palisades Charter High School Charter.
3. The DIRECTOR OF OPERATIONS is entitled to leaves of absence in accordance with applicable Federal and State law, including but not limited to Family Medical Leave Act (FMLA), State Disability Insurance (SDI), Paid Family Leave (PFL), Pregnancy Disability Leave (PDL), etc.
4. The DIRECTOR OF OPERATIONS is entitled to Paid Holidays of 12 days annually during the term in keeping with the adopted annual school calendar. Holidays must be used on the day assigned, and unused holidays will not roll over or be paid out at contract termination. During the 2017-2018 school year, these dates include:
 - September 1 CA Admission Day observed
 - September 4 Labor Day
 - November 10 Veteran's Day
 - November 23 Thanksgiving Day
 - November 24 Friday after Thanksgiving
 - December 25 Christmas Day
 - December 29 New Year's Eve observed
 - January 1 New Year's Day
 - January 15 Martin Luther King Jr. Day
 - February 19 President's Day
 - May 28 Memorial Day
5. The DIRECTOR OF OPERATIONS is entitled to paid sick days of 12 days annually during the term. Paid sick days accrue at a rate consistent with days worked. DIRECTOR OF OPERATIONS may borrow against the contract year's paid sick days, but if he/she terminates his/her contract prior to contract end date, used, unaccrued days must be paid back to Palisades Charter High School. Unused paid sick days will roll over as outlined by STRS and PERS, but will not be paid out at contract termination.

Coversheet

Upper Level Management Contracts

Section: VI. Governance
Item: C. Upper Level Management Contracts
Purpose: Vote

Submitted by:

Related Material:

VI_C_GovContracts_CBO_DirAcadAchi_Dir Discipline Security_Dir H R_Dir of S Svcs_2017.pdf
VI_C_GovContract_Admin Salary Add Mater.pdf
VI_C_GovContract_Part 1_StudSup Add Mat.pdf
VI_C_GovContract_Part 3_Dir Sec Add Mat.pdf
VI_C_GovContract_Part 4_Acad Ach Add Ma.pdf
VI_C_GovContract_Part 5_CBO Add Mat.pdf
VI_C_GovContract_Part 6_Dir HR J Schiff.pdf
VI_C_GovContracts_Part 2_Riccar Add Mat.pdf
VI_C_GovContract_Part 7_HR Amy.pdf



Employment Agreement Between PALISADES CHARTER HIGH SCHOOL and GREG WOOD

THIS AGREEMENT (“Agreement”) is made and entered into as of the date fully executed by and between the Board of Trustees (“Board”) of Palisades Charter High School (“PCHS”), a California Non-Profit Public Benefit Corporation and GREG WOOD (hereinafter referred to as the “CHIEF BUSINESS OFFICER”).

R E C I T A L S

WHEREAS, PCHS is a corporation, organized and operating exclusively for educational and charitable purposes pursuant to and within the meaning of Section 501(c)(3) of the Internal Revenue Code; and

WHEREAS, PCHS is authorized pursuant to its Articles of Incorporation and By-Laws to appoint and hire the CHIEF BUSINESS OFFICER to assist the Executive Director/Principal and to carry out the duties and functions of the position as directed by the Executive Director/Principal and/or the Board; and

WHEREAS, PCHS desires to retain the services of the CHIEF BUSINESS OFFICER by way of this Agreement and the CHIEF BUSINESS OFFICER is qualified to perform such duties; and

WHEREAS, the CHIEF BUSINESS OFFICER and PCHS desire to formalize the employment relationship by way of this Agreement;

NOW THEREFORE, in consideration of the foregoing recitals and the mutual terms and conditions contained herein, the parties hereto agree as follows:

AGREEMENT

1. **TERM.** PCHS hereby employs the CHIEF BUSINESS OFFICER from July 1, 2017 to June 30, 2020 (multi year contract), according to the terms and conditions set forth in the Charter, or as specified herein. In the event of a conflict between the provisions of this agreement and the charter, the provisions of this agreement shall prevail.
2. **COMPENSATION.**
 - a. For the 2017-2018 school year, the CHIEF BUSINESS OFFICER shall receive an annual salary of \$144,961.00, to be paid in monthly payments, subject to all regular withholdings.

- b.** The CHIEF BUSINESS OFFICER is exempt from overtime law
3. **BENEFITS.** At PCHS's expense, the CHIEF BUSINESS OFFICER shall be afforded the health and welfare benefits of employment listed in the attached Benefit Description (Attachment A).
 4. **DUTIES.** The CHIEF BUSINESS OFFICER shall perform the duties of CHIEF BUSINESS OFFICER as directed by the Principal and Chief Administrative Officer, the Articles of Incorporation and By-Laws, prescribed by the Charter, or as specified in the attached job description. This description and the job duties for the CHIEF BUSINESS OFFICER may be altered from time to time by the Board.
 5. **WORK YEAR.** The CHIEF BUSINESS OFFICER shall be required to work throughout the calendar year in accordance with the School Calendar. The annual work year will be two hundred forty-one (241) paid days, with 12 holidays and two hundred twenty-nine (229) work days.
 6. **EVALUATION.** CHIEF BUSINESS OFFICER should meet regularly with his/her supervisor, and should receive ongoing performance feedback. In addition, more formal performance evaluations will be conducted annually on or before June 1st for 2018, 2019 and 2020. The frequency of performance evaluations may vary depending upon length of service, job position, past performance, changes in job duties, or recurring performance problems. A copy of the written evaluation shall be delivered to the CHIEF BUSINESS OFFICER and he/she shall have the right to make an oral or written response to the evaluation.

Failure to evaluate the Employee shall not prevent PCHS from releasing the Employee in accordance with this Agreement.

7. **EXPENSE REIMBURSEMENT.** PCHS shall reimburse the CHIEF BUSINESS OFFICER for all documented actual and necessary expenses personally incurred by him/her within the scope of his/her employment, subject to Board approval, in accordance with applicable PCHS policy and authorization.
8. **TERMINATION OF AGREEMENT.** This Agreement may be terminated prior to the end of its term as a result of any of the following events:
 - a. mutual written agreement of the parties;
 - b. retirement, legal incapacity or death of the CHIEF BUSINESS OFFICER;
 - c. Charter revocation;
 - d. early termination of at-will employment by PCHS without cause in which event a gross taxable sum equivalent to twelve (12) weeks of salary (subject to all regular withholding) and benefits shall be paid to the CHIEF BUSINESS OFFICER as severance;
 - e. discharge from at-will employment without severance, for cause.

Acceptance by CHIEF BUSINESS OFFICER of the severance payment pursuant to Section 8(d) shall constitute the sole amount owing and paid in the event of termination

of this agreement without cause.

The bases for discharge for cause may include but are not limited to conduct such as neglect of duty, incompetence, breach of contract, dishonesty, disclosure of confidential information, unprofessional conduct, insubordination, violation of law or conviction of any felony or other criminal offense, or any failure of good conduct that might be likely to affect PCHS negatively.

Prior to discharge for cause, the CHIEF BUSINESS OFFICER shall be provided with a statement of charges and given an opportunity to respond orally or in writing to such charges. The CHIEF BUSINESS OFFICER shall be entitled to appear personally before the Board to present any evidence or testimony to contest the statement of charges. If the CHIEF BUSINESS OFFICER chooses to be accompanied by legal counsel at such meeting, the CHIEF BUSINESS OFFICER shall bear any cost therein involved. The CHIEF BUSINESS OFFICER shall be provided a written decision setting forth the decision of the Board. The decision of the Board shall be final and this Agreement will terminate as of the date of that decision.

During the pendency of disciplinary proceedings, the Board reserves the right to place the CHIEF BUSINESS OFFICER on paid administrative leave.

Upon termination for cause, the CHIEF BUSINESS OFFICER shall receive his/her proportionate compensation to the effective date of termination, along with his/her rights to other benefits as governed by any applicable plans, programs or policies such as health benefits, etc.

The termination for cause provisions of this Section shall not be construed as an agreement to terminate employment only for cause, but rather are intended to provide a mechanism for termination from employment without the payment of severance provided in Section 8(d).

In the event of Charter revocation, all contractual obligations under this Agreement cease immediately upon the effective date of revocation.

Unless the agreement is terminated prior to the end of its term pursuant to this Section or the term is extended in writing in accordance with Section 12, the employment of the CHIEF BUSINESS OFFICER will terminate at the end of the term of the agreement and no additional notice is required.

9. ENTIRE AGREEMENT. This Agreement supersedes any and all other Agreements, either oral or in writing, between the parties hereto with respect to the subject matter hereof, and no other Agreement, statement or promise related to the subject matter of this Agreement which is not contained in this Agreement shall be valid or binding.
10. WAIVER. Either party to this Agreement may specifically and expressly waive, in writing, compliance or any breach by the other party with any term, condition or requirements set forth in this Agreement. Any such waiver, however, shall not constitute a further or continuing waiver of the same requirement, unless a specific statement to the contrary is contained with such waiver. No waiver or consent shall be implied from the

silence or from the failure of any party to act, except as otherwise specified in this Agreement.

- 11. JURISDICTION. The parties hereby understand and agree that this Agreement, including the attachments hereto, has been negotiated and executed in the State of California and shall be governed by, and constructed under, the laws of the State of California.
- 12. AMENDMENTS. No addition to, or modification of, any provision contained in this Agreement shall be effective unless fully set forth in writing and signed by the authorized representative of both parties.
- 13. ARBITRATION OF DISPUTES. The parties agree that any dispute regarding the application, interpretation or breach of this Agreement will be subject to final and binding arbitration. Attorney’s fees, costs and damages (where appropriate) shall be awarded to the prevailing party in any dispute, and any resolution, opinion or order of the Arbitrator may be entered as a judgment of the Superior Court.
- 14. INTERPRETATION AND OPPORTUNITY TO COUNSEL. In the event of a controversy or dispute between the parties concerning the provisions herein, this document shall be interpreted according to the provisions herein. The parties hereto acknowledge and agree that each has been given an opportunity to independently review this Agreement with legal counsel.
- 15. SEVERABILITY. If any term, provision, condition or covenant of this Agreement shall to any extent be held invalid or unenforceable, the remainder of the Agreement shall not be affected thereby, and each term and provision of this Agreement shall be valid and enforceable to the fullest extent provided by law.
- 16. COUNTERPART EXECUTION. This Agreement may be executed in any number of counterparts, each of which shall be deemed a duplicate original when all counterparts are executed, but all of which constitute a single instrument.
- 17. SIGNATURES. We affix our signatures to this Agreement with the full and complete understanding of the relationship between the parties hereto.

PALISADES CHARTER HIGH SCHOOL, a California Non-Profit Public Benefit Corporation

By:

Dr. Pamela Magee,
Executive Director/Principal

Date

Greg Wood
Chief Business Officer

Date

**ATTACHMENT A:
BENEFIT DESCRIPTION**

1. The CHIEF BUSINESS OFFICER is entitled to participate in PERS or STRS, in accordance with their requirements.
2. The CHIEF BUSINESS OFFICER is entitled to participate in PCHS provided health and welfare benefits including but not limited to medical, dental, vision and life insurance. In addition, CHIEF BUSINESS OFFICER has the opportunity to enroll in other health and welfare benefits including but not limited to additional life insurance, pre-tax savings programs, 403(B), discount programs, etc. PCHS reserves the right to change benefits providers or packages as necessary, while still ensuring compliance with the employee benefits section of the Palisades Charter High School Charter.
3. The CHIEF BUSINESS OFFICER is entitled to leaves of absence in accordance with applicable Federal and State law, including but not limited to Family Medical Leave Act (FMLA), State Disability Insurance (SDI), Paid Family Leave (PFL), Pregnancy Disability Leave (PDL), etc.
4. The CHIEF BUSINESS OFFICER is entitled to Paid Holidays of 12 days annually during the term in keeping with the adopted annual school calendar. Holidays must be used on the day assigned, and unused holidays will not roll over or be paid out at contract termination. During the 2017-2018 school year, these dates include:
 - September 1 CA Admission Day observed
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 - November 10 Veteran's Day
 - November 23 Thanksgiving Day
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 - January 1 New Year's Day
 - January 15 Martin Luther King Jr. Day
 - February 19 President's Day
 - May 28 Memorial Day
5. The CHIEF BUSINESS OFFICER is entitled to paid sick days of 12 days annually during the term. Paid sick days accrue at a rate consistent with days worked. CHIEF BUSINESS OFFICER may borrow against the contract year's paid sick days, but if he/she terminates his/her contract prior to contract end date, used, unaccrued days must be paid back to Palisades Charter High School. Unused paid sick days will roll over as outlined by STRS and PERS, but will not be paid out at contract termination.



Employment Agreement Between PALISADES CHARTER HIGH SCHOOL and MONICA IANNESSA

THIS AGREEMENT (“Agreement”) is made and entered into as of the date fully executed by and between the Board of Trustees (“Board”) of Palisades Charter High School (“PCHS”), a California Non-Profit Public Benefit Corporation and MONICA IANNESSA (hereinafter referred to as the “DIRECTOR OF ACADEMIC ACHIEVEMENT”).

R E C I T A L S

WHEREAS, PCHS is a corporation, organized and operating exclusively for educational and charitable purposes pursuant to and within the meaning of Section 501(c)(3) of the Internal Revenue Code; and

WHEREAS, PCHS is authorized pursuant to its Articles of Incorporation and By-Laws to appoint and hire the DIRECTOR OF ACADEMIC ACHIEVEMENT to assist the Executive Director/Principal and to carry out the duties and functions of the position as directed by the Executive Director/Principal and/or the Board; and

WHEREAS, PCHS desires to retain the services of the DIRECTOR OF ACADEMIC ACHIEVEMENT by way of this Agreement and the DIRECTOR OF ACADEMIC ACHIEVEMENT is qualified to perform such duties; and

WHEREAS, the DIRECTOR OF ACADEMIC ACHIEVEMENT and PCHS desire to formalize the employment relationship by way of this Agreement;

NOW THEREFORE, in consideration of the foregoing recitals and the mutual terms and conditions contained herein, the parties hereto agree as follows:

AGREEMENT

1. **TERM.** PCHS hereby employs the DIRECTOR OF ACADEMIC ACHIEVEMENT from July 1, 2017 to June 30, 2020 (multi-year contract), according to the terms and conditions set forth in the Charter, or as specified herein. In the event of a conflict between the provisions of this agreement and the charter, the provisions of this agreement shall prevail.

2. COMPENSATION.

- a. For the 2017-2018 school year, the DIRECTOR OF ACADEMIC ACHIEVEMENT shall receive an annual salary of \$137,916.00, to be paid in monthly payments, subject to all regular withholdings.
- b. The DIRECTOR OF ACADEMIC ACHIEVEMENT is exempt from overtime law

3. BENEFITS. At PCHS's expense, the DIRECTOR OF ACADEMIC ACHIEVEMENT shall be afforded the health and welfare benefits of employment listed in the attached Benefit Description (Attachment A).

4. DUTIES. The DIRECTOR OF ACADEMIC ACHIEVEMENT shall perform the duties of DIRECTOR OF ACADEMIC ACHIEVEMENT as directed by the Principal and Chief Administrative Officer, the Articles of Incorporation and By-Laws, prescribed by the Charter, or as specified in the attached job description. This description and the job duties for the DIRECTOR OF ACADEMIC ACHIEVEMENT may be altered from time to time by the Board.

5. WORK YEAR. The DIRECTOR OF ACADEMIC ACHIEVEMENT shall be required to work throughout the calendar year in accordance with the School Calendar. The annual work year will be two hundred forty-one (241) paid days, with 12 holidays and two hundred twenty-nine (229) work days.

6. EVALUATION. DIRECTOR OF ACADEMIC ACHIEVEMENT should meet regularly with his/her supervisor, and should receive ongoing performance feedback. In addition, more formal performance evaluations will be conducted annually on or before June 1 for 2018, 2019 and 2020. The frequency of performance evaluations may vary depending upon length of service, job position, past performance, changes in job duties, or recurring performance problems. A copy of the written evaluation shall be delivered to the DIRECTOR OF ACADEMIC ACHIEVEMENT and he/she shall have the right to make an oral or written response to the evaluation.

Failure to evaluate the Employee shall not prevent PCHS from releasing the Employee in accordance with this Agreement.

7. EXPENSE REIMBURSEMENT. PCHS shall reimburse the DIRECTOR OF ACADEMIC ACHIEVEMENT for all documented actual and necessary expenses personally incurred by him/her within the scope of his/her employment, subject to Board approval, in accordance with applicable PCHS policy and authorization.

8. TERMINATION OF AGREEMENT. This Agreement may be terminated prior to the end of its term as a result of any of the following events:

- a. mutual written agreement of the parties;
- b. retirement, legal incapacity or death of the DIRECTOR OF ACADEMIC ACHIEVEMENT;

- c. Charter revocation;
- d. early termination of at-will employment by PCHS without cause in which event a gross taxable sum equivalent to twelve (12) weeks of salary (subject to all regular withholding) and benefits shall be paid to the DIRECTOR OF ACADEMIC ACHIEVEMENT as severance;
- e. discharge from at-will employment without severance, for cause.

Acceptance by DIRECTOR OF ACADEMIC ACHIEVEMENT of the severance payment pursuant to Section 8(d) shall constitute the sole amount owing and paid in the event of termination of this agreement without cause.

The bases for discharge for cause may include but are not limited to conduct such as neglect of duty, incompetence, breach of contract, dishonesty, disclosure of confidential information, unprofessional conduct, insubordination, violation of law or conviction of any felony or other criminal offense, or any failure of good conduct that might be likely to affect PCHS negatively.

Prior to discharge for cause, the DIRECTOR OF ACADEMIC ACHIEVEMENT shall be provided with a statement of charges and given an opportunity to respond orally or in writing to such charges. The DIRECTOR OF ACADEMIC ACHIEVEMENT shall be entitled to appear personally before the Board to present any evidence or testimony to contest the statement of charges. If the DIRECTOR OF ACADEMIC ACHIEVEMENT chooses to be accompanied by legal counsel at such meeting, the DIRECTOR OF ACADEMIC ACHIEVEMENT shall bear any cost therein involved. The DIRECTOR OF ACADEMIC ACHIEVEMENT shall be provided a written decision setting forth the decision of the Board. The decision of the Board shall be final and this Agreement will terminate as of the date of that decision.

During the pendency of disciplinary proceedings, the Board reserves the right to place the DIRECTOR OF ACADEMIC ACHIEVEMENT on paid administrative leave.

Upon termination for cause, the DIRECTOR OF ACADEMIC ACHIEVEMENT shall receive his/her proportionate compensation to the effective date of termination, along with his/her rights to other benefits as governed by any applicable plans, programs or policies such as health benefits, etc.

The termination for cause provisions of this Section shall not be construed as an agreement to terminate employment only for cause, but rather are intended to provide a mechanism for termination from employment without the payment of severance provided in Section 8(d).

In the event of Charter revocation, all contractual obligations under this Agreement cease immediately upon the effective date of revocation.

Unless the agreement is terminated prior to the end of its term pursuant to this Section or the term is extended in writing in accordance with Section 12, the employment of the DIRECTOR OF ACADEMIC ACHIEVEMENT will terminate at the end of the term of the agreement and no additional notice is required.

9. ENTIRE AGREEMENT. This Agreement supersedes any and all other Agreements, either oral or in writing, between the parties hereto with respect to the subject matter hereof, and no other Agreement, statement or promise related to the subject matter of this Agreement which is not contained in this Agreement shall be valid or binding.
10. WAIVER. Either party to this Agreement may specifically and expressly waive, in writing, compliance or any breach by the other party with any term, condition or requirements set forth in this Agreement. Any such waiver, however, shall not constitute a further or continuing waiver of the same requirement, unless a specific statement to the contrary is contained with such waiver. No waiver or consent shall be implied from the silence or from the failure of any party to act, except as otherwise specified in this Agreement.
11. JURISDICTION. The parties hereby understand and agree that this Agreement, including the attachments hereto, has been negotiated and executed in the State of California and shall be governed by, and constructed under, the laws of the State of California.
12. AMENDMENTS. No addition to, or modification of, any provision contained in this Agreement shall be effective unless fully set forth in writing and signed by the authorized representative of both parties.
13. ARBITRATION OF DISPUTES. The parties agree that any dispute regarding the application, interpretation or breach of this Agreement will be subject to final and binding arbitration. Attorney's fees, costs and damages (where appropriate) shall be awarded to the prevailing party in any dispute, and any resolution, opinion or order of the Arbitrator may be entered as a judgment of the Superior Court.
14. INTERPRETATION AND OPPORTUNITY TO COUNSEL. In the event of a controversy or dispute between the parties concerning the provisions herein, this document shall be interpreted according to the provisions herein. The parties hereto acknowledge and agree that each has been given an opportunity to independently review this Agreement with legal counsel.
15. SEVERABILITY. If any term, provision, condition or covenant of this Agreement shall to any extent be held invalid or unenforceable, the remainder of the Agreement shall not be affected thereby, and each term and provision of this Agreement shall be valid and enforceable to the fullest extent provided by law.
16. COUNTERPART EXECUTION. This Agreement may be executed in any number of counterparts, each of which shall be deemed a duplicate original when all counterparts are executed, but all of which constitute a single instrument.

17. SIGNATURES. We affix our signatures to this Agreement with the full and complete understanding of the relationship between the parties hereto.

PALISADES CHARTER HIGH SCHOOL, a California Non-Profit Public Benefit Corporation

By:

Dr. Pamela Magee,
Executive Director/Principal

Date

Monica Iannessa
Director of Academic Achievement

Date

**ATTACHMENT A:
BENEFIT DESCRIPTION**

1. The DIRECTOR OF ACADEMIC ACHIEVEMENT is entitled to participate in PERS or STRS, in accordance with their requirements.
2. The DIRECTOR OF ACADEMIC ACHIEVEMENT is entitled to participate in PCHS provided health and welfare benefits including but not limited to medical, dental, vision and life insurance. In addition, DIRECTOR OF ACADEMIC ACHIEVEMENT has the opportunity to enroll in other health and welfare benefits including but not limited to additional life insurance, pre-tax savings programs, 403(B), discount programs, etc. PCHS reserves the right to change benefits providers or packages as necessary, while still ensuring compliance with the employee benefits section of the Palisades Charter High School Charter.
3. The DIRECTOR OF ACADEMIC ACHIEVEMENT is entitled to leaves of absence in accordance with applicable Federal and State law, including but not limited to Family Medical Leave Act (FMLA), State Disability Insurance (SDI), Paid Family Leave (PFL), Pregnancy Disability Leave (PDL), etc.
4. The DIRECTOR OF ACADEMIC ACHIEVEMENT is entitled to Paid Holidays of 12 days annually during the term in keeping with the adopted annual school calendar. Holidays must be used on the day assigned, and unused holidays will not roll over or be paid out at contract termination. During the 2017-2018 school year, these dates include:
 - September 1 CA Admission Day observed
 - September 4 Labor Day
 - November 10 Veteran's Day
 - November 23 Thanksgiving Day
 - November 24 Friday after Thanksgiving
 - December 25 Christmas Day
 - December 29 New Year's Eve observed
 - January 1 New Year's Day
 - January 15 Martin Luther King Jr. Day
 - February 19 President's Day
 - May 28 Memorial Day
5. The DIRECTOR OF ACADEMIC ACHIEVEMENT is entitled to paid sick days of 12 days annually during the term. Paid sick days accrue at a rate consistent with days worked. DIRECTOR OF ACADEMIC ACHIEVEMENT may borrow against the contract year's paid sick days, but if he/she terminates his/her contract prior to contract end date, used, unaccrued days must be paid back to Palisades Charter High School. Unused paid sick days will roll over as outlined by STRS and PERS, but will not be paid out at contract termination.



Employment Agreement Between PALISADES CHARTER HIGH SCHOOL and RUSSEL HOWARD

THIS AGREEMENT (“Agreement”) is made and entered into as of the date fully executed by and between the Board of Trustees (“Board”) of Palisades Charter High School (“PCHS”), a California Non-Profit Public Benefit Corporation and RUSSEL HOWARD (hereinafter referred to as the “DIRECTOR OF DISCIPLINE, ACTIVITES, ATHLETICS, AND SECURITY”).

R E C I T A L S

WHEREAS, PCHS is a corporation, organized and operating exclusively for educational and charitable purposes pursuant to and within the meaning of Section 501(c)(3) of the Internal Revenue Code; and

WHEREAS, PCHS is authorized pursuant to its Articles of Incorporation and By-Laws to appoint and hire the DIRECTOR OF DISCIPLINE, ACTIVITES, ATHLETICS, AND SECURITY to assist the Executive Director/Principal and to carry out the duties and functions of the position as directed by the Executive Director/Principal and/or the Board; and

WHEREAS, PCHS desires to retain the services of the DIRECTOR OF DISCIPLINE, ACTIVITES, ATHLETICS, AND SECURITY by way of this Agreement and the DIRECTOR OF DISCIPLINE, ACTIVITES, ATHLETICS, AND SECURITY is qualified to perform such duties; and

WHEREAS, the DIRECTOR OF DISCIPLINE, ACTIVITES, ATHLETICS, AND SECURITY and PCHS desire to formalize the employment relationship by way of this Agreement;

NOW THEREFORE, in consideration of the foregoing recitals and the mutual terms and conditions contained herein, the parties hereto agree as follows:

AGREEMENT

1. **TERM.** PCHS hereby employs the DIRECTOR OF DISCIPLINE, ACTIVITES, ATHLETICS, AND SECURITY from July 1, 2017 to June 30, 2020 (multi-year contract), according to the terms and conditions set forth in the Charter, or as specified

herein. In the event of a conflict between the provisions of this agreement and the charter, the provisions of this agreement shall prevail.

2. COMPENSATION.

- a. For the 2017-2018 school year, the DIRECTOR OF DISCIPLINE, ACTIVITIES, ATHLETICS, AND SECURITY shall receive an annual salary of \$137,916.00, to be paid in monthly payments, subject to all regular withholdings.
- b. The DIRECTOR OF DISCIPLINE, ACTIVITIES, ATHLETICS, AND SECURITY is exempt from overtime law

3. BENEFITS. At PCHS's expense, the DIRECTOR OF DISCIPLINE, ACTIVITIES, ATHLETICS, AND SECURITY shall be afforded the health and welfare benefits of employment listed in the attached Benefit Description (Attachment A).

4. DUTIES. The DIRECTOR OF DISCIPLINE, ACTIVITIES, ATHLETICS, AND SECURITY shall perform the duties of DIRECTOR OF DISCIPLINE, ACTIVITIES, ATHLETICS, AND SECURITY as directed by the Principal and Chief Administrative Officer, the Articles of Incorporation and By-Laws, prescribed by the Charter, or as specified in the attached job description. This description and the job duties for the DIRECTOR OF DISCIPLINE, ACTIVITIES, ATHLETICS, AND SECURITY may be altered from time to time by the Board.

5. WORK YEAR. The DIRECTOR OF DISCIPLINE, ACTIVITIES, ATHLETICS, AND SECURITY shall be required to work throughout the calendar year in accordance with the School Calendar. The annual work year will be two hundred forty-one (241) paid days, with 12 holidays and two hundred twenty-nine (229) work days.

6. EVALUATION. DIRECTOR OF DISCIPLINE, ACTIVITIES, ATHLETICS, AND SECURITY should meet regularly with his/her supervisor, and should receive ongoing performance feedback. In addition, more formal performance evaluations will be conducted annually on or before June 1 for 2018, 2019 and 2020. The frequency of performance evaluations may vary depending upon length of service, job position, past performance, changes in job duties, or recurring performance problems. A copy of the written evaluation shall be delivered to the DIRECTOR OF DISCIPLINE, ACTIVITIES, ATHLETICS, AND SECURITY and he/she shall have the right to make an oral or written response to the evaluation.

Failure to evaluate the Employee shall not prevent PCHS from releasing the Employee in accordance with this Agreement.

7. EXPENSE REIMBURSEMENT. PCHS shall reimburse the DIRECTOR OF DISCIPLINE, ACTIVITIES, ATHLETICS, AND SECURITY for all documented actual and necessary expenses personally incurred by him/her within the scope of his/her employment, subject to Board approval, in accordance with applicable PCHS policy and authorization.

8. TERMINATION OF AGREEMENT. This Agreement may be terminated prior to the end of its term as a result of any of the following events:
- a. mutual written agreement of the parties;
 - b. retirement, legal incapacity or death of the DIRECTOR OF DISCIPLINE, ACTIVITIES, ATHLETICS, AND SECURITY;
 - c. Charter revocation;
 - d. early termination of at-will employment by PCHS without cause in which event a gross taxable sum equivalent to twelve (12) weeks of salary (subject to all regular withholding) and benefits shall be paid to the DIRECTOR OF DISCIPLINE, ACTIVITIES, ATHLETICS, AND SECURITY as severance;
 - e. discharge from at-will employment without severance, for cause.

Acceptance by DIRECTOR OF DISCIPLINE, ACTIVITIES, ATHLETICS, AND SECURITY of the severance payment pursuant to Section 8(d) shall constitute the sole amount owing and paid in the event of termination of this agreement without cause.

The bases for discharge for cause may include but are not limited to conduct such as neglect of duty, incompetence, breach of contract, dishonesty, disclosure of confidential information, unprofessional conduct, insubordination, violation of law or conviction of any felony or other criminal offense, or any failure of good conduct that might be likely to affect PCHS negatively.

Prior to discharge for cause, the DIRECTOR OF DISCIPLINE, ACTIVITIES, ATHLETICS, AND SECURITY shall be provided with a statement of charges and given an opportunity to respond orally or in writing to such charges. The DIRECTOR OF DISCIPLINE, ACTIVITIES, ATHLETICS, AND SECURITY shall be entitled to appear personally before the Board to present any evidence or testimony to contest the statement of charges. If the DIRECTOR OF DISCIPLINE, ACTIVITIES, AND ATHLETICS chooses to be accompanied by legal counsel at such meeting, the DIRECTOR OF DISCIPLINE, ACTIVITIES, ATHLETICS, AND SECURITY shall bear any cost therein involved. The DIRECTOR OF DISCIPLINE, ACTIVITIES, ATHLETICS, AND SECURITY shall be provided a written decision setting forth the decision of the Board. The decision of the Board shall be final and this Agreement will terminate as of the date of that decision.

During the pendency of disciplinary proceedings, the Board reserves the right to place the DIRECTOR OF DISCIPLINE, ACTIVITIES, ATHLETICS, AND SECURITY on paid administrative leave.

Upon termination for cause, the DIRECTOR OF DISCIPLINE, ACTIVITIES, ATHLETICS, AND SECURITY shall receive his/her proportionate compensation to the effective date of termination, along with his/her rights to other benefits as governed by any applicable plans, programs or policies such as health benefits, etc.

The termination for cause provisions of this Section shall not be construed as an agreement to terminate employment only for cause, but rather are intended to provide a mechanism for termination from employment without the payment of severance provided

in Section 8(d).

In the event of Charter revocation, all contractual obligations under this Agreement cease immediately upon the effective date of revocation.

Unless the agreement is terminated prior to the end of its term pursuant to this Section or the term is extended in writing in accordance with Section 12, the employment of the DIRECTOR OF DISCIPLINE, ACTIVITIES, ATHLETICS, AND SECURITY will terminate at the end of the term of the agreement and no additional notice is required.

9. ENTIRE AGREEMENT. This Agreement supersedes any and all other Agreements, either oral or in writing, between the parties hereto with respect to the subject matter hereof, and no other Agreement, statement or promise related to the subject matter of this Agreement which is not contained in this Agreement shall be valid or binding.
10. WAIVER. Either party to this Agreement may specifically and expressly waive, in writing, compliance or any breach by the other party with any term, condition or requirements set forth in this Agreement. Any such waiver, however, shall not constitute a further or continuing waiver of the same requirement, unless a specific statement to the contrary is contained with such waiver. No waiver or consent shall be implied from the silence or from the failure of any party to act, except as otherwise specified in this Agreement.
11. JURISDICTION. The parties hereby understand and agree that this Agreement, including the attachments hereto, has been negotiated and executed in the State of California and shall be governed by, and constructed under, the laws of the State of California.
12. AMENDMENTS. No addition to, or modification of, any provision contained in this Agreement shall be effective unless fully set forth in writing and signed by the authorized representative of both parties.
13. ARBITRATION OF DISPUTES. The parties agree that any dispute regarding the application, interpretation or breach of this Agreement will be subject to final and binding arbitration. Attorney's fees, costs and damages (where appropriate) shall be awarded to the prevailing party in any dispute, and any resolution, opinion or order of the Arbitrator may be entered as a judgment of the Superior Court.
14. INTERPRETATION AND OPPORTUNITY TO COUNSEL. In the event of a controversy or dispute between the parties concerning the provisions herein, this document shall be interpreted according to the provisions herein. The parties hereto acknowledge and agree that each has been given an opportunity to independently review this Agreement with legal counsel.
15. SEVERABILITY. If any term, provision, condition or covenant of this Agreement shall to any extent be held invalid or unenforceable, the remainder of the Agreement shall not be affected thereby, and each term and provision of this Agreement shall be valid and enforceable to the fullest extent provided by law.

- 16. COUNTERPART EXECUTION. This Agreement may be executed in any number of counterparts, each of which shall be deemed a duplicate original when all counterparts are executed, but all of which constitute a single instrument.

- 17. SIGNATURES. We affix our signatures to this Agreement with the full and complete understanding of the relationship between the parties hereto.

PALISADES CHARTER HIGH SCHOOL, a California Non-Profit Public Benefit Corporation

By:

Dr. Pamela Magee,
Executive Director/Principal

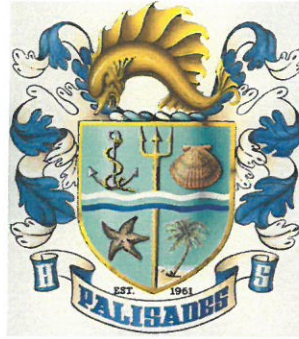
Date

Russel Howard
Director of Discipline, Activities, Athletics, and Security

Date

**ATTACHMENT A:
BENEFIT DESCRIPTION**

1. The DIRECTOR OF DISCIPLINE, ACTIVITIES, ATHLETICS, AND SECURITY is entitled to participate in PERS or STRS, in accordance with their requirements.
2. The DIRECTOR OF DISCIPLINE, ACTIVITIES, ATHLETICS, AND SECURITY is entitled to participate in PCHS provided health and welfare benefits including but not limited to medical, dental, vision and life insurance. In addition, DIRECTOR OF DISCIPLINE, ACTIVITIES, ATHLETICS, AND SECURITY has the opportunity to enroll in other health and welfare benefits including but not limited to additional life insurance, pre-tax savings programs, 403(B), discount programs, etc. PCHS reserves the right to change benefits providers or packages as necessary, while still ensuring compliance with the employee benefits section of the Palisades Charter High School Charter.
3. The DIRECTOR OF DISCIPLINE, ACTIVITIES, ATHLETICS, AND SECURITY is entitled to leaves of absence in accordance with applicable Federal and State law, including but not limited to Family Medical Leave Act (FMLA), State Disability Insurance (SDI), Paid Family Leave (PFL), Pregnancy Disability Leave (PDL), etc.
4. The DIRECTOR OF DISCIPLINE, ACTIVITIES, ATHLETICS, AND SECURITY is entitled to Paid Holidays of 12 days annually during the term in keeping with the adopted annual school calendar. Holidays must be used on the day assigned, and unused holidays will not roll over or be paid out at contract termination. During the 2017-2018 school year, these dates include:
 - September 1 CA Admission Day observed
 - September 4 Labor Day
 - November 10 Veteran's Day
 - November 23 Thanksgiving Day
 - November 24 Friday after Thanksgiving
 - December 25 Christmas Day
 - December 29 New Year's Eve observed
 - January 1 New Year's Day
 - January 15 Martin Luther King Jr. Day
 - February 19 President's Day
 - May 28 Memorial Day
5. The DIRECTOR OF DISCIPLINE, ACTIVITIES, ATHLETICS, AND SECURITY is entitled to paid sick days of 12 days annually during the term. Paid sick days accrue at a rate consistent with days worked. DIRECTOR OF DISCIPLINE, ACTIVITIES, ATHLETICS, AND SECURITY may borrow against the contract year's paid sick days, but if he/she terminates his/her contract prior to contract end date, used, unaccrued days must be paid back to Palisades Charter High School. Unused paid sick days will roll over as outlined by STRS and PERS, but will not be paid out at contract termination.



Employment Agreement Between PALISADES CHARTER HIGH SCHOOL and AMY NGUYEN

THIS AGREEMENT (“Agreement”) is made and entered into as of the date fully executed by and between the Board of Trustees (“Board”) of Palisades Charter High School (“PCHS”), a California Non-Profit Public Benefit Corporation and AMY NGUYEN (hereinafter referred to as the “DIRECTOR OF HUMAN RESOURCES”).

R E C I T A L S

WHEREAS, PCHS is a corporation, organized and operating exclusively for educational and charitable purposes pursuant to and within the meaning of Section 501(c)(3) of the Internal Revenue Code; and

WHEREAS, PCHS is authorized pursuant to its Articles of Incorporation and By-Laws to appoint and hire the DIRECTOR OF HUMAN RESOURCES to assist the Executive Director/Principal and to carry out the duties and functions of the position as directed by the Executive Director/Principal and/or the Board; and

WHEREAS, PCHS desires to retain the services of the DIRECTOR OF HUMAN RESOURCES by way of this Agreement and the DIRECTOR OF HUMAN RESOURCES is qualified to perform such duties; and

WHEREAS, the DIRECTOR OF HUMAN RESOURCES and PCHS desire to formalize the employment relationship by way of this Agreement;

NOW THEREFORE, in consideration of the foregoing recitals and the mutual terms and conditions contained herein, the parties hereto agree as follows:

AGREEMENT

1. **TERM.** PCHS hereby employs the DIRECTOR OF HUMAN RESOURCES from July 1, 2017 to June 30, 2020 (multi-year contract), according to the terms and conditions set forth in the Charter, or as specified herein. In the event of a conflict between the provisions of this agreement and the charter, the provisions of this agreement shall prevail.

2. COMPENSATION.

a. For the 2017-2018 school year, the DIRECTOR OF HUMAN RESOURCES shall receive an annual salary of \$112,519.00, to be paid in monthly payments, subject to all regular withholdings.

b. The DIRECTOR OF HUMAN RESOURCES is exempt from overtime law

3. BENEFITS. At PCHS's expense, the DIRECTOR OF HUMAN RESOURCES shall be afforded the health and welfare benefits of employment listed in the attached Benefit Description (Attachment A).

4. DUTIES. The DIRECTOR OF HUMAN RESOURCES shall perform the duties of DIRECTOR OF HUMAN RESOURCES as directed by the Principal and Chief Administrative Officer, the Articles of Incorporation and By-Laws, prescribed by the Charter, or as specified in the attached job description. This description and the job duties for the DIRECTOR OF HUMAN RESOURCES may be altered from time to time by the Board.

5. WORK YEAR. The DIRECTOR OF HUMAN RESOURCES shall be required to work throughout the calendar year in accordance with the School Calendar. The annual work year will be two hundred forty-one (241) paid days, with 12 holidays and two hundred twenty-nine (229) work days.

6. EVALUATION. DIRECTOR OF HUMAN RESOURCES should meet regularly with his/her supervisor, and should receive ongoing performance feedback. In addition, more formal performance evaluations will be conducted annually on or before June 1 for 2018, 2019 and 2020. The frequency of performance evaluations may vary depending upon length of service, job position, past performance, changes in job duties, or recurring performance problems. A copy of the written evaluation shall be delivered to the DIRECTOR OF HUMAN RESOURCES and he/she shall have the right to make an oral or written response to the evaluation.

Failure to evaluate the Employee shall not prevent PCHS from releasing the Employee in accordance with this Agreement.

7. EXPENSE REIMBURSEMENT. PCHS shall reimburse the DIRECTOR OF HUMAN RESOURCES for all documented actual and necessary expenses personally incurred by him/her within the scope of his/her employment, subject to Board approval, in accordance with applicable PCHS policy and authorization.

8. TERMINATION OF AGREEMENT. This Agreement may be terminated prior to the end of its term as a result of any of the following events:

- a. mutual written agreement of the parties;
- b. retirement, legal incapacity or death of the DIRECTOR OF HUMAN RESOURCES;
- c. Charter revocation;
- d. early termination of at-will employment by PCHS without cause in which event a

gross taxable sum equivalent to twelve (12) weeks of salary (subject to all regular withholding) and benefits shall be paid to the DIRECTOR OF HUMAN RESOURCES as severance;

- e. discharge from at-will employment without severance, for cause.

Acceptance by DIRECTOR OF HUMAN RESOURCES of the severance payment pursuant to Section 8(d) shall constitute the sole amount owing and paid in the event of termination of this agreement without cause.

The bases for discharge for cause may include but are not limited to conduct such as neglect of duty, incompetence, breach of contract, dishonesty, disclosure of confidential information, unprofessional conduct, insubordination, violation of law or conviction of any felony or other criminal offense, or any failure of good conduct that might be likely to affect PCHS negatively.

Prior to discharge for cause, the DIRECTOR OF HUMAN RESOURCES shall be provided with a statement of charges and given an opportunity to respond orally or in writing to such charges. The DIRECTOR OF HUMAN RESOURCES shall be entitled to appear personally before the Board to present any evidence or testimony to contest the statement of charges. If the DIRECTOR OF HUMAN RESOURCES chooses to be accompanied by legal counsel at such meeting, the DIRECTOR OF HUMAN RESOURCES shall bear any cost therein involved. The DIRECTOR OF HUMAN RESOURCES shall be provided a written decision setting forth the decision of the Board. The decision of the Board shall be final and this Agreement will terminate as of the date of that decision.

During the pendency of disciplinary proceedings, the Board reserves the right to place the DIRECTOR OF HUMAN RESOURCES on paid administrative leave.

Upon termination for cause, the DIRECTOR OF HUMAN RESOURCES shall receive his/her proportionate compensation to the effective date of termination, along with his/her rights to other benefits as governed by any applicable plans, programs or policies such as health benefits, etc.

The termination for cause provisions of this Section shall not be construed as an agreement to terminate employment only for cause, but rather are intended to provide a mechanism for termination from employment without the payment of severance provided in Section 8(d).

In the event of Charter revocation, all contractual obligations under this Agreement cease immediately upon the effective date of revocation.

Unless the agreement is terminated prior to the end of its term pursuant to this Section or the term is extended in writing in accordance with Section 12, the employment of the DIRECTOR OF HUMAN RESOURCES will terminate at the end of the term of the agreement and no additional notice is required.

- 9. ENTIRE AGREEMENT. This Agreement supersedes any and all other Agreements, either oral or in writing, between the parties hereto with respect to the subject matter

hereof, and no other Agreement, statement or promise related to the subject matter of this Agreement which is not contained in this Agreement shall be valid or binding.

10. **WAIVER.** Either party to this Agreement may specifically and expressly waive, in writing, compliance or any breach by the other party with any term, condition or requirements set forth in this Agreement. Any such waiver, however, shall not constitute a further or continuing waiver of the same requirement, unless a specific statement to the contrary is contained with such waiver. No waiver or consent shall be implied from the silence or from the failure of any party to act, except as otherwise specified in this Agreement.
11. **JURISDICTION.** The parties hereby understand and agree that this Agreement, including the attachments hereto, has been negotiated and executed in the State of California and shall be governed by, and constructed under, the laws of the State of California.
12. **AMENDMENTS.** No addition to, or modification of, any provision contained in this Agreement shall be effective unless fully set forth in writing and signed by the authorized representative of both parties.
13. **ARBITRATION OF DISPUTES.** The parties agree that any dispute regarding the application, interpretation or breach of this Agreement will be subject to final and binding arbitration. Attorney's fees, costs and damages (where appropriate) shall be awarded to the prevailing party in any dispute, and any resolution, opinion or order of the Arbitrator may be entered as a judgment of the Superior Court.
14. **INTERPRETATION AND OPPORTUNITY TO COUNSEL.** In the event of a controversy or dispute between the parties concerning the provisions herein, this document shall be interpreted according to the provisions herein. The parties hereto acknowledge and agree that each has been given an opportunity to independently review this Agreement with legal counsel.
15. **SEVERABILITY.** If any term, provision, condition or covenant of this Agreement shall to any extent be held invalid or unenforceable, the remainder of the Agreement shall not be affected thereby, and each term and provision of this Agreement shall be valid and enforceable to the fullest extent provided by law.
16. **COUNTERPART EXECUTION.** This Agreement may be executed in any number of counterparts, each of which shall be deemed a duplicate original when all counterparts are executed, but all of which constitute a single instrument.
17. **SIGNATURES.** We affix our signatures to this Agreement with the full and complete understanding of the relationship between the parties hereto.

PALISADES CHARTER HIGH SCHOOL, a California Non-Profit Public Benefit Corporation

By:

Dr. Pamela Magee,
Executive Director/Principal

Date

Amy Nguyen
Director of Human Resources

Date

**ATTACHMENT A:
BENEFIT DESCRIPTION**

1. The DIRECTOR OF HUMAN RESOURCES is entitled to participate in PERS or STRS, in accordance with their requirements.
2. The DIRECTOR OF HUMAN RESOURCES is entitled to participate in PCHS provided health and welfare benefits including but not limited to medical, dental, vision and life insurance. In addition, DIRECTOR OF HUMAN RESOURCES has the opportunity to enroll in other health and welfare benefits including but not limited to additional life insurance, pre-tax savings programs, 403(B), discount programs, etc. PCHS reserves the right to change benefits providers or packages as necessary, while still ensuring compliance with the employee benefits section of the Palisades Charter High School Charter.
3. The DIRECTOR OF HUMAN RESOURCES is entitled to leaves of absence in accordance with applicable Federal and State law, including but not limited to Family Medical Leave Act (FMLA), State Disability Insurance (SDI), Paid Family Leave (PFL), Pregnancy Disability Leave (PDL), etc.
4. The DIRECTOR OF HUMAN RESOURCES is entitled to Paid Holidays of 12 days annually during the term in keeping with the adopted annual school calendar. Holidays must be used on the day assigned, and unused holidays will not roll over or be paid out at contract termination. During the 2017-2018 school year, these dates include:
 - September 1 CA Admission Day observed
 - September 4 Labor Day
 - November 10 Veteran's Day
 - November 23 Thanksgiving Day
 - November 24 Friday after Thanksgiving
 - December 25 Christmas Day
 - December 29 New Year's Eve observed
 - January 1 New Year's Day
 - January 15 Martin Luther King Jr. Day
 - February 19 President's Day
 - May 28 Memorial Day
5. The DIRECTOR OF HUMAN RESOURCES is entitled to paid sick days of 12 days annually during the term. Paid sick days accrue at a rate consistent with days worked. DIRECTOR OF HUMAN RESOURCES may borrow against the contract year's paid sick days, but if he/she terminates his/her contract prior to contract end date, used, unaccrued days must be paid back to Palisades Charter High School. Unused paid sick days will roll over as outlined by STRS and PERS, but will not be paid out at contract termination.



Employment Agreement Between PALISADES CHARTER HIGH SCHOOL and MARY BUSH

THIS AGREEMENT (“Agreement”) is made and entered into as of the date fully executed by and between the Board of Trustees (“Board”) of Palisades Charter High School (“PCHS”), a California Non-Profit Public Benefit Corporation and MARY BUSH (hereinafter referred to as the “DIRECTOR OF STUDENT SUPPORT SERVICES”).

R E C I T A L S

WHEREAS, PCHS is a corporation, organized and operating exclusively for educational and charitable purposes pursuant to and within the meaning of Section 501(c)(3) of the Internal Revenue Code; and

WHEREAS, PCHS is authorized pursuant to its Articles of Incorporation and By-Laws to appoint and hire the DIRECTOR OF STUDENT SUPPORT SERVICES to assist the Executive Director/Principal and to carry out the duties and functions of the position as directed by the Executive Director/Principal and/or the Board; and

WHEREAS, PCHS desires to retain the services of the DIRECTOR OF STUDENT SUPPORT SERVICES by way of this Agreement and the DIRECTOR OF STUDENT SUPPORT SERVICES is qualified to perform such duties; and

WHEREAS, the DIRECTOR OF STUDENT SUPPORT SERVICES and PCHS desire to formalize the employment relationship by way of this Agreement;

NOW THEREFORE, in consideration of the foregoing recitals and the mutual terms and conditions contained herein, the parties hereto agree as follows:

AGREEMENT

1. **TERM.** PCHS hereby employs the DIRECTOR OF STUDENT SUPPORT SERVICES from July 1, 2017 to June 30, 2020 (multi-year contract), according to the terms and conditions set forth in the Charter, or as specified herein. In the event of a conflict between the provisions of this agreement and the charter, the provisions of this agreement shall prevail.

2. COMPENSATION.

- a. For the 2017-2018 school year, the DIRECTOR OF STUDENT SUPPORT SERVICES shall receive an annual salary of \$137,916.00, to be paid in monthly payments, subject to all regular withholdings.
- b. The DIRECTOR OF STUDENT SUPPORT SERVICES is exempt from overtime law

3. BENEFITS. At PCHS's expense, the DIRECTOR OF STUDENT SUPPORT SERVICES shall be afforded the health and welfare benefits of employment listed in the attached Benefit Description (Attachment A).

4. DUTIES. The DIRECTOR OF STUDENT SUPPORT SERVICES shall perform the duties of DIRECTOR OF STUDENT SUPPORT SERVICES as directed by the Principal and Chief Administrative Officer, the Articles of Incorporation and By-Laws, prescribed by the Charter, or as specified in the attached job description. This description and the job duties for the DIRECTOR OF STUDENT SUPPORT SERVICES may be altered from time to time by the Board.

5. WORK YEAR. The DIRECTOR OF STUDENT SUPPORT SERVICES shall be required to work throughout the calendar year in accordance with the School Calendar. The annual work year will be two hundred forty-one (241) paid days, with 12 holidays and two hundred twenty-nine (229) work days.

6. EVALUATION. DIRECTOR OF STUDENT SUPPORT SERVICES should meet regularly with his/her supervisor, and should receive ongoing performance feedback. In addition, more formal performance evaluations will be conducted annually on or before June 1 for 2018, 2019 and 2020. The frequency of performance evaluations may vary depending upon length of service, job position, past performance, changes in job duties, or recurring performance problems. A copy of the written evaluation shall be delivered to the DIRECTOR OF STUDENT SUPPORT SERVICES and he/she shall have the right to make an oral or written response to the evaluation.

Failure to evaluate the Employee shall not prevent PCHS from releasing the Employee in accordance with this Agreement.

7. EXPENSE REIMBURSEMENT. PCHS shall reimburse the DIRECTOR OF STUDENT SUPPORT SERVICES for all documented actual and necessary expenses personally incurred by him/her within the scope of his/her employment, subject to Board approval, in accordance with applicable PCHS policy and authorization.

8. TERMINATION OF AGREEMENT. This Agreement may be terminated prior to the end of its term as a result of any of the following events:

- a. mutual written agreement of the parties;
- b. retirement, legal incapacity or death of the DIRECTOR OF STUDENT SUPPORT SERVICES;

- c. Charter revocation;
- d. early termination of at-will employment by PCHS without cause in which event a gross taxable sum equivalent to twelve (12) weeks of salary (subject to all regular withholding) and benefits shall be paid to the DIRECTOR OF STUDENT SUPPORT SERVICES as severance;
- e. discharge from at-will employment without severance, for cause.

Acceptance by DIRECTOR OF STUDENT SUPPORT SERVICES of the severance payment pursuant to Section 8(d) shall constitute the sole amount owing and paid in the event of termination of this agreement without cause.

The bases for discharge for cause may include but are not limited to conduct such as neglect of duty, incompetence, breach of contract, dishonesty, disclosure of confidential information, unprofessional conduct, insubordination, violation of law or conviction of any felony or other criminal offense, or any failure of good conduct that might be likely to affect PCHS negatively.

Prior to discharge for cause, the DIRECTOR OF STUDENT SUPPORT SERVICES shall be provided with a statement of charges and given an opportunity to respond orally or in writing to such charges. The DIRECTOR OF STUDENT SUPPORT SERVICES shall be entitled to appear personally before the Board to present any evidence or testimony to contest the statement of charges. If the DIRECTOR OF STUDENT SUPPORT SERVICES chooses to be accompanied by legal counsel at such meeting, the DIRECTOR OF STUDENT SUPPORT SERVICES shall bear any cost therein involved. The DIRECTOR OF STUDENT SUPPORT SERVICES shall be provided a written decision setting forth the decision of the Board. The decision of the Board shall be final and this Agreement will terminate as of the date of that decision.

During the pendency of disciplinary proceedings, the Board reserves the right to place the DIRECTOR OF STUDENT SUPPORT SERVICES on paid administrative leave.

Upon termination for cause, the DIRECTOR OF STUDENT SUPPORT SERVICES shall receive his/her proportionate compensation to the effective date of termination, along with his/her rights to other benefits as governed by any applicable plans, programs or policies such as health benefits, etc.

The termination for cause provisions of this Section shall not be construed as an agreement to terminate employment only for cause, but rather are intended to provide a mechanism for termination from employment without the payment of severance provided in Section 8(d).

In the event of Charter revocation, all contractual obligations under this Agreement cease immediately upon the effective date of revocation.

Unless the agreement is terminated prior to the end of its term pursuant to this Section or the term is extended in writing in accordance with Section 12, the employment of the DIRECTOR OF STUDENT SUPPORT SERVICES will terminate at the end of the term of the agreement and no additional notice is required.

9. ENTIRE AGREEMENT. This Agreement supersedes any and all other Agreements, either oral or in writing, between the parties hereto with respect to the subject matter hereof, and no other Agreement, statement or promise related to the subject matter of this Agreement which is not contained in this Agreement shall be valid or binding.
10. WAIVER. Either party to this Agreement may specifically and expressly waive, in writing, compliance or any breach by the other party with any term, condition or requirements set forth in this Agreement. Any such waiver, however, shall not constitute a further or continuing waiver of the same requirement, unless a specific statement to the contrary is contained with such waiver. No waiver or consent shall be implied from the silence or from the failure of any party to act, except as otherwise specified in this Agreement.
11. JURISDICTION. The parties hereby understand and agree that this Agreement, including the attachments hereto, has been negotiated and executed in the State of California and shall be governed by, and constructed under, the laws of the State of California.
12. AMENDMENTS. No addition to, or modification of, any provision contained in this Agreement shall be effective unless fully set forth in writing and signed by the authorized representative of both parties.
13. ARBITRATION OF DISPUTES. The parties agree that any dispute regarding the application, interpretation or breach of this Agreement will be subject to final and binding arbitration. Attorney's fees, costs and damages (where appropriate) shall be awarded to the prevailing party in any dispute, and any resolution, opinion or order of the Arbitrator may be entered as a judgment of the Superior Court.
14. INTERPRETATION AND OPPORTUNITY TO COUNSEL. In the event of a controversy or dispute between the parties concerning the provisions herein, this document shall be interpreted according to the provisions herein. The parties hereto acknowledge and agree that each has been given an opportunity to independently review this Agreement with legal counsel.
15. SEVERABILITY. If any term, provision, condition or covenant of this Agreement shall to any extent be held invalid or unenforceable, the remainder of the Agreement shall not be affected thereby, and each term and provision of this Agreement shall be valid and enforceable to the fullest extent provided by law.
16. COUNTERPART EXECUTION. This Agreement may be executed in any number of counterparts, each of which shall be deemed a duplicate original when all counterparts are executed, but all of which constitute a single instrument.

17. SIGNATURES. We affix our signatures to this Agreement with the full and complete understanding of the relationship between the parties hereto.

PALISADES CHARTER HIGH SCHOOL, a California Non-Profit Public Benefit Corporation

By:

Dr. Pamela Magee,
Executive Director/Principal

Date

Mary Bush
Director of Student Support Services

Date

**ATTACHMENT A:
BENEFIT DESCRIPTION**

1. The DIRECTOR OF STUDENT SUPPORT SERVICES is entitled to participate in PERS or STRS, in accordance with their requirements.
2. The DIRECTOR OF STUDENT SUPPORT SERVICES is entitled to participate in PCHS provided health and welfare benefits including but not limited to medical, dental, vision and life insurance. In addition, DIRECTOR OF STUDENT SUPPORT SERVICES has the opportunity to enroll in other health and welfare benefits including but not limited to additional life insurance, pre-tax savings programs, 403(B), discount programs, etc. PCHS reserves the right to change benefits providers or packages as necessary, while still ensuring compliance with the employee benefits section of the Palisades Charter High School Charter.
3. The DIRECTOR OF STUDENT SUPPORT SERVICES is entitled to leaves of absence in accordance with applicable Federal and State law, including but not limited to Family Medical Leave Act (FMLA), State Disability Insurance (SDI), Paid Family Leave (PFL), Pregnancy Disability Leave (PDL), etc.
4. The C DIRECTOR OF STUDENT SUPPORT SERVICES is entitled to Paid Holidays of 12 days annually during the term in keeping with the adopted annual school calendar. Holidays must be used on the day assigned, and unused holidays will not roll over or be paid out at contract termination. During the 2017-2018 school year, these dates include:
 - September 1 CA Admission Day observed
 - September 4 Labor Day
 - November 10 Veteran's Day
 - November 23 Thanksgiving Day
 - November 24 Friday after Thanksgiving
 - December 25 Christmas Day
 - December 29 New Year's Eve observed
 - January 1 New Year's Day
 - January 15 Martin Luther King Jr. Day
 - February 19 President's Day
 - May 28 Memorial Day
5. The DIRECTOR OF STUDENT SUPPORT SERVICES is entitled to paid sick days of 12 days annually during the term. Paid sick days accrue at a rate consistent with days worked. DIRECTOR OF STUDENT SUPPORT SERVICES may borrow against the contract year's paid sick days, but if he/she terminates his/her contract prior to contract end date, used, unaccrued days must be paid back to Palisades Charter High School. Unused paid sick days will roll over as outlined by STRS and PERS, but will not be paid out at contract termination.

Name	Contract year	14/15 salary	14/15	15/16	16/17	Eligible for longevity stipend?	New 17/18 Salary
CBO	14-17	\$131,334			\$142,118	yes	\$144,961 + \$3,000 lg = \$147,961
Dir. of Student Support Services	14-17	\$125,672			\$135,212	yes	\$137,916 + \$3,000 lg = \$140,916
Dir. of Guidance & Counseling	15-18		N/A		\$132,030	no	\$137,916
Dir. of Discipline, Athletics, Activities & Security	14-17	\$122,672			\$135,212	yes	\$137,916 + \$3,000 lg = \$140,916
Dir. of Academic Achievement	14-17	\$122,672			\$135,212	yes	\$137,916 + \$3,000 lg = \$140,916
Dir. of Operations	17-20	Previous Dir. of Ops \$119,672	N/A		N/A	no	\$137,916
Dir. of Admissions & Alternative Programs	16-19		N/A		\$119,257	no	\$125,028 + \$3,000 Phd = \$128,028
Dir. of Human Resources	15-18	Previous Dir. of HR \$113,451	N/A	\$80,000	\$87,462	no	\$112,519

Note: During the 2014/2015 year PCHS had extensive and difficult Union contract negotiations.

While the Director of Human Resources position needed adjustment, the decision was made to come in at the lower rate in the interest of Union and Admin relationships which since that time have improved. The Director of Human Resources position is paid far below market as can be referenced on the salary comparison table.

<u>Reference</u>	17/18
107k	Dir. Temescal
105k	Dir of Development
100k +	Dir. of Technology
100k +	Faculty - 52 of the 125 faculty will make more than \$100,000 in 2017/2018
92k	Technology Mgr
92k	Database Mgr
85k	Finance Mgr
72k	Security Mgr

Director, Human Resources Salary Comparison

School	#days	ADA	Salary Low	Salary High
Palisades Charter High School	229	2,976	\$ 85,729	\$ 118,949
Beverly Hills Unified School District BHUSD	225	4,276	\$ 108,734	\$ 148,614
Birmingham Community Charter High School BCCHS	234	2,923	\$ 118,320	\$ 144,054
Chatsworth Charter High School CCHS (LAUSD affiliated)	249/261*	2,495	\$ -	\$ -
El Camino Real Charter ECRCHS (LAUSD affiliated)	249/261*	3,766	\$ -	\$ -
Granada Hills Charter High School GHCHS	234	4,224	\$ 133,149	\$ 133,149
Los Angeles Unified School District LAUSD	249/261*	640,000	\$ 91,584	\$ 113,652
Palos Verdes Peninsula Unified School District	220	11,900	\$ -	\$ -
Santa Monica-Malibu Unified School District SMMUSD	249/261*	11,341	\$ 111,615	\$ 135,669
William Taft Charter High School WTCHS (LAUSD affiliated)	249/261*	2,450	\$ -	\$ -
ABC Unified School District	223	20,863	\$ 131,856	\$ 150,168
	mean average		\$ 111,570	\$ 134,894
	Salary.com		\$ 96,500	\$ 143,800
	Recommended		\$ 98,258	\$ 134,038

* accounts for 12 holidays, vacation days vary per individual contract



Employment Agreement Between PALISADES CHARTER HIGH SCHOOL and MARY BUSH

THIS AGREEMENT (“Agreement”) is made and entered into as of the date fully executed by and between the Board of Trustees (“Board”) of Palisades Charter High School (“PCHS”), a California Non-Profit Public Benefit Corporation and MARY BUSH (hereinafter referred to as the “DIRECTOR OF STUDENT SUPPORT SERVICES”).

R E C I T A L S

WHEREAS, PCHS is a corporation, organized and operating exclusively for educational and charitable purposes pursuant to and within the meaning of Section 501(c)(3) of the Internal Revenue Code; and

WHEREAS, PCHS is authorized pursuant to its Articles of Incorporation and By-Laws to appoint and hire the DIRECTOR OF STUDENT SUPPORT SERVICES to assist the Executive Director/Principal and to carry out the duties and functions of the position as directed by the Executive Director/Principal and/or the Board; and

WHEREAS, PCHS desires to retain the services of the DIRECTOR OF STUDENT SUPPORT SERVICES by way of this Agreement and the DIRECTOR OF STUDENT SUPPORT SERVICES is qualified to perform such duties; and

WHEREAS, the DIRECTOR OF STUDENT SUPPORT SERVICES and PCHS desire to formalize the employment relationship by way of this Agreement;

NOW THEREFORE, in consideration of the foregoing recitals and the mutual terms and conditions contained herein, the parties hereto agree as follows:

AGREEMENT

1. **TERM.** PCHS hereby employs the DIRECTOR OF STUDENT SUPPORT SERVICES from July 1, 2014 to June 30, 2017 (three year contract), according to the terms and conditions set forth in the Charter, or as specified herein. In the event of a conflict between the provisions of this agreement and the charter, the provisions of this agreement shall prevail.

2. COMPENSATION.

- a. For the 2014-2015 school year, the DIRECTOR OF STUDENT SUPPORT SERVICES shall receive an annual salary of \$125,672.00, to be paid in twelve (12) equal, monthly payments, subject to all regular withholdings.
- b. Early in each academic year, the DIRECTOR OF STUDENT SUPPORT SERVICES, with his/her supervisor will set mutually agreed upon performance goals, which shall serve as the basis for an annual performance evaluation, as set forth in paragraph 6, below.
- c. DIRECTOR OF STUDENT SUPPORT SERVICES will be eligible annually to move up the approved salary schedule for his/her position, subject to DIRECTOR OF STUDENT SUPPORT SERVICES's receipt of a positive evaluation and the Board's approval of a budget that includes such annual increases.
- d. The DIRECTOR OF STUDENT SUPPORT SERVICES is exempt from overtime law.

3. BENEFITS. At PCHS's expense, the DIRECTOR OF STUDENT SUPPORT SERVICES shall be afforded the health and welfare benefits of employment listed in the attached Benefit Description (Attachment A).

4. DUTIES. The DIRECTOR OF STUDENT SUPPORT SERVICES shall perform the duties of DIRECTOR OF STUDENT SUPPORT SERVICES as directed by the Executive Director/Principal, the Articles of Incorporation and By-Laws, prescribed by the Charter, or as specified in the attached job description. This description and the job duties for the DIRECTOR OF STUDENT SUPPORT SERVICES may be altered from time to time by the Board.

5. WORK YEAR. The DIRECTOR OF STUDENT SUPPORT SERVICES shall be required to work throughout the calendar year in accordance with the School Calendar. The work year will be two hundred forty-one (241) paid days, with 12 holidays and two hundred twenty nine (229) work days.

6. EVALUATION. DIRECTOR OF STUDENT SUPPORT SERVICES should meet regularly with his/her supervisor, and should receive ongoing performance feedback. In addition, more formal performance evaluations will be conducted annually on or before June 1 for 2015, 2016 and 2017. The frequency of performance evaluations may vary depending upon length of service, job position, past performance, changes in job duties, or recurring performance problems. A copy of the written evaluation shall be delivered to the DIRECTOR OF STUDENT SUPPORT SERVICES and he/she shall have the right to make an oral or written response to the evaluation.

Failure to evaluate the Employee shall not prevent PCHS from releasing the Employee in accordance with this Agreement.

7. **EXPENSE REIMBURSEMENT.** PCHS shall reimburse the **DIRECTOR OF STUDENT SUPPORT SERVICES** for all documented actual and necessary expenses personally incurred by him/her within the scope of his/her employment, subject to Board approval, in accordance with applicable PCHS policy and authorization.

8. **TERMINATION OF AGREEMENT.** This Agreement may be terminated prior to the end of its term as a result of any of the following events:
 - a. mutual written agreement of the parties;
 - b. retirement, legal incapacity or death of the **DIRECTOR OF STUDENT SUPPORT SERVICES**;
 - c. Charter revocation;
 - d. early termination of at-will employment by PCHS without cause in which event a gross taxable sum equivalent to twelve (12) weeks of salary (subject to all regular withholding) and benefits shall be paid to the **DIRECTOR OF STUDENT SUPPORT SERVICES** as severance;
 - e. discharge from at-will employment without severance, for cause.

Acceptance by the **DIRECTOR OF STUDENT SUPPORT SERVICES** of the severance payment pursuant to Section 8(d) shall constitute the sole amount owing and paid in the event of termination of this agreement without cause.

The bases for discharge for cause may include but are not limited to conduct such as neglect of duty, incompetence, breach of contract, dishonesty, disclosure of confidential information, unprofessional conduct, insubordination, violation of law or conviction of any felony or other criminal offense, or any failure of good conduct that might be likely to affect PCHS negatively.

Prior to discharge for cause, the **DIRECTOR OF STUDENT SUPPORT SERVICES** shall be provided with a statement of charges and given an opportunity to respond orally or in writing to such charges. The **DIRECTOR OF STUDENT SUPPORT SERVICES** shall be entitled to appear personally before the Board to present any evidence or testimony to contest the statement of charges. If the **DIRECTOR OF STUDENT SUPPORT SERVICES** chooses to be accompanied by legal counsel at such meeting, the **DIRECTOR OF STUDENT SUPPORT SERVICES** shall bear any cost therein involved. The **DIRECTOR OF STUDENT SUPPORT SERVICES** shall be provided a written decision setting forth the decision of the Board. The decision of the Board shall be final and this Agreement will terminate as of the date of that decision.

During the pendency of disciplinary proceedings, the Board reserves the right to place the **DIRECTOR OF STUDENT SUPPORT SERVICES** on paid administrative leave.

Upon termination for cause, the **DIRECTOR OF STUDENT SUPPORT SERVICES** shall receive his/her proportionate compensation to the effective date of termination, along with his/her rights to other benefits as governed by any applicable plans, programs or policies such as health benefits, etc.

The termination for cause provisions of this Section shall not be construed as an agreement to terminate employment only for cause, but rather are intended to provide a mechanism for termination from employment without the payment of severance provided in Section 8(d).

In the event of Charter revocation, all contractual obligations under this Agreement cease immediately upon the effective date of revocation.

Unless the agreement is terminated prior to the end of its term pursuant to this Section or the term is extended in writing in accordance with Section 12, the employment of the DIRECTOR OF STUDENT SUPPORT SERVICES will terminate at the end of the term of the agreement and no additional notice is required.

9. ENTIRE AGREEMENT. This Agreement supersedes any and all other Agreements, either oral or in writing, between the parties hereto with respect to the subject matter hereof, and no other Agreement, statement or promise related to the subject matter of this Agreement which is not contained in this Agreement shall be valid or binding.
10. WAIVER. Either party to this Agreement may specifically and expressly waive, in writing, compliance or any breach by the other party with any term, condition or requirements set forth in this Agreement. Any such waiver, however, shall not constitute a further or continuing waiver of the same requirement, unless a specific statement to the contrary is contained with such waiver. No waiver or consent shall be implied from the silence or from the failure of any party to act, except as otherwise specified in this Agreement.
11. JURISDICTION. The parties hereby understand and agree that this Agreement, including the attachments hereto, has been negotiated and executed in the State of California and shall be governed by, and constructed under, the laws of the State of California.
12. AMENDMENTS. No addition to, or modification of, any provision contained in this Agreement shall be effective unless fully set forth in writing and signed by the authorized representative of both parties.
13. ARBITRATION OF DISPUTES. The parties agree that any dispute regarding the application, interpretation or breach of this Agreement will be subject to final and binding arbitration. Attorney's fees, costs and damages (where appropriate) shall be awarded to the prevailing party in any dispute, and any resolution, opinion or order of the Arbitrator may be entered as a judgment of the Superior Court.
14. INTERPRETATION AND OPPORTUNITY TO COUNSEL. In the event of a controversy or dispute between the parties concerning the provisions herein, this document shall be interpreted according to the provisions herein. The parties hereto acknowledge and agree that each has been given an opportunity to independently review this Agreement with legal counsel.
15. SEVERABILITY. If any term, provision, condition or covenant of this Agreement shall to any extent be held invalid or unenforceable, the remainder of the Agreement shall not

be affected thereby, and each term and provision of this Agreement shall be valid and enforceable to the fullest extent provided by law.

- 16. COUNTERPART EXECUTION. This Agreement may be executed in any number of counterparts, each of which shall be deemed a duplicate original when all counterparts are executed, but all of which constitute a single instrument.
- 17. SIGNATURES. We affix our signatures to this Agreement with the full and complete understanding of the relationship between the parties hereto.

PALISADES CHARTER HIGH SCHOOL, a California Non-Profit Public Benefit Corporation

By: Dr. Pam Magee 7/23/2015
 Dr. Pam Magee, Executive Director/Principal Date

Mary Bush 7/28/15
 Mary Bush, Director, Student Support Services Date

**ATTACHMENT A:
BENEFIT DESCRIPTION**

1. The DIRECTOR OF STUDENT SUPPORT SERVICES is entitled to participate in PERS or STRS, in accordance with their requirements.
2. The DIRECTOR OF STUDENT SUPPORT SERVICES is entitled to participate in PCHS provided health and welfare benefits including but not limited to medical, dental, vision and life insurance. In addition, DIRECTOR OF STUDENT SUPPORT SERVICES has the opportunity to enroll in other health and welfare benefits including but not limited to additional life insurance, pre-tax savings programs, 403(B), discount programs, etc. PCHS reserves the right to change benefits providers or packages as necessary, while still ensuring compliance with the employee benefits section of the Palisades Charter High School Charter.
3. The DIRECTOR OF STUDENT SUPPORT SERVICES is entitled to leaves of absence in accordance with applicable Federal and State law, including but not limited to Family Medical Leave Act (FMLA), State Disability Insurance (SDI), Paid Family Leave (PFL), Pregnancy Disability Leave (PDL), etc.
4. The DIRECTOR OF STUDENT SUPPORT SERVICES is entitled to Paid Holidays of 12 days annually during the Term in keeping with the adopted annual school calendar. Holidays must be used on the day assigned, and unused holidays will not roll over or be paid out at contract termination. During the 2014-2015 school year, these dates include:
 - July 4
 - August 29 (Admissions Day)
 - September 1
 - November 11
 - November 27
 - November 28
 - December 25
 - December 31
 - January 1
 - January 19
 - February 16
 - May 25
5. The DIRECTOR OF STUDENT SUPPORT SERVICES is entitled to Paid Sick days of 12 days annually during the Term. Paid Sick days accrue at a rate consistent with days worked. DIRECTOR OF STUDENT SUPPORT SERVICES may borrow against the contract year's Paid Sick days, but if he/she terminates his/her contract prior to Contract End Date, used, unaccrued days must be paid back to Palisades Charter High School. Unused Paid Sick days will roll over as outlined by STRS and PERS, but will not be paid out at contract termination.



Employment Agreement Between PALISADES CHARTER HIGH SCHOOL and RUSSEL HOWARD

THIS AGREEMENT (“Agreement”) is made and entered into as of the date fully executed by and between the Board of Trustees (“Board”) of Palisades Charter High School (“PCHS”), a California Non-Profit Public Benefit Corporation and RUSSEL HOWARD (hereinafter referred to as the “DIRECTOR OF DISCIPLINE and ATHLETICS”).

RECITALS

WHEREAS, PCHS is a corporation, organized and operating exclusively for educational and charitable purposes pursuant to and within the meaning of Section 501(c)(3) of the Internal Revenue Code; and

WHEREAS, PCHS is authorized pursuant to its Articles of Incorporation and By-Laws to appoint and hire the DIRECTOR OF DISCIPLINE and ATHLETICS to assist the Executive Director/Principal and to carry out the duties and functions of the position as directed by the Executive Director/Principal and/or the Board; and

WHEREAS, PCHS desires to retain the services of the DIRECTOR OF DISCIPLINE and ATHLETICS by way of this Agreement and the DIRECTOR OF DISCIPLINE and ATHLETICS is qualified to perform such duties; and

WHEREAS, the DIRECTOR OF DISCIPLINE and ATHLETICS and PCHS desire to formalize the employment relationship by way of this Agreement;

NOW THEREFORE, in consideration of the foregoing recitals and the mutual terms and conditions contained herein, the parties hereto agree as follows:

AGREEMENT

1. **TERM.** PCHS hereby employs the DIRECTOR OF DISCIPLINE and ATHLETICS from July 1, 2014 to June 30, 2017 (three year contract), according to the terms and conditions set forth in the Charter, or as specified herein. In the event of a conflict between the provisions of this agreement and the charter, the provisions of this agreement shall prevail.

2. **COMPENSATION.**

- a. For the 2014-2015 school year, the DIRECTOR OF DISCIPLINE and ATHLETICS shall receive an annual salary of \$122,672.00, to be paid in twelve (12) equal, monthly payments, subject to all regular withholdings.
- b. Early in each academic year, the DIRECTOR Of DISCIPLINE and ATHLETICS, with his/her supervisor will set mutually agreed upon performance goals, which shall serve as the basis for an annual performance evaluation, as set forth in paragraph 6, below.
- c. DIRECTOR OF DISCIPLINE and ATHLETICS will be eligible annually to move up the approved salary schedule for his/her position, subject to DIRECTOR OF DISCIPLINE and ATHLETICS's receipt of a positive evaluation and the Board's approval of a budget that includes such annual increases.
- d. The DIRECTOR OF DISCIPLINE and ATHLETICS is exempt from overtime law.

3. **BENEFITS.** At PCHS's expense, the DIRECTOR OF DISCIPLINE and ATHLETICS shall be afforded the health and welfare benefits of employment listed in the attached Benefit Description (Attachment A).

4. **DUTIES.** The DIRECTOR OF DISCIPLINE and ATHLETICS shall perform the duties of DIRECTOR OF DISCIPLINE and ATHLETICS as directed by the Executive Director/Principal, the Articles of Incorporation and By-Laws, prescribed by the Charter, or as specified in the attached job description. This description and the job duties for the DIRECTOR OF DISCIPLINE and ATHLETICS may be altered from time to time by the Board.

5. **WORK YEAR.** The DIRECTOR OF DISCIPLINE and ATHLETICS shall be required to work throughout the calendar year in accordance with the School Calendar. The work year will be two hundred forty-one (241) paid days, with 12 holidays and two hundred twenty nine (229) work days.

6. **EVALUATION. DIRECTOR OF DISCIPLINE and ATHLETICS** should meet regularly with his/her supervisor, and should receive ongoing performance feedback. In addition, more formal performance evaluations will be conducted annually on or before June 1 for 2015, 2016 and 2017. The frequency of performance evaluations may vary depending upon length of service, job position, past performance, changes in job duties, or recurring performance problems. A copy of the written evaluation shall be delivered to the DIRECTOR OF DISCIPLINE and ATHLETICS and he/she shall have the right to make an oral or written response to the evaluation.

Failure to evaluate the Employee shall not prevent PCHS from releasing the Employee in accordance with this Agreement.

7. **EXPENSE REIMBURSEMENT.** PCHS shall reimburse the DIRECTOR OF DISCIPLINE and ATHLETICS for all documented actual and necessary expenses personally incurred by him/her within the scope of his/her employment, subject to Board approval, in accordance with applicable PCHS policy and authorization.
8. **TERMINATION OF AGREEMENT.** This Agreement may be terminated prior to the end of its term as a result of any of the following events:
 - a. mutual written agreement of the parties;
 - b. retirement, legal incapacity or death of the DIRECTOR OF DISCIPLINE and ATHLETICS;
 - c. Charter revocation;
 - d. early termination of at-will employment by PCHS without cause in which event a gross taxable sum equivalent to twelve (12) weeks of salary (subject to all regular withholding) and benefits shall be paid to the DIRECTOR OF DISCIPLINE and ATHLETICS as severance;
 - e. discharge from at-will employment without severance, for cause.

Acceptance by the DIRECTOR OF DISCIPLINE and ATHLETICS of the severance payment pursuant to Section 8(d) shall constitute the sole amount owing and paid in the event of termination of this agreement without cause.

The basis for discharge for cause may include but are not limited to conduct such as neglect of duty, incompetence, breach of contract, dishonesty, disclosure of confidential information, unprofessional conduct, insubordination, violation of law or conviction of any felony or other criminal offense, or any failure of good conduct that might be likely to affect PCHS negatively.

Prior to discharge for cause, the DIRECTOR OF DISCIPLINE and ATHLETICS shall be provided with a statement of charges and given an opportunity to respond orally or in writing to such charges. The DIRECTOR OF DISCIPLINE and ATHLETICS shall be entitled to appear personally before the Board to present any evidence or testimony to contest the statement of charges. If the DIRECTOR of DISCIPLINE and ATHLETICS chooses to be accompanied by legal counsel at such meeting, the DIRECTOR OF DISCIPLINE and ATHLETICS shall bear any cost therein involved. The DIRECTOR OF DISCIPLINE and ATHLETICS shall be provided a written decision setting forth the decision of the Board. The decision of the Board shall be final and this Agreement will terminate as of the date of that decision.

During the pendency of disciplinary proceedings, the Board reserves the right to place the DIRECTOR OF DISCIPLINE and ATHLETICS on paid administrative leave.

Upon termination for cause, the DIRECTOR OF DISCIPLINE and ATHLETICS shall receive his/her proportionate compensation to the effective date of termination, along with his/her rights to other benefits as governed by any applicable plans, programs or policies such as health benefits, etc.

The termination for cause provisions of this Section shall not be construed as an agreement to terminate employment only for cause, but rather are intended to provide a mechanism for termination from employment without the payment of severance provided in Section 8(d).

In the event of Charter revocation, all contractual obligations under this Agreement cease immediately upon the effective date of revocation.

Unless the agreement is terminated prior to the end of its term pursuant to this Section or the term is extended in writing in accordance with Section 12, the employment of the DIRECTOR OF DISCIPLINE and ATHLETICS will terminate at the end of the term of the agreement and no additional notice is required..

9. **ENTIRE AGREEMENT.** This Agreement supersedes any and all other Agreements, either oral or in writing, between the parties hereto with respect to the subject matter hereof, and no other Agreement, statement or promise related to the subject matter of this Agreement which is not contained in this Agreement shall be valid or binding.
10. **WAIVER.** Either party to this Agreement may specifically and expressly waive, in writing, compliance or any breach by the other party with any term, condition or requirements set forth in this Agreement. Any such waiver, however, shall not constitute a further or continuing waiver of the same requirement, unless a specific statement to the contrary is contained with such waiver. No waiver or consent shall be implied from the silence or from the failure of any party to act, except as otherwise specified in this Agreement.
11. **JURISDICTION.** The parties hereby understand and agree that this Agreement, including the attachments hereto, has been negotiated and executed in the State of California and shall be governed by, and constructed under, the laws of the State of California.
12. **AMENDMENTS.** No addition to, or modification of, any provision contained in this Agreement shall be effective unless fully set forth in writing and signed by the authorized representative of both parties.
13. **ARBITRATION OF DISPUTES.** The parties agree that any dispute regarding the application, interpretation or breach of this Agreement will be subject to final and binding arbitration. Attorney's fees, costs and damages (where appropriate) shall be awarded to the prevailing party in any dispute, and any resolution, opinion or order of the Arbitrator may be entered as a judgment of the Superior Court.
14. **INTERPRETATION AND OPPORTUNITY TO COUNSEL.** In the event of a controversy or dispute between the parties concerning the provisions herein, this document shall be interpreted according to the provisions herein. The parties hereto acknowledge and agree that each has been given an opportunity to independently review this Agreement with legal counsel.
15. **SEVERABILITY.** If any term, provision, condition or covenant of this Agreement shall to any extent be held invalid or unenforceable, the remainder of the Agreement shall not be affected thereby, and each term and provision of this Agreement shall be valid and enforceable to the fullest extent provided by law.

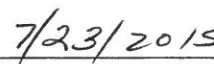
- 16. **COUNTERPART EXECUTION.** This Agreement may be executed in any number of counterparts, each of which shall be deemed a duplicate original when all counterparts are executed, but all of which constitute a single instrument.
- 17. **SIGNATURES.** We affix our signatures to this Agreement with the full and complete understanding of the relationship between the parties hereto.

PALISADES CHARTER HIGH SCHOOL, a California Non-Profit Public Benefit Corporation


By:



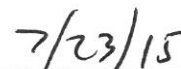
Dr. Pamela Magee, Executive Director/Principal



Date



Russel Howard, Director, Discipline and Athletics



Date

**ATTACHMENT A:
BENEFIT DESCRIPTION**

1. The DIRECTOR OF DISCIPLINE and ATHLETICS is entitled to participate in PERS or STRS, in accordance with their requirements.
2. The DIRECTOR OF DISCIPLINE and ATHLETICS is entitled to participate in PCHS provided health and welfare benefits including but not limited to medical, dental, vision and life insurance. In addition, DIRECTOR of DISCIPLINE and ATHLETICS has the opportunity to enroll in other health and welfare benefits including but not limited to additional life insurance, pre-tax savings programs, 403(B), discount programs, etc. PCHS reserves the right to change benefits providers or packages as necessary, while still ensuring compliance with the employee benefits section of the Palisades Charter High School Charter.
3. The DIRECTOR OF DISCIPLINE and ATHLETICS is entitled to leaves of absence in accordance with applicable Federal and State law, including but not limited to Family Medical Leave Act (FMLA), State Disability Insurance (SDI), Paid Family Leave (PFL), Pregnancy Disability Leave (PDL), etc.
4. The DIRECTOR OF DISCIPLINE and ATHLETICS is entitled to Paid Holidays of 12 days annually during the Term in keeping with the adopted annual school calendar. Holidays must be used on the day assigned, and unused holidays will not roll over or be paid out at contract termination. During the academic year of 2014/2015 the dates include:
 - July 4
 - August 29 (Admissions Day)
 - September 1
 - November 11
 - November 27
 - November 28
 - December 25
 - December 31
 - January 1
 - January 19
 - February 16
 - May 25
5. The DIRECTOR OF DISCIPLINE and ATHLETICS is entitled to Paid Sick days of 12 days annually during the Term. Paid Sick days accrue at a rate consistent with days worked. DIRECTOR OF DISCIPLINE and ATHLETICS may borrow against the contract year's Paid Sick days, but if he/she terminates his/her contract prior to Contract End Date, used, unaccrued days must be paid back to Palisades Charter High School. Unused Paid Sick days will roll over as outlined by STRS and PERS, but will not be paid out at contract termination.



Employment Agreement Between PALISADES CHARTER HIGH SCHOOL and MONICA IANNESSA

THIS AGREEMENT (“Agreement”) is made and entered into as of the date fully executed by and between the Board of Trustees (“Board”) of Palisades Charter High School (“PCHS”), a California Non-Profit Public Benefit Corporation and MONICA IANNESSA (hereinafter referred to as the “DIRECTOR OF ACADEMIC ACHIEVEMENT”).

RECITALS

WHEREAS, PCHS is a corporation, organized and operating exclusively for educational and charitable purposes pursuant to and within the meaning of Section 501(c)(3) of the Internal Revenue Code; and

WHEREAS, PCHS is authorized pursuant to its Articles of Incorporation and By-Laws to appoint and hire the DIRECTOR OF ACADEMIC ACHIEVEMENT to assist the Executive Director/Principal and to carry out the duties and functions of the position as directed by the Executive Director/Principal and/or the Board; and

WHEREAS, PCHS desires to retain the services of the DIRECTOR OF ACADEMIC ACHIEVEMENT by way of this Agreement and the DIRECTOR OF ACADEMIC ACHIEVEMENT is qualified to perform such duties; and

WHEREAS, the DIRECTOR OF ACADEMIC ACHIEVEMENT and PCHS desire to formalize the employment relationship by way of this Agreement;

NOW THEREFORE, in consideration of the foregoing recitals and the mutual terms and conditions contained herein, the parties hereto agree as follows:

AGREEMENT

1. **TERM.** PCHS hereby employs the DIRECTOR OF ACADEMIC ACHIEVEMENT from July 1, 2014 to June 30, 2017 (three year contract), according to the terms and conditions set forth in the Charter, or as specified herein. In the event of a conflict between the provisions of this agreement and the charter, the provisions of this agreement shall prevail.

2. **COMPENSATION.**

- a. For the 2014-2015 school year, the DIRECTOR OF ACADEMIC ACHIEVEMENT shall receive an annual salary of \$122,672.00, to be paid in twelve (12) equal, monthly payments, subject to all regular withholdings.
- b. Early in each academic year, the DIRECTOR Of ACADEMIC ACHIEVEMENT, with his/her supervisor will set mutually agreed upon performance goals, which shall serve as the basis for an annual performance evaluation, as set forth in paragraph 6, below.
- c. DIRECTOR OF ACADEMIC ACHIEVEMENT will be eligible annually to move up the approved salary schedule for his/her position, subject to DIRECTOR OF ACADEMIC ACHIEVEMENT 's receipt of a positive evaluation and the Board's approval of a budget that includes such annual increases.
- d. The DIRECTOR OF ACADEMIC ACHIEVEMENT is exempt from overtime law.

3. **BENEFITS.** At PCHS's expense, the DIRECTOR OF ACADEMIC ACHIEVEMENT shall be afforded the health and welfare benefits of employment listed in the attached Benefit Description (Attachment A).

4. **DUTIES.** The DIRECTOR OF ACADEMIC ACHIEVEMENT shall perform the duties of DIRECTOR OF ACADEMIC ACHIEVEMENT as directed by the Executive Director/Principal, the Articles of Incorporation and By-Laws, prescribed by the Charter, or as specified in the attached job description. This description and the job duties for the DIRECTOR OF ACADEMIC ACHIEVEMENT may be altered from time to time by the Board.

5. **WORK YEAR.** The DIRECTOR OF ACADEMIC ACHIEVEMENT shall be required to work throughout the calendar year in accordance with the School Calendar. The work year will be two hundred forty-one (241) paid days, with 12 holidays and two hundred twenty nine (229) work days.

6. **EVALUATION.** DIRECTOR OF ACADEMIC ACHIEVEMENT should meet regularly with his/her supervisor, and should receive ongoing performance feedback. In addition, more formal performance evaluations will be conducted annually on or before June 1 for 2015, 2016 and 2017. The frequency of performance evaluations may vary depending upon length of service, job position, past performance, changes in job duties, or recurring performance problems. A copy of the written evaluation shall be delivered to the DIRECTOR OF ACADEMIC ACHIEVEMENT and he/she shall have the right to make an oral or written response to the evaluation.

Failure to evaluate the Employee shall not prevent PCHS from releasing the Employee in accordance with this Agreement.

7. **EXPENSE REIMBURSEMENT.** PCHS shall reimburse the DIRECTOR OF ACADEMIC ACHIEVEMENT for all documented actual and necessary expenses personally incurred by him/her within the scope of his/her employment, subject to Board

approval, in accordance with applicable PCHS policy and authorization.

8. **TERMINATION OF AGREEMENT.** This Agreement may be terminated prior to the end of its term as a result of any of the following events:
- a. mutual written agreement of the parties;
 - b. retirement, legal incapacity or death of the DIRECTOR OF ACADEMIC ACHIEVEMENT;
 - c. Charter revocation;
 - d. early termination of at-will employment by PCHS without cause in which event a gross taxable sum equivalent to twelve (12) weeks of salary (subject to all regular withholding) and benefits shall be paid to the DIRECTOR OF ACADEMIC ACHIEVEMENT as severance;
 - e. discharge from at-will employment without severance, for cause.

Acceptance by the DIRECTOR OF ACADEMIC ACHIEVEMENT of the severance payment pursuant to Section 8(d) shall constitute the sole amount owing and paid in the event of termination of this agreement without cause.

The basis for discharge for cause may include but are not limited to conduct such as neglect of duty, incompetence, breach of contract, dishonesty, disclosure of confidential information, unprofessional conduct, insubordination, violation of law or conviction of any felony or other criminal offense, or any failure of good conduct that might be likely to affect PCHS negatively.

Prior to discharge for cause, the DIRECTOR OF ACADEMIC ACHIEVEMENT shall be provided with a statement of charges and given an opportunity to respond orally or in writing to such charges. The DIRECTOR OF ACADEMIC ACHIEVEMENT shall be entitled to appear personally before the Board to present any evidence or testimony to contest the statement of charges. If the DIRECTOR OF ACADEMIC ACHIEVEMENT chooses to be accompanied by legal counsel at such meeting, the DIRECTOR OF ACADEMIC ACHIEVEMENT shall bear any cost therein involved. The DIRECTOR OF ACADEMIC ACHIEVEMENT shall be provided a written decision setting forth the decision of the Board. The decision of the Board shall be final and this Agreement will terminate as of the date of that decision.

During the pendency of disciplinary proceedings, the Board reserves the right to place the DIRECTOR OF ACADEMIC ACHIEVEMENT on paid administrative leave.

Upon termination for cause, the DIRECTOR OF ACADEMIC ACHIEVEMENT shall receive his/her proportionate compensation to the effective date of termination, along with his/her rights to other benefits as governed by any applicable plans, programs or policies such as health benefits, etc.

The termination for cause provisions of this Section shall not be construed as an agreement to terminate employment only for cause, but rather are intended to provide a mechanism for termination from employment without the payment of severance provided in Section 8(d).

In the event of Charter revocation, all contractual obligations under this Agreement cease immediately upon the effective date of revocation.

Unless the agreement is terminated prior to the end of its term pursuant to this Section or the term is extended in writing in accordance with Section 12, the employment of the DIRECTOR OF ACADEMIC ACHIEVEMENT will terminate at the end of the term of the agreement and no additional notice is required.

9. **ENTIRE AGREEMENT.** This Agreement constitutes the entire agreement and understanding between the parties related to the employment of the DIRECTOR OF ACADEMIC ACHIEVEMENT by PCHS, and it supersedes and replaces any and all other Agreements, either oral or in writing, between the parties hereto with respect to the subject matter hereof. No other Agreement, statement or promise related to the subject matter of this Agreement which is not contained in this Agreement, whether oral or written, express or implied, shall be valid or binding.
10. **WAIVER.** Either party to this Agreement may specifically and expressly waive, in writing, compliance or any breach by the other party with any term, condition or requirements set forth in this Agreement. Any such waiver, however, shall not constitute a further or continuing waiver of the same requirement, unless a specific statement to the contrary is contained with such waiver. No waiver or consent shall be implied from the silence or from the failure of any party to act, except as otherwise specified in this Agreement.
11. **JURISDICTION.** The parties hereby understand and agree that this Agreement, including the attachments hereto, has been negotiated and executed in the State of California and shall be governed by, and constructed under, the laws of the State of California.
12. **AMENDMENTS.** No addition to, or modification of, any provision contained in this Agreement shall be effective unless fully set forth in writing and signed by the authorized representative of both parties.
13. **ARBITRATION OF DISPUTES.** The parties agree that any dispute regarding the application, interpretation or breach of this Agreement will be subject to final and binding arbitration. Attorney's fees, costs and damages (where appropriate) shall be awarded to the prevailing party in any dispute, and any resolution, opinion or order of the Arbitrator may be entered as a judgment of the Superior Court.
14. **INTERPRETATION AND OPPORTUNITY TO COUNSEL.** In the event of a controversy or dispute between the parties concerning the provisions herein, this document shall be interpreted according to the provisions herein. The parties hereto acknowledge and agree that each has been given an opportunity to independently review this Agreement with legal counsel.
15. **SEVERABILITY.** If any term, provision, condition or covenant of this Agreement shall to any extent be held invalid or unenforceable, the remainder of the Agreement shall not be affected thereby, and each term and provision of this Agreement shall be valid and enforceable to the fullest extent provided by law.

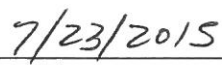
16. **COUNTERPART EXECUTION.** This Agreement may be executed in any number of counterparts, each of which shall be deemed a duplicate original when all counterparts are executed, but all of which constitute a single instrument.
17. **SIGNATURES.** We affix our signatures to this Agreement with the full and complete understanding of the relationship between the parties hereto.

PALISADES CHARTER HIGH SCHOOL, a California Non-Profit Public Benefit Corporation

By:



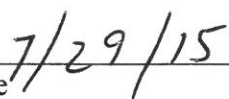
Dr. Pamela Magee, Executive Director/Principal



Date



Monica Iannessa, Director, Academic Achievement



Date

**ATTACHMENT A:
BENEFIT DESCRIPTION**

1. The DIRECTOR OF ACADEMIC ACHIEVEMENT E is entitled to participate in PERS or STRS, in accordance with their requirements.
2. The DIRECTOR OF ACADEMIC ACHIEVEMENT is entitled to participate in PCHS provided health and welfare benefits including but not limited to medical, dental, vision and life insurance. In addition, DIRECTOR of ACADEMIC ACHIEVEMENT has the opportunity to enroll in other health and welfare benefits including but not limited to additional life insurance, pre-tax savings programs, 403(B), discount programs, etc. PCHS reserves the right to change benefits providers or packages as necessary, while still ensuring compliance with the employee benefits section of the Palisades Charter High School Charter.
3. The DIRECTOR OF ACADEMIC ACHIEVEMENT is entitled to leaves of absence in accordance with applicable Federal and State law, including but not limited to Family Medical Leave Act (FMLA), State Disability Insurance (SDI), Paid Family Leave (PFL), Pregnancy Disability Leave (PDL), etc.
4. The DIRECTOR OF ACADEMIC ACHIEVEMENT is entitled to Paid Holidays of 12 days annually during the Term in keeping with the adopted annual school calendar. Holidays must be used on the day assigned, and unused holidays will not roll over or be paid out at contract termination. During the 2014/2015 academic year the dates include:
 - July 4
 - August 29 (Admissions Day)
 - September 1
 - November 11
 - November 27
 - November 28
 - December 25
 - December 31
 - January 1
 - January 19
 - February 16
 - May 25
5. The DIRECTOR OF ACADEMIC ACHIEVEMENT is entitled to Paid Sick days of 12 days annually during the Term. Paid sick days accrue at a rate consistent with days worked. DIRECTOR OF ACADEMIC ACHIEVEMENT may borrow against the contract year's Paid Sick days, but if he/she terminates his/her contract prior to Contract End Date, used, unaccrued days must be paid back to Palisades Charter High School. Unused Paid Sick days will roll over as outlined by STRS and PERS, but will not be paid out at contract termination.



**Employment Agreement Between
PALISADES CHARTER HIGH SCHOOL and GREGORY WOOD**

THIS AGREEMENT (“Agreement”) is made and entered into as of the date fully executed by and between the Board of Directors (“Board”) of Palisades Charter High School (“PCHS”), a California Non-Profit Public Benefit Corporation and GREGORY WOOD (hereinafter referred to as the “CHIEF BUSINESS OFFICER”).

RECITALS

WHEREAS, PCHS is a corporation, organized and operating exclusively for educational and charitable purposes pursuant to and within the meaning of Section 501(c)(3) of the Internal Revenue Code; and

WHEREAS, PCHS is authorized pursuant to its Articles of Incorporation and By-Laws to appoint and hire the CHIEF BUSINESS OFFICER to assist the Executive Director and the Principal and to carry out the duties and functions of the position as directed by the Executive Director and/or the Board; and

WHEREAS, PCHS desires to retain the services of the CHIEF BUSINESS OFFICER by way of this Agreement and the CHIEF BUSINESS OFFICER is qualified to perform such duties; and

WHEREAS, the position of CHIEF BUSINESS OFFICER is not represented by any labor association, and CHIEF BUSINESS OFFICER and PCHS desire to formalize the employment relationship by way of this Agreement; and

NOW THEREFORE, in consideration of the foregoing recitals and the mutual terms and conditions contained herein, the parties hereto do agree as follows:

**EMPLOYMENT CONTRACT BETWEEN
PALISADES CHARTER HIGH SCHOOL AND GREGORY WOOD**

AGREEMENT

1. **TERM.** PCHS hereby employs the CHIEF BUSINESS OFFICER from July 1, 2014 (the "Effective Date") to June 30, 2017 (three year contract), according to the terms and conditions set forth in the Charter, or as specified herein. In the event of a conflict between the provisions of this agreement and the charter, the provisions of this agreement shall prevail.
2. **COMPENSATION.**
 - a. For the 2014-2015 school year, the CHIEF BUSINESS OFFICER shall receive an annual salary of \$131,334.00, for the Term of the contract, to be paid in twelve (12) equal monthly payments, subject to all regular withholdings.
 - b. The CHIEF BUSINESS OFFICER is exempt from overtime law.
3. **BENEFITS.** At PCHS's expense, the CHIEF BUSINESS OFFICER shall be afforded such health and welfare benefits of employment as listed in the attached Benefit Description (Attachment A).
4. **DUTIES.** The CHIEF BUSINESS OFFICER shall perform the duties of CHIEF BUSINESS OFFICER as directed by the Board and the Executive Director, the Articles of Incorporation and By-Laws, prescribed by the Charter, or as specified in the attached job description. This description and the job duties for the CHIEF BUSINESS OFFICER may be altered from time to time by the Board.
5. **WORK YEAR.** The CHIEF BUSINESS OFFICER shall be required to work throughout the calendar year in accordance with the School Calendar and basis schedule attached to and incorporated into this Agreement as Attachment A. The work year will be two hundred and forty one (241) paid days, two hundred and twenty nine (229) work days.
6. **EVALUATION.** The CHIEF BUSINESS OFFICER should meet regularly with his/her supervisor, and should receive ongoing performance feedback. In addition, more formal performance evaluations should be conducted annually on or before June 1, 2015. The frequency of performance evaluations may vary depending upon length of service, job position, past performance, changes in job duties, or recurring performance problems. A copy of the written evaluation shall be delivered to the CHIEF BUSINESS OFFICER and he/she shall have the right to make an oral or written response to the evaluation.

Upon meeting mutually agreed upon performance goals and depending on budget availability, CHIEF BUSINESS OFFICER may be eligible for additional compensation.

EMPLOYMENT CONTRACT BETWEEN
PALISADES CHARTER HIGH SCHOOL AND GREGORY WOOD

Failure to evaluate the Employee shall not prevent PCHS from releasing the Employee in accordance with this Agreement.

7. **EXPENSE REIMBURSEMENT.** PCHS shall reimburse the CHIEF BUSINESS OFFICER for all pre-approved, documented actual and necessary expenses personally incurred by him/her within the scope of his/her employment, subject to Board approval, in accordance with applicable PCHS policy and authorization.

8. **TERMINATION OF AGREEMENT.** This Agreement may be terminated prior to the end of its term as a result of any of the following events:
 - a. mutual written agreement of the parties;
 - b. retirement, legal incapacity or death of the CHIEF BUSINESS OFFICER;
 - c. Charter revocation;
 - d. early termination of at-will employment by PCHS without cause in which event a gross taxable sum equivalent to four (4) weeks of salary (subject to all regular withholding) and benefits shall be paid to the CHIEF BUSINESS OFFICER as severance;
 - e. discharge from at-will employment without severance, for cause.

Acceptance by the CHIEF BUSINESS OFFICER of the severance payment pursuant to Section 8(d) shall constitute the sole amount owing and paid in the event of termination of this agreement without cause.

The bases for discharge for cause may include but are not limited to: conduct such as neglect of duty, incompetence, breach of contract, dishonesty, disclosure of confidential information, unprofessional conduct, insubordination, violation of law or conviction of any felony or other criminal offense, or any failure of good conduct tending to adversely affect PCHS.

Prior to discharge for cause, the CHIEF BUSINESS OFFICER shall be provided with a statement of charges and given an opportunity to respond orally or in writing to such charges. The CHIEF BUSINESS OFFICER shall be entitled to appear personally before the Board or designee to present any evidence or testimony to contest the statement of charges. If the CHIEF BUSINESS OFFICER chooses to be accompanied by legal counsel at such meeting, the CHIEF BUSINESS OFFICER shall bear any cost therein involved. The CHIEF BUSINESS OFFICER shall be provided a written decision setting forth the decision of the Board or designee. The decision of the Board or designee shall be final and this Agreement will terminate as of the date of that decision.

During the pendency of disciplinary proceedings, the Board or designee reserves the right to place the CHIEF BUSINESS OFFICER on paid administrative leave.

Upon termination for cause, the CHIEF BUSINESS OFFICER shall receive his/her proportionate compensation to the effective date of termination, along with his/her rights to other benefits as governed by any respective plans, programs or policies such as health benefits, etc.

EMPLOYMENT CONTRACT BETWEEN
PALISADES CHARTER HIGH SCHOOL AND GREGORY WOOD

The termination for cause provisions of this Section shall not be construed as an agreement to terminate employment only for cause, but rather are intended to provide a mechanism for termination from employment without the payment of severance provided in Section 8(d).

In the event of Charter revocation, all contractual obligations under this Agreement cease immediately upon the effective date of revocation.

Unless the agreement is terminated prior to the end of its term pursuant to this Section or the term is extended in writing in accordance with Section 12, the employment of the CHIEF BUSINESS OFFICER will terminate at the end of the term of the agreement and no additional notice is required.

9. **ENTIRE AGREEMENT.** This Agreement supersedes any and all other Agreements, either oral or in writing, between the parties hereto with respect to the subject matter hereof, and no other Agreement, statement or promise related to the subject matter of this Agreement which is not contained in this Agreement shall be valid or binding.
10. **WAIVER.** Either party to this Agreement may specifically and expressly waive, in writing, compliance or any breach by the other party with any term, condition or requirements set forth in this Agreement. Any such waiver, however, shall not constitute a further or continuing waiver of the same requirement, unless a specific statement to the contrary is contained with such waiver. No waiver or consent shall be implied from the silence or from the failure of any party to act, except as otherwise specified in this Agreement.
11. **JURISDICTION.** The parties hereby understand and agree that this Agreement, and the attachments hereto, have been negotiated and executed in the State of California and shall be governed by, and constructed under, the laws of the State of California.
12. **AMENDMENTS.** No addition to, or modification of, any provision contained in this Agreement shall be effective unless fully set forth in writing and signed by the authorized representative of both parties.
13. **ARBITRATION OF DISPUTES.** The parties agree that any dispute regarding the application, interpretation or breach of this Agreement will be subject to final and binding arbitration. Attorney's fees, costs and damages (where appropriate) shall be awarded to the prevailing party in any dispute, and any resolution, opinion or order of the Arbitrator may be entered as a judgment of the Superior Court.
14. **INTERPRETATION AND OPPORTUNITY TO COUNSEL.** In the event of a controversy or dispute between the parties concerning the provisions herein, this document shall be interpreted according to the provisions herein. The parties hereto

EMPLOYMENT CONTRACT BETWEEN
PALISADES CHARTER HIGH SCHOOL AND GREGORY WOOD

acknowledge and agree that each has been given an opportunity to independently review this Agreement with legal counsel.

- 15. **SEVERABILITY.** If any term, provision, condition or covenant of this Agreement shall to any extent be held invalid or unenforceable, the remainder of the Agreement shall not be affected thereby, and each term and provision of this Agreement shall be valid and enforceable to the fullest extent provided by law.
- 16. **COUNTERPART EXECUTION.** This Agreement may be executed in any number of counterparts, each of which shall be deemed a duplicate original when all counterparts are executed, but all of which constitute a single instrument.
- 17. **SIGNATURES.** We affix our signatures to this Agreement with the full and complete understanding of the relationship between the parties hereto.

PALISADES CHARTER HIGH SCHOOL, a California Non-Profit Public Benefit Corporation

By:

Dr. Pamela Magee
 Dr. Pamela Magee, Executive Director/Principal

11/4/14
 Date

Gregory Wood
 Gregory Wood, Chief Business Officer

11/4/14
 Date

EMPLOYMENT CONTRACT BETWEEN
PALISADES CHARTER HIGH SCHOOL AND GREGORY WOOD

**ATTACHMENT A:
BENEFIT DESCRIPTION**

1. The CHIEF BUSINESS OFFICER is entitled to participate in PERS or STRS, in accordance with their requirements.
2. The CHIEF BUSINESS OFFICER is entitled to participate in PCHS provided health and welfare benefits including but not limited to medical, dental, vision, life. In addition, CHIEF BUSINESS OFFICER has the opportunity to enroll in other health and welfare benefits including but not limited to additional life insurance, pre-tax savings programs, 403(B), discount programs, etc. PCHS reserves the right to change benefits providers or packages as necessary, while still ensuring compliance with the employee benefits section of the Palisades Charter High School Charter.
3. The CHIEF BUSINESS OFFICER is entitled to leave of absences in accordance with Federal and State law, including but not limited to Family Medical Leave Act (FMLA), State Disability Insurance (SDI), Paid Family Leave (PFL), Pregnancy Disability Leave (PDL), etc.
4. The CHIEF BUSINESS OFFICER is entitled to Paid Holidays of 12 days annually during the Term. During the 2014-2015 school year, these dates include:
 - July 4
 - August 29 (Admissions Day)
 - September 1
 - November 11
 - November 27
 - November 28
 - December 25
 - December 31
 - January 1
 - January 19
 - February 16
 - May 25

Unused Holidays must be used on the day assigned, will not roll over, and will not be paid out at contract termination.

5. The CHIEF BUSINESS OFFICER is entitled to Paid Sick days of 12 days annually during the Term. Unused Paid Sick days will roll over as outlined by STRS and PERS, but will not be paid out at contract termination.

EMPLOYMENT CONTRACT BETWEEN
PALISADES CHARTER HIGH SCHOOL AND GREGORY WOOD



**Employment Agreement Between
PALISADES CHARTER HIGH SCHOOL and JIM SCHIFFMAN**

THIS AGREEMENT (“Agreement”) is made and entered into as of the date fully executed by and between the Board of Trustees (“Board”) of Palisades Charter High School (“PCHS”), a California Non-Profit Public Benefit Corporation and JIM SCHIFFMAN (hereinafter referred to as the “DIRECTOR OF HUMAN RESOURCES”).

RECITALS

WHEREAS, PCHS is a corporation, organized and operating exclusively for educational and charitable purposes pursuant to and within the meaning of Section 501(c)(3) of the Internal Revenue Code; and

WHEREAS, PCHS is authorized pursuant to its Articles of Incorporation and By-Laws to appoint and hire the DIRECTOR OF HUMAN RESOURCES to assist the Executive Director/Principal and to carry out the duties and functions of the position as directed by the Executive Director/Principal and/or the Board; and

WHEREAS, PCHS desires to retain the services of the DIRECTOR OF HUMAN RESOURCES by way of this Agreement and the DIRECTOR OF HUMAN RESOURCES is qualified to perform such duties; and

WHEREAS, the DIRECTOR OF HUMAN RESOURCES and PCHS desire to formalize the employment relationship by way of this Agreement;

NOW THEREFORE, in consideration of the foregoing recitals and the mutual terms and conditions contained herein, the parties hereto agree as follows:

AGREEMENT

1. **TERM.** PCHS hereby employs the **DIRECTOR OF HUMAN RESOURCES** from July 1, 2014 to June 30, 2017 (three year contract), according to the terms and conditions set forth in the Charter, or as specified herein. . In the event of a conflict between the provisions of this agreement and the charter, the provisions of this agreement shall prevail.

2. **COMPENSATION.**
 - a. For the 2014-2015 school year, the **DIRECTOR OF HUMAN RESOURCES** shall receive an annual salary of \$113,451.00, (plus master's stipend \$1,000.00) to be paid in monthly payments, subject to all regular withholdings.

 - b. The **DIRECTOR OF HUMAN RESOURCES** is exempt from overtime law

3. **BENEFITS.** At PCHS's expense, the **DIRECTOR OF HUMAN RESOURCES** shall be afforded the health and welfare benefits of employment listed in the attached Benefit Description (Attachment A).

4. **DUTIES.** The **DIRECTOR OF HUMAN RESOURCES** shall perform the duties of **DIRECTOR OF HUMAN RESOURCES** as directed by the Principal and Chief Administrative Officer, the Articles of Incorporation and By-Laws, prescribed by the Charter, or as specified in the attached job description. This description and the job duties for the **DIRECTOR OF HUMAN RESOURCES** may be altered from time to time by the Board.

5. **WORK YEAR.** The **DIRECTOR OF HUMAN RESOURCES** shall be required to work throughout the calendar year in accordance with the School Calendar. The work year will be two hundred forty-one (241) paid days, with 12 holidays and two hundred twenty nine (229) work days.

6. **EVALUATION.** **DIRECTOR OF HUMAN RESOURCES** should meet regularly with his/her supervisor, and should receive ongoing performance feedback. In addition, more formal performance evaluations will be conducted annually on or before June 1, 2015. The frequency of performance evaluations may vary depending upon length of service, job position, past performance, changes in job duties, or recurring performance problems. A copy of the written evaluation shall be delivered to the **DIRECTOR OF HUMAN RESOURCES** and he/she shall have the right to make an oral or written response to the evaluation. Failure to evaluate the Employee shall not prevent PCHS from releasing the Employee in accordance with this Agreement.

7. **EXPENSE REIMBURSEMENT.** PCHS shall reimburse the **DIRECTOR OF HUMAN RESOURCES** for all documented actual and necessary expenses personally incurred by him/her within the scope of his/her employment, subject to Board approval, in

accordance with applicable PCHS policy and authorization.

8. TERMINATION OF AGREEMENT. This Agreement may be terminated prior to the end of its term as a result of any of the following events:
- a. mutual written agreement of the parties;
 - b. retirement, legal incapacity or death of the DIRECTOR OF HUMAN RESOURCES;
 - c. Charter revocation;
 - d. early termination of at-will employment by PCHS without cause in which event a gross taxable sum equivalent to four (4) weeks of salary (subject to all regular withholding) and benefits shall be paid to the DIRECTOR OF HUMAN RESOURCES as severance;
 - e. discharge from at-will employment without severance, for cause.

Acceptance by the DIRECTOR OF HUMAN RESOURCES of the severance payment pursuant to Section 8(d) shall constitute the sole amount owing and paid in the event of termination of this agreement without cause.

The bases for discharge for cause may include but are not limited to conduct such as neglect of duty, incompetence, breach of contract, dishonesty, disclosure of confidential information, unprofessional conduct, insubordination, violation of law or conviction of any felony or other criminal offense, or any failure of good conduct that might be likely to affect PCHS negatively.

Prior to discharge for cause, the DIRECTOR OF HUMAN RESOURCES shall be provided with a statement of charges and given an opportunity to respond orally or in writing to such charges. The DIRECTOR OF HUMAN RESOURCES shall be entitled to appear personally before the Board to present any evidence or testimony to contest the statement of charges. If the DIRECTOR OF HUMAN RESOURCES chooses to be accompanied by legal counsel at such meeting, the DIRECTOR OF HUMAN RESOURCES shall bear any cost therein involved. The DIRECTOR OF HUMAN RESOURCES shall be provided a written decision setting forth the decision of the Board. The decision of the Board shall be final and this Agreement will terminate as of the date of that decision.

During the pendency of disciplinary proceedings, the Board reserves the right to place the DIRECTOR OF HUMAN RESOURCES on paid administrative leave.

Upon termination for cause, the DIRECTOR OF HUMAN RESOURCES shall receive his/her proportionate compensation to the effective date of termination, along with his/her rights to other benefits as governed by any applicable plans, programs or policies such as health benefits, etc.

The termination for cause provisions of this Section shall not be construed as an agreement to terminate employment only for cause, but rather are intended to provide a mechanism for termination from employment without the payment of severance provided

in Section 8(d).

In the event of Charter revocation, all contractual obligations under this Agreement cease immediately upon the effective date of revocation.

Unless the agreement is terminated prior to the end of its term pursuant to this Section or the term is extended in writing in accordance with Section 12, the employment of the DIRECTOR OF HUMAN RESOURCES will terminate at the end of the term of the agreement and no additional notice is required.

9. ENTIRE AGREEMENT. This Agreement supersedes any and all other Agreements, either oral or in writing, between the parties hereto with respect to the subject matter hereof, and no other Agreement, statement or promise related to the subject matter of this Agreement which is not contained in this Agreement shall be valid or binding.
10. WAIVER. Either party to this Agreement may specifically and expressly waive, in writing, compliance or any breach by the other party with any term, condition or requirements set forth in this Agreement. Any such waiver, however, shall not constitute a further or continuing waiver of the same requirement, unless a specific statement to the contrary is contained with such waiver. No waiver or consent shall be implied from the silence or from the failure of any party to act, except as otherwise specified in this Agreement.
11. JURISDICTION. The parties hereby understand and agree that this Agreement, including the attachments hereto, has been negotiated and executed in the State of California and shall be governed by, and constructed under, the laws of the State of California.
12. AMENDMENTS. No addition to, or modification of, any provision contained in this Agreement shall be effective unless fully set forth in writing and signed by the authorized representative of both parties.
13. ARBITRATION OF DISPUTES. The parties agree that any dispute regarding the application, interpretation or breach of this Agreement will be subject to final and binding arbitration. Attorney's fees, costs and damages (where appropriate) shall be awarded to the prevailing party in any dispute, and any resolution, opinion or order of the Arbitrator may be entered as a judgment of the Superior Court.
14. INTERPRETATION AND OPPORTUNITY TO COUNSEL. In the event of a controversy or dispute between the parties concerning the provisions herein, this document shall be interpreted according to the provisions herein. The parties hereto acknowledge and agree that each has been given an opportunity to independently review this Agreement with legal counsel.

- 15. SEVERABILITY. If any term, provision, condition or covenant of this Agreement shall to any extent be held invalid or unenforceable, the remainder of the Agreement shall not be affected thereby, and each term and provision of this Agreement shall be valid and enforceable to the fullest extent provided by law.

- 16. INDEMNIFICATION. PCHS will indemnify the Director of Human Resources for any actions, torts, and claims brought against him in his capacity as Director of Human Resources.

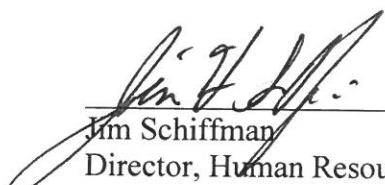
- 17. COUNTERPART EXECUTION. This Agreement may be executed in any number of counterparts, each of which shall be deemed a duplicate original when all counterparts are executed, but all of which constitute a single instrument.

- 18. SIGNATURES. We affix our signatures to this Agreement with the full and complete understanding of the relationship between the parties hereto.

PALISADES CHARTER HIGH SCHOOL, a California Non-Profit Public Benefit Corporation

By: 
Dr. Pamela Magee, Executive Director/Principal

3/5/2015
Date


Jim Schiffman
Director, Human Resources

3-5-15
Date

**ATTACHMENT A:
BENEFIT DESCRIPTION**

1. The DIRECTOR OF HUMAN RESOURCES is entitled to participate in PERS or STRS, in accordance with their requirements.
2. The DIRECTOR OF HUMAN RESOURCES is entitled to participate in PCHS provided health and welfare benefits including but not limited to medical, dental, vision and life insurance. In addition, DIRECTOR OF HUMAN RESOURCES has the opportunity to enroll in other health and welfare benefits including but not limited to additional life insurance, pre-tax savings programs, 403(B), discount programs, etc. PCHS reserves the right to change benefits providers or packages as necessary, while still ensuring compliance with the employee benefits section of the Palisades Charter High School Charter.
3. The DIRECTOR OF HUMAN RESOURCES is entitled to leaves of absence in accordance with applicable Federal and State law, including but not limited to Family Medical Leave Act (FMLA), State Disability Insurance (SDI), Paid Family Leave (PFL), Pregnancy Disability Leave (PDL), etc.
4. The DIRECTOR OF HUMAN RESOURCES is entitled to Paid Holidays of 12 days annually during the Term in keeping with the adopted annual school calendar. Holidays must be used on the day assigned, and unused holidays will not roll over or be paid out at contract termination. During the 2014-2015 school year, these dates include:
 - July 4
 - August 29 (Admissions Day)
 - September 1
 - November 11
 - November 27
 - November 28
 - December 25
 - December 31
 - January 1
 - January 19
 - February 16
 - May 25
5. The DIRECTOR OF HUMAN RESOURCES is entitled to Paid Sick days of 12 days annually during the Term. Paid Sick days accrue at a rate consistent with days worked. DIRECTOR OF HUMAN RESOURCES may borrow against the contract year's Paid Sick days, but if he/she terminates his/her contract prior to Contract End Date, used, unaccrued days must be paid back to Palisades Charter High School. Unused Paid Sick days will roll over as outlined by STRS and PERS, but will not be paid out at contract termination.



**Employment Agreement Between
PALISADES CHARTER HIGH SCHOOL and DAVID RICCARDI**

THIS AGREEMENT (“Agreement”) is made and entered into as of the date fully executed by and between the Board of Trustees (“Board”) of Palisades Charter High School (“PCHS”), a California Non-Profit Public Benefit Corporation and DAVID RICCARDI (hereinafter referred to as the “DIRECTOR OF OPERATIONS”).

R E C I T A L S

WHEREAS, PCHS is a corporation, organized and operating exclusively for educational and charitable purposes pursuant to and within the meaning of Section 501(c)(3) of the Internal Revenue Code; and

WHEREAS, PCHS is authorized pursuant to its Articles of Incorporation and By-Laws to appoint and hire the DIRECTOR OF OPERATIONS to assist the Executive Director/Principal and to carry out the duties and functions of the position as directed by the Executive Director/Principal and/or the Board; and

WHEREAS, PCHS desires to retain the services of the DIRECTOR OF OPERATIONS by way of this Agreement and the DIRECTOR OF OPERATIONS is qualified to perform such duties; and

WHEREAS, the DIRECTOR OF OPERATIONS and PCHS desire to formalize the employment relationship by way of this Agreement;

NOW THEREFORE, in consideration of the foregoing recitals and the mutual terms and conditions contained herein, the parties hereto agree as follows:

AGREEMENT

1. **TERM.** PCHS hereby employs the DIRECTOR of OPERATIONS from July 1, 2014 to June 30, 2017 (three year contract), according to the terms and conditions set forth in the Charter, or as specified herein. In the event of a conflict between the provisions of this agreement and the charter, the provisions of this agreement shall prevail.
2. **COMPENSATION.**
 - a. For the 2014-2015 school year, the DIRECTOR OF OPERATIONS shall receive an annual salary of \$119,672.00, be paid in twelve (12) equal, monthly payments, subject to all regular withholdings.

of its term as a result of any of the following events:

- a. mutual written agreement of the parties;
- b. retirement, legal incapacity or death of the DIRECTOR OF OPERATIONS;
- c. Charter revocation;
- d. early termination of at-will employment by PCHS without cause in which event a gross taxable sum equivalent to four (4) weeks of salary (subject to all regular withholding) and benefits shall be paid to the DIRECTOR OF OPERATIONS as severance;
- e. discharge from at-will employment without severance, for cause.

Acceptance by the DIRECTOR OF OPERATIONS of the severance payment pursuant to Section 8(d) shall constitute the sole amount owing and paid in the event of termination of this agreement without cause.

The bases for discharge for cause may include but are not limited to conduct such as neglect of duty, incompetence, breach of contract, dishonesty, disclosure of confidential information, unprofessional conduct, insubordination, violation of law or conviction of any felony or other criminal offense, or any failure of good conduct that might be likely to affect PCHS negatively.

Prior to discharge for cause, the DIRECTOR OF OPERATIONS shall be provided with a statement of charges and given an opportunity to respond orally or in writing to such charges. The DIRECTOR OF OPERATIONS shall be entitled to appear personally before the Board to present any evidence or testimony to contest the statement of charges. If the DIRECTOR OF OPERATIONS chooses to be accompanied by legal counsel at such meeting, the DIRECTOR OF OPERATIONS shall bear any cost therein involved. The DIRECTOR OF OPERATIONS shall be provided a written decision setting forth the decision of the Board. The decision of the Board shall be final and this Agreement will terminate as of the date of that decision.

During the pendency of disciplinary proceedings, the Board reserves the right to place the DIRECTOR OF OPERATIONS on paid administrative leave.

Upon termination for cause, the DIRECTOR OF OPERATIONS shall receive his/her proportionate compensation to the effective date of termination, along with his/her rights to other benefits as governed by any applicable plans, programs or policies such as health benefits, etc.

The termination for cause provisions of this Section shall not be construed as an agreement to terminate employment only for cause, but rather are intended to provide a mechanism for termination from employment without the payment of severance provided in Section 8(d).

In the event of Charter revocation, all contractual obligations under this Agreement cease immediately upon the effective date of revocation.

Unless the agreement is terminated prior to the end of its term pursuant to this Section or the term is extended in writing in accordance with Section 12, the employment of the DIRECTOR OF OPERATIONS will terminate at the end of the term of the agreement and no additional notice is required.

9. ENTIRE AGREEMENT. This Agreement supersedes any and all other Agreements, either oral or in writing, between the parties hereto with respect to the subject matter hereof, and no other Agreement, statement or promise related to the subject matter of this Agreement which is not contained in this Agreement shall be valid or binding.
10. WAIVER. Either party to this Agreement may specifically and expressly waive, in writing, compliance or any breach by the other party with any term, condition or requirements set forth in this Agreement. Any such waiver, however, shall not constitute a further or continuing waiver of the same requirement, unless a specific statement to the contrary is contained with such waiver. No waiver or consent shall be implied from the silence or from the failure of any party to act, except as otherwise specified in this Agreement.
11. JURISDICTION. The parties hereby understand and agree that this Agreement, including the attachments hereto, has been negotiated and executed in the State of California and shall be governed by, and constructed under, the laws of the State of California.
12. AMENDMENTS. No addition to, or modification of, any provision contained in this Agreement shall be effective unless fully set forth in writing and signed by the authorized representative of both parties.
13. ARBITRATION OF DISPUTES. The parties agree that any dispute regarding the application, interpretation or breach of this Agreement will be subject to final and binding arbitration. Attorney's fees, costs and damages (where appropriate) shall be awarded to the prevailing party in any dispute, and any resolution, opinion or order of the Arbitrator may be entered as a judgment of the Superior Court.
14. INTERPRETATION AND OPPORTUNITY TO COUNSEL. In the event of a controversy or dispute between the parties concerning the provisions herein, this document shall be interpreted according to the provisions herein. The parties hereto acknowledge and agree that each has been given an opportunity to independently review this Agreement with legal counsel.
15. SEVERABILITY. If any term, provision, condition or covenant of this Agreement shall to any extent be held invalid or unenforceable, the remainder of the Agreement shall not be affected thereby, and each term and provision of this Agreement shall be valid and enforceable to the fullest extent provided by law.
16. COUNTERPART EXECUTION. This Agreement may be executed in any number of counterparts, each of which shall be deemed a duplicate original when all counterparts

**ATTACHMENT A:
BENEFIT DESCRIPTION**

1. The DIRECTOR OF OPERATIONS is entitled to participate in PERS or STRS, in accordance with their requirements.
2. The DIRECTOR OF OPERATIONS is entitled to participate in PCHS provided health and welfare benefits including but not limited to medical, dental, vision and life insurance. In addition, DIRECTOR OF OPERATIONS has the opportunity to enroll in other health and welfare benefits including but not limited to additional life insurance, pre-tax savings programs, 403(B), discount programs, etc. PCHS reserves the right to change benefits providers or packages as necessary, while still ensuring compliance with the employee benefits section of the Palisades Charter High School Charter.
3. The DIRECTOR OF OPERATIONS is entitled to leaves of absence in accordance with applicable Federal and State law, including but not limited to Family Medical Leave Act (FMLA), State Disability Insurance (SDI), Paid Family Leave (PFL), Pregnancy Disability Leave (PDL), etc.
4. The DIRECTOR OF OPERATIONS is entitled to Paid Holidays of 12 days annually during the Term in keeping with the adopted annual school calendar. Holidays must be used on the day assigned, and unused holidays will not roll over or be paid out at contract termination.
 - July 4
 - August 29 (Admissions Day)
 - September 1
 - November 11
 - November 27
 - November 28
 - December 25
 - December 31
 - January 1
 - January 19
 - February 16
 - May 25
5. The DIRECTOR OF OPERATIONS is entitled to Paid Sick days of 12 days annually during the Term. Paid Sick days accrue at a rate consistent with days worked. DIRECTOR OF OPERATIONS may borrow against the contract year's Paid Sick days, but if he/she terminates his/her contract prior to Contract End Date, used, unaccrued days must be paid back to Palisades Charter High School. Unused Paid Sick days will roll over as outlined by STRS and PERS, but will not be paid out at contract termination.



Employment Agreement Between PALISADES CHARTER HIGH SCHOOL and AMY TENNIS NGUYEN

THIS EMPLOYMENT AGREEMENT (“Agreement”) is made and entered into as of the date fully executed by and between the Board of Directors (“Board”) of Palisades Charter High School (“PCHS”), a California Non-Profit Public Benefit Corporation and Amy Tennis Nguyen (hereinafter referred to as the “DIRECTOR OF HUMAN RESOURCES”).

RECITALS

WHEREAS, PCHS is a corporation, organized and operating exclusively for educational and charitable purposes pursuant to and within the meaning of Section 501(c)(3) of the Internal Revenue Code; and

WHEREAS, PCHS is authorized pursuant to its Articles of Incorporation and By-Laws to appoint and hire the DIRECTOR OF HUMAN RESOURCES to assist the Executive Director/Principal and to carry out the duties and functions of the position as directed by the Executive Director and/or the Board; and

WHEREAS, PCHS desires to retain the services of the DIRECTOR OF HUMAN RESOURCES by way of this Agreement and the DIRECTOR OF HUMAN RESOURCES is qualified to perform such duties; and

WHEREAS, the DIRECTOR OF HUMAN RESOURCES and PCHS desire to formalize the employment relationship by way of this Agreement;

NOW THEREFORE, in consideration of the foregoing recitals and the mutual terms and conditions contained herein, the parties hereto do agree as follows:

AGREEMENT

1. **TERM.** PCHS hereby employs the DIRECTOR OF HUMAN RESOURCES from July 1, 2015 (the “Effective Date”) to June 30, 2018 (three year contract), according to the terms and conditions set forth prescribed by the Charter, or as specified herein. In the event of a conflict between the provisions of this agreement and the charter, the provisions of this agreement shall prevail.

EMPLOYMENT AGREEMENT BETWEEN
PALISADES CHARTER HIGH SCHOOL AND AMY TENNIS NGUYEN

2. COMPENSATION.

- a. For the 2015-2016 school year, the DIRECTOR OF HUMAN RESOURCES shall receive the annual compensation rate of \$80,000.00 for July 1, 2015 through June 30, 2016. Payments shall be made in twelve (12) equal, monthly payments and are subject to all regular withholdings.
- b. The DIRECTOR OF HUMAN RESOURCES will be eligible annually to move up the approved salary schedule for his/her position, subject to the DIRECTOR OF HUMAN RESOURCES receipt of a positive evaluation and the Board's approval of a budget that includes such annual increases.
- c. The DIRECTOR OF HUMAN RESOURCES is exempt from overtime law.

3. BENEFITS. The DIRECTOR OF HUMAN RESOURCES shall be afforded such health and welfare benefits of employment listed in the attached benefits description (Attachment A).

4. DUTIES. The DIRECTOR OF HUMAN RESOURCES shall perform the duties of DIRECTOR OF HUMAN RESOURCES as directed by the Board and the Executive Director, the Articles of Incorporation and By-Laws, prescribed by the Charter, or as specified in the attached job description. This description and the job duties for the DIRECTOR OF HUMAN RESOURCES may be altered from time to time by the Board.

5. WORK YEAR. The DIRECTOR OF HUMAN RESOURCES shall be required to work throughout the calendar year in accordance with the School Calendar. The work year will be two hundred and forty one (241) paid days, two hundred and twenty nine (229) work days on a 12 month schedule.

6. EVALUATION. The DIRECTOR OF HUMAN RESOURCES should meet regularly with his or her supervisor, and should receive ongoing performance feedback. Failure to evaluate the Employee shall not prevent PCHS from releasing the Employee in accordance with this Agreement. In addition, more formal performance evaluations will be conducted annually on or before June 1, 2016, 2017 and 2018. The frequency of performance evaluations may vary depending upon length of service, job position, past performance, changes in job duties, or recurring performance problems. A copy of the written evaluation shall be delivered to the DIRECTOR OF HUMAN RESOURCES and he/she shall have the right to make an oral or written response to the evaluation.

7. EXPENSE REIMBURSEMENT. PCHS shall reimburse the DIRECTOR OF HUMAN RESOURCES for all documented actual and necessary expenses personally incurred by her within the scope of his employment, subject to Board approval, in accordance with applicable PCHS policy and authorization.

EMPLOYMENT AGREEMENT BETWEEN
PALISADES CHARTER HIGH SCHOOL AND AMY TENNIS NGUYEN

8. TERMINATION OF AGREEMENT. This Agreement may be terminated prior to the end of its term as a result of any of the following events:
- a. mutual written agreement of the parties;
 - b. retirement, legal incapacity or death of the DIRECTOR OF HUMAN RESOURCES;
 - c. Charter revocation;
 - d. early termination of at-will employment by PCHS without cause in which event a gross taxable sum equivalent to twelve (12) weeks of salary (subject to all regular withholding) and benefits shall be paid to the DIRECTOR OF HUMAN RESOURCES as severance;
 - e. discharge from at-will employment without severance, for cause.

Acceptance by the DIRECTOR OF HUMAN RESOURCES of the severance payment pursuant to Section 8(d) shall constitute the sole amount owing and paid in the event of termination of this agreement without cause.

The bases for discharge for cause may include but are not limited to: conduct such as neglect of duty, incompetence, breach of contract, dishonesty, disclosure of confidential information, unprofessional conduct, insubordination, violation of law or conviction of any felony or other criminal offense, or any failure of good conduct tending to adversely affect PCHS.

Prior to discharge for cause, the DIRECTOR OF HUMAN RESOURCES shall be provided with a statement of charges and given an opportunity to respond orally or in writing to such charges. The DIRECTOR OF HUMAN RESOURCES shall be entitled to appear personally before the Board to present any evidence or testimony to contest the statement of charges. If the DIRECTOR OF HUMAN RESOURCES chooses to be accompanied by legal counsel at such meeting, the DIRECTOR OF HUMAN RESOURCES shall bear any cost therein involved. The DIRECTOR OF HUMAN RESOURCES shall be provided a written decision setting forth the decision of the Board.

The decision of the Board shall be final and this Agreement will terminate as of the date of that decision.

During the pendency of disciplinary proceedings, the Board reserves the right to place the DIRECTOR OF HUMAN RESOURCES on paid administrative leave.

Upon termination for cause, the DIRECTOR OF HUMAN RESOURCES shall receive his proportionate compensation to the effective date of termination, along with his rights to other benefits as governed by any respective plans, programs or policies such as health benefits, etc.

The termination for cause provisions of this Section shall not be construed as an agreement to terminate employment only for cause, but rather are intended to provide a mechanism for termination from employment without the payment of severance provided in Section 8(d).

In the event of Charter revocation, all contractual obligations under this Agreement cease immediately upon the effective date of revocation.

Unless the agreement is terminated prior to the end of its term pursuant to this Section or the term is extended in writing in accordance with Section 12, the employment of the DIRECTOR OF HUMAN RESOURCES will terminate at the end of the term of the agreement and no additional notice is required.

9. ENTIRE AGREEMENT. This Agreement constitutes the entire agreement and understanding between the parties related to the employment of the DIRECTOR OF HUMAN RESOURCES by PCHS, and it supersedes and replaces any and all other Agreements, either oral or in writing, between the parties hereto with respect to the subject matter hereof. No other Agreement, statement or promise related to the subject matter of this Agreement which is not contained in this Agreement, whether oral or written, express or implied, shall be valid or binding.
10. WAIVER. Either party to this Agreement may specifically and expressly waive, in writing, compliance or any breach by the other party with any term, condition or requirements set forth in this Agreement. Any such waiver, however, shall not constitute a further or continuing waiver of the same requirement, unless a specific statement to the contrary is contained with such waiver. No waiver or consent shall be implied from the silence or from the failure of any party to act, except as otherwise specified in this Agreement.
11. JURISDICTION. The parties hereby understand and agree that this Agreement, and the attachments hereto, have been negotiated and executed in the State of California and shall be governed by, and constructed under, the laws of the State of California.
12. AMENDMENTS. No addition to, or modification of, any provision contained in this Agreement shall be effective unless fully set forth in writing and signed by the authorized representative of both parties.
13. ARBITRATION OF DISPUTES. The parties agree that any dispute regarding the application, interpretation or breach of this Agreement will be subject to final and binding arbitration. Attorney's fees, costs and damages (where appropriate) shall be awarded to the prevailing party in any dispute, and any resolution, opinion or order of the Arbitrator may be entered as a judgment of the Superior Court.
14. INTERPRETATION AND OPPORTUNITY TO COUNSEL. In the event of a controversy or dispute between the parties concerning the provisions herein, this document shall be interpreted according to the provisions herein. The parties hereto acknowledge and agree that each has been given an opportunity to independently review this Agreement with legal counsel.

15. SEVERABILITY. If any term, provision, condition or covenant of this Agreement shall to any extent be held invalid or unenforceable, the remainder of the Agreement shall not be affected thereby, and each term and provision of this Agreement shall be valid and enforceable to the fullest extent provided by law.
16. COUNTERPART EXECUTION. This Agreement may be executed in any number of counterparts, each of which shall be deemed a duplicate original when all counterparts are executed, but all of which constitute a single instrument.
17. SIGNATURES. We affix our signatures to this Agreement with the full and complete understanding of the relationship between the parties hereto.

PALISADES CHARTER HIGH SCHOOL, a California Non-Profit Public Benefit Corporation

By:

Pamela Magee *Pamela Magee* 7/23/2015
Executive Director/Principal, PCHS Signature Date

Amy Tennis Nguyen *Amy Nguyen* 7/23/2015
Director of Human Resources Signature Date

**ATTACHMENT A:
BENEFIT DESCRIPTION**

1. The DIRECTOR OF HUMAN RESOURCES is entitled to participate in PERS or STRS, in accordance with their requirements.
2. The DIRECTOR OF HUMAN RESOURCES is entitled to participate in PCHS provided health and welfare benefits including but not limited to medical, dental, vision, life. In addition, the DIRECTOR OF HUMAN RESOURCES has the opportunity to enroll in other health and welfare benefits including but not limited to additional life insurance, pre-tax savings programs, 403(B), discount programs, etc. PCHS reserves the right to change benefits providers or packages as necessary, while still ensuring compliance with the employee benefits section of the Palisades Charter High School Charter.
3. The DIRECTOR OF HUMAN RESOURCES is entitled to leave of absences in accordance with Federal and State law, including but not limited to Family Medical Leave Act (FMLA), State Disability Insurance (SDI), Paid Family Leave (PFL), Pregnancy Disability Leave (PDL), etc.
4. For the period of July 1, 2015 to June 30, 2016, the DIRECTOR OF HUMAN RESOURCES is entitled to twelve (12) Paid Holidays in keeping with the adopted annual school calendar. During the 2015-2016 school year, these dates include:
 - July 4
 - September 4 (Admissions Day)
 - September 7
 - November 11
 - November 26
 - November 27
 - December 25
 - December 31
 - January 1
 - January 18
 - February 15
 - May 30

Unused Holidays must be used on the day assigned, will not roll over, and will not be paid out at contract termination.

5. For the period of July 1, 2015 to June 30, 2016 the DIRECTOR OF HUMAN RESOURCES is entitled to 12 paid sick/illness days. Paid Sick days accrue at a rate consistent with days worked. Unused Paid Sick days will roll over as outlined by STRS and PERS, but will not be paid out at contract termination.

Coversheet

Special Education Local Plan Area (SELPA) Options

Section: VI. Governance
Item: D. Special Education Local Plan Area (SELPA) Options
Purpose: Vote
Submitted by:
Related Material:
VI_D_Governance_SELPA_06_19_17_Collective LAUSD COP3 Intent to Exit_2017 Final.pdf

June 1, 2017

Beth Kauffman
Associate Superintendent
Division on Special Education
Los Angeles Unified School District
333 South Beaudry Ave, 17th Floor
Los Angeles, CA 90017
Beth.kauffman@lausd.net

Dear Dr. Kauffman,

Over the past several years, the partnership between the Los Angeles Unified School District ("LAUSD") and charter schools in the area of special education has become an extraordinary model in innovation and collaboration. On behalf of the charter schools participating in the Charter Operated Program, Option 3 ("COP3"), I am writing to express our gratitude for this ongoing collaboration.

Since its implementation, COP3 has led to the development of a local charter school special education infrastructure which has enabled participating charter schools to provide an expanded range of innovative and high-quality special education services and to increase the number and range of students with disabilities that they serve. The percentage of students with disabilities served by the 139 participating charter schools has increased over 40% since its inception (11.5% of total enrollment in 2016-17), and the relative proportion of students with low incidence disabilities has increased by over 90% since its inception (2.3% of total enrollment in 2016-17). This data demonstrates the strength in the partnership as well as supports the fact that increased autonomy leads to an increase in both the numbers and the range of disabilities represented.

Nevertheless, we recognize that special education arrangements within the LAUSD SELPA are subject to change. For this reason, charter schools must take steps necessary to preserve their autonomy and infrastructure by maintaining the ability to exit the SELPA should such action be in the best interest of the charter schools and their students.

Please accept this letter as notification that the undersigned charter schools reserve the right to exit the LAUSD SELPA effective July 1, 2018.

Please note that this notice is not binding upon the undersigned charter schools. If, in consideration of all options, the charter schools find that it is not in the best interest of their students to exit the SELPA, they will remain with the LAUSD SELPA for the 2018-19 fiscal year.

We look forward to ongoing engagement and collaboration.



Brian Bauer
Board President
LAUSD Charter Operated Program, Option 3
Executive Director, Granada Hills Charter High School

CC: Jose Cole-Gutierrez, Charter Schools Division, LAUSD
Members of the LAUSD Board of Education
Alexa Slater, California Department of Education
Gina Plate, CA Charter Schools Association




Charter Leader Signatures

Date: June 15, 2017

Signatures:

 <p>Johnathan Williams Co-Founder and CEO The Accelerated Schools</p>	 <p>Dan Katzir President & CEO Alliance College-Ready Public Schools</p>	 <p>Carolyn Hack Chief Executive Officer Aspire Public Schools</p>
 <p>Cesar Lopez, Director APEX Academy</p>	 <p>Glenda Aleman Executive Director Arts in Action</p>	 <p>Bill Parks Executive Officer / Principal Birmingham Community Charter High School</p>
 <p>Ana Ponce Executive Director Camino Nuevo Charter Academy</p>	 <p>Erin Studer Executive Director CHIME Institute</p>	 <p>Patricia Smith Founder and Director Crenshaw Arts/Tech Charter High (C.A.T.C.H.)</p>
 <p>Karen Smith, Ed. D. Principal Discovery Charter Preparatory School</p>	 <p>Oliver Sicat, CEO Ednovate/ USC Hybrid High</p>	 <p>Dave Fehte Executive Director El Camino Real Charter High School</p>

 <p>Michelle Jasso Co-Director, Academics & Culture Endeavor College Preparatory Charter School</p>	 <p>Malka Borrego Founder and CEO Equitas Academy</p>	 <p>Jim Kennedy CEO Extera Public Schools</p>
 <p>Irene Sumida Executive Director Fenton Charter Public Schools</p>	 <p>Liza Bercovici Executive Director Gabriella Charter School</p>	 <p>Brian Bauer Executive Director Granada Hills Charter High School</p>
 <p>Cristina de Jesus President and CEO Green Dot Public Schools: California</p>	 <p>Marsha Rybin Principal High Tech LA</p>	 <p>Parker Hudnut CEO ICEF Public Schools</p>
 <p>Caroline Wesley Executive Director Ivy Academia</p>	 <p>Michelle Pacifici Executive Director Ivy Bound</p>	 <p>David Langford Executive Director Ingenium</p>
 <p>Myranda S. Marsh, Ed.D. Executive Director/Founder James Jordan Middle School</p>	 <p>Marcia Aaron Executive Director KIPP LA Schools</p>	 <p>Arina Goldring Executive Director LA Leadership Academy</p>

 <p>Amy Held Executive Director Larchmont Charter School</p>	 <p>Yolanda Jiménez Los Angeles Academy of Arts and Enterprise</p>	 <p>Matt Albert Executive Director New Los Angeles Charter Schools</p>
 <p>Lynn Izakowitz Principal Our Community Charter School</p>	 <p>Caprice Young, Ed.D. CEO & Superintendent Magnolia Public Schools</p>	 <p>Gayle Nadler Executive Director Multicultural Learning Center</p>
 <p>Sylvia Fajardo Director Pacoima Charter School</p>	 <p>Pam Magee, Ed. D. Executive Director/Principal Palisades Charter High School</p>	 <p>Nik Orlando Regional Superintendent PUC Schools</p>
 <p>Meg Palisoc, Ed.D. Co-Founder and CEO Synergy Academies</p>	 <p>Anita Zepeda Executive Director Vaughn Next Century Learning Center</p>	 <p>Don Wilson Executive Director Vista Charter Schools</p>
 <p>Gene Fisher Board President Watts Learning Center</p>	 <p>Shawna Draxton Executive Director WISH</p>	 <p>Yvette King-Berg Executive Director YPI Charter Schools</p>

2016-17 Charter Operated Program 3 Member Schools			
LC	School	LC	School
2013	ACCELERATED ELEMENTARY (CHARTER)	8885	HIGH TECH LA (CHARTER)
5202	ALLIANCE COL RDY #12(CHARTER)	2126	ICEF DANTZLER (LOU) PREPARATORY EL (CHARTER)
7685	ALLIANCE COL RDY #16(CHARTER)	2125	ICEF Innovation Los Angeles Charter (CHARTER)
7623	ALLIANCE COL RDY #20(CHARTER)	2016	ICEF VIEW PK PREP ACC EL
5200	ALLIANCE COL RDY #8(CHARTER)	8653	ICEF VIEW PK PREP ACC HS(CHARTER)
5160	ALLIANCE COL RDY MA4(CHARTER)	8460	ICEF VIEW PK PREP ACC MS(CHARTER)
7686	Alliance COLLEGE READY HS #18(CHARTER)	2127	ICEF VISTA EL ACAD(CHARTER)
8647	ALLIANCE COLLINS HS	8004	ICEF VISTA MIDDLE ACADEMY(CHARTER)
5161	ALLIANCE CRMA #5(CHARTER)	5203	INGENIUM CH MS(CHARTER)
8823	ALLIANCE DR. OLGA MOHAN HS (CHARTER)	2133	INGENIUM CHT EL(CHARTER)
8215	Alliance ENVIRONMNTL SCI&TECH(CHARTER)	4672	IVY ACADEMIA (CHARTER)
8626	Alliance GERTZ-RESSLER ACAD HS(COLLEGE READY H.S.)(CHARTER)	8121	IVY BOUND AC MST MS(CHARTER)
8213	ALLIANCE HEALTH SERVICES ACADEMY HS(CHARTER)	5196	IVY BOUND AC MST MS2(CHARTER)
8646	ALLIANCE JUDY BURTON TECH HS (HERITAGE COL RDY)	8195	JAMES JORDAN MIDDLE SCHOOL (CHARTER)
5201	ALLIANCE LEADERSHIP MIDDLE ACADEMY(CHARTER)	8458	KIPP ACADEMY OF OPPORTUNITY (CHARTER)
7694	ALLIANCE LUSKIN ACAD(CHARTER)	2159	KIPP COMIENZA COM PR(CHARTER)
7591	ALLIANCE MARINE 6-12	2264	KIPP EL #5(CHARTER)
8824	ALLIANCE NEUWIRTH HS	2158	KIPP EMPOWER ACADEMY
8115	Alliance SKIRBALL MS(CHARTER)	2081	KIPP IGNITE ACAD
7684	ALLIANCE SMIDT TECH(CHARTER)	2261	KIPP ILUMINAR ACAD(CHARTER)
8826	ALLIANCE STERN(MARC & EVA) MATH/SCIENCE (CHARTER)	8457	KIPP LA COLLEGE PREP (CHARTER)
7760	ALLIANCE TENNENBAUM(CHARTER)	5197	KIPP MS #6(CHARTER)
8825	ALLIANCE WILLIAM & CAROL OUCHI HS (CHARTER)	5188	KIPP PHILOSOPHERS AC
5181	ANIMO CHARTER MS #3(CHARTER)	2080	KIPP PROMESA PREP
5180	ANIMO CHARTER MS #4(CHARTER)	2043	KIPP RAICES ACADEMY(CHARTER)
7693	ANIMO COLLEGE PREP(CHARTER)	5187	KIPP SCHOLAR ACADEMY(CHARTER)
8818	ANIMO JACKIE ROBINSON SENIOR HIGH (JEF#2)(CHARTER)	5189	KIPP SOL ACADEMY(CHARTER)
8087	ANIMO LOCKE HS #1(CHARTER)	8756	LA LEADERSHIP ACA CS
8504	ANIMO PAT BROWN HIGH SCHOOL (CHARTER)	2252	LA LEADERSHP PRIM AC(CHARTER)
8505	ANIMO SOUTH LOS ANGELES SENIOR HIGH (CHARTER)	4783	LARCHMONT CS
8822	ANIMO WATTS #2 (CHARTER)	8461	MAGNOLIA SCI ACAD #2(CHARTER)
8690	APEX ACADEMY(CHARTER)	8464	MAGNOLIA SCI ACAD #3(CHARTER)
2258	ARTS IN ACTION CC(CHARTER)	8011	MAGNOLIA SCI ACAD #4(CHARTER)
5194	ASPIRE CENTENNIAL CP	8012	MAGNOLIA SCI ACAD #5(CHARTER)
2161	ASPIRE FIRESTN ACAD(CHARTER)	8013	MAGNOLIA SCI ACAD #6(CHARTER)
2162	ASPIRE GATEWY ACAD(CHARTER)	8014	MAGNOLIA SCI ACAD #7(CHARTER)

2255	ASPIRE INSKEEP ACAD(CHARTER)	5166	MAGNOLIA SCI-BELL@SR(CHARTER)
7733	ASPIRE PACIFIC ACAD(CHARTER)	8454	MAGNOLIA SCIENCE ACADEMY (CHARTER)
2253	ASPIRE SLAUSON ACAD(CHARTER)	8214	MEDIA ARTS&ENTERTAIN(CHARTER)
2254	ASPIRE TATE ACAD EL	3550	MULTICULTURAL LEARNING CENTER (CHARTER)
8054	BERT CORONA CS	2023	NEW ACADEMY OF SCIENCE & ARTS (CHARTER)
8557	BIRMINGHAM SH(CHARTER)	8015	NEW LOS ANGELES CS
5987	CAMINO NUEVO ACAD #2(CHARTER)	5902	OUR COMMUNITY CS
2251	CAMINO NUEVO ACAD #4(CHARTER)	5973	PACOIMA ELEMENTARY (CHARTER)
2017	CAMINO NUEVO CA	8798	PALISADES CHS
2157	CAMINO NUEVO EL #3(CHARTER)	8154	PUC CALIF ACADEMY FOR LIBERAL STUDIES MS (CHARTER)
7624	CAMINO NUEVO HS #2(CHARTER)	2282	PUC COMM CEL
2257	CELERITY CARDINAL CS(CHARTER)	8453	PUC COMM CMS & CHS
2116	CELERITY DYAD CS	7687	PUC EARLY COLL ACAD(CHARTER)
2925	CELERITY NASCENT CS	5221	PUC INSPIRE CA
5985	CELERITY OCTAVIA CHT(CHARTER)	8212	PUC LAKEVIEW CA
5184	CELERITY PALMATI CHT(CHARTER)	7732	PUC LAKEVIEW CHS
2118	CELERITY TROIKA CS	5313	PUC MILAGRO CH EL
2020	CHIME SCHWARZENEGGER(CHARTER)	7779	PUC NUEVA ESPERANZA ACAD(CHARTER)
2279	CLEMENTE CS	7778	PUC SANTA ROSA CHT ACAD(CHARTER)
8654	CRENSHAW ARTS - TECHNOLOGY HIGH SCHOOL (CHARTER)	8426	PUC TRIUMPH ACADEMY (CHARTER)
8605	DISCOVERY CH PREP #2	8196	Romero
7595	EDNOVATE-USC ECP	6548	SANTA MONICA BLVD CO
8617	EL CAMINO REAL CH HS(CHARTER)	7029	SYNERGY CA
5163	ENDEAVOR COLL PREP(CHARTER)	8018	SYNERGY KINETIC ACAD(CHARTER)
2154	EQUITAS ACAD CHT SCH(CHARTER)	7692	SYNERGY QUANTUM ACAD(CHARTER)
5190	EQUITAS ACADEMY 2(CHARTER)	2015	THE ACCELERATED
2024	EXCEL ACADEMY (CHARTER)	7672	USC HYBRID HS
2256	EXTERA PUBLIC SCHOOL(CHARTER)	7452	VAUGHN NEXT CENTURY LEARNING CENTER (CHARTER)
2078	FENTON ACAD FOR SEL	5984	Vista MS
2079	FENTON ACAD STEM	8828	WALLIS ANNENBERG HIGH SCHOOL (CHARTER)
3747	FENTON AVENUE ELEMENTARY (CHARTER)	7620	WATTS LEARNING CENTER SCHOOL (CHARTER)
3746	FENTON PC(CHARTER)	7756	WESTSIDE INNOV SCH(CHARTER)
4034	GABRIELLA CS	7598	YPI CORONA CH
8681	GRANADA HILLS HIGH SCHOOL (CHARTER)		

Coversheet

Track & Football Field Repair/Resurfacing Contract

Section: VII. Facilities / Operations
Item: A. Track & Football Field Repair/Resurfacing Contract
Purpose: Vote
Submitted by:
Related Material:
VII_A_Facilities Ops_Track Field Contract_06-19-17 Additional Materials.pdf

AIA[®] Document A101[™] – 2017

Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum

AGREEMENT made as of the _____ day of June
in the year 2017
(In words, indicate day, month and year.)

BETWEEN the Owner:
(Name, legal status, address and other information)
Palisades Charter High School (PCHS)
15777 Bowdoin Street
Pacific Palisades, CA 90272

and the Contractor:
(Name, legal status, address and other information)
TBD
TBD
TBD
AFE Sports (CA License: 747934)
2683 Lime Avenue, Signal Hill, CA 90755 (phone: 562-981-2508)

for the following Project:
(Name, location and detailed description)
Palisades Charter High School - Track & Field Resurfacing
Palisades Charter High School
15777 Bowdoin Street
Pacific Palisades, CA 90272

The Architect:
(Name, legal status, address and other information)
BFS Landscape Architects
425 Pacific Street, suite 201
Monterey, CA 93940

The Owner and Contractor agree as follows.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

The parties should complete A101[™]-2017, Exhibit A, Insurance and Bonds, contemporaneously with this Agreement.

AIA Document A201[™]-2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

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TABLE OF ARTICLES

- 1 THE CONTRACT DOCUMENTS
- 2 THE WORK OF THIS CONTRACT
- 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION
- 4 CONTRACT SUM
- 5 PAYMENTS
- 6 DISPUTE RESOLUTION
- 7 TERMINATION OR SUSPENSION
- 8 MISCELLANEOUS PROVISIONS
- 9 ENUMERATION OF CONTRACT DOCUMENTS

EXHIBIT A INSURANCE AND BONDS

ARTICLE 1 THE CONTRACT DOCUMENTS

The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary, and other Conditions), Drawings, Specifications, Addenda issued prior to execution of this Agreement, other documents listed in this Agreement, and Modifications issued after execution of this Agreement, all of which form the Contract, and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations, or agreements, either written or oral. An enumeration of the Contract Documents, other than a Modification, appears in Article 9.

ARTICLE 2 THE WORK OF THIS CONTRACT

The Contractor shall fully execute the Work described in the Contract Documents, except as specifically indicated in the Contract Documents to be the responsibility of others.

ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 3.1 The date of commencement of the Work shall be:

(Check one of the following boxes.)

- The date of this Agreement.
- A date set forth in a notice to proceed issued by the Owner.
- Established as follows:
(Insert a date or a means to determine the date of commencement of the Work.)
Between June 12, 2017 - June 21, 2017

If a date of commencement of the Work is not selected, then the date of commencement shall be the date of this Agreement.

§ 3.2 The Contract Time shall be measured from the date of commencement of the Work.

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§ 3.3 Substantial Completion

§ 3.3.1 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Contractor shall achieve Substantial Completion of the entire Work:

(Check one of the following boxes and complete the necessary information.)

Not later than () calendar days from the date of commencement of the Work.

By the following date: August 27, 2017. Final completion, punch list, done by August 31, 2017.

§ 3.3.2 Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to Substantial Completion of the entire Work, the Contractor shall achieve Substantial Completion of such portions by the following dates:

Portion of Work	Substantial Completion Date
Black Base Mat for Track and Synthetic Field	August 27, 2017
Top coat of Track Surfacing (To be Determined)	By Mid Season

§ 3.3.3 If the Contractor fails to achieve Substantial Completion as provided in this Section 3.3, liquidated damages, if any, shall be assessed as set forth in Section 4.5.

ARTICLE 4 CONTRACT SUM

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the (\$1,272,622), subject to additions and deductions as provided in the Contract Documents.

§ 4.2 Alternates

§ 4.2.1 Alternates, if any, included in the Contract Sum:

Item	Price
------	-------

§ 4.2.2 Subject to the conditions noted below, the following alternates may be accepted by the Owner following execution of this Agreement. Upon acceptance, the Owner shall issue a Modification to this Agreement. *(Insert below each alternate and the conditions that must be met for the Owner to accept the alternate.)*

Item	Price	Conditions for Acceptance
Center Logo	\$23,000	Board approval
Sideline Letters	\$16,100	Board approval
Endzone Letters	\$29,325	Board approval
Protective Mats	\$11,550	Board approval

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§ 4.3 Allowances, if any, included in the Contract Sum:
(Identify each allowance.)

Item	Price
------	-------

§ 4.4 Unit prices, if any:
(Identify the item and state the unit price and quantity limitations, if any, to which the unit price will be applicable.)

Item	Units and Limitations	Price per Unit (\$0.00)
Baserock	780 Tons	\$56.80
Leveling Fines	40 Tons	\$46.50
Nailer Board	2,475 linear feet	\$4.70

§ 4.5 Liquidated damages, if any:
(Insert terms and conditions for liquidated damages, if any.)

1-7 days late: \$1,500 per day
 8+ days late: \$3,000 per day

§ 4.6 Other:
(Insert provisions for bonus or other incentives, if any, that might result in a change to the Contract Sum.)
 \$5,000 for Base Mat and Field Substantial Completion by August 13, 2017, and final completion by August 20, 2017.

ARTICLE 5 PAYMENTS

§ 5.1 Progress Payments

§ 5.1.1 Based upon Applications for Payment submitted to the Architect by the Contractor and Certificates for Payment issued by the Architect, the Owner shall make progress payments on account of the Contract Sum to the Contractor as provided below and elsewhere in the Contract Documents.

§ 5.1.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month, or as follows:

§ 5.1.3 Provided that an Application for Payment is received by the Architect not later than the 15th day of a month, the Owner shall make payment of the amount certified to the Contractor not later than the 15th day of the (following) month. If an Application for Payment is received by the Architect after the application date fixed above, payment of the amount certified shall be made by the Owner not later than thirty (30) days after the Architect receives the Application for Payment.
(Federal, state or local laws may require payment within a certain period of time.)

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§ 5.1.4 Each Application for Payment shall be based on the most recent schedule of values submitted by the Contractor in accordance with the Contract Documents. The schedule of values shall allocate the entire Contract Sum among the various portions of the Work. The schedule of values shall be prepared in such form, and supported by such data to substantiate its accuracy, as the Architect may require. This schedule of values shall be used as a basis for reviewing the Contractor's Applications for Payment.

§ 5.1.5 Applications for Payment shall show the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment.

§ 5.1.6 In accordance with AIA Document A201™-2017, General Conditions of the Contract for Construction, and subject to other provisions of the Contract Documents, the amount of each progress payment shall be computed as follows:

§ 5.1.6.1 The amount of each progress payment shall first include:

- .1 That portion of the Contract Sum properly allocable to completed Work;
- .2 That portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction, or, if approved in advance by the Owner, suitably stored off the site at a location agreed upon in writing; and
- .3 That portion of Construction Change Directives that the Architect determines, in the Architect's professional judgment, to be reasonably justified.

§ 5.1.6.2 The amount of each progress payment shall then be reduced by:

- .1 The aggregate of any amounts previously paid by the Owner;
- .2 The amount, if any, for Work that remains uncorrected and for which the Architect has previously withheld a Certificate for Payment as provided in Article 9 of AIA Document A201-2017;
- .3 Any amount for which the Contractor does not intend to pay a Subcontractor or material supplier, unless the Work has been performed by others the Contractor intends to pay;
- .4 For Work performed or defects discovered since the last payment application, any amount for which the Architect may withhold payment, or nullify a Certificate of Payment in whole or in part, as provided in Article 9 of AIA Document A201-2017; and
- .5 Retainage withheld pursuant to Section 5.1.7.

§ 5.1.7 Retainage

§ 5.1.7.1 For each progress payment made prior to Substantial Completion of the Work, the Owner may withhold the following amount, as retainage, from the payment otherwise due:

(Insert a percentage or amount to be withheld as retainage from each Application for Payment. The amount of retainage may be limited by governing law.)

10%

§ 5.1.7.1.1 The following items are not subject to retainage:

(Insert any items not subject to the withholding of retainage, such as general conditions, insurance, etc.)

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§ 5.1.7.2 Reduction or limitation of retainage, if any, shall be as follows:

(If the retainage established in Section 5.1.7.1 is to be modified prior to Substantial Completion of the entire Work, including modifications for Substantial Completion of portions of the Work as provided in Section 3.3.2, insert provisions for such modifications.)

§ 5.1.7.3 Except as set forth in this Section 5.1.7.3, upon Substantial Completion of the Work, the Contractor may submit an Application for Payment that includes the retainage withheld from prior Applications for Payment pursuant to this Section 5.1.7. The Application for Payment submitted at Substantial Completion shall not include retainage as follows:

(Insert any other conditions for release of retainage upon Substantial Completion.)

§ 5.1.8 If final completion of the Work is materially delayed through no fault of the Contractor, the Owner shall pay the Contractor any additional amounts in accordance with Article 9 of AIA Document A201–2017.

§ 5.1.9 Except with the Owner’s prior approval, the Contractor shall not make advance payments to suppliers for materials or equipment which have not been delivered and stored at the site.

§ 5.2 Final Payment

§ 5.2.1 Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Contractor when

- .1 the Contractor has fully performed the Contract except for the Contractor’s responsibility to correct Work as provided in Article 12 of AIA Document A201–2017, and to satisfy other requirements, if any, which extend beyond final payment; and
- .2 a final Certificate for Payment has been issued by the Architect.

§ 5.2.2 The Owner’s final payment to the Contractor shall be made no later than 30 days after the issuance of the Architect’s final Certificate for Payment, or as follows:

§ 5.3 Interest

Payments due and unpaid under the Contract shall bear interest from the date payment is due at the rate stated below, or in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located.

(Insert rate of interest agreed upon, if any.)

% 1

ARTICLE 6 DISPUTE RESOLUTION

§ 6.1 Initial Decision Maker

The Architect will serve as the Initial Decision Maker pursuant to Article 15 of AIA Document A201–2017, unless the parties appoint below another individual, not a party to this Agreement, to serve as the Initial Decision Maker.

(If the parties mutually agree, insert the name, address and other contact information of the Initial Decision Maker, if other than the Architect.)

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§ 6.2 Binding Dispute Resolution

For any Claim subject to, but not resolved by, mediation pursuant to Article 15 of AIA Document A201–2017, the method of binding dispute resolution shall be as follows:

(Check the appropriate box.)

- Arbitration pursuant to Section 15.4 of AIA Document A201–2017
- Litigation in a court of competent jurisdiction
- Other *(Specify)*

If the Owner and Contractor do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, Claims will be resolved by litigation in a court of competent jurisdiction.

ARTICLE 7 TERMINATION OR SUSPENSION

§ 7.1 The Contract may be terminated by the Owner or the Contractor as provided in Article 14 of AIA Document A201–2017.

§ 7.1.1 If the Contract is terminated for the Owner’s convenience in accordance with Article 14 of AIA Document A201–2017, then the Owner shall pay the Contractor a termination fee as follows:
(Insert the amount of, or method for determining, the fee, if any, payable to the Contractor following a termination for the Owner’s convenience.)

If terminated, The Contractor shall be paid for the reviewed and approved work completed to date.

§ 7.2 The Work may be suspended by the Owner as provided in Article 14 of AIA Document A201–2017.

ARTICLE 8 MISCELLANEOUS PROVISIONS

§ 8.1 Where reference is made in this Agreement to a provision of AIA Document A201–2017 or another Contract Document, the reference refers to that provision as amended or supplemented by other provisions of the Contract Documents.

§ 8.2 The Owner’s representative:
(Name, address, email address, and other information)

Don Parcell, Operations Consultant
Palisades Charter High School
Email: dparcell@palihigh.org

15777 Bowdoing Street, Pacific Palisades, CA 90272

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§ 8.3 The Contractor's representative:
(Name, address, email address, and other information)

Jeff Fenton, Senior Project Manager
AFE Sports
2683 Lime Avenue, Signal Hill, CA 90755
562-981-2508
jfenton@afesports.com

§ 8.4 Neither the Owner's nor the Contractor's representative shall be changed without ten days' prior notice to the other party.

§ 8.5 Insurance and Bonds

§ 8.5.1 The Owner and the Contractor shall purchase and maintain insurance as set forth in AIA Document A101™-2017, Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum, Exhibit A, Insurance and Bonds, and elsewhere in the Contract Documents.

§ 8.5.2 The Contractor shall provide bonds as set forth in AIA Document A101™-2017 Exhibit A, and elsewhere in the Contract Documents.

§ 8.6 Notice in electronic format, pursuant to Article 1 of AIA Document A201-2017, may be given in accordance with AIA Document E203™-2013, Building Information Modeling and Digital Data Exhibit, if completed, or as otherwise set forth below:

(If other than in accordance with AIA Document E203-2013, insert requirements for delivering notice in electronic format such as name, title, and email address of the recipient and whether and how the system will be required to generate a read receipt for the transmission.)

§ 8.7 Other provisions:

ARTICLE 9 ENUMERATION OF CONTRACT DOCUMENTS

§ 9.1 This Agreement is comprised of the following documents:

- .1 AIA Document A101™-2017, Standard Form of Agreement Between Owner and Contractor
- .2 AIA Document A101™-2017, Exhibit A, Insurance and Bonds
- .3 AIA Document A201™-2017, General Conditions of the Contract for Construction
- .4 AIA Document E203™-2013, Building Information Modeling and Digital Data Exhibit, dated as indicated below:

(Insert the date of the E203-2013 incorporated into this Agreement.)

Init.

J.F.C.

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.5 Drawings

Number	Title	Date
L-1.1	Cover Sheet	May 16, 2017
L-2.1	Existing Condions/Demo	May 16, 2017
L-3.1	Construction Plan	May 16, 2017
L-4.1	Details	May 16, 2017

.6 Specifications

Section	Title	Date	Pages
311116	Syn Turf/Track Removal	May 16, 2017	
312326	Base Course	May 16, 2017	
321825	Syn Fields Surfacing	May 16, 2017	
321826	Optional Syn Fields Surfa	May 16, 2017	
321829	Syn Running Track Surfa	May 16, 2017	

.7 Addenda, if any:

Number	Date	Pages
1	May 26, 2017	1

Portions of Addenda relating to bidding or proposal requirements are not part of the Contract Documents unless the bidding or proposal requirements are also enumerated in this Article 9.

.8 Other Exhibits:

(Check all boxes that apply and include appropriate information identifying the exhibit where required.)

AIA Document E204™–2017, Sustainable Projects Exhibit, dated as indicated below:
(Insert the date of the E204-2017 incorporated into this Agreement.)

The Sustainability Plan:

Title	Date	Pages
-------	------	-------

Init.

A.C.



Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages
00100	Advertisement for bids	May 16, 2017	
	Bid Proposal	May 16, 2017	
	Bonds	May 16, 2017	
	Supplementary Condition	May 16, 2017	

.9 Other documents, if any, listed below:

(List here any additional documents that are intended to form part of the Contract Documents. AIA Document A201™-2017 provides that the advertisement or invitation to bid, Instructions to Bidders, sample forms, the Contractor's bid or proposal, portions of Addenda relating to bidding or proposal requirements, and other information furnished by the Owner in anticipation of receiving bids or proposals, are not part of the Contract Documents unless enumerated in this Agreement. Any such documents should be listed here only if intended to be part of the Contract Documents.)

- 010100 - Summary of Work
- 010400 - Coordination
- 010500 - Field Engineering
- 013100 - Construction Schedule
- 014000 - Quality Control
- 016300 - Product Substitution
- 017000 - Project Close Out
- 017300 - Operations and Maintenance

This Agreement entered into as of the day and year first written above.

OWNER (Signature)

(Printed name and title)



CONTRACTOR (Signature)

Douglas E. Coulter, Vice President

(Printed name and title)

Init.

D.C.

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Coversheet

Student Transportation Contract

Section: VII. Facilities / Operations
Item: B. Student Transportation Contract
Purpose: Vote
Submitted by:
Related Material:
VII_B_Facilities Ops_Transportation Contract_06-19-17 Additional Materials.pdf

CSC #2038
Pacific Palisades Charter High School
Transportation Agreement

AGREEMENT FOR THE TRANSPORTATION OF PUPILS

This **AGREEMENT FOR THE TRANSPORTATION OF PUPILS**, hereinafter referred to as the "AGREEMENT", is made and entered into this 19th day of June, 2017, by and between **PACIFIC PALISADES CHARTER HIGH SCHOOL** with a principal office located at 15777 Bowdoin Street, Pacific Palisades, CA 90272, hereinafter referred to as "DISTRICT", and **DURHAM SCHOOL SERVICES, L.P.**, a Delaware limited partnership, with its principal office located at 4300 Weaver Parkway, Warrenville, Illinois 60555, hereinafter referred to as "CONTRACTOR."

1. Scope of Services. CONTRACTOR shall provide pupil transportation services to DISTRICT which includes, but are not limited to, transporting students; providing equipment, storage and maintenance thereof; providing employees to perform such services; and administrative, supervisory and operational services required thereby ("Work") based on the assumptions and at the rates set forth on Schedule A.
2. Change in Scope of Services. The following provisions shall apply in the event of the applicable reduction in service:
 - a. This Agreement contemplates a minimum of 180 operating days per school year. If the actual number of operating days falls below 171 during any school year, then the parties agree to renegotiate in good faith the rates provided in the attached Schedule A if such renegotiation is requested by Contractor. If the parties cannot reach an agreement, Contractor may, at its option, continue to operate the Agreement at the original rates or terminate the Agreement upon Sixty (60) days' written notice. If the actual number of operating days falls below the contemplated minimum days and the District does not provide notice in advance of the end of the applicable school year making a renegotiation of rates impracticable, Contractor will invoice District and District agrees to pay a sum equal to fifty percent (50%) of the daily charges for each day work is canceled.
 - b. If District cancels any work due to inclement weather, such as, but not limited to, snow, ice, flood, extreme cold/extreme heat or for other safety reasons or other emergency situations, Contractor will invoice District and District agrees to pay a sum equal to fifty percent (50%) of the daily charges for each day work is canceled after the 3rd day.
 - c. If the average daily number of routes is reduced by five percent (5%) or more, then both parties agree to renegotiate in good faith the rates provided in Schedule A if such renegotiation is requested by Contractor. If the parties cannot reach an agreement, Contractor may, at its option, continue to operate the Agreement at the original rates or terminate the Agreement upon thirty (30) days' written notice.
3. Payment for Services. It is understood and agreed that DISTRICT requires CONTRACTOR to act as the DISTRICT'S independent contractor in transporting up to approximately 900 students at the DISTRICT'S expense to which CONTRACTOR agrees. The parents of each student agree to pay the DISTRICT for services at enrollment. The DISTRICT will pass on all payments to the CONTRACTOR. The DISTRICT agrees to pay any remaining portion to CONTRACTOR. The monthly total will fluctuate depending on the number of students being transported.
Contractor to collect all payments, and manage the account receivables on behalf of the DISTRICT.

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 Pacific Palisades Charter High School
 Transportation Agreement

On or about the first business day of each month CONTRACTOR shall submit invoices to the DISTRICT for any services not paid for under this AGREEMENT by the parents. Payment for such services will be made in check, money order, or ACH or wire transfers within a reasonable time thereafter, on a Net-30 term. Payment by credit card is accepted but requires an increase in the invoiced amount of two and one-half percent (2.5%) to cover processing fees. In the event sums due and payable are not received within thirty (30) calendar days, a late charge of 1.5% per month of the outstanding balance will be assessed upon the account. In the event such sums are not received within sixty (60) days, service may be discontinued until such time as CONTRACTOR has received all sums due.

4. Adjustment of Rates.

a. The rates set forth in Schedule A shall be adjusted annually.

b. Notwithstanding any contrary statements in this Agreement or in any documents incorporated herein by reference, in the event any federal, state, local or other government body's statutes, laws, rules, or regulations impact CONTRACTOR's methods and/or costs in connection with the provision of services hereunder (e.g., changes in healthcare or other benefits requirements, changes in equipment requirements, changes in services requirements, changes in unemployment insurance benefit requirements, etc.), or DISTRICT'S ability to pay, during the term of the Agreement, CONTRACTOR, upon written notice to DISTRICT upon written request, may request a renegotiation of this Agreement which shall be conducted in good faith. Such renegotiations may include, without limitation, changes in rates, term, payment schedules, levels of service, and the types or number of vehicles to be used. Any modification to this Agreement resulting from such renegotiations shall become effective on a mutually agreed upon date. If the parties cannot come to an agreement, either party may terminate the AGREEMENT upon thirty (90) days' notice.

5. Term. The term of this AGREEMENT shall be for a period of one (1) years beginning August 1, 2017 through July 31, 2018. This AGREEMENT shall be renewable for additional terms of one (1) year, at the option and mutual written agreement of both parties, taking into consideration CONTRACTOR'S performance under this AGREEMENT and cost negotiations, and subject to applicable statutes and regulations.

6. Entire Agreement. This AGREEMENT contains all the terms and conditions agreed upon by the Parties and no other agreement, oral or otherwise, including DISTRICT's Request for Proposal, regarding the subject matter of this Contract, or any part thereof, shall have any validity or bind the Parties. The complete AGREEMENT consists of this AGREEMENT and the Proposal of CONTRACTOR, which is incorporated herein by reference. In the event of any conflict between the terms of this AGREEMENT and the Proposal, the terms of this AGREEMENT shall govern.

7. Permits and Licenses. CONTRACTOR, its employees, and its agents shall secure and maintain valid permits, licenses, and certifications as required by law for the execution of this AGREEMENT.

8. Insurance. CONTRACTOR shall maintain insurance as set forth below during this AGREEMENT period and shall furnish a certificate of insurance for General and Auto Liability coverage and for Workers' Compensation coverage. CONTRACTOR shall furnish new Certificates of Insurance for liability coverage and for Workers' Compensation coverage within thirty (30) days following the placement of new or renewed coverage. Certificates shall provide that a thirty (30) day prior notice of cancellation will be given to DISTRICT.

General and Auto Liability insurance shall be maintained to protect CONTRACTOR from any claims from damages for personal injury or death, and from damage to property, which may arise from operations of CONTRACTOR under this AGREEMENT. General and Auto Liability insurance shall each have a combined single limit of Five Million Dollars (\$5,000,000). Workers' Compensation

CSC #2038
 Pacific Palisades Charter High School
 Transportation Agreement

insurance shall be maintained as required by law and to protect CONTRACTOR from claims, which may arise from its operation under this AGREEMENT.

9. Hold Harmless Agreement. To the extent permissible by law, CONTRACTOR shall hold harmless and indemnify DISTRICT, its Governing Board, Officers, Agents, and Employees from every claim or demand which may be made by reason of any injury to person or damage to property sustained by any person, firm or corporation, to the extent that such injury or damage was caused by any negligent act or omission or willful misconduct of CONTRACTOR or of any person, firm, or corporation, directly or indirectly employed by CONTRACTOR upon or in connection with its performance under this AGREEMENT.
 To the extent permissible by law, DISTRICT shall hold harmless and indemnify CONTRACTOR, its Officers, Agents, and Employees from every claim or demand which may be made by reason of any injury to person or damage to property sustained by any person, firm or corporation, to the extent that such injury or damage was caused by any negligent act or omission or willful misconduct of DISTRICT or of any person, firm, or corporation, directly or indirectly employed by DISTRICT upon or in connection with its performance under this AGREEMENT.
10. Safety Program. CONTRACTOR shall provide formal safety instruction on a regular basis for all operating personnel assigned to this AGREEMENT.
11. Independent Contractor. While engaged in carrying out and complying with the terms and conditions of this AGREEMENT, CONTRACTOR is an independent contractor, and neither CONTRACTOR, its employees or its Agents shall be considered to be an Officer, Agent, or Employee of DISTRICT.
12. Assignments. CONTRACTOR may assign or transfer any of its rights, burdens, duties, or obligations under this AGREEMENT to its parent company, affiliates, subsidiaries, or related legal entities. CONTRACTOR will advise DISTRICT of such assignment or transfer.
13. Subcontracting. CONTRACTOR will not subcontract any of its rights, burdens, duties, or obligations under this AGREEMENT without the written consent of DISTRICT, except on a short term, interim basis in the event of an emergency. Consent shall not be unreasonably withheld.
14. Routing and Scheduling. Prior to the start of any service under this AGREEMENT, DISTRICT and CONTRACTOR shall cooperatively establish routes and schedules conforming to the needs of DISTRICT. If, at any time during the term of this AGREEMENT, it is determined by mutual consent that service may be improved by revisions to routing, scheduling, or bus assignment, DISTRICT and CONTRACTOR shall plan and institute such changes jointly. CONTRACTOR shall have sufficient notice to review such changes and evaluate the safety considerations. All routes, schedules, and bus stops shall be established by CONTRACTOR on such basis as may be determined by it to be most efficient, but shall be approved by DISTRICT and shall not be revised without mutual consent and authorization.
15. Contractor's Personnel. CONTRACTOR shall employ and assign for services under this AGREEMENT a sufficient number of regular and substitute drivers based on projected basic and supplementary transportation, taking into account driver absence rates. CONTRACTOR shall be solely responsible for hiring and discharging its employees. DISTRICT shall have the right to request removal of any of CONTRACTOR's employees from providing services under this AGREEMENT provided that such request is made in writing with the reasons set forth and provided that such request does not violate any laws against discrimination.
16. Record Keeping and Accident Reports. CONTRACTOR will be required to provide access to any and all operational records related to the provision of services under this AGREEMENT and kept in the ordinary course of business to DISTRICT within 10 days of DISTRICT's written request for such records. DISTRICT shall maintain the confidentiality of CONTRACTOR's records. All operational

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records, including, but not limited to audio, digital and video recordings are, and shall be, the exclusive property of CONTRACTOR.

CONTRACTOR to develop and maintain and to also provide on a monthly bases the following reporting:

- a. Parent payment collection and reconciliation records.
- b. Record related to late arrivals, behavior issues, incidents, accidents, etc.

All equipment involved in an accident shall be reported as defined by law. Accidents involving CONTRACTOR'S equipment or personnel while operating for DISTRICT shall also be reported to DISTRICT. If requested by DISTRICT, pupil injuries not involving acceleration, deceleration, or movement of the bus may also be reported to DISTRICT on forms provided by DISTRICT.

17. Equipment Requirements. All buses supplied under this AGREEMENT shall be approved school buses, as defined by applicable statutory or administrative codes within the state in which DISTRICT operates.
 - a. Regular preventive maintenance shall be practiced on all buses.
 - b. Spare buses, CONTRACTOR supplied, of appropriate sizes, and meeting all the above requirements, shall be located by CONTRACTOR at points close enough to DISTRICT so they may be substituted for regularly assigned buses, if needed, without delay.
18. Fuel. Fuel shall be paid for and provided by CONTRACTOR.
19. Termination of Agreement. If either Party refuses or fails to perform services as required as specified in this AGREEMENT, or any separable part thereof, the other Party may, without prejudice to any other right or remedy, serve written notification upon it of intention to terminate and, unless within sixty (60) days after service of such written notice of the condition or violation the party in breach shall cease and make satisfactory arrangements for the correction thereof, this AGREEMENT shall, upon the expiration of the sixty (60) days, cease and terminate.
20. Notices. Notices to either party to this AGREEMENT shall be in writing and shall be considered duly served and delivered if such notice is delivered by hand; mailed via the United States mail, certified, return receipt requested; or sent via overnight service. All notices shall be addressed to:

DISTRICT	Pacific Palisades Charter High School Attn: Transportation Dept. 15777 Bowdoin Street Pacific Palisades, CA 90272
CONTRACTOR	Durham School Services, L.P. Attn: Contract Administrator 4300 Weaver Parkway Warrenville, Illinois 60555 Telephone: (630)821-5400
21. Discipline. CONTRACTOR will report serious or persistent misconduct on the part of students or drivers to the designated DISTRICT employee. DISTRICT shall then impose reasonable disciplinary measures upon the students in accordance with its discipline management program. DISTRICT will report serious or persistent misconduct on the part of the driver to the CONTRACTOR. CONTRACTOR shall then impose reasonable disciplinary measures upon the driver in accordance with its discipline management program.
22. Force Majeure. CONTRACTOR shall be excused from performance hereunder, and DISTRICT shall not be allowed to levy any damages or penalties, liquidated or otherwise during the time and to the extent that CONTRACTOR is prevented from performing in the customary manner by an act of God, fire, flood, war, riot, civil disturbance, state of emergency, terrorism, epidemic, quarantine, strike, lockout, labor dispute, oil or fuel shortage, freight embargo, rationing or unavailability of materials or products, loss of transportation facilities, commandeering of equipment, materials, products, plants, or facilities by the Government, or any other occurrence which is beyond the control of
23. Choice of Law. This AGREEMENT shall be governed by the laws of the State of California without regard to its conflict of laws principles

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- 24. Severability. In the event any provision of this AGREEMENT is determined to be illegal or void, the remainder of this AGREEMENT shall remain in full force and effect.
- 25. Amendments. Changes to this AGREEMENT may only be made by written amendment mutually agreed to by the parties.
- 26. Attorney's Fees. If any legal action is brought by either of the parties hereto, it is expressly agreed that the party in whose favor final judgment shall be entered shall be entitled to recover from the other party reasonable attorney's fees in addition to any other relief that may be awarded.
- 27. Execution by Facsimile or in Counterparts. The Parties may sign this AGREEMENT in counterparts such that their signatures may be on separate pages. A copy, facsimile or an original of this AGREEMENT, with all signatures appended together, shall be deemed a fully executed AGREEMENT. Signatures transmitted by facsimile or other electronic means shall be deemed original signatures.

IN WITNESS WHEREOF, the parties hereto have executed this AGREEMENT as of the date written above.

DURHAM SCHOOL SERVICES, L.P.

PACIFIC PALISADES CHARTER HIGH SCHOOL

By: Durham Holding II, L.L.C.,
Its general partner

By: _____
 Name: _____
 Title: _____
 Date: _____

By: _____
 Name: _____
 Title: _____
 Date: _____

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SCHEDULE A

Pricing is based on a total of eighteen (18) routes. Final number of routes/buses to be determined by the number of students who register for the PCHS bus transportation program and the CONTRACTOR & DISTRICT'S mutual determination of the optimal routes for the number of buses needed based on registered and paid students.

Pricing is based on a 6 hour daily gate to gate per route minimum, to include 20 minutes of pre and post trip time.

Daily per route 6 hour rate - \$473.80, excess hourly rate - \$74.00
Trip pricing - \$74.00 per hour with a two hour minimum

SCHEDULE B

Liquidated Damages shall be imposed upon the CONTRACTOR for any routes that are more than fifteen (15) minutes late past their scheduled arrival time in the amount of \$100 per bus per incident per operational day.

Coversheet

Janitorial Services Contract

Section: VII. Facilities / Operations
Item: C. Janitorial Services Contract
Purpose: Vote
Submitted by:
Related Material: VII_C_Facilities Ops_Uniserve Janitorial Contract_06_19_17.pdf



SERVICE AGREEMENT

This agreement is made this 6 day of June, 2017, between *UNISERVE FACILITIES SERVICES CORPORATION* ("Contractor") and *PALISADES CHARTER HIGH SCHOOL* ("Customer").

1. **SERVICES.** Contractor will provide those services listed in the Scope of Work portion of this proposal. Contractor and Customer may modify the scope of the Scope of Work & Staffing from time to time upon their mutual agreement. Contractor shall have supervisors on call 24 hours a day, seven days a week. Qualified, trained and experienced personnel will direct all work.

2. **TERM.** This agreement shall be in effect "July 1st, 2017 through June 30th, 2018 and shall be renegotiated each "June" prior to City of L.A. Min. Wage Ordinance #183612, annual July 1st increase (attached) and mutually agreed to, if not terminated in accordance with this agreement ("Term").

3. **CHARGES.** Customer shall pay Contractor in accordance with selected Cost Proposal. Contractor shall have the right to change its price charged to Customer, upon ninety days (90) prior written notice to Customer. Payment shall be due within Thirty days after presentation of an invoice. Any payment not made in a timely manner shall accrue interest at a rate of one and one-half percent (1.5%) per month.

4. TERMINATION.

a. Customer may terminate this agreement on thirty days prior written notice:

i. If the Customer is materially dissatisfied with the quality of Contractor's service, and Customer has given Contractor written notice of the nature and specifics of Customer's dissatisfaction, and Contractor has not remedied the cause of the dissatisfaction within a thirty day period;

ii. If Contractor has increased its prices to Customer, provided Customer gives notice of intent to terminate due to the price increase within thirty days; and provided further, Contractor has not agreed to revoke its announced price increase with said thirty day period;

iii. If the premises are destroyed and Customer vacated the premises and does not intent to restore or rebuild the premises;

iv. If the Customer is no longer legally occupying or using the premises, upon Customer's vacating the premises.

b. Contractor may terminate this agreement with a Thirty Day notice for non-payment.

c. Either party may terminate this agreement on not less than sixty days written notice prior to the end of any Term.

5. **INDEMNIFICATION.** Contractor shall indemnify and hold Customer harmless from claims for injury, death and property damage due to negligent acts and omissions of Contractor, its agents and employees which arise out of the work performed under this agreement. Contractor shall not be liable for delay, loss or damage to the extent caused by warfare, riots, strikes, boycotts, criminal acts, acts or omissions of others, fire, water damage, natural calamity, or causes beyond Contractor's reasonable control. Contractor will not be liable for any lost profits, lost savings, incidental damages or economic or consequential damages, even if Contractor has been advised of such damages. Customer agrees to keep its facilities in a safe condition and in conformance with federal, state and local laws, ordinances and regulations. Contractor shall not be liable for disposal of documents or valuable items, other than office furnishings, left on floors, and Customer shall indemnify and hold Contractor harmless from claims, including workers' compensation claims, resulting from the condition of any premises or equipment belonging to or occupied by Customer.

6. **INSURANCE.** Contractor shall maintain Comprehensive Bodily Injury, Property Damage and Liability and Compensation Insurance during the Term. In addition, Contractor shall cover each of its employees under a blanket fidelity bond.

7. **INDEPENDENT CONTRACTOR.** Contractor (UNISERVE) shall be an independent contractor. Nothing in this agreement shall be construed to interfere or otherwise affect the rendering of services by Contractor in accordance with its independent and professional judgment. Contractor shall be responsible for its own payroll, FICA, FUTA, SDI, Federal and state withholding taxes and any and all other taxes relating to the services and shall indemnify and hold Customer harmless for any of the above-described taxes.



**SCOPE OF WORK – PALISADES CHARTER HIGH SCHOOL
GENERAL REQUIREMENTS (Rev. 06 16 17)**

A. Daily service five (5) days per week

1. Empty all trash containers throughout campus, including but not limited to: in classrooms, restrooms, offices, hallways/walkways, quads, cafeteria eating areas) and gym/locker rooms, etc.
2. Reline with fresh bags. Deposit refuse in the loading dock trash bins.
3. Clean and disinfect all desks, countertops and tables in all classrooms, offices, other rooms, etc.
4. Damp-wipe furnishings, equipment in all classrooms (cubbies, classroom cabinets), inside not included
5. Dust all office furniture (chairs, file cabinets, book shelves, computers, and desk).
6. Wipe interior window ledges and all other flat surfaces, including countertops.
7. Clean all building entry doors and surrounding glass.
8. Clean interior and exterior windows in foyer.
9. Clean and wipe stainless steel, chrome, and brass fixtures.
10. Clean all interior doors and wipe clean kick plates.
11. Clean and disinfect sinks, washbasins in all rooms, including kitchen/lunchroom.
12. Spot clean walls as needed, including light switch covers.
13. Vacuum all carpeted areas on campus in the classrooms and offices. Vacuum cleaner must contain a Heppa filter.
14. Mop all interior vinyl, tile and concrete flooring throughout facility.
15. Clean and disinfect telephones.
16. Refill all paper products and soap dispensers in all locations.
17. Clean and disinfect toilets/partition tile surfaces.
18. Clean and disinfect restroom floors and locker rooms.
19. Clean all mirrors.
20. In addition to all interior countertops, wipe down all outside countertops, including drinking basins.
21. Damp mop kitchen/cafeteria floors (front area only).
22. Spot clean carpets



23. Dust/Wipe computer surfaces with duster type of material. Wipe excessive fingerprints/grime off monitors/screens. PCHS will supply chemical/product for this task.
24. Class room rugs (vacuum only)
25. Stairwells – sweep and/or blow debris
26. Eraser boards (DO NOT CLEAN – Unless specifically requested to do so by Operations), must only use approved cleaner provided by PCHS.
27. Clean Mercer & Gilbert Hall stages (and Mercer Light Room), insure stages are cleaned daily.
28. Clean Gym Bleachers
29. Disinfect Tables tops for all Student/Teacher common eating areas, pressure washing will be provided and agreed to with existing labor.
30. Pool: Host down 3 x's week - Daily disinfect both pool restrooms nightly
31. Stadium: General trash cleanup on field, track, stands, walkways, restrooms, LAX Shack, etc.
32. All references to anything to be done to restrooms in any section of this scope document need to include all restrooms, whether student, adult, main campus, gym, locker rooms, Home & Visitors in Stadium, etc.
33. Identification & Reporting to Supervisors of anything seen broken, not functioning properly, or missing. Supervisors reporting these items to FacilitiesHelp@palihigh.org

B. Weekend two (2) days per week (Sat/Sun) – *Extra Staffing Cost

1. Open gym/stadium offices if/as needed
2. Follow instructions from Supervisor/PCHS Mgmt.
3. Close all doors and lock gates if/as needed
4. Police entire campus (main and stadium) for trash
5. 1 & 2 above to only be done when specifically requested by PCHS Operations or Security

C. Weekend (Sat/Sun) Services

- Clean & Mop Large & Small Gyms
- Clean Gym & Aquatic Center Restrooms
- Continuous Campus Gum & Graffiti Removal – scrapers will be used.



- Police entire campus (main and stadium) for trash. Especially all Weekend Permit areas being used

D. Weekly Service will be performed every Friday

1. Clean and disinfect trash containers.
2. Dust/Wipe all baseboards.
3. Clean exterior (only) of appliances in the classrooms, staff lounge and staff work room.
4. Apply deodorizers in restroom drains if requested, PCHS to provide chemical.
5. Clean A-Buildings Offices when possible: HR, CBO, Operations, etc.
6. Check/Replace all Air-Fresheners
7. Clean back of seats in Gilbert Hall

E. Monthly Service

1. Clean baseboards throughout facility.
2. Dust and clean all facility vertical blinds.
3. Deep scrub of all restrooms, locker tiled floors/showers and machine scrub cafeteria
4. Dust all exterior light fixtures
5. Dust all vents

F. Quarterly Service

1. Dust/wipe all baseboards, chairs & table legs.
2. Clean and shampoo all carpet
3. Pressure wash all hallways – (during 4 major breaks: Thanksgiving, Winter, Spring & Summer with existing staff only)



G. Annual or Major Breaks Service

1. Strip and wax floors (during "Summer" break only) use existing staff only to perform duties as same FTE count. All mobile classroom furniture will be moved out to insure floors are done.
2. PCHS will be *responsible for supplying* all chemicals: stripper/wax/stripping pads. UNISERVE will supply all equipment necessary
3. Detail Cleaning of targeted classrooms/rooms/spaces
4. Power washing of targeted exterior areas
5. Clean out of light fixtures of dust, bugs, etc. max height of 12'
6. Dust and clean all facility vertical blinds (PCHS to remove for us to Clean, then PCHS to reinstall)

H. In-Scope General Services:

1. Additional misc. help preparing for, during, and post major large-scale events occurring during normal shifts. Things including but not limited to: Pep Rallies, Unity Day, Graduation, etc.
Standard shift duties to be appropriately adjusted/reduced to counteract the time for this help.
2. Other duties as assigned so long as they do not adversely affect standard-shift responsibilities without standard shift duties being appropriately adjusted/reduced to counteract the time for this help on any given day.

I. Out of Scope Services – *Extra Charge Quote as requested

3. Clean upholstery: Office chairs, staff lounge sofa and loveseat, classroom easy chairs, etc.
4. School Events which require additional labor where no reduction is made in daily standard duties as agreed to
5. Summer and Winter Break staff are to only be utilized for Janitorial oriented services or typical skills for such staff. If tasks outside these general guidelines are needed, PCHS will submit a request for such labor and any staffing pulled for other duties will be only replaced when PCHS request in writing. Duties will be agreed to with UNISERVE to insure the Health/Safety of our staff.



Holidays Staff will "not" work but will be *paid:

- New Years Day
- Memorial Day
- Labor Day
- 4th of July
- Thanksgiving Day
- Christmas Day

*If staff are requested to work any noted holiday, client will be charged for the over time cost.

Any Extra labor Requested will be quoted and PCHS will be required to sign off prior to start of work with a Service Request form or E-mail from PCHS.



COST

Revised July 1st, 2017 - June 30th, 2018

Nine (9) Full Time Employees at 8.0 hrs. each

Monthly: \$31,852.19 Yearly Cost: \$382,226.28

- 1 - Day Time Working Supervisor (5 days a week - Mon - Fri)
- 2 - Day Porters (5 days a week - Mon - Fri)
- 1 - Night Time Working Supervisor (5 days a week - Mon - Fri)
- 5 - Night Cleaners (5 days a week - Mon - Fri)

Client may reduce labor during Winter/Summer break at a *weekly savings* of \$808.19 or 40.0 hours per (1) FTE, which will mutually agreed to; as scope of work will be reduced/modified.

Extra Labor Rates:

Straight Time: \$20.42

Over Time: \$26.55

Double Time: \$34.71 - must be authorized by PCHS

Weekend Staffing As Requested:

Saturday - 8.0 hours at straight time

Sunday - 8.0 hours at straight time

\$1,429.40 monthly ave. cost or \$17,152.80 annually.

Labor may only increase with written request via e-mail by PCHS management.

Coversheet

Security Services Contract

Section: VII. Facilities / Operations
Item: D. Security Services Contract
Purpose: Vote
Submitted by:
Related Material:
VII_D_Facilites Ops_NAEROK PCHS Signed Security Contract_06_19_17.pdf



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PALISADES CHARTER HIGH SCHOOL

AND

NAEROK GROUP INTERNATIONAL, INC.

SECURITY SERVICES AGREEMENT

This Security Services Agreement (“Agreement”) is effective as of July 5th, 2017 and is entered into by and between Palisades Charter High School (“PCHS”), on the one hand, and NAEROK Group International, Inc., a California Corporation, (“NGI”) with an address at 3850 Wilshire Blvd. Suite #302, Los Angeles, CA 90010, on the other hand. As used herein, PCHS and NGI may individually be referred to as a “Party” and collectively as the “Parties.”

RECITALS

- A. PCHS owns and operates its premises located at 15777 Bowdoin St. Pacific Palisades, CA 90272
- B. PCHS wishes to engage NGI to provide Security Services (as defined in in Section 1.1 Scope of Services below) for the purpose of providing security services to the High School campus premises.

CONTRACT

In consideration of the mutual promises herein contained, and for valuable consideration, receipt of which is hereby acknowledged, the parties hereto agree as follows:

Page 1 of 21

PCHS’s Initials _____

NGI’s Initials *pb*

GROUP International, Inc. | 3850 Wilshire Blvd., Ste. 302, Los Angeles, CA 90010

Tel: 1 (855) 462-3765 | Fax: 1 (323) 596-0600 | Email: peterstraka@naerokgroup.org



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1.1 SCOPE OF SERVICES:

The intention of NGI is to negotiate a contract with PCHS, in which NGI will provide security guard services at the High School Education sites with security personnel to patrol, monitor, and maintain an orderly school climate where H.S. Education programs are being offered. NAEROK operates under PPO License # 17607 (see **Attachment C**).

- **Security Guard Services will include but are not limited to:**

Patrol the campuses, parking lots, and perimeter unarmed with a two-way radio.

Provide assistance to students, faculty, staff and visitors when requested.

Monitor campus safety and enforce driving, parking, and no smoking or loitering restrictions.

Remind and direct students to return to class following break times and in-between breaks.

Inform supervisor (and school administrator as needed) immediately of any suspicious or out of the ordinary activity.

Assist in maintaining an orderly school climate.

Assist in the opening of and closing of school rooms and facilities as needed.

Securing campus at the end of the day.

Ensure that all buildings and gates are locked before exiting the campus if no other groups are on campus

Be aware of PCHS's emergency procedures and site evacuation maps.

Perform other appropriate related security functions as requested by the authorized PCHS representative.

- **NGI will be responsible for:**

NGI will be responsible for providing coverage if regular security guard is sick or on vacation.

All security personnel must have a valid "guard card" issued by the State of

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NGI's Initials nlb

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California on them while on PCHS sites. The security guard must wear a uniform so they're easily recognizable on campuses.

See Attachment "A" for additional requirements and conditions.

School Days Schedule

AM Shift: 8.5 hours with 30 minute lunch break (8 hr shifts)

- Security Officer (1) - Arrive at 6:45am and clock out at 3:15pm
- Security Officer (1) - Arrive at 7:00am and clock out at 3:30pm
- Security Training Officer (1) - Arrive at 7:15am and clock out at 3:45pm

Permits (Mon-Fri 3pm -11pm plus Sat & Sun 7am-7pm)

Mon- Fri PM Shift: 8.5 hours with 30 minute lunch break (8 hr shifts)

- Security Officer (1) - Arrive at 2:30pm and clock out at 11pm

Sat & Sun Shifts: 8.5 hours with 30 minute lunch break (8 hr shifts)

- Security Officer (1) - Arrive at 7:00am and clock out at 3:30pm
- Security Officer (1) - Arrive at 3:00pm and clock out at 7:00pm

Non-school days (weekdays)

AM Shift: 8.5 hours with 30 minute lunch break (8 hr shifts)

- Security Officer (1) - Arrive at 7:30am and clock out at 4:00pm

Please Note: PM Shifts M-F on Non-School Days are covered in the "Permits" section. Unscheduled security service can be requested by PCHS as needed throughout the year.

PCHS's Initials _____

Page 3 of 21

NGI's Initials msb

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1.2 TERM OF AGREEMENT

The term of the Agreement shall commence upon PCHS’s execution of the Agreement and shall continue through and including July 5th, 2018 and may be renewed for 2 additional 12 month periods based on funding, pricing and performance.

1.3 AGREEMENT RENEWAL

NGI will provide firm rates for the initial term of the Agreement, as set forth in Section 1.6 below. Pricing changes may be considered by PCHS for additional contract terms; however, PCHS may cancel the Agreement if a requested price change is not acceptable. All contract renewals must be done in writing and signed by both Parties. Should a renewal not be entered into based on mutually agreeable terms, this Agreement shall terminate July 4th, 2018.

1.4 EXECUTION OF THE AGREEMENT

If our proposal is awarded by PCHS, The Agreement shall be signed by NGI and returned, along with the required Attachments, to PCHS within ten (10) working business days. The period for execution may be changed by mutual agreement of the parties. This Agreement is not effective until approved by PCHS’s Board. Any work performed prior to receipt of a fully executed Agreement shall be at NGI's own risk.

1.5 TERMINATION OF AGREEMENT

PCHS may terminate the Agreement at any time for any reason upon 30 days’ written notice to NGI. However, should PCHS terminate the Agreement, this will not preclude NGI from meeting obligations to other school districts that have entered into a contract with NGI utilizing the piggyback clause, if applicable.

1.6 COST OF SERVICES

Please see Spreadsheet on page 5

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Location:		PALISADES CHARTER HIGH SCHOOL				
Security Services:		NAEROK SECURITY SERVICES COST ESTIMATE				
Considered Required for Proper Security/Safety						
	Day Shift School in Session		Day Shift Students Not In School		Permits Mon-Fri Afternoon/Evening (3pm-11pm) Plus Sat & Sun 7am-7pm	
Months	HOURS	COST	HOURS	COST	HOURS	COST
<u>2017</u>						
July (summer school)	0	\$0	236	\$6,041	140	\$3,584
August	288	\$8,099	160	\$4,096	288	\$7,373
September	456	\$12,823	32	\$819	280	\$7,168
October	528	\$14,847	0	\$0	284	\$7,270
November	384	\$10,798	8	\$205	224	\$5,735
December	240	\$6,749	8	\$205	128	\$3,277
<u>2018</u>						
January	408	\$11,473	8	\$205	216	\$5,530
February	432	\$12,148	8	\$205	176	\$4,506
March	384	\$10,798	48	\$1,229	316	\$8,089
April	480	\$13,498	0	\$0	444	\$11,366
May	480	\$13,498	32	\$819	192	\$4,915
June	528	\$14,847	8	\$205	204	\$5,222
Column Total:	4,608	\$129,578	548	\$14,029	2,892	\$74,035
Cumulative Total:		\$129,578		\$143,607		\$217,642

1.7 PAYMENT

NGI shall submit invoices for services rendered to PCHS, either by email, facsimile, or personal delivery. All invoices shall contain the proper pricing as specified in the Proposed Cost section above. In addition, all invoices shall include the appropriate purchase order number. Invoices not including the proper purchase order number may experience delayed payment. PCHS’s payment terms are Net 30.

All invoices for payment must be submitted to Palisades Charter High School, Attn: Security Dept. 15777 Bowdoin St. Pacific Palisades, CA 90272 and shall be in sufficient detail to understand the services provided (i.e. who provided the services, date of services, hours,

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NGI’s Initials *mb*

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description of services, etc.). PCHS reserves the right to audit NGI's records when deemed necessary to verify information on an invoice submitted.

1.8 COMMONLY EDUCATED COURSES

With the passage of SB 1626 in 1998, state law requires security guards in K-12 school districts or California community college districts to complete a course of training developed by BSIS. The law took effect July 1, 2000, and effects guards working on school property for more than 20 hours per week. The training requirement affects only guards employed pursuant to a contract between a K-12 school district or California community college district and a private patrol operator.

NGI will verify that the training of the individual Security Guards includes completion of the courses identified in **Attachment "C"**.

1.9 MISCELLANEOUS PROVISIONS

Notice. Any notice or other communications required or permitted hereunder shall be sufficiently given if in writing and delivered either personally or by overnight delivery service or by Certified U.S. Mail/Return Receipt Requested, *and* also a courtesy copy shall be simultaneously sent by facsimile. All notices or demands must be given at the following addresses and fax numbers or such other addresses and/or fax numbers as may from time to time be designated by notice given as aforesaid and delivered as set forth below:

If to PCHS: Pailsades Charter High School
Attn: Security Dept.
15777 Bowdoin St
Pacific Palisades, CA 90272
Attention: Chief Compliance Officer

If to NGI: NAEROK Group International, Inc.
3850 Wilshire Blvd. #302
Los Angeles, CA 90010
Facsimile: (323) 596-0600

No Implied Waiver of Breach. Any waiver of any term and condition hereof must be in writing and signed by the party against whom it is sought to be asserted. A party's neglect or failure in any case or circumstance to require performance of the other party's obligations or to enforce its rights in the event of a breach by the other party shall not affect such party's right to enforce such rights and obligations in any other case or circumstance. A waiver of any individual term or condition shall not be construed as a waiver of any other term or condition nor, unless so provided in such written waiver, of the term or condition thereby waived in the event of a future or continuing breach by the other party, except in the

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particular circumstance(s) in or for which such waiver was provided.

Succession. This Agreement applies to, inures to the benefit of and binds all parties hereto, their heirs, devisees, legatees, executors, administrators, representatives, successors and assigns. Neither party may assign, delegate or otherwise transfer all or any part of its rights and obligations under this Agreement without the express prior written consent of the other.

Severability. Should any one or more provisions of this Agreement be determined to be invalid or void, the balance of the provisions shall, nevertheless, remain in full force and effect.

Time Is of the Essence. Time is strictly of the essence under this Agreement and any amendment, modification or revision hereof.

Authorized Signatures. Each individual executing this Agreement on behalf of an entity represents and warrants that he or she is duly authorized to execute and deliver this Agreement on behalf of each respective entity in accordance with the governing and/or formation documents of said entity, and that all representations and warranties contained in this Agreement, and any documents referenced in this Agreement, are true and correct.

Independent Counsel. Each party who is a signatory to this Agreement hereby acknowledges that it has had the opportunity to be represented by independent counsel of its own choice throughout all of the negotiations which preceded the execution of this Agreement, and that it has executed this Agreement freely, voluntarily and without any coercion whatsoever, with the consent and upon the advice of such independent counsel, or having knowingly waived the opportunity to obtain such advice. Each party further acknowledges that both it and its counsel, if any, have had adequate opportunity to make whatever investigation or inquiry deemed necessary or desirable in connection with the subject matter of this Agreement prior to the execution hereof and the delivery and acceptance of the considerations specified herein and that each of them has reviewed such documents and information that it deems necessary or appropriate concerning this Agreement. Each Party hereto acknowledges that this Agreement has been drafted as a result of negotiations between the parties, and that its terms and provisions should be interpreted in accordance with their fair meaning and not in favor or against any one party.

Entire Agreement. This Agreement and the schedules and exhibits attached hereto constitute the entire agreement of the parties with respect to the subject matter hereof, and supersedes all prior understandings or agreements, whether written or oral, with respect to the subject matter hereof. All recitals and the exhibits referred to in this Agreement are an integral part of this Agreement. They are incorporated in this Agreement by this reference as though at this point set forth in full.

Third Party Rights. This Agreement shall not be construed as conferring upon any third party any right or benefit, and any and all claims that may arise hereunder may be enforced solely by PCHS or NGI.

Force Majeure. Neither party shall be liable nor deemed to be in default for any delay or failure in performance under this Agreement or other interruption of service deemed resulting, directly or

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indirectly, from acts of God, civil or military authority, acts of public enemy, war, accidents, fires, explosions, earthquakes, floods, failure of transportation, machinery or supplies, vandalism, strikes or other work interruptions beyond the reasonable control of either party. However, both parties shall make good faith efforts to perform under this Agreement in the event of any such circumstances.

Further Assurances. Each party hereto shall furnish such information, execute such documents and take such action as the other party(ies) reasonably may request for the purpose of carrying out the intent of this Agreement.

Captions and Headings. The captions and headings throughout this Agreement are for convenience and reference only, and shall in no way be held or deemed to define, limit, describe, explain, modify, amplify or add to the interpretation, construction or meaning of any provision or to the scope or intent of this Agreement or in any other way affect the Agreement.

Remedies. The various rights and remedies provided for herein shall be cumulative and in addition to any other rights and remedies the parties may be entitled to pursue under the law. The exercise of one or more of such rights or remedies will not impair the rights of either party to exercise any other right or remedy at law or in equity.

Assignment; Binding Effect. PCHS may assign this Agreement to any affiliate or subsidiary of PCHS or to any successor of all, or substantially all, of PCHS's operating assets. NGI shall not assign or transfer, in whole or in part, this Agreement or any of NGI's rights, duties or obligations under this Agreement without the prior written consent of School, and any assignment or transfer by NGI without such consent shall be null and void. Further, any assignment or attempted assignment in violation of this Section 1.9 shall give PCHS the right to terminate this Agreement immediately.

Amendment. This Agreement shall not be modified or amended except by a written document executed by both parties.

Counterparts. This Agreement may be executed in counterparts, each of which shall be deemed to be an original but which, together, shall constitute but one and the same instrument.

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IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the Effective Date set forth above.

<p>Palisades Charter High School</p> <p>By: _____ Dr. Pamela Magee, Executive Director & Principal</p> <p>Date: _____</p>	<p>NAEROK Group International, Inc.</p> <p>By:  Young Park, CEO</p> <p>Date: <u>6.16.17</u></p>
--	--

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NGI's Initials 



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ATTACHMENT "A"
Administrative and Legal Requirements

1. Fingerprinting and Criminal Records Check.

NGI shall comply with all fingerprinting, background check and testing requirements under State and federal law including but not limited to the fingerprint requirements in Education Code Section 45125.1 and the testing requirements in Education Code Section 49406 (tuberculosis as to each employee/intern or other person which Vendor desires to place in the Program. Verification of compliance with this section shall be provided in writing to PCHS prior to NGI's activities at any PCHS facility or program and prior to contact with students.

A worker whom NGI intends to place at PCHS shall be not be allowed to have contact with PCHS students until NGI has provided written confirmation and certification to PCHS that the worker has undergone a fingerprint criminal background check conducted by the Department of Justice ("DOJ") and the Federal Bureau of Investigation ("FBI"), and the worker has no pending criminal charges for violent or serious felonies as defined in Education Code Section 45122.1, any sex offense as defined under Education Code Section 44010, or any crime involving a controlled substance offense as defined under Education Code Section 45123.

Pursuant to Penal Code Section 11105.2(c), NGI shall request from the DOJ notification of subsequent state or federal arrests or dispositions of pending criminal proceedings, for all workers whom NGI desires to place at PCHS. NGI agrees that it shall not allow any person to continue to work or volunteer or provide any services at PCHS. Upon receiving a subsequent arrest report from the DOJ indicating that such person been arrested for violent or serious felonies as defined in Education Code Section 45122.1, any sex offense as defined under Education Code Section 44010, or any crime involving a controlled substance offense as defined under Education Code Section 45123, NGI shall immediately receive this individual from PCHS and shall indemnify and hold PCHS harmless from any claims or actions that may be brought against PCHS as a result of having such an individual working on PCHS property.

2. Health Examination.

No person shall be initially allowed to interact with students unless he/she has placed on file with NGI a certificate from a physician licensed under the Business and Professions Code indicating that a tuberculosis examination within the past 60 days shows that he/she is free from active tuberculosis. The tuberculosis examination shall consist of an approved intradermal tuberculin test. An X-ray of the lungs shall be required only if the intradermal test is positive. (Education Code Section 49406). NGI shall maintain a record of all such clearance certificates, and shall provide copies upon request.

Page 10 of 21

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3. Governing Law and Jurisdiction.

The Agreement is governed and interpreted under the laws of the State of California. In the event any legal action is brought to interpret or enforce the terms of the Agreement, the Courts of the County of Los Angeles, State of California, shall have sole and exclusive jurisdiction, and the Parties agree to waive the right to bring an action in any other jurisdiction. The prevailing party shall be entitled to attorney's fees and costs in any such legal action.

4. Amendments; Waivers.

Except as otherwise provided in the Agreement, no modification will be binding unless in writing and signed by an authorized representative of both Parties.

5. Insurance

In the event that NGI shall fail to maintain and keep in force the insurance requirements as stated in **Attachment B** of this Agreement and certificates of insurance identifying PCHS as an additional insured is not provided upon request, PCHS shall have the right to modify, cancel and/or terminate the Agreement forthwith and without notice.

PCHS shall have the right to require higher levels of insurance if deemed necessary solely by PCHS.

6. Independent Contractor

NGI will perform all work and services described herein as an independent contractor and not as an officer, agent, servant or employee of PCHS. None of the provisions of any resulting contract is intended to create, nor will be deemed or construed to create, any relationship between the parties other than that of independent parties contracting with each other for purpose of effecting the provisions of any resulting contract. The parties are not, and will not be construed to be, in a relationship of joint venture, partnership or employer-employee. Neither party will have the authority to make any statements, representations or commitments of any kind on behalf of the other party, except with the written consent of the other party. NGI will be solely responsible for the acts and omissions of its officers, agents, employees, and subcontractors, if any. PCHS will be solely responsible for the acts and omissions of its officers, agents, employees, and subcontractors, if any. NGI's personnel rendering services under any resulting contract will not have any of the rights or privileges of PCHS or State employees. NGI and its agents, employees and subcontractors will not have any claim against PCHS or State for any employment privileges and benefits, including but not limited to vacation pay, sick leave, retirement benefits, Social Security, workers' compensation, unemployment benefits, disability benefits, etc.

Notwithstanding any reference to a managed care plan or system of care, NGI will act as an entity

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NGI's Initials mb

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separate and apart from PCHS, and will be considered Independent Contractors for all purposes, including liability and litigation.

7. Conflict of Interest.

Before executing the Agreement with PCHS, NGI shall disclose to PCHS the identities of any board member, officer, or employee of PCHS, or relatives thereof, whom NGI knows or should know will have any financial interest resulting from this Agreement.

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NGI's Initials slp

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ATTACHMENT "B" INSURANCE



Worker's Compensation and Employer's Liability Policy
NorGUARD Insurance Company - A Stock Co.
Policy Number NAWC897288
Renewal of NAWC715161
NCCI No. [25844]

Policy Information Page

[1] Named Insured and Mailing Address

NAEROK FACILITIES MANAGEMENT, INC.
1457 Colorado Blvd., # 205
Los Angeles, CA 90041

Agency

KORAM INSURANCE CENTER INC.
3807 Wilshire Blvd.
Suite 400
Los Angeles, CA 90010
Agency Code: CAKORA10

Federal Employer's ID 45-5421917

Insured is Corporation

[2] Policy Period

From March 10, 2017 to March 10, 2018, 12:01 AM, standard time at the insured's mailing address.

[3] Coverage

- A. Workers' Compensation Insurance - Part One of this policy applies to the Workers' Compensation Law of the following states: California
- B. Employer's Liability Insurance - Part Two of this policy applies to work in each of the states listed in item [3]A. The limits of our liability under Part Two are:

Bodily Injury by Accident - each accident	\$1,000,000
Bodily Injury by Disease - each employee	\$1,000,000
Bodily Injury by Disease - policy limit	\$1,000,000
- C. Other States Insurance - Part Three of this policy applies to all states, except any state listed in item [3]A. and the states of North Dakota, Ohio, Washington, and Wyoming.
- D. This policy includes these endorsements and schedules:
See Extension of Information Page - Schedule of Forms - WC 040004

[4] Premium

The Premium Basis and, therefore, the premium will be determined by our Manual of Rules, Classifications, Rates, and Rating Plans. All required information is subject to verification and change by audit. (Continued on another page)



INTERNAL USE ONLY
MGA: NAWC897288
Date: 02/03/2017

Page - 1 -

Information Page
WC 000001A

Issuing Office: P.O. Box A-H, 16 S. River Street, Wilkes-Barre, PA 18703-0020 • www.guard.com

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**ATTACHMENT “D”
Commonly Educated Courses**

TOPICAL OUTLINE

- 1.0 Role and Responsibility of School Security Officer (4)
- 2.0 Laws and Liability (8)
- 3.0 Security Awareness in the Educational Environment (3)
- 4.0 Mediation/Conflict Resolution (4)
- 5.0 Disasters and Emergencies (1)
- 6.0 Dynamics of Student Behavior (3)
- 7.0 Examination (1)

Total Hours - 24

Note: Safe School Plan is referenced throughout this outline as it relates to the material being covered in the specific topic.

LEARNING GOALS AND EXPANDED COURSE OUTLINE

1.0 Role and Responsibility of School Security Officers (4 hours)

Learning Goal:

- The student will be provided with an understanding of the history and development of campus security.
- The student will be provided with an understanding of the school security officer's authority both on and off duty.
- The student will be provided with a knowledge of the school security officer's responsibilities in the educational environment.
- The student will be provided with a knowledge of the school security officer's professional image, and school structure and organization as they relate to campus personnel, ancillary groups and constituent groups.

A. History and Development of School Security (SB 1626)

- 1. Prevent, Observe and Report
- 2. Role of School Security Officers
- 3. Relationship to Local Law Enforcement
- 4. Apprehension vs. Prevention

B. Right to Safe Schools - California Constitution Article I, Section 28(c)

C. Legal Authority

- 1. P.C. 830.32 A & B, SB 1626
- 2. E.C. 38000 - 72330 – Elementary through College Security
- 3. Jurisdictional limits on and off campus
- 4. Local policies and procedures

D. Responsibility in Learning Environment

- 1. Student as #1 client
 - a. Service Concept
 - b. Support Learning Environment
- 2. Mandatory Plans

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NGI's Initials up



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- a. Safe School Plans
 - (1) E.C. 35294.10 – 35294.15
 - (2) 20 USC 1092 – Disclosure of Campus Security Policy & Crime Statistics
- b. Crime Reporting
 - (1) P.C. 628
 - (2) E.C. 67380 – Student Safety
- c. Kristin Smart Campus Safety Act (13 & 14)
 - (1) E.C. 67381 – Security
 - (2) E.C. 32281 – School Safety Plan
- b. Ethical Behavior/Officer Conduct
 - (1) On duty
 - (2) Off duty

E. Sensitivity to Campus Issues

- (1) Responsibility of Site Administrator to Manage Facility
- (2) Relationship to Faculty
- (3) Relationship to other support personnel
- (4) Confidential issues different for SB 1626
 - (a) Students
 - (b) Staff

2.0 Laws and Liability (8 hours)

Learning Goal:

- The student will be provided with an understanding of the circumstances under which searches and seizures can be made by school security officers in the educational environment.
- The student will be provided with an understanding of the concept of In Loco Parentis and Parens Patria.
- The student will be provided with an understanding of the student discipline process.
- The student will be provided with an understanding of the role of the different stakeholders in the legal process in the school environment.
- The student will be provided with an understanding of crimes as they relate to on-campus violations.
- The student will be provided with the ability to recognize when a violation has occurred, identify the crime by its common name, and classify them as misdemeanors or felonies.
- The student will be provided with a knowledge of the types of incidences that will come to their attention that will require a report to be filed.
- The students will be provided with an understanding of the liability issues, both on and off campus, that are inherent in the school environment.
- The student will be provided with an understanding of privacy issues as they relate to student records.

F. Search and Seizure

- 1. Consensual Encounters, Detentions and Arrests
 - a. Reasonable Suspicion and Probable Cause
 - (1) TLO v. New Jersey
 - (2) In Re: Joseph G
 - (3) In Re: Latosha W
 - b. School officials (non-sworn) not held to the same standard as peace officers
 - (1) Certificated

PCHS's Initials _____

NGI's Initials 

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- (2) Classified
- (3) Security Guards

- c. P.C. 243.5 – Assault/Battery
- d. E.C. 44807 - 49001 + Use of Force by School Administrators
- e. E.C. 48264 - Arrest of Truants

G. Searches

- a. P.C. 626.11 - Community College Searches
- b. E.C. 49331 - Removing Injurious Objects - (Defined in E.C. 49330)
- c. Reasonable Suspicion v. Probable Cause Standard
- d. E.C. 49050 - Prohibited Searches

F. Conduct on Campus

- 1. In Loco Parentis - Parens Patria
- 2. Trespass - Safe School Zone
 - a. P.C. 626 et al
 - b. P.C. 627

G. Disturbances

- a. E.C. 32211 - Interference with Classes (K-12)
- b. P.C. 647b - Loitering about adult schools
- c. P.C. 626.7 (K-12)
- d. P.C. 602.10 - Disruptive Presence
- e. P.C. 626.8 - Disruptive Presence
- f. P.C. 415/415.5 - Fighting - Citations/Arrest
- g. P.C. 308b - Smoking

H. Student Discipline

- a. Expulsion/Suspension
 - (1) E.C. 48900 A-O
 - (2) E.C. 76033
 - (3) E.C. 48900.2 and E.C. 212 - Sexual harassment
 - (4) E.C. 48900.3 - Hate Crimes
 - (5) P.C. 422.55 - Hate Crimes Definition
 - (6) E.C. 48900.4 - Harassment, Threats or Intimidation
 - (7) E.C. 48900.5 - Special Education
- b. E.C. 48915 - Mandatory Expulsion
- c. E.C. 48901.5 - Electronic Equipment - Pagers
- d. Attendance
 - (1) Truancy - E.C. 48264
 - (2) Student Attendance Review Board (SARB) - E.C. 48291

I. The Discipline Process

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- a. K-12
- b. Community College

J. Legal Process

- a. Role of Administrator
- b. Role of Police
- c. Role of Board of Trustees
- d. Role of Hearing Panel

K. Crimes Against Persons

- 1. Threats
 - a. P.C. 69/71
 - b. P.C. 422
- 2. Assaults - Battery
 - a. P.C. 646.9 - Stalking
 - b. E.C. 87708 - Abuse of Instructor - Community College
 - c. P.C. 241.2,3,4, and 6 - Assault on School Officials.
P.C. 243.2,3,5, and 6 - Battery on School Officials
 - d. P.C. 243.4 - Sexual Battery
 - e. P.C. 245, etc. - Assault with a Deadly Weapon on School Officials
- 3. TRO's, Stay-away Orders, Abduction Issues
 - a. P.C. 277 - Child Abduction
 - b. P.C. 272 - Contributing
 - c. P.C. 647.6 - Hate Crimes
 - d. Domestic Violence
 - e. Missing Persons

L. Crime Against Property

- 1. E.C. 48905 - Destruction of Employee Property
- 2. P.C. 594, 594.2, 594.3 - Vandalism
- 3. P.C. 469 Keys - Duplication
- 4. E.C. 19911 - Destruction of Library Property
- 5. P.C. 502 - Computer Crimes

M. Weapons

- 1. P.C. 626.9 - Gun Free School Zone
- 2. P.C. 626.95 - Firearms on Playgrounds
- 3. P.C. 626.10 - Other Weapons
- 4. Injurious Objects

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5. Attorney General Opinion 96-906 - Definition of Possession

N. Mandatory Reporting

1. Child Abuse
 - a. Reporting
 - b. Recognition
 - c. Campus Procedures
 - d. Removal of Child by Peace Officer - E.C. 48906, 87044
 - e. K-12 police not authorized for Law Enforcement Notification
2. Reporting Assaults
 - a. E.C. 87014 - Community Colleges
 - b. E.C. 44014 - Against Employees
 - c. E.C. 48902 - Suspended Students
 - d. E.C. 76035 - Community Colleges
3. District Reporting Procedures

O. Liability

1. Off campus
2. On campus
 - a. San Francisco v. Peterson
3. E.C. 48900: K-12 - Student conduct off campus (portal to portal)
4. E.C. 44808 - Liability of students off campus

3.0 Security Awareness in (the) Educational Environment (3 hours)

Learning Goal:

The student will be provided with an understanding of the unique circumstances that exist in a school environment that require an added awareness of:

- Potential of dangerous situations
- Trespassers - Visitor control
- Time frame for more potential for problems (break, lunch, after school, etc.)

The student will be provided with an understanding of the tools available for handling potentially dangerous situations on and around the campus.

The student will be provided with the skills and ability to contact and assist in response to medical emergencies.

- A. Weapons on Campus - responses
 1. Officer and Administrative Responsibilities
 2. Tactical considerations and options unique to campus environment
- B. Trespasser(s)
 1. Risk analysis and perimeter control
 2. Visitor control issues

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- 3. Signage, documentation, and site procedures
- 4. Support of other campus personnel and the community
- C. Potential danger situations in the:
 - 1. Classroom
 - 2. Cafeteria
 - 3. Sporting events
 - 4. Other identified locations
- D. Crowd and Event Management
 - 1. Planning
 - 2. Dismissal, breaks and lunches
 - 3. Special events
- E. Crime Scenes
 - 1. Special campus considerations
 - 2. Crowd control
 - 3. Jurisdictional considerations
 - 4. Kristin Smart Campus Safety Act
 - 5. Local agency MOU's

4.0 Mediation/Conflict Resolution (4 hours) - State class somewhere

Learning Goal:

The student will understand the importance and techniques for utilizing Mediation/Conflict Resolution skills.

- A. Communication Skills
 - 1. Approachability
 - 2. Professional Contact/Vocabulary
 - a. Demeanor
- B. Mediation Model(s)
- C. Learning Activities
- D. Critiquing Activities

5.0 Disasters and Emergencies (1 hour)

Learning Goal:

The student will understand the District's responsibilities for managing disasters and emergencies.

- A. Campus Disasters
 - 1. FEMA/OES
 - 2. 2SEMS
 - 3. ICS
 - 4. California Safe Schools Plan
- B. Mutual Aid
- C. District Involvement



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6.0 Dynamics of Student Behavior (3 hours)

Learning Goal:

Ability to recognize the major personality disorders that are responsible for potential violent outbreaks.

Will have an understanding of the specific education process as it relates to discipline of special education students.

A. Mental Health & Development (Adolescent)

1. Peer Group Influence, Etc., inclusive
2. Substance Abuse - Student and Family
3. Defiance
4. Dysfunctional Families
5. Cultural Differences
6. Special Education

B. Dynamics of the Gang

1. Interventions - Officer
2. Informal Leaders
3. Mediation
4. Social, Economic Status - Community Norms

C. Referral Agencies

7.0 Examination (1 hour)

This examination will be a product of the training institution. The purpose being to assure that the student has a basic understanding and awareness of security involving youth in a school environment.

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A handwritten signature in blue ink, likely belonging to Peter Straka, is written over the line for NGI's Initials.

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Coversheet

Updated Schoolwide Fundraising Policies and Procedures Approval

Section: VIII. Finance
Item: A. Updated Schoolwide Fundraising Policies and Procedures Approval
Purpose: Vote

Submitted by:

Related Material:

VIII_A_Finance_Part 1_CommunicationsGuidelines.pdf

VIII_A_Finance_Part 3_Development Report_V2_Additional Materials_06_19_17.docx.pdf

VIII_A_Finance_Part 2_Schoolwide Fundraising Policies Procedures_06_19_17.pdf



PALISADES CHARTER HIGH SCHOOL

Palisades Charter High School Communications Guidelines & Procedures

It is essential that each PCHS stakeholder form a communications plan at the beginning of the school year. This entails developing a specific timeline that takes into consideration what information you would like to communicate, what outlet(s) best serves that purpose, and what timing makes the most sense in terms of getting the information out to parents. Aside from advertising your event and bolstering attendance, you might also want to recruit volunteers, remind parents about upcoming deadlines, or provide a post-event thank you.

Securing Your Date & Location

Most events require a Facilities Use Request Form to secure the date and/or alert the Operations Liaison of specific setup needs. If your event is a new (not annually recurring) event which does not already appear on the school calendar and/or your event requires special setup from Facilities, you will need to fill out a Facilities Use Request Form as soon as possible. This form may be downloaded from the school website. Once submitted, Facilities will check to make sure there are no conflicts with other school events and will then enter it on the school's master calendar.

Sharing Your Communication Plan with the Communications Coordinator

Once you have created your timeline, share your communication plan with the Communications Coordinator. Specific content is not needed for the outline of your plan, just the date and communications outlet. In general, all electronic communication from you to parents should go directly to the Executive Director/Principal for approval.

PCHS eNewsletter & Website Guidelines

The PCHS eNewsletter is sent to parents in the form of a weekly email, distributed every Saturday. **This is the primary method stakeholders should use to communicate to parents.** Those who wish to include an item about their event in the weekly eNewsletter should send their write-up to the Communications Coordinator. He/She will then proofread and edit as needed and send all approved communications to the Communications Director.

It is important to submit your item at least 48 hours in advance and to carefully consider the timing of the eNewsletter which is weekly.

You should provide:

- Name of the event
- Date and time

- Location
- Who is it for\Title of the event
- A brief description
- RSVP if applicable with a valid email address

If there is additional information for your event (e.g. a volunteer sign-up sheet, photos, a longer description or event instructions), the item will direct parents to follow a link to a webpage to learn further details. **Please make sure your title is descriptive enough that people are inclined to click on the link.** You may want to include a sentence or two in addition to the subject so that people get a sense of what your event is about before clicking the link.

Schoology Postings

All Schoology postings should be proofread before submission to the Communications Coordinator. Please include the audience you wish to direct your posting towards.

Stand-Alone Emails

Some committees or groups will have the opportunity to advertise their event through a stand-alone email that goes out to the appropriate parent group. To be respectful of parents' email boxes, only a limited number of stand-alone emails will be sent.

When deciding whether your event merits a stand-alone email, please consider the following:

- Can the information be better conveyed through the eNewsletter?
- Is this form of communication necessary to bolster attendance, communicate key information, or summarize a series of upcoming events?
- Is there enough content to warrant a stand-alone email?
- Is this event one in a series?

All requests for stand-alone emails must be approved by the Executive Director/Principal **at least 3 weeks ahead** of delivery. This allows sufficient time for proofreading and editing.

Events featuring speakers and/or authors should use the following guidelines for stand-alone emails:

- Event Title
- Description
 - Speaker bio (if applicable)
 - Essential questions: Consider what is new about what attendees are going to hear.
 - Key take aways. What are the 3 – 5 important ideas/facts/insights attendees will take away?
 - Event timing
 - Location of event
 - Contact info
 - Food/Beverages?
 - RSVP Instructions

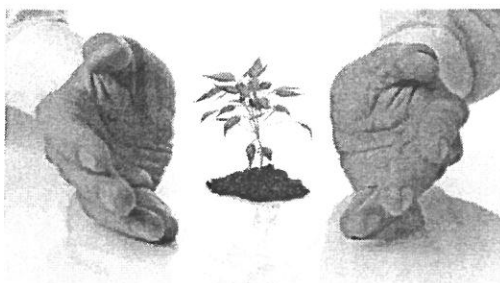
PCHS Facebook & Twitter Accounts

The PCHS Facebook and Twitter accounts are for the exclusive use for the school for school-related purposes. Any outside postings to these accounts must have the prior approval of the Executive Director/Principal.

Flyers and Banners

Flyers may be printed and posted around campus or used electronically as a website link. Once you have created your flyer, submit it to the Executive Director/Principal for approval **2 weeks in advance** of your event.

Vinyl banners (large events only) must follow PCHS brand guidelines. Banner designed must be submitted to the Executive Director/Principal **6 – 8 weeks in advance of your event**. Upon approval, arrangements must be made with the Operations Liaison for installation, especially on Temescal fencing.



Board of Trustees Meeting
Development Report
June 19, 2017

Total Funds Raised to date \$146,012

- \$84,085 – Parent Donations
- \$20,000 – Foundation Grants
- \$1,929 – Board Donations
- \$1,632 – Faculty & Staff Donations
- \$12,515 – Net proceeds from Special Event
- \$24,850 – Donor Brick Campaign

Grants received:

- \$5,000 from the Lewis A. Kingsley Foundation for senior scholarships

Pending grants:

- Joseph & Dorothy Goldberg Charitable Trust (\$15,000) Tech Equity grant is still pending

Temescal Street Banners:

- 8 new Temescal Canyon street banners were installed prior to graduation. An additional 5 banners to be installed soon.
- \$1,838 remained in Boosters from the last campaign. Have received \$200 in donations to support the project.

Stadium Repair Campaign pending final LAUSD approval. Campaign will still go on whether the installation takes place this summer or next.

Development Committee Meeting, Wednesday, June 21st, 8:30 – 10:00 A.M. in the Dolphin Tank.

Revised Schoolwide Fundraising Policies and Procedures Policy

- A revised copy of the original policy approved in May 2016 was previously submitted. Since then there have been a couple of revisions, specifically wording regarding audits for our 501 (c)(3) organizations.

Recommended Communications Guidelines

- Consideration for a new policy specifying guidelines for communications to our public and families.



**Palisades Charter High School
Schoolwide Fundraising Policies & Procedures**

A. Purpose

The purpose of this policy is to establish policy and procedures governing the initiation, authorization, and review of all fundraising activities of Palisades Charter High School (PCHS). This policy is intended to create practices that adequately safeguard public funds, provide for accountability, and ensure compliance with state and federal laws.

PCHS encourages community and business partnerships that enhance and supplement the public education system. PCHS also desires to protect students, parents, teachers, and school administrators from over-commercialization and fundraising efforts that are coercive and disruptive to the education processes, threatening to the health and welfare of students, or lacking in educational merit.

B. Scope

This policy applies to all PCHS administrators, licensed educators, staff members, students, organizations, sports teams, volunteers and individuals who initiate, authorize, or participate in fundraising events or activities for school-sponsored events. It is expected that in all dealings, PCHS and school employees will act ethically and consistent with PCHS' mission and strategic goals.

While the relationship is one of trust and support, PCHS-related independent non-profit 501(c) (3) such as booster organizations and parent-teacher organizations are not PCHS sponsored organizations, these organizations must meet the terms and conditions of this policy to use the PCHS name, mascot, logo, PCHS facilities or to represent any affiliation with PCHS.

C. General Policy Statement for School-sponsored Activities

1. "Public funds" are money, funds, and accounts, regardless of the source from which the funds are derived, that are owned, held, or administered by the state and any of its political subdivisions.
2. Fundraising is permitted within PCHS to raise additional funds to supplement school-sponsored academic and co-curricular programs.
3. "School-sponsored" means activities, fundraising events, clubs, camps, clinics, programs, sports, etc., or events, or activities that are authorized by PCHS that support PCHS or

authorized curricular school clubs, activities, sports, classes or programs that also satisfy one or more of the following criteria.

The activity:

- a. Is managed or supervised by a PCHS employee.
 - b. Uses PCHS facilities, equipment, or other school resources.
 - c. Is supported or subsidized by public funds, including school's activity funds or minimum school program dollars.
4. PCHS recognizes that fundraising efforts, donations, and public supports varies. PCHS is committed to appropriate distribution of unrestricted funds and the management of fundraising to ensure that the educational opportunities of all students are equal and fair.
 5. PCHS is committed to the principles of gender equity and compliance with Title IX guidance. PCHS commits to use all facilities, unrestricted gifts and other available funds in harmony with these principles. PCHS reserves the right to decline or restrict donations, gifts, and fundraising proceeds, including those that might result in gender inequity or a violation of Title IX.
 6. The Executive Director/Principal, consistent with PCHS policy, shall have the responsibility to review and approve all fundraising activities in advance of scheduled events or activities.
 7. Annually, each PCHS department or program will review all planned camps, clinics, activities, and fundraisers to determine those as school-sponsored. Those not designated as school-sponsored will follow the non-school-sponsored criteria in Section E.
 8. All monies raised through fundraisers from school-sponsored activities are considered public funds. PCHS is ultimately responsible for the expenditure and allocation of all monies collected and expended through student, school-organized fundraising.
 9. The collection of money associated with fundraisers for school-sponsored activities will comply with PCHS cash receipting policies.
 10. The expenditure of any public funds associated with fundraisers for school-sponsored activities will comply with PCHS cash disbursement policies.
 11. Properly approved school-sponsored activities may:
 - a. Use the school's name, facilities and equipment.
 - b. Utilize PCHS employees and other resources to supervise, promote, and otherwise staff the activity or fundraiser.
 - c. Be insured under PCHS' risk management policy.
 12. Authorization and supervision of fundraising for school-sponsored activities:
 - a. Fundraising at PCHS shall be approved in writing, prior to the activity by the Executive Director/Principal and supervised by PCHS employees.
 - b. Donations from individuals or organizations will follow PCHS' gift and donation policy.
 - c. The sale of banners, advertising, signs, or other promotional materials that will be displayed on school property must be approved by the Executive Director/Principal before the items are initiated or printed, and must meet

community standards. Partisan or political advertising and advertising for products that are prohibited by law or use by minors, such as alcohol, tobacco, or other substances that are known to endanger the health and well-being of students, are prohibited.

- d. All fundraising projects for construction, maintenance, facilities renovation or improvement and other capital equipment purchases must be approved in writing by the Executive Director/Principal, Chief Business Officer and the PCHS Board of Trustees.

D. **General Fundraising Standards for School-sponsored Activities**

1. PCHS reserves the right to prohibit, restrict or limit any fundraising activities associated with the school.
2. Faculty and student participation in fundraisers is voluntary.
3. Participation in fundraising shall not affect a student's grade. Students shall not be required to participate in fundraising activities as a condition of belonging to a team, club or group, nor shall a student's fundraising effort affect his/her participation time or standing on any team, club or group.
4. Competitive enticements for participation in fundraisers are discouraged. If prizes or rewards are offered by a selected fundraising vendor, they should only be awarded to groups, classes or students, and must be disclosed and approved prior to the fundraiser. Rewards, prizes, commissions, or other direct or indirect compensation shall not be received by any teacher, activity, club or group director, or any other PCHS employee or volunteer.
5. Door-to-door sales or solicitations are prohibited.
6. Approval may be denied for fundraising activities that would expose PCHS to risk of financial loss or liability if the activity is not successful.
7. Fundraising activities shall be age appropriate, and shall maintain the highest standards of ethical responsibility and integrity.
8. Fundraising revenues should be accounted for at an individual contribution level or participation level. Participation logs should be retained and turned into the business office to be included with the deposit detail.
9. Fundraising for unrelated third-party organizations is prohibited.
10. PCHS employees may not set up bank accounts for activities or fundraisers associated with PCHS.
11. PCHS employees may not create any Go Fund Me campaigns in the name of PCHS without prior approval of the Executive Director/Principal.
12. **PCHS-sponsored organizations** shall not make any direct purchases or payments, including, but not limited to, purchasing uniforms and payment of fees associated with any student activity without obtaining the Executive Director/Principal's approval of such purchase. Representatives from PCHS-related organizations should meet and confer with the Executive Director/Principal prior to the end of the school year to determine if such approval for purchases and fundraising are authorized.

13. PCHS-related organizations cannot hire employees or independent contractors employed by PCHS without prior written approval from the Executive Director/Principal and without adhering to required background checks.
14. All fundraising organizations shall not solicit funds directly from prospective student participants and/or their families until a roster or the equivalent has been established for said activity.
15. All PCHS fundraising entities are prohibited from requiring students or families to pay to participate in any school activities. Pursuant to Education Code Section 49010 and 49011 supplies, materials, activity fees and equipment must be provided to students free of charge.

E. Non-school sponsored Activities & Fundraisers

1. Activities, clubs, groups and their associated fundraisers or other activities that are not school-sponsored or groups, clubs, sports, and programs that are not managed by PCHS employees are deemed to be non-school-sponsored. Non-school-sponsored activities may:
 - a. NOT use the school's name without express PCHS permission.
 - b. NOT use PCHS' facilities, equipment, and other assets or staff unapproved by the Executive Director/Principal in advance.
 - c. NOT co-mingle public funds and private fundraising proceeds or expenditures.
 - d. NOT use school records to contact parents or students.
2. Funds, donations, or gifts generated through non-school-sponsored activities or events may be donated to PCHS to support specific programs, teams, groups, clubs, etc. All donations or gifts shall follow guidance established in the PCHS donations and gifts policy.

F. Conditions for Non-Profit 501(c) (3) Corporations Representing PCHS

- 1) Palisades Charter High School currently recognizes the following booster groups ("Non-Profits") whose sole fundraising efforts are to benefit PCHS students and school related activities: Palisades High School Booster Club, Pacific Palisades Lacrosse Association, Pali Quarterback Club and the Pacific Palisades Baseball Association and whose actions are governed under this section.
- 2) Each Non-Profit entity, current or new, will provide the Executive Director/Principal copies of the following:
 - a.) Letter from Dept. of Treasury verifying tax exempt status by August 15, 2017.
 - b.) Articles of Incorporation by August 15, 2017.
 - c.) Current Bylaws by August 15, 2017, and any amendments thereto within a month of Adoption.
 - d.) Evidence of Liability insurance by August 15 of each year.
 - e.) Annual Registration with Attorney General (RRF-1) by approximately November 15 of each year.
 - f.) Current Statement of Information (S1-100) by August 15, 2017 and biennially thereafter by approximately November 15th.

- g.) Copies of the most recent Federal and State tax returns by approximately November 15 of each year.
- 3) By no later than August 15, 2017, and annually thereafter if the documents are **updated** or **revised**, all non-profit 501(C) (3) corporations will provide to the Executive Director/Principal the following documents:
 - a.) Letter from Dept. of Treasury verifying tax exempt status.
 - b.) Articles of Incorporation.
 - c.) Current Bylaws.
- 4) Accounting.
 - a.) Non-Profits must conduct an annual accounting with a compilation of its receipts and disbursements (ie., financial statements, balance sheets, and profit & loss statements) performed in accordance with generally accepted accounting principles.
 - b.) All Non-Profits bylaws must specify a reasonable procedure for internal financial control that **may** be reviewed and approved by the PCHS's Chief Business Officer.
 - c.) Non-Profits are to provide a profit & loss statement to the Executive Director/Principal by October 1 of ear calendar year
- 5) PCHS Website
 - a.) A PCHS-related organization may operate a website that is accessed through the PCHS website if the following conditions are met:
 - i.) Written permission from the Executive Director/Principal, **or the Executive Director/Principal's designated representative** is granted for the PCHS-related organization to create a link to the organization's website.
 - ii.) The content of the website is approved by the Executive Director/Principal.
 - iii.) Sites, pages and/or other material that have not been actively maintained for six (6) months may be removed without notice.
 - iv.) Information published will not contain advertising, sponsored links, or the endorsement of any products or services without the written approval of the Executive Director/Principal.
 - v.) No names, images, work or other information about specific students shall be published on the Internet without the written consent of the parent or legal Guardian.
 - vi.) If any photograph, video, or other published image contains individually identifiable students, permission to use the image must be on file from all students in the image.
 - vii.) Each PCHS-related organization shall maintain a file of permission forms. It is the responsibility of the person publishing the content to verify written parent or legal guardian consent before using any student name, image, work or other information on the Internet.
 - viii.) Web pages may not be used to promote political positions, personal agendas, non-PCHS related activities, or other uses that jeopardizes the PCHS's tax-exempt status or be deemed inappropriate by the Board of Trustees.
 - ix.) Sites may not contain links to any questionable material or anything that can be

deemed to be in violation of any PCHS policy or any applicable law.

- x.) The PCHS name, mascot and/or logo may not be used without the written permission of the Executive Director/Principal.
- 6) Prohibited Activities:
- a.) PCHS-related organizations should not make any direct purchases or payments, including, but not limited to, purchasing uniforms and payment of fees associated with any student activity without obtaining the Executive Director/Principal's approval of such purchase. Representatives from the PCHS-related organization should meet and confer with the Executive Director/Principal prior to the end of each school year to determine if such approval for purchases and fundraising objectives are authorized.
 - b.) PCHS-related organizations cannot hire employees or independent contractors employed at PCHS without prior written approval from the Executive Director/Principal and without adhering to required background checks.
 - c.) All PCHS-related organizations are prohibited from requiring a student or families to pay to participate in any school activities. Pursuant to Education Code Section 49010 and 49011 supplied, materials, activities fees and equipment must be provided to students free of charge.
 - d.) All PCHS-related organization shall not represent or imply that activities, contracts, purchases or financial commitments are made on behalf of or are legally binding upon PCHS.
 - e.) PCHS may terminate its relationship with a 501 (c)(3) found to be in violation of this Policy. In which case, the 501(c)(3) will be prohibited from soliciting any donations or other fundraising activity under the name of PCHS.

G. Capital Fundraising/Large Fundraising Projects

- 1. All fundraising projects for construction, maintenance, facilities renovation or improvement, and other capital equipment purchases must be approved by the Executive Director/Principal, the Chief Business Officer and the Board of Trustees. Prior to the initiation of a large capital drive or specific fundraising drive, the following will be provided to the Chief Business Officer for evaluation and recommendation to the Executive Director/Principal:
 - a. Prospective construction, maintenance or renovation plans and estimated costs.
 - b. Proposed naming opportunities.
 - c. Proposed fundraising timeline.
 - d. Loans or financing agreements.
 - e. Maintenance or upkeep requirements and costs.
 - f. Assurances of compliance with Title IX and any ADA restrictions.
 - g. The Executive Director/Principal will make a recommendation to the Board of Trustees. The Board reserves the right to tentatively approve plans, pending fundraising, donations, equity or other conditions

H. Gift and Donation Acceptance Policy

Acceptance of any contribution, gift or grant is at the discretion of Palisades Charter High School. PCHS will not accept any gift unless it can be used or expended consistently with the purpose and mission of PCHS.

No irrevocable gift, whether outright or life-income in nature, will be accepted if under any reasonable set of circumstances the gift would jeopardize the donor's financial security.

PCHS will refrain from providing advice about the tax or other treatment of gifts and will encourage donors to seek guidance from their own professional advisors to assist them in the process of making their donation.

PCHS will accept donations of cash or publicly traded securities. Gifts of in-kind services will be accepted at the discretion of PCHS.

Certain other gifts, real property, personal property, in-kind gifts, non-liquid securities, and contributions whose sources are not transparent or whose use is restricted in some manner, must be reviewed prior to acceptance due to special obligations raised or liabilities that may pose for PCHS.

PCHS will provide acknowledgments to donors meeting IRS substantiation requirements for property received by PCHS as a gift. However, except for gifts of cash and publicly traded securities, no value shall be ascribed to any receipt or other form of substantiation of a gift received by PCHS.

PCHS will respect the intent of the donor relating to gifts for restricted purposes and those relating to the desire to remain anonymous. With respect to anonymous gifts, PCHS will restrict information about the donor to only those staff members with a need to know.

Coversheet

PCHS Track & Field Repair Loan Approval

Section: VIII. Finance
Item: B. PCHS Track & Field Repair Loan Approval
Purpose: Vote
Submitted by:
Related Material: VIII_B_Finance_PCCHS Track Field Repair Loan Approval.pdf

PCHS Track & Field Project Development & Funding Update

Pledged from AYSO Region 69	\$150,000
Pledged from Westside Breakers	50,000
Proceeds from Booster Auction	24,800

TOTAL FUNDRAISED AT INCEPTION OF PROJECT	\$224,800
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Other Funding possibilities:

- 1.) AYSO has pledged more over the next 12 months
- 2.) Westside Breakers will consider more upfront for lower hourly rate
- 3.) The PCHS Fund is dedicating \$250,000 for the project
- 4.) Donor Brick Campaign goal is \$250,000

FINANCIAL BREAKDOWN:

Total Cost of Project (using highest bid)	\$1,360,000
Proceeds from Development to date	\$224,800
Net Proceeds from Permit Reserve	<u>402,000</u>
Total Available	\$626,800

Amount used to offset loan (contingency factor) **(\$510,000)**

Amount of Loan	\$850,000
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CATHAY BANK

June 2, 2017

Dr. Pamela Magee, Executive Director and Principal
Mr. Greg Wood, Chief Business Officer
Palisades Charter High School
15777 Bowdoin Street
Pacific Palisades, CA 90272

Dear Dr. Magee and Mr. Wood,

EXPRESSION OF INTEREST LETTER

Cathay Bank, a California Banking Corporation (“Bank” or “Lender”) is pleased to present Palisades Charter High School (“Borrower”, “Pali High” or “School”) with this Expression of Interest Letter for the following credit facility: a flexible credit facility in the approximate amount of \$850,000 to finance the construction/rehabilitation of a new track and field at the “Stadium by the Sea” located on the School’s campus.

It is emphasized that this is only an expression of interest and is not intended as, nor should it be construed to be, a commitment to lend. Rather, it should be viewed as a sincere expression of our interest in serving the credit needs of Pali High and as a basis for continued discussion. In this regard we envision the following terms and conditions as representative of Credit Facilities that will serve the needs of Pali High.

The Terms and Conditions of this proposed Credit Facility are as follows:

Borrower: Palisades Charter High School, a California Non-Profit Public Benefit Corporation.

Credit Facilities: For a period of no more than six months, a non-revolving line of credit in the amount of \$850,000 to finance progress payments against eligible invoices presented with a draw request. Following the expiration of the drawdown period, the Credit Facility is to convert to a fully-amortizing term loan.

No prepayment penalty to apply during the life of the term loan.

Purpose: To finance the construction/rehabilitation of a new track and field project and other TBD and related facilities located at the Stadium by the Sea.

Facility Fees: 0.25% of the Credit Facilities or \$2,125. Legal documentation fees to be included in this amount unless it is necessary for them to be prepared by outside legal counsel. If this is the case, they will then need to be paid by the Borrower.

Interest Rate: Wall Street Journal Prime + 0.50% with a floor rate of interest of 4.50%.

Guarantors: None.

Collateral: UCC-1 blanket filing on all assets of Palisades Charter High School.

An Expression of Interest Letter for Palisades Charter High School
June 2, 2017

Page 2 of 3

Maturity: Up to 5.5 years from the Promissory Note date.

Repayment: Monthly payments of interest, which then convert to monthly payments of principal and interest, to be automatically debited from a designated DDA account with the Bank.

Financial Covenants: For the entire term of the Credit Facility, the following covenants will apply:

1. Borrower to maintain aggregate deposits in Cathay Bank at a level at least equal to the outstanding term loan balance. This covenant will be tested at each month end by the Bank throughout the life of the loan.
2. For the term loan, a minimum debt service coverage ratio of **1.10:1.00** as measured by the separate and annual profit and loss statement for the Civic Center Permit Account as of June 30th of each year. Such financial statement to be certified by the Chief Business Officer of Borrower.

Reporting Covenants:

1. Annual CPA-Audited financial statement as of Borrower's fiscal year ending June 30th to be submitted by December 15th of each calendar year following the end of the accounting period.
2. Internally-prepared annual profit and loss statement for the Civic Center Permit Account as of June 30th due by September 30th of each year.
3. Annual business tax return of Borrower to be submitted within 30 days after filing and no later than December 15th of each calendar year. If an extension is filed, proof of the extension will be required.
4. Other reports and information as reasonably requested by the Bank.

Other Terms & Conditions:

1. Borrower to continue maintaining its primary operating accounts with Bank.
2. Borrower to maintain all-risk, personal property, and general liability insurance issued by carriers acceptable to the Bank.
3. All out-of-pocket expenses, including but not limited to loan documentation fees, legal fees (if any), etc. to be paid by Borrower.
4. Repayment of the \$835,000 in funds borrowed internally according to the Cash Borrowing Resolution dated May 3, 2016 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 other than the Subject Credit Facilities outlined in this Expression of Interest Letter dated June 2, 2017 in the aggregate amount of \$850,000 and pursuant to loan documentation to be executed by and between Cathay Bank and Palisades Charter High School. Documenting this condition of the proposed financing will require a Subordination Agreement to be executed as part of the loan documentation package. Both loans are dependent on the same source of repayment and both shall be allowed to

Initials: _____

An Expression of Interest Letter for Palisades Charter High School
June 2, 2017

Page 3 of 3

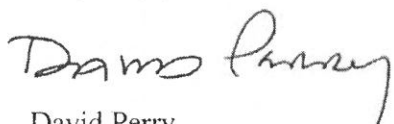
amortize simultaneously. The Subordination Agreement simply outlines priority under the security agreement perfected by the UCC-1 filing the Bank will have on the assets of the School.

5. Borrower to maintain a valid charter with the Los Angeles Unified School District.
6. Borrower to maintain a valid lease arrangement with the Los Angeles Unified School District for the duration of the credit facilities extended by the Bank.
7. Other terms and conditions may be established during the loan approval process.

Please be advised that we expect to engage in further discussions with you, and will require additional information from you, before deciding whether to issue a commitment. If we do issue a commitment, it will contain representations, warranties, conditions, covenants, and events of defaults, which may not be contained in this Letter. In any event, we will not be committed to make credit available to you unless we give you a written commitment to do so. This Expression of Interest Letter is provided solely for the purpose described herein, and may not be relied upon, or disclosed to, any other party without the consent of the Bank.

If the terms and conditions outlined in this Expression of Interest Letter are acceptable to you, please sign and return a copy of it to us along with a good faith deposit for **\$1,000** made payable to Cathay Bank so that we can proceed with our customary due diligence and underwriting work. This fee will be applied towards the Facility Fee. If there is anything that you would like to discuss or if we can be of any further assistance, please feel free to contact David Perry at (626) 279-3260.

Very truly yours,



David Perry
First Vice President
Corporate Lending

Accepted & Acknowledged on this _____ day of _____, 2017 by one of the following:

By:

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

Initials: _____

**PCHS FY 16/17
CIVIC CENTER/PERMIT
10 YEAR CASH FLOW PROJECTIONS**

Year #	Estimated Actuals										Projection Total	Projection 12	Projection 13	
	1	2	3	4	5	6	7	8	9	10				
2009-2010														
2010-2011														
2011-2012														
2012-2013														
2013-2014														
2014-2015														
2015-2016														
2016-2017														
2017-2018														
2018-2019														
2019-2020														
2020-2021														
2022-2023														
2024-2025														
Total														
Operating Profit/Expenses														
Permits Only														
Revenue	\$ 225,427	\$ 489,447	\$ 642,248	\$ 863,918	\$ 943,018	\$ 1,059,517	\$ 990,000	\$ 1,034,886	\$ 1,056,932	\$ 1,081,770	\$ 1,107,191	\$ 1,133,210	\$ 1,159,841	
Total Expenses	\$ 102,759	\$ 278,325	\$ 331,621	\$ 311,655	\$ 357,914	\$ 472,325	\$ 581,377	\$ 576,138	\$ 594,516	\$ 611,520	\$ 629,009	\$ 646,999	\$ 665,503	
Profit Contribution to Loan-Civic Center Permits	\$ 122,668	\$ 211,122	\$ 310,627	\$ 552,263	\$ 585,104	\$ 587,192	\$ 408,623	\$ 458,748	\$ 462,415	\$ 470,250	\$ 478,182	\$ 486,211	\$ 494,338	
These Figures Are Copied Below														
Debt Service:														
Track	\$ 104,580	\$ 118,246	\$ 128,990	\$ 128,787	\$ 128,787	\$ 128,787	\$ 128,787	\$ 128,787	\$ 128,787	\$ 128,787	\$ 128,787	\$ 128,787	\$ 128,787	
Pool	\$ 176,180	\$ 305,586	\$ 232,913	\$ 233,808	\$ 237,862	\$ 187,787	\$ 186,803	\$ 186,802	\$ 186,802	\$ 186,802	\$ 186,802	\$ 186,802	\$ 186,802	
Total Debt Service	\$ 104,580	\$ 294,426	\$ 435,566	\$ 361,700	\$ 237,962	\$ 187,787	\$ 186,803	\$ 186,802	\$ 186,802	\$ 186,802	\$ 186,802	\$ 186,802	\$ 186,802	
Permit Operations Profit (Loss)-Current Year	\$ 18,088	\$ (83,304)	\$ (124,958)	\$ (447)	\$ 261,409	\$ 398,405	\$ 221,820	\$ 271,746	\$ 275,613	\$ 283,448	\$ 322,513	\$ 486,211	\$ 454,338	
General Fund-Construction Loaned To Permit Fund	\$ (65,216)													
Ending Amt. Due To (General Fund)/Available for Def. Maint.	\$ (615,216)	\$ (740,174)	\$ (740,621)	\$ (479,212)	\$ (218,825)	\$ 180,580	\$ 402,400	\$ 674,146	\$ 949,759	\$ 1,233,206	\$ 1,555,720	\$ 2,041,931	\$ 2,536,269	
Note - If Pool Loan paid in full Recommended Deferred Maintenance:														
Track/Field & Pool	\$ -	\$ 124,118	\$ 124,118	\$ 124,118	\$ 124,118	\$ 124,118	\$ 124,118	\$ 124,118	\$ 124,118	\$ 124,118	\$ 124,118	\$ 124,118	\$ 124,118	
Cumulative	\$ 124,118	\$ 248,235	\$ 372,353	\$ 496,471	\$ 620,588	\$ 744,706	\$ 868,824	\$ 992,941	\$ 1,117,059	\$ 1,241,176	\$ 1,365,294	\$ 1,489,411	\$ 1,613,528	

BOTW Loan Paid on 4/20/15, Pool loan now to lifetime benefits fund (fund 20.0) at 4.5% interest rate
 Copied from above.....Profit Contribution to Loan-Civic Center Permits (Free Cash Flow To Service Debt) A:
 Annual Debt Service on the \$850,000 Term Loan With Callaway Bank (See Amortization Schedule):
 Annual Debt Service on the \$835,000 Internal Term Loan Currently in Place (See Amortization Schedule):
 Total Annual Debt Service B:
 Debt Service Coverage Ratio A/B:
 1.08 1.22 1.23 1.25 1.27

Note: The Debt Service Coverage Ratio Covenant Will Not Be Tested Until June 30, 2018

Loan Calculator

Enter Values	
Loan Amount	\$ 850,000.00
Annual Interest Rate	4.50 %
Loan Period in Years	5
Number of Payments Per Year	12
Start Date of Loan	1/1/2018
Optional Extra Payments	\$ -

Loan Summary	
Scheduled Payment	\$ 15,846.57
Scheduled Number of Payments	60
Actual Number of Payments	60
Total Early Payments	\$ -
Total Interest	\$ 100,793.98

Lender Name:

Pmt No.	Payment Date	Beginning Balance	Scheduled Payment	Extra Payment	Total Payment	Principal	Interest	Ending Balance
1	2/1/2018	\$ 850,000.00	\$ 15,846.57	\$ -	\$ 15,846.57	\$ 12,659.07	\$ 3,187.50	\$ 837,340.93
2	3/1/2018	837,340.93	15,846.57	-	15,846.57	12,706.54	3,140.03	824,634.40
3	4/1/2018	824,634.40	15,846.57	-	15,846.57	12,754.19	3,092.38	811,880.21
4	5/1/2018	811,880.21	15,846.57	-	15,846.57	12,802.02	3,044.55	799,078.19
5	6/1/2018	799,078.19	15,846.57	-	15,846.57	12,850.02	2,996.54	786,228.17
6	7/1/2018	786,228.17	15,846.57	-	15,846.57	12,898.21	2,948.36	773,329.96
7	8/1/2018	773,329.96	15,846.57	-	15,846.57	12,946.58	2,899.99	760,383.38
8	9/1/2018	760,383.38	15,846.57	-	15,846.57	12,995.13	2,851.44	747,388.25
9	10/1/2018	747,388.25	15,846.57	-	15,846.57	13,043.86	2,802.71	734,344.39
10	11/1/2018	734,344.39	15,846.57	-	15,846.57	13,092.77	2,753.79	721,251.62
11	12/1/2018	721,251.62	15,846.57	-	15,846.57	13,141.87	2,704.69	708,109.74
12	1/1/2019	708,109.74	15,846.57	-	15,846.57	13,191.15	2,655.41	694,918.59
13	2/1/2019	694,918.59	15,846.57	-	15,846.57	13,240.62	2,605.94	681,677.97
14	3/1/2019	681,677.97	15,846.57	-	15,846.57	13,290.29	2,556.29	668,387.69
15	4/1/2019	668,387.69	15,846.57	-	15,846.57	13,340.15	2,506.45	655,047.58
16	5/1/2019	655,047.58	15,846.57	-	15,846.57	13,390.21	2,456.43	641,657.44
17	6/1/2019	641,657.44	15,846.57	-	15,846.57	13,440.47	2,406.22	628,217.09
18	7/1/2019	628,217.09	15,846.57	-	15,846.57	13,490.93	2,355.81	614,726.34
19	8/1/2019	614,726.34	15,846.57	-	15,846.57	13,541.59	2,305.22	601,185.00
20	9/1/2019	601,185.00	15,846.57	-	15,846.57	13,592.45	2,254.44	587,592.87
21	10/1/2019	587,592.87	15,846.57	-	15,846.57	13,643.51	2,203.47	573,949.78
22	11/1/2019	573,949.78	15,846.57	-	15,846.57	13,694.77	2,152.31	560,255.53
23	12/1/2019	560,255.53	15,846.57	-	15,846.57	13,746.23	2,100.96	546,509.92
24	1/1/2020	546,509.92	15,846.57	-	15,846.57	13,797.89	2,049.41	532,712.76
25	2/1/2020	532,712.76	15,846.57	-	15,846.57	13,849.75	1,997.67	518,863.87
26	3/1/2020	518,863.87	15,846.57	-	15,846.57	13,901.81	1,945.74	504,963.04
27	4/1/2020	504,963.04	15,846.57	-	15,846.57	13,954.07	1,893.61	491,010.09
28	5/1/2020	491,010.09	15,846.57	-	15,846.57	14,006.53	1,841.29	477,004.81
29	6/1/2020	477,004.81	15,846.57	-	15,846.57	14,059.19	1,788.77	462,947.01
30	7/1/2020	462,947.01	15,846.57	-	15,846.57	14,111.95	1,736.05	448,836.50
31	8/1/2020	448,836.50	15,846.57	-	15,846.57	14,164.91	1,683.14	434,673.07
32	9/1/2020	434,673.07	15,846.57	-	15,846.57	14,218.07	1,630.02	420,456.52
33	10/1/2020	420,456.52	15,846.57	-	15,846.57	14,271.33	1,576.71	406,186.67
34	11/1/2020	406,186.67	15,846.57	-	15,846.57	14,324.79	1,523.20	391,863.30
35	12/1/2020	391,863.30	15,846.57	-	15,846.57	14,378.45	1,469.49	377,486.23
36	1/1/2021	377,486.23	15,846.57	-	15,846.57	14,432.31	1,415.57	363,055.23
37	2/1/2021	363,055.23	15,846.57	-	15,846.57	14,486.37	1,361.46	348,570.12
38	3/1/2021	348,570.12	15,846.57	-	15,846.57	14,540.63	1,307.14	334,030.69
39	4/1/2021	334,030.69	15,846.57	-	15,846.57	14,595.09	1,252.62	319,436.74
40	5/1/2021	319,436.74	15,846.57	-	15,846.57	14,649.75	1,197.89	304,788.06
41	6/1/2021	304,788.06	15,846.57	-	15,846.57	14,704.61	1,142.96	290,084.45
42	7/1/2021	290,084.45	15,846.57	-	15,846.57	14,759.67	1,087.82	275,325.70
43	8/1/2021	275,325.70	15,846.57	-	15,846.57	14,814.93	1,032.47	260,511.61
44	9/1/2021	260,511.61	15,846.57	-	15,846.57	14,870.39	976.92	245,641.96
45	10/1/2021	245,641.96	15,846.57	-	15,846.57	14,926.05	921.16	230,716.55
46	11/1/2021	230,716.55	15,846.57	-	15,846.57	14,981.91	865.19	215,735.17
47	12/1/2021	215,735.17	15,846.57	-	15,846.57	15,037.97	809.01	200,697.61
48	1/1/2022	200,697.61	15,846.57	-	15,846.57	15,094.33	752.62	185,603.66
49	2/1/2022	185,603.66	15,846.57	-	15,846.57	15,150.99	696.01	170,453.11
50	3/1/2022	170,453.11	15,846.57	-	15,846.57	15,207.95	639.20	155,245.74
51	4/1/2022	155,245.74	15,846.57	-	15,846.57	15,265.21	582.17	139,981.35
52	5/1/2022	139,981.35	15,846.57	-	15,846.57	15,322.77	524.93	124,659.71
53	6/1/2022	124,659.71	15,846.57	-	15,846.57	15,380.63	467.47	109,280.62
54	7/1/2022	109,280.62	15,846.57	-	15,846.57	15,438.79	409.80	93,843.86
55	8/1/2022	93,843.86	15,846.57	-	15,846.57	15,497.25	351.91	78,349.20
56	9/1/2022	78,349.20	15,846.57	-	15,846.57	15,556.01	293.81	62,796.45
57	10/1/2022	62,796.45	15,846.57	-	15,846.57	15,615.07	235.49	47,185.37
58	11/1/2022	47,185.37	15,846.57	-	15,846.57	15,674.43	176.95	31,515.75
59	12/1/2022	31,515.75	15,846.57	-	15,846.57	15,734.09	118.18	15,787.36
60	1/1/2023	15,787.36	15,846.57	-	15,787.36	15,728.16	59.20	0.00

\$190,158.84
ANNUAL DEBT
SERVICE ON
CATHAY BANK
TERM LOAN

**PCHS
LOAN PROPOSAL COMPARISON (with Loan Amortization)**

Date	Payment	Principal	Interest	Total Interest Paid/Received	Principal Balance	Total Interest Payments Per Year @ 4.5%	County Interest Earned @.65% (Compounded)
Original Loan Amount		\$ 835,000					
May-16	\$15,566.92	\$12,435.67	\$3,131.25	\$3,131.25	\$822,564.33		\$ 452.29
Jun-16	\$15,566.92	\$12,482.30	\$3,084.62	\$6,215.87	\$810,082.02	\$6,215.87	\$ 452.54
Jul-16	\$15,566.92	\$12,529.11	\$3,037.81	\$9,253.67	\$797,552.91		\$ 452.78
Aug. 2016	\$15,566.92	\$12,576.10	\$2,990.82	\$12,244.50	\$784,976.81		\$ 453.03
Sept. 2016	\$15,566.92	\$12,623.26	\$2,943.66	\$15,188.16	\$772,353.55		\$ 453.27
Oct. 2016	\$15,566.92	\$12,670.60	\$2,896.33	\$18,084.49	\$759,682.96		\$ 453.52
Nov. 2016	\$15,566.92	\$12,718.11	\$2,848.81	\$20,933.30	\$746,964.85		\$ 453.76
Dec. 2016	\$15,566.92	\$12,765.80	\$2,801.12	\$23,734.42	\$734,199.05		\$ 454.01
Jan. 2017	\$15,566.92	\$12,813.67	\$2,753.25	\$26,487.66	\$721,385.37		\$ 454.26
Feb. 2017	\$15,566.92	\$12,861.73	\$2,705.20	\$29,192.86	\$708,523.65		\$ 454.50
Mar. 2017	\$15,566.92	\$12,909.96	\$2,656.96	\$31,849.82	\$695,613.69		\$ 454.75
Apr-17	\$15,566.92	\$12,958.37	\$2,608.55	\$34,458.37	\$682,655.32		\$ 454.99
May-17	\$15,566.92	\$13,006.96	\$2,559.96	\$37,018.33	\$669,648.36		\$ 455.24
Jun-17	\$15,566.92	\$13,055.74	\$2,511.18	\$39,529.51	\$656,592.62	\$33,313.65	\$ 455.49
Jul-17	\$15,566.92	\$13,104.70	\$2,462.22	\$41,991.73	\$643,487.92		\$ 455.73
Aug. 2017	\$15,566.92	\$13,153.84	\$2,413.08	\$44,404.81	\$630,334.08		\$ 455.98
Sept. 2017	\$15,566.92	\$13,203.17	\$2,363.75	\$46,768.57	\$617,130.91		\$ 456.23
Oct. 2017	\$15,566.92	\$13,252.68	\$2,314.24	\$49,082.81	\$603,878.23		\$ 456.47
Nov. 2017	\$15,566.92	\$13,302.38	\$2,264.54	\$51,347.35	\$590,575.85		\$ 456.72
Dec. 2017	\$15,566.92	\$13,352.26	\$2,214.66	\$53,562.01	\$577,223.59		\$ 456.97
Jan. 2018	\$15,566.92	\$13,402.33	\$2,164.59	\$55,726.60	\$563,821.26		\$ 457.22
Feb. 2018	\$15,566.92	\$13,452.59	\$2,114.33	\$57,840.93	\$550,368.66		\$ 457.46
Mar. 2018	\$15,566.92	\$13,503.04	\$2,063.88	\$59,904.81	\$536,865.63		\$ 457.71
Apr-18	\$15,566.92	\$13,553.67	\$2,013.25	\$61,918.06	\$523,311.95		\$ 457.96
May-18	\$15,566.92	\$13,604.50	\$1,962.42	\$63,880.48	\$509,707.45		\$ 458.21
Jun-18	\$15,566.92	\$13,655.52	\$1,911.40	\$65,791.88	\$496,051.93	\$26,262.36	\$ 458.46
Jul-18	\$15,566.92	\$13,706.73	\$1,860.19	\$67,652.07	\$482,345.20		\$ 458.70
Aug. 2018	\$15,566.92	\$13,758.13	\$1,808.79	\$69,460.87	\$468,587.08		\$ 458.95
Sept. 2018	\$15,566.92	\$13,809.72	\$1,757.20	\$71,218.07	\$454,777.36		\$ 459.20
Oct. 2018	\$15,566.92	\$13,861.51	\$1,705.42	\$72,923.48	\$440,915.85		\$ 459.45
Nov. 2018	\$15,566.92	\$13,913.49	\$1,653.43	\$74,576.92	\$427,002.37		\$ 459.70
Dec. 2018	\$15,566.92	\$13,965.66	\$1,601.26	\$76,178.18	\$413,036.70		\$ 459.95
Jan. 2019	\$15,566.92	\$14,018.03	\$1,548.89	\$77,727.07	\$399,018.67		\$ 460.20
			\$1,496.32	\$79,223.39	\$384,948.07		\$ 460.45
			\$1,443.56	\$80,666.94	\$370,824.70		\$ 460.70
			\$1,390.59	\$82,057.53	\$356,648.38		\$ 460.95
			\$1,337.43	\$83,394.96	\$342,418.89		\$ 461.20
			\$1,284.07	\$84,679.04	\$328,136.04	\$18,887.15	\$ 461.45
			\$1,230.51	\$85,909.55	\$313,799.62		\$ 461.70
			\$1,176.75	\$87,086.29	\$299,409.45		\$ 461.95
			\$1,122.79	\$88,209.08	\$284,965.32		\$ 462.20
			\$1,068.62	\$89,277.70	\$270,467.02		\$ 462.45
			\$1,014.25	\$90,291.95	\$255,914.35		\$ 462.70
			\$959.68	\$91,251.63	\$241,307.10		\$ 462.95
			\$904.90	\$92,156.53	\$226,645.08		\$ 463.20
Feb. 2020	\$15,566.92	\$14,717.00	\$849.92	\$93,006.45	\$211,928.08		\$ 463.45
Mar. 2020	\$15,566.92	\$14,772.19	\$794.73	\$93,801.18	\$197,155.89		\$ 463.70
Apr-20	\$15,566.92	\$14,827.59	\$739.33	\$94,540.52	\$182,328.30		\$ 463.95
May-20	\$15,566.92	\$14,883.19	\$683.73	\$95,224.25	\$167,445.11		\$ 464.20
Jun-20	\$15,566.92	\$14,939.00	\$627.92	\$95,852.17	\$152,506.11	\$11,173.13	\$ 464.45
Jul-20	\$15,566.92	\$14,995.02	\$571.90	\$96,424.06	\$137,511.09		\$ 464.71
Aug. 2020	\$15,566.92	\$15,051.25	\$515.67	\$96,939.73	\$122,459.83		\$ 464.96
Sept. 2020	\$15,566.92	\$15,107.70	\$459.22	\$97,398.95	\$107,352.14		\$ 465.21
Oct. 2020	\$15,566.92	\$15,164.35	\$402.57	\$97,801.53	\$92,187.79		\$ 465.46
Nov. 2020	\$15,566.92	\$15,221.22	\$345.70	\$98,147.23	\$76,966.57		\$ 465.71
Dec. 2020	\$15,566.92	\$15,278.30	\$288.62	\$98,435.85	\$61,688.27		\$ 465.97
Jan. 2021	\$15,566.92	\$15,335.59	\$231.33	\$98,667.19	\$46,352.68		\$ 466.22
Feb. 2021	\$15,566.92	\$15,393.10	\$173.82	\$98,841.01	\$30,959.59		\$ 466.47
Mar. 2021	\$15,566.92	\$15,450.82	\$116.10	\$98,957.11	\$15,508.76		\$ 466.72
Apr-21	\$15,566.92	\$15,508.76	\$58.16	\$99,015.26	\$0.00	\$3,163.09	\$ 466.98
5 Year Totals						<u>\$99,015.26</u>	<u>\$ 27,575.71</u>
							\$ 71,439.55

*\$186,803.04
ANNUAL COST
SERVISE ON
PALI HIGH
INTERNAL LOAN*

Coversheet

Director of Development Position - Conversion from Temporary to Mid-Management Position

Section: VIII. Finance
Item: C. Director of Development Position - Conversion from Temporary to Mid-Management Position
Purpose: Vote
Submitted by:
Related Material:
VIII_C_Finance_Dir of Dev_Salary Scale Unrep Mid Mgmt including_6_19_17.pdf
VIII_C_Finance_Part 2_Dir of Dev Compensation Comparison_Additional Materials_06_19_17.pdf

Unrepresented Mid-Management Positions

2017-2018	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Campus Safety Supervisor	\$55,695	\$58,480	\$61,403	\$64,473	\$67,698	\$71,082	\$74,636	\$78,369
Facility, Grounds & Maintenance Supervisor	\$53,020	\$55,671	\$58,454	\$61,378	\$64,446	\$67,668	\$71,052	\$74,648
IT Team Supervisor	\$67,698	\$71,082	\$74,636	\$78,369	\$82,287	\$86,401	\$90,760	\$95,258
Manager - Aquatics Facility	\$55,695	\$58,480	\$61,403	\$64,473	\$67,698	\$71,082	\$74,636	\$78,369
Manager - Athletics	\$55,695	\$58,480	\$61,403	\$64,473	\$67,698	\$71,082	\$74,636	\$78,369
Manager Fiscal Services	\$64,473	\$67,698	\$71,082	\$74,636	\$78,369	\$82,287	\$86,401	\$90,760
Technology Supervisor/Coordinator	\$71,082	\$74,636	\$78,369	\$82,287	\$86,401	\$90,760	\$95,258	\$100,020
Head College Advisor (11 month position)	\$58,480	\$61,403	\$64,473	\$67,698	\$71,082	\$74,636	\$78,369	\$82,287

Board Approved: effective July 1, 2016

2017-2018	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Campus Safety Supervisor	\$55,695	\$58,480	\$61,403	\$64,473	\$67,698	\$71,082	\$74,636	\$78,369
Director of Development *	\$86,401	\$90,760	\$95,258	\$100,020	\$105,021	\$110,273	\$115,786	\$121,576
Facility, Grounds & Maintenance Supervisor	\$53,020	\$55,671	\$58,454	\$61,378	\$64,446	\$67,668	\$71,052	\$74,648
IT Team Supervisor	\$67,698	\$71,082	\$74,636	\$78,369	\$82,287	\$86,401	\$90,760	\$95,258
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Technology Supervisor/Coordinator	\$71,082	\$74,636	\$78,369	\$82,287	\$86,401	\$90,760	\$95,258	\$100,020
Head College Advisor (11 month position)	\$58,480	\$61,403	\$64,473	\$67,698	\$71,082	\$74,636	\$78,369	\$82,287

* Pending Board Approval

Overview of Compensation Evaluation and Comparisons for Director of Development Position

Position Analysis: description of responsibilities: duties and responsibilities are not met through other positions – job description attached. Ed Fund will fund 75% of the Director of Development position for the 2017/2018 - as they have for the 2016/2017 year.

Immediately began to raise funds during the first year and continues to ramp up fund raising through a number of projects

Total Funds Raised to date \$145,502

- \$83,575 – Parent Donations
- \$20,000 – Foundation Grants
- \$1,929 – Board Donations
- \$1,632 – Faculty & Staff Donations
- \$12,515 – Net proceeds from Special Event
- \$24,850 – Donor Brick Campaign

Grants received:

- \$5,000 from the Lewis A. Kingsley Foundation for senior scholarships

Pending grants:

- Joseph & Dorothy Goldberg Charitable Trust (\$15,000) Tech Equity grant is still pending
- Established relations with foundations, e.g. the Lewis A. Kingsley Foundation, William C. Bannerman Foundation, Ted & Rita Williams Foundation
- Formed Development Committee with Grant Writing subcommittee
- Ran the Tech Equity Campaign, a seven-week campaign which raised enough to purchase 230 Chromebooks
- Formed Palisades Development Council of all affiliated charter schools in the area to collaborate, share resources and coordinate fundraising efforts
- Created school brand and marketing pieces to promote development efforts including the new Temescal street banners
- Served as CTE Coordinator managing all reports, follow-up, grant proposals (both CTEIG and Perkins) and the formation of the CTE Advisory Committee representing leading members of industry and science
- Created Strategic Development Plan
- Met the original fundraising goal of \$150,000, a 528% increase over the previous year
- Created strategic relations with local media and Pacific Palisades Chamber of Commerce to better identify key members of the community
- Worked with Alumni Association to help promote events and engage alums
- Worked with all PCHS 501 (c) (3) organizations representing PCHS in their fundraising events attending every Booster Club meeting as a representative of the school.

In addition - Position Directs the CTE funding follow up and pathways to ensure we maintain our CTE grant

External - Survey of Comparable positions

Similar: Size - 200+ FTE; Industry (education, government & non-profit); Location

Salary Recommendation standards: used data of 3 or more participants to compute a median then adjusted to the closest salary range to market.

Summary – Recommendations Recommend converting current contract to an 'at-will' position

Recommendation: implement the Director of Development position and salary scale as attached.

Single Job Single Scope Report

Development Director (CM0200076)

Oversees the development program for a non-profit organization, including annual, planned, and major gifts. Develops goals and strategies for all fundraising campaigns. Meets with donors and prospective donors to create and foster relationships. Creates a balanced funding mix of donor sources and solicitation programs tailored to the needs of the organization. May require a master's degree with at least 10 years of experience in the field. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. Typically reports to top management.

Choose a Scope
All

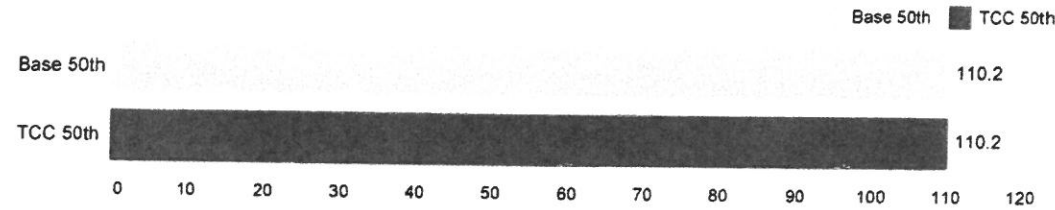
GEO: Los Angeles, CA
Size: FTEs 200 - 500
Industry: Edu., Gov't. & Nonprofit

Job Family: Executives & Senior Managers
Job Level: Directors
FLSA Status: Typically Exempt

Alternate Job Titles: Development Director

Choose a Job
All

No Company Jobs Matched!



Display Units	Currency	Rate	TCC	Age from	Effective Date	Aging Factor	Match Adjust			
000's	Local	Annual	Actual	6/1/2017	6/1/2017	0.0%	0.0%			
Orgs #	Incs #	Base 25th	Base 50th	Base 75th	Base Avg	TCC 25th	TCC 50th	TCC 75th	TCC Avg	Bonus Target %
40↑	50↑	90.2	110.2	149.9	125.3	90.2	110.2	149.9	125.3	

PALISADES CHARTER HIGH SCHOOL

CLASS TITLE: DIRECTOR OF DEVELOPMENT

BASIC FUNCTION:

Under the direction of the Executive Director/Principal, facilitates and administers proposal development, grant activities and/or strategic partnerships with external partners. Oversees the implementation of a strategic approach to fundraising which may include major gifts, corporate donations, grant solicitation, and in-kind resources. Responsible for maintaining an efficient and complete administrative record of all grant activities. Supports and monitors the progress of grant-funded projects to ensure successful implementation in accordance with grant contract terms and agency requirements.

REPRESENTATIVE DUTIES:

ESSENTIAL FUNCTIONS:

Manages all grant related activities to include: facilitating an efficient proposal production process; conducting effective project planning; coordinating proposal teams; researching and reviewing funding opportunities; analyzing competitive positioning and risk; grant proposal editing; researching institutional and sponsor policies and regulations to ensure general procedural compliance.

Collaborate with the Board of Directors and Executive Director to create a fund development plan which increases revenues to support the strategic direction of the organization

Monitor and evaluate all fundraising activities to ensure that the fundraising goals are being achieved. Monitor trends in the community or region and adapt fundraising strategies as necessary. Develop and manage timelines for various fundraising activities to ensure strategic plans and critical fund raising processes are carried out in a timely manner

Oversee the planning and execution of special fundraising events as specified in the fund development plan to generate funds for the organization. Identify and develop corporate, community, alumni and individual prospects for the organization's fundraising priorities

Oversee the administration of a donor mailing list and database which respects the privacy and confidentiality of donor information. Coordinate in-kind donations and make decisions regarding the issuing of receipts

In consultation with the Executive Director, engage, recruit, and select well-qualified volunteers for special fund development projects

Ensure positive performance in the technical, fiscal and operations management of all active grant projects; proper protocol is followed in conducting all formal change orders/modifications; the timely submission of required agency reports.

Maintain a complete and orderly administrative record of all proposals, contracts, partnerships, grants and other pre-award and post-award instruments including fiscal and operations reports.

Facilitate and support strategic partnership activities with business/industry, community organizations and other entities by participating in partnership meetings, assisting in negotiations of roles and duties, and the drafting of supportive documents.

Coordinates, as needed, with program and contracting officers at the various local, state and federal funding agencies on grant administration issues

Foster an understanding of philanthropy within the organization. Develop a comprehensive communication plan to promote the organization to its donors and maximize public awareness of the fundraising activities of the organization

Coordinate the design, printing and distribution of marketing and communication materials for development efforts

Build relationships with community stakeholders to advance the mission and fundraising goals of the organization. Conduct research on potential funding sources; maintains contact with external agencies.

Participates on various committees as directed

Grant Writing and Editing

Coordinate grant development and implementation teams for all private foundation grants by serving as the liaison with foundations, grant accounting staff and funding agencies.

Monitor progress of grant funded project to include goals, objectives, outcomes, deliverables, and all other contract terms for assigned grant teams through regular communication and meetings; researches institutional and funding agency's policies to ensure implementation and budgets are in compliance

Coordinates effective and timely grant support to project directors for all assigned grant funded projects; provides quarterly reports on the progress of grant-funded projects to Executive Director/Principal

Coordinate special projects for the Executive Director/Principal as assigned

Work closely with faculty and staff in developing and transforming ideas into grant proposals; interacts with campus constituencies involved in grant-funding activities; serves as liaison between PCHS and grant organizations

Maintain comprehensive knowledge of particular areas involved in identifying and soliciting grants; may collaborate with various internal departments.

May coordinate project activities; prepares and processes letters and correspondence, presentation materials, and manuscripts; maintains funding opportunity databases, activity tracking system, and related confidential files. Facilitate, review, and edit grant proposals; conduct research; compile data; input and retrieve data

Support in the creation and delivery of press releases, media relation content, executive bios, school newsletter content, social media content and speaking proposals

Use website and other media content to accomplish administration's goals. Assist in developing the voice for school's online presence. May write, edit and proofread site content.

May assist with the collation of information and optimize public relations materials. Social media and public relations outreach as it pertains to development for school programs

OTHER DUTIES:

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Knowledge of federal grant guidelines

Writing and research skills

Written and verbal communication skills

Interpersonal/human relations skills

Applicable sections of State Education Code and other applicable laws in regards to school funding and accounting.

Interpersonal skills using tact, patience and courtesy.

Telephone techniques and etiquette.

Operation of a computer and assigned software.

ABILITY TO:

Interpret, apply and explain rules, regulations, policies and procedures.

Establish and maintain effective working relationships with others.

Meet schedules and time lines.

Manage multiple projects with deadlines,

Prepare reports by gathering and organizing data from a variety of sources.

Work confidentially with discretion.

Develop information into grant proposals

Codify ideas into coherently written text

- Work collaboratively with faculty in various disciplines
- Work independently and manage time effectively
- Pay attention to detail and maintain accurate records
- Maintain confidentiality
- Make arrangements for meetings and conferences.
- Maintain a variety of files, records and logs.
- Plan and organize work.

EDUCATION AND EXPERIENCE:

Bachelor's degree from an accredited college or university and three years of professional work experience directly related to the essential job duties in the areas of development, grant proposal development and grant management. Master's degree preferred.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license.

WORKING CONDITIONS:

ENVIRONMENT:

- Office environment.
- Constant interruptions.
- Driving a vehicle to conduct work.

PHYSICAL DEMANDS:

- Dexterity of hands and fingers to operate a computer keyboard.
- Seeing to read a variety of materials.
- Hearing and speaking to exchange information in person and on the telephone.
- Sitting or standing for extended periods of time.
- Reaching above the shoulders and horizontally to retrieve files and supplies.
- Bending at the waist, kneeling or crouching to file materials.

The incumbent in this job is expected to assist the school in achieving its vision and mission. Customer focus, service, and a willingness to assist as needed are expectations for all employees.

Coversheet

2017-2018 PCHS Annual Budget Recommendations & Budget Approval

Section: VIII. Finance
Item: E. 2017-2018 PCHS Annual Budget Recommendations & Budget Approval
Purpose: Vote
Submitted by:
Related Material:
VIII_E_Finance_Annual Budget_2017_2018_BoT_06_19_17.pdf
VIII_E_Finance_Approved_Annual Budget_2017_2018_BoT_06_19_17.pdf
VIII_E_Finance_Approved_Presentation_Annual Budget_2017_2018_BoT_06_19_17.pdf

Budget Assumptions

- Total 2017-2018 Projected Enrollment:
2,973
- 2017-2018 Projected ADA Level: 2,854
- LCFF funding per ADA: \$9,212
- Unduplicated Count of Free/Reduced/EL:
30.38%
- Total received per unduplicated: \$1,723



Reductions recommended by Budget/Finance committee

Original Request	Budget/Finance Recommended
• Textbooks: \$223,609	• Textbooks: \$186,578
• IMA: \$434,711	• IMA: \$227,611
• Subscriptions: \$218,066	• Subscriptions: \$205,066
• Professional Services: \$2,224,249	• Professional Services: \$2,103,451
• Additional Salaries: \$219,154	• Additional Salaries: \$161,154
• Department Tech: \$1,009,000	• Department Tech: \$550,000
Total Original Expenses: \$4,453,789	Total Recommended Expenses: \$3,433,860

Total Reductions: \$1,019,929





PALISADES CHARTER HIGH SCHOOL

A CALIFORNIA DISTINGUISHED SCHOOL

15777 Bowdoin Street
 Pacific Palisades, California 90272
 Phone (310) 230-6623
 Fax (310) 454-6076

2017-2018 BUDGET

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[LINK TO DOCUMENT INDEX](#)

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FY 17/18 BUDGET CALENDAR - Board Approved 2/21/17

DATE	TASK
01/23/17	BUDGET/FINANCE COMMITTEE MEETS TO FINALIZE BUDGET CALENDAR FOR FY17/18
01/25/17	LONG TERM STRATEGIC PLAN BUDGET DISCUSSION & COMMENTS
02/15/17	DISCUSS OVERVIEW/DESIGN OF FY17/18 BUDGET AT DEPARTMENT CHAIR MEETING INCLUDING USE OF LONG TERM STRATEGIC PLANNING (LTSP) & LOCAL CONTROL ACCOUNTABILITY (LCAP) WITH DEPARTMENT & PROGRAM PRIORITIES.
02/13/17	BUDGET/FINANCE COMMITTEE APPROVES BUDGET CALENDAR FOR 17/18
02/21/17	BOARD APPROVAL OF 17/18 BUDGET CALENDAR
02/28/17	RELEASE FY17/18 BUDGET PACKETS
3/1/17 - 3/14/17	FINANCIAL STAFF AVAILABLE TO HAVE PERIOD BY PERIOD MEETINGS TO ASSIST IN DEVELOPING BUDGET WORKSHEETS.
03/01/17 - 03/20/17	TEACHERS/STAFF MEET WITH DEPT/PROGRAM HEADS TO BUILD BUDGET REQUESTS. **PLEASE BRING YOUR PRELIMINARY BUDGET TO THE 3/15 CURRICULUM COUNCIL MEETING**
3/21/17 - 3/31/17	DEPARTMENT/PROGRAM HEADS MEET WITH ADMINISTRATORS TO PRIORITIZE BUDGET AND COMPLETE FOR SUBMISSION TO BUSINESS OFFICE. REVIEW GOALS & PREPARE A RECOMMENDED PRIORITY LIST RANKING. **ADMIN RECOMMENDS MEETING WITH YOUR DEPT CHAIR TO FINALIZE ANY CHANGES. **ALL CHANGES END BY 3/31.
04/03/17	IMA/TEXTBOOK PACKETS DUE TO FINANCE OFFICE.
04/07/17	FINAL BUDGET WORKSHEETS DUE TO BUSINESS OFFICE - SUBMITTED VIA ONLINE FORM BY YOUR ADMINISTRATOR.
04/18/17	BUSINESS OFFICE COMPILES BUDGET REQUESTS/RECOMMENDATIONS & ORGANIZES FOR STAKEHOLDER INPUT, INCLUDING LCAP & LTSP.
04/19/17	ADMINISTRATORS AT DEPT CHAIR MEETING TO DISCUSS PRELIMINARY OVERALL FY17/18 BUDGETS.
04/26/17	LTSP COMMITTEE RECEIVES FY17/18 BUDGETS FOR VETTING AGAINST LTSP & LCAP PRIORITY NEEDS IDENTIFIED BY STAKEHOLDERS (DEPT/PROGRAM CHAIRS ATTEND).
05/04/17	BUSINESS OFFICE COMPILES STAKEHOLDER GROUP'S PRELIMINARY RECOMMENDATIONS & CREATES FILES FOR REGULAR MAY BUDGET & FINANCE MEETING. REPORTS BACK TO DEPARTMENT/PROGRAM CHAIRS AS TO STAKEHOLDER GROUPS RECOMMENDATIONS.
May TBD	BUSINESS OFFICE COMPILES ADDITIONAL B&F COMMITTEE/ADMIN FEEDBACK FOR FY17/18 BUDGET; RECEIVE AND UTILIZE INFORMATION TO INCLUDE IN BUDGET FROM FY17/18 INFORMATION CONTAINED IN STATE'S MAY REVISE.
05/08/17	APPROVE TEXTBOOK/IMA BUDGET
05/16/17	BOARD APPROVAL OF TEXTBOOK/IMA BUDGET BY B&F COMMITTEE
5/31-6/1	2 DAYS/PARTIAL BUDGET/FINANCE MEETING TO DISCUSS/APPROVE FY17/18 BUDGET
06/06/17	SPECIAL B & F MEETING TO BALANCE BUDGET
06/16/17	FY17/18 BUDGET SUBMITTED TO BOARD OF DIRECTORS FOR REVIEW & APPROVAL

PCHS
2017/18 BUDGET
FCMAT CALCULATOR

	v18.1b 2016-17				v18.1b 2017-18			
Palisades Charter High (1995836)								
LOCAL CONTROL FUNDING FORMULA								
CALCULATE LCFF TARGET								
Unduplicated as % of Enrollment	30.38%	30.38%	COLA	0.00%	30.17%	30.17%	COLA	1.560%
Grades 9-12	ADA	Base	Gr Span	Gr Span	ADA	Base	Gr Span	Gr Span
TOTAL BASE	2,844.47	8,578	223	535	2,849.00	8,712	227	539
	2,844.47	24,399,864	634,317	1,521,077	2,849.00	24,820,488	646,723	1,536,692
LOCAL CONTROL FUNDING FORMULA (LCFF) TARGET	26,555,258				27,003,903			
ECONOMIC RECOVERY TARGET PAYMENT	1/2				5/8			
CALCULATE LCFF FLOOR								
Current year Funded ADA times Base per ADA	12-13	16-17	16-17	ADA	12-13	17-18	17-18	ADA
Current year Funded ADA times Other RL per ADA	Rate	ADA	ADA	Rate	Rate	ADA	ADA	Rate
2012-13 Categoricals	6,185.00	2,844.47	2,844.47	6,185.00	6,185.00	2,849.00	2,849.00	2,849.00
Floor Adjustments								
2012-13 Categorical Program Entitlement Rate per ADA * cy ADA	507.81	2,844.47	2,844.47	507.81	507.81	2,849.00	2,849.00	1,446,751
2012-13 Categorical Program Entitlement Rate per ADA * cy ADA	\$ 1,799.41	2,844.47	2,844.47	\$ 2,207.12	\$ 2,207.12	2,849.00	2,849.00	6,288,085
Beginning in 2014-15, prior year LCFF gap funding per ADA * cy ADA								291,949
LOCAL CONTROL FUNDING FORMULA (LCFF) FLOOR	24,447,814				25,647,850			
CALCULATE LCFF PHASE-IN ENTITLEMENT								
LOCAL CONTROL FUNDING FORMULA TARGET	2016-17				2017-18			
LOCAL CONTROL FUNDING FORMULA FLOOR	26,555,258				27,003,903			
Applied Funding Formula: Floor or Target	24,447,814				25,647,850			
LCFF Need (LCFF Target less LCFF Floor, if positive)	FLOOR				FLOOR			
Current Year Gap Funding	2,107,444				1,356,053			
LCFF Entitlement before Minimum State Aid provision	1,159,726				596,257			
	55.03%				43.97%			
CALCULATE STATE AID	25,607,540				26,244,107			
Transition Entitlement	25,607,540				26,244,107			
Local Revenue (including RDA)	(5,930,735)				(5,930,735)			
Gross State Aid	19,676,805				20,313,372			
CALCULATE MINIMUM STATE AID								
2012-13 RL/Charter Gen BG adjusted for ADA	12-13	16-17	16-17	ADA	12-13	17-18	17-18	ADA
Less Current Year Property Taxes/In Lieu	Rate	ADA	ADA	Rate	Rate	ADA	ADA	Rate
Subtotal State Aid for Historical RL/Charter General BG	6,185.00	2,844.47	2,844.47	6,185.00	6,185.00	2,849.00	2,849.00	2,849.00
Categorical funding from 2012-13								
Charter Categorical Block Grant adjusted for ADA								
Minimum State Aid Guarantee								
CHARTER SCHOOL MINIMUM STATE AID OFFSET (effective 2014-15)								
Local Control Funding Formula Floor plus Funded Gap								
Minimum State Aid plus Property Taxes including RDA								
Minimum State Aid Prior to Offset								
Total Minimum State Aid with Offset								
TOTAL STATE AID	19,676,805				20,313,372			
LCFF Phase-in Entitlement (before COE transfer, Choice & Charter Supplemental)	25,607,540				26,244,107			
CHANGE OVER PRIOR YEAR	4.75%				2.49%			
LCFF Entitlement PER ADA	9.003				9.212			
PER ADA CHANGE OVER PRIOR YEAR	4.75%				2.32%			
BASIC AID STATUS (school districts only)	408				209			
LCFF SOURCES INCLUDING EXCESS TAXES								
State Aid	2016-17				2017-18			
Charter in-Lieu Taxes	Increase			Increase				
LCFF pre COE, Choice, Supp	5.03%	942,757	19,676,805	33.38%	6,567,302	26,244,107		
	3.81%	217,818	5,930,735	-100.00%	(5,930,735)			
	4.75%	1,160,575	25,607,540	2.49%	636,566			

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PCHS
2017/18 Budget
Multi-Year Projection

	2016-17 Estimated Actuals		2017-18		2018-19		2019-20	
	Totals	% change	Totals	% change	Totals	% change	Totals	% change
Revenues								
LCFF	\$ 25,594,789	2.72%	\$ 26,290,340	3.48%	\$ 27,204,975	2.65%	\$ 27,926,540	2.65%
Federal Revenue	1,173,236	10.05%	1,291,185	2.15%	1,318,945	2.50%	1,351,918.85	2.50%
Other State	2,956,156	0.68%	2,976,168	2.15%	3,040,156	2.50%	3,116,159.43	2.50%
One time/New revenue - assumes no add'l one-time mandates in 17/18, 18/19	709,788	-67.10%	233,494	-33.62%	155,000	0.00%	155,000	0.00%
Local	1,397,171	16.99%	1,634,593	2.50%	1,669,737	2.50%	1,711,480	2.50%
Total Revenue	\$ 31,831,140	1.87%	\$ 32,425,780	2.97%	\$ 33,388,813	2.61%	\$ 34,261,099	2.61%
Change in Revenue			\$ 594,640		\$ 963,033		\$ 872,286	
Expenditures								
Certificated Salaries								
Teachers	\$ 13,065,941	102.0%	\$ 13,613,850	102.0%	\$ 13,971,915	100.0%	\$ 14,061,863	100.0%
Admin	748,202	102.0%	785,000	102.0%	822,147	100.0%	844,634	100.0%
step & column	111,669	0.8%	107,235	0.8%	112,435	0.8%	113,289	0.8%
Total Certificated Classified	\$ 13,925,812		\$ 14,506,085	2.76%	\$ 14,906,497	0.76%	\$ 15,019,786	0.76%
Base	3,796,441	102.00%	3,993,242	102.00%	4,121,244	100.00%	4,147,584	100.00%
Admin	355,521	102.00%	369,631	102.00%	389,058	100.00%	395,643	100.00%
step & column	35,000	0.7%	60,171	0.7%	32,925	0.7%	33,166	0.7%
Total classified	\$ 4,186,962	5.64%	\$ 4,423,044	2.72%	\$ 4,543,227	0.73%	\$ 4,576,392	0.73%
Stat. benefits - Cert								
STRS	1,730,867	20.94%	2,093,228	15.93%	2,426,778	12.21%	2,723,087	12.21%
Other Certificated Benefits	354,855	2.85%	364,985	34.78%	491,914	0.76%	495,653	0.76%
Stat. benefits - Class								
PERS	471,003	18.14%	556,424	19.71%	666,082	15.76%	771,031	15.76%
Other Classified Benefits	373,800	6.29%	397,314	8.63%	431,607	0.73%	434,757	0.73%
lifeline benefits	751,000	100.0%	631,000	100.0%	631,000	100.0%	631,000	100.0%
Medical benefits	3,081,000	104.1%	3,207,321	104.5%	3,351,650	104.5%	3,502,475	104.5%
Total Benefits	\$ 6,762,525	7.21%	\$ 7,250,273	10.33%	\$ 7,999,032	6.99%	\$ 8,558,003	6.99%
Books & Supplies	829,108	3.11%	852,859	3.19%	880,085	2.86%	905,235	2.86%
Services	4,645,412	3.11%	4,524,869	3.19%	4,669,212	2.86%	4,802,751	2.86%
Capital Outlay	916,592		983,000					
Other Outgo								
Indirect	257,269		257,947		263,441		270,422	
Interest/Debt Service	32,243		33,314		29,983		26,984	
other uses								
Total Expenditures	\$ 31,555,923	4.04%	\$ 32,831,390	1.40%	\$ 33,291,456	2.61%	\$ 34,159,574	2.61%
Change in Expenditures -Prior Year			1,275,467		460,066		866,118	
Change in unrestricted fund balance	\$ 275,217		\$ (405,610)		\$ 97,357		\$ 101,524	

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PCHS
2017/18 Budget
Multi-Year Projection

	2016-17 Estimated Actuals		2017-18		2018-19		2019-20	
	Totals	% change	Totals	% change	Totals	% change	Totals	% change
Revenues								
Depreciation	\$ 541,650		\$ 574,000		\$ 574,000		\$ 574,000	
Fund Balance Change (financial reporting basis, including fixed assets)	\$ 650,160		\$ 3,390		\$ (476,643)		\$ (472,476)	
Note: Proposed One-Time \$\$ for 2018-2019 proposed but not funded/guaranteed (approx. \$480,000)								
salary	\$ 18,112,774		\$ 18,929,129		\$ 19,449,724		\$ 19,596,178	
benefit	\$ 6,762,525		\$ 7,250,273		\$ 7,999,032		\$ 8,558,003	
% benefit to salary	37.34%		38.30%		41.13%		43.67%	
% salary/benefit of expenses	78.83%		79.74%		82.45%		82.42%	
Assumptions to Use (Based on Department of Finance figures)								
STRS	12.580%		14.430%		16.280%		18.130%	
PERS	13.888%		15.531%		18.100%		20.800%	
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%		3.11%		3.19%		2.86%	
Stat COLA	0.47%		1.56%		2.15%		2.35%	
PERS Eligibility	81.00%		81.00%		81.00%		81.00%	
Gap Funding	54.18%		43.97%		71.53%		73.51%	
One-Time Discretionary (per ADA)	\$205		\$0.00		\$0.00		\$0.00	
Unduplicated Count	972.86		853.00		853.00		853.00	
LCFF Revenue Calculations								
ADA %age	Enrollment/ADA (P-2)	Enrollment (lower class size)	Enrollment (Project flat from 16/17)	Enrollment (Project Flat)	Enrollment (Project Flat)	Enrollment (Project Flat)	Enrollment (Project Flat)	Enrollment (Project Flat)
96.20%	2,948	2,836	2,844	2,844	2,844	2,844	2,844	2,844
COLA Factor			2,844	2,844	2,844	2,844	2,844	2,844
Per student funding (9-12) Updated	\$ 8,578	\$ 24,327,551	\$ 25,399,764	\$ 9,446	\$ 26,864,357	\$ 9,627	\$ 27,379,586	\$ 27,379,586
Total LCFF funding (includes Supplemental, Gap, & Augmentation)	\$ 25,594,789	\$ 25,594,789	\$ 25,399,764	\$ 5,77%	\$ 26,864,357	\$ 5,77%	\$ 27,379,586	\$ 27,379,586
Additional Factors (Included Above)								
HS augmentation	\$ 223	\$ 632,437	\$ 660,394	\$ 5,77%	\$ 698,473	\$ 1,92%	\$ 711,869	\$ 711,869
LCFF Supplemental Grant (Adj. Base x Undup # x 20%)	\$ 9,373	\$ 1,669,039	\$ 1,523,629	\$ 5,77%	\$ 1,611,484	\$ 1,92%	\$ 1,642,390	\$ 1,642,390
LCFF Target	\$ 795	\$ 1,221,570	\$ 964,666	\$ 339	\$ 899,166	\$ (54)	\$ (152,567)	\$ (152,567)
Gap Funding Per ADA (absent of COLA)								
P/Y Adjustments								
Total Current Year LCFF Funding		\$ 25,594,789	\$ 25,399,764	\$ 5,77%	\$ 26,864,357	\$ 1,92%	\$ 27,379,586	\$ 27,379,586

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PALISADES CHARTER HIGH SCHOOL
2016-2017 Estimated Actuals 2017-2018 Proposed Budget

	2015-2016 Unaudited Actuals	2016-2017 Budget- Approved 06/7/16	2016-2017 Estimated Actuals (based on 5.31 data)	2017-2018 Budget- Proposed	Changes from 16/17 to 17/18	Fixed Expenditures	Discretionary Expenditures	Comments
ADA ESTIMATES/ACTUAL FUNDED								
LCFF FUNDING PER ADA	2,844.70	2,836.04	2,844.47	2,854.00				per bill committee on 5/17/17 - increase ADA by 5 (from 2,849 to 2,854) for Temescal
LCFF HIGH NEEDS PER ADA	8,595.00	9,016.95	8,997.97	9,212.27				
EPA Funding-Prop 30	4,544,749	4,601,744	4,518,502	4,183,522				
LCFF Entitlement - State Aid - Current Year High Needs Grant (Included in LCFF Entitlements)	14,430,199	15,587,654	15,482,242	16,428,863				
LCFF PY Adjustments								
C-S Funding In Lieu of Prop Tax - PY adjustments	5,494,861	5,382,993	5,594,045	5,677,956				
LCFF Funding-Total	100,364	-						
NCLB:T1, Basic School Support	24,442,065	25,572,391	25,594,789	26,290,340	717,949			
Special Ed: IDEA Basic Local Assistance Entitlement	247,363	247,363	252,889	256,834				
NCLB:T1, Teacher Quality	540,503	552,711	546,929	555,461				
MAA-Medical Reimbursements	5,902	6,500	6,797	6,903				
Perkins	24,027	45,000	37,343	37,926				
Child Nutrition Program	444		28,120	24,736				
Federal Revenues-Total	300,133	336,158	301,158	409,325				
Prop. 39 energy	1,118,373	1,187,732	1,173,236	1,291,185	117,949			
State Lottery: Non Prop 20 - Current Year	123,596	102,004	108,501	110,194				
State Lottery: Non Prop 20 - PY adjustments	426,595.58	357,504	432,082	438,082				
Child Nutrition: School Programs	19,650	28,416	18,416	35,662				
Mandated Costs Reimbursement	26,093	119,113	119,478	119,478				
Educator Effectiveness Grant (3 year grant)	117,306							
One Time Discretionary Grant (Common Core Focused)			99,449	100,000				No one time funding budgeted for 2017-2018. (Potential one time funds in 2018-2019)
State Lottery: Prop 20 Inst. Matis-Current Year	1,478,258	672,140	610,339					
State Lottery: Prop 20 Ins Matis-PY adjustments	141,786.09	94,962	147,807	147,807				
Special Education- AB602	11,969	-	-	-				
Student ID/CAHSEE	1,629,296	1,612,274	1,597,028	1,621,942				
CTE Grant	8,850	-	4,915	4,992				
College Readiness Block Grant	917	239,300	379,711	368,012				
LAUSD-Sp Ed Grants	107,588	110,000	148,218	130,000				
Other State Revenues-Total	4,091,906	3,335,714	3,665,944	3,209,662	(456,282)			
Food Service Sales	145,425	170,306	135,306	194,907				
Leases & Rentals (POOL/SPERMIT/CIVIC CENTER ETC.)	1,059,516	997,841	990,000	1,059,686				
Interest	54,524	45,000	70,000	80,000				
Lease Revenue- iPad Rentals	16,954	5,000	1,865					
Fundraising	150,263	150,000	200,000	300,000				
Other Local Revenues-Total	1,426,683	1,368,147	1,397,171	1,634,593	237,422			
Total Revenue	31,079,025	31,463,984	31,831,140	32,425,780	617,038			
Teachers	11,606,993	12,045,976	11,897,168	13,324,423		13,324,423		Amounts for auxiliaries included in total, some potentially variable costs
School Admin	738,131	733,531	748,202	785,000		785,000		
Librarians	120,846	104,060	123,867					
Guidance, Welfare	749,833	495,244	768,579					
Other Support/Impact of / Step and Column		108,945	111,669	107,235		107,235		

PALISADES CHARTER HIGH SCHOOL
2016-2017 Estimated Actuals 2017-2018 Proposed Budget

	2015-2016 Unaudited Actuals	2016-2017 Budget- Approved 06/7/16	2016-2017 Estimated Actuals (based on 5.31 data)	2017-2018 Budget- Proposed	Changes from 16/17 to 17/18	Fixed Expenditures	Discretionary Expenditures	Comments
ADA ESTIMATES/ACTUAL FUNDED	2,844.70	2,835.04	2,844.47	2,854.00				per b/cf committee on 6/17 - increase ADA by 5 (from 2,849 to 2,854) for Temescal
LCFF FUNDING PER ADA	8,595.00	9,016.95	8,997.97	9,212.27				
LCFF HIGH NEEDS PER ADA								
New Periods & Teachers (Master Budget- Other)								
Certificated Salaries	13,215,803	13,671,910	13,925,812	14,506,085	580,273	14,216,658	289,427	committee to look at decreasing auxiliaries (start at 3.5 auxiliaries - non classroom based auxiliaries) (per b/cf 6/17/17, reduce aux by \$60K - Done by Admin)/Attrition savings on New Hires (\$3400)
Inst'l Aides	857,960	868,513	868,513					
Admin. Sal	351,521	344,944	355,521	369,631		369,631		
Clerical/Office	1,832,242	1,803,424	1,932,948	3,900,370		3,900,370		
Maint./Oper (incl. in Clerical/Office)	121,333	66,885	123,718					
Food Services	43,432	46,799	43,432					
Other Classified	842,827	850,830	850,830					
Impact Step and Column & (Retro 3% 2015-16 Budget year only)		35,000	35,000	60,171		86,171		Revised Step & column updated for continuing Positions
Proposed New Positions/Hours		(23,000)	(23,000)	92,872		92,872		
Classified Salaries	4,049,315	3,993,395	4,186,962	4,423,044	236,082	4,356,172	92,872	
Total Salaries	17,265,118	17,665,305	18,112,774	18,929,129	816,355	18,572,830	382,299	
STRS - Certificated (ER 12.58%)	1,375,220	1,719,926	1,730,867	2,093,228		2,093,228		
PERS - Classified (ER 13.888%)	406,653	449,228	471,003	556,424		556,424		
OASDI Regular - Certificated	13,579	12,500	14,079	15,000		15,000		
OASDI Regular - Classified	247,657	247,590	260,010	274,229		274,229		
OASDI Medicare - Certificated	187,859	191,407	210,338	210,338		210,338		
OASDI Medicare - Classified	58,164	55,908	59,036	64,134		64,134		
Health & Welfare Benefits - Certificated	2,012,766	2,133,274	2,100,000	2,186,100		2,186,100		health benefits are negotiable, amounts could change if negotiated
Health & Welfare Benefits - Classified	923,017	903,678	981,000	1,021,221		1,021,221		health benefits are negotiable, amounts could change if negotiated
Unemployment Insurance - Certificated	7,401	7,890	7,890	7,253		7,253		
Unemployment Insurance - Classified	3,154	2,775	3,233	2,212		2,212		
Workers' Compensation - Certificated	145,185	137,950	137,925	132,394		132,394		New Contract
Workers' Compensation - Classified	50,511	52,141	51,521	56,740		56,740		New Contract
Other Employment Benefits - Certificated (LT Benefits)	483,000	483,000	525,000	441,000			441,000	While PCHS has committed to fund lifetime benefits amount, total reflects build-up & not actual payments made to retirees (as recommended by b/cf committee - increase contribution in 16/17 by \$60K total, decrease by \$60K in 17/18)
Other Employment Benefits - Classified (LT Benefits)								While PCHS has committed to fund lifetime benefits amount, total reflects build-up & not actual payments made to retirees (as recommended by b/cf committee - increase contribution in 16/17 by \$60K total, decrease by \$60K in 17/18)
Employee Benefits	208,000	208,000	226,000	190,000			190,000	
Total Salary & Benefits	23,387,284	24,270,571	24,875,299	26,179,402	1,304,103	25,192,103	1,013,299	
Textbooks	374,231	258,088	224,263	186,578		186,578		
Instructional Materials	249,793	254,000	178,183	227,611		227,611		
Non-capitalized Equipment	40,000	50,000	50,000	51,555		51,555		
Other Supplies	168,882	112,500	130,389	130,694		130,694		
Food Service Supplies	215,139	296,273	246,273	256,421		256,421		
Books & Supplies	1,048,046	1,405,637	829,108	852,859	23,751	670,610	182,249	
Personnel Services-Mileage	5,990	5,000	6,500	6,500		6,500		includes special ed mileage
Travel/Conference	65,042	60,000	73,006	75,250		41,214	34,036	\$41K of conferences tied to revenue sources
Due/Memberships	218,936	218,066	207,872	205,066		218,066		includes subscriptions to infrastructure related items (i.e. networking) (as recommended by b/cf committee on 6/16/17 - reduce subscriptions by \$13K)
Insurance	155,867	136,385	166,675	143,029		143,029		
Operation and Housekeeping Services	553,775	602,550	650,976	650,000		650,000		per b/cf committee (amounts potentially reduced w/energy saving initiatives)
Rentals/Leases/Repairs&Noncapitalized Improvements	308,028	298,334	425,000	400,000		336,287	63,713	\$63K in emergency, one time repairs

PALISADES CHARTER HIGH SCHOOL
2016-2017 Estimated Actuals 2017-2018 Proposed Budget

	2015-2016 Unaudited Actuals	2016-2017 Budget-Approved 06/7/16	2016-2017 Estimated Actuals (based on 5.31 data)	2017-2018 Budget-Proposed	Changes from 16/17 to 17/18	Fixed Expenditures	Discretionary Expenditures	Comments
ADA ESTIMATES/ACTUAL FUNDED LCFF FUNDING PER ADA	2,844.70	2,836.04	2,844.47	2,854.00				per b/cf committee on 6/17/17 - increase ADA by 5 (from 2,849 to 2,854) for Temescal
LCFF FUNDING PER ADA	8,595.00	9,016.95	8,997.97	9,212.27				
LCFF HIGH NEEDS PER ADA								
Professional Consulting Services & Operating Exp (5800, 5810, 5821, 5850, 5860)	2,676,091	2,304,690	2,365,448	2,277,698		1,330,464	947,234	fixed costs include LACOE PeopleSoft, LACOE fees, recruitment, legal, & fingerprinting, cafeteria contract (as recommended by admin & b/cf committee - \$40K reduction in consulting services)
Pupil Transportation	47,528	434,777	559,179	576,570		70,051	506,519	b/cf recommends \$5,76K as transportation placeholder costs (scholarships, athletics transport, fundraising campaign) 6/1/17 - total expenditures allocated between legally required (spec (\$70K) & all other transportation (\$306K))
Communications and Other Expenses	310,227	203,883	190,756	190,756		51,982	138,774	Keep at 16/17 levels - postage/communications are fixed, other expense are variable. Some of the variable expenses have revenue offsets
Services, Other Operating Exp	4,341,485	3,828,909	4,645,412	4,524,869	(120,543)	2,847,593	1,690,275	
Capital Outlay (6100-6500) - Total (Detail Below)		1,506,976	916,592	983,000	66,408	316,000	667,000	
Sites & Improvement (6100)		81,000	45,713	105,000		105,000		Prop 39 has revenue stream
Bldgs & Improvement (6200)		294,676	356,028	247,000		25,000	222,000	\$25K funded by CTE
Equipment-Technology (6400)		1,050,250	456,074	550,000		186,000	364,000	\$186K funded by CTE
Equipment/Furniture Replacement (6500)		81,050	58,778	81,000			81,000	
Depreciation Expense	471,117	689,645	541,650	574,000		574,000		add \$24K for depreciation 17/18 (purchases against depreciation already made)
Interest	47,528	33,314	32,243	33,314		33,314		interest is fixed
Indirect Cost (Total charter school supervisory oversight fees only)	244,500	265,722	257,269	257,947		257,947		indirect cost is fixed
Total Expenses-Financial Reporting Basis	29,539,960	30,493,798	31,180,980	32,422,390	1,241,409	29,575,567	2,885,923	
Total Expenses-Cash Reporting Basis		31,311,129	31,555,923	32,831,390	1,275,467	29,317,567	3,552,823	
Financial Reporting Basis-Adjusted for Depreciation	1,539,067	970,186	650,160	3,390	(646,769)			Balanced Budget for Financial Statement Reporting Purposes 2017-2018
Net Reserve Fund Increase(Reduction)-Cash Basis		152,855	275,217	(405,610)	(680,827)			

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PCHS
2017-2018 BUDGET
MASTER-OTHER

Palisades Charter High School - Board Meeting - Agenda - Monday June 19, 2017 at 5:00 PM

Expense	FUNDING SOURCES										Comments		
	2017-2018 Requested Amounts	2017-2018 Recommended Total	EXISTING	NEW	GENERAL	COP	LCAP	GTE	College Readiness	Educator Effectiveness		ASB	Potential Savings
AA Team AP/Main Office	\$ 171,063	\$ 304,663	\$ 378,663	\$ (74,000)			\$ 93,063			\$ 211,600	\$ -	\$ (2,000)	decreasing periods of PD but adding more PD training
Athletics	\$ 74,040	\$ 40,800	\$ 27,000	\$ 13,800	\$ 38,100						\$ 2,700		analyze per coach to team member ratio on athletic teams
Attendance	\$ 5,000	\$ 2,000	\$ 2,000		\$ 2,000								\$3.25K in consulting career counselor (savings of 4 auxiliaries, but adding one full time classified position), saving of \$15k for consulting - funded by college readiness - recommendation is to keep certified coverage the same
Career Center													Proctors from ASB, OT salaries are existing
College Center	\$ 15,120	\$ 14,580	\$ 14,580		\$ 1,080						\$ 13,500		Math winter hours - College readiness?
Counseling		\$ 53,543	\$ 53,543		\$ 53,543								\$7500 consulting ed achieve, keep Myrna tin at current 16/17 levels
Deans													
EL Program	\$ 8,426	\$ 8,426	\$ 8,426				\$ 8,426						status quo - 5 auxiliaries, Jeff will look for possible cost savings
English													deny summer time
Finance	\$ 4,000	\$ 4,000		\$ 4,000	\$ 4,000								keep at 16/17 level of extra hours math paraprofessionals partially funded by college readiness, remainder to be covered by existing tutoring costs in study center (after school time)
Foreign Language	\$ 135,000	\$ 75,000	\$ 75,000		\$ 75,000								check w/Mr. Bush
Fuerza Unida	\$ 15,925	\$ 15,925	\$ 15,925				\$ 15,925						Currently 1 aux period - 17/18 to increase to auxiliaries shared by 3 teachers
Leadership	\$ 2,599	\$ 600		\$ 600									may be used from SpEd flex time existing consultants & PD time
Library	\$ 27,897	\$ 24,700	\$ 24,700		\$ 24,700								Existing summer school staffing levels
Math	\$ 23,500	\$ 121,572	\$ 23,500	\$ 98,072	\$ 83,628				\$ 98,072	\$ 6,800	\$ -		keep study center levels at 16/17 levels explore stipends
Mental Health		\$ 110,318	\$ 110,318										pay add'l time for sound out of show budget from ASB
MESA	\$ 12,000	\$ 29,000	\$ 14,000	\$ 15,000			\$ 29,000						keep at current existing levels
PE													
Safety	\$ 8,000												
Special Ed	\$ 299,800	\$ 151,600	\$ 51,600	\$ 100,000	\$ 108,000	\$ 30,000				\$ 13,600	\$ -		
Special Ed - 504 Case Manager													
Study Center													
Summer School	\$ 59,374	\$ 51,520	\$ 51,520				\$ 51,520						
Testing	\$ 32,840	\$ 32,840	\$ 32,840		\$ 32,840								
Tutoring	\$ 41,000	\$ 37,900	\$ 37,900		\$ 37,900								
TVN	\$ 32,000	\$ 32,000	\$ 26,000	\$ 6,000			\$ 32,000						
VAPA	\$ 72,210	\$ 59,250	\$ 5,250	\$ 54,000				\$ 54,000			\$ 5,250		
Virtual Academy	\$ 454,500	\$ 202,500	\$ 202,500		\$ 202,500								
Total	\$ 1,494,293	\$ 1,372,737	\$ 1,155,265	\$ 217,472	\$ 663,291	\$ 140,318	\$ 229,934	\$ 54,000	\$ 98,072	\$ 232,600	\$ 21,450	\$ (2,000)	

	EXISTING	NEW
CERTIFICATED TOTAL	\$ 1,051,135	\$ 101,600
CLASSIFIED TOTAL	\$ 104,130	\$ 115,872
GRAND TOTAL	\$ 1,155,265	\$ 217,472

Recommended by B/F committee 6/6/17
 Certificated Auxiliaries \$ (60,000)
 Total New Certificated Salaries \$ 41,600

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PCHS

MEDICAL BENEFITS FY17/18 PLAN OPTIONS AND TOTAL HEALTH BENEFITS

Medical Increase Analysis

3 mos. 15/16 9 mos. 16/17 3 mos. 16/17 9 mos. 17/18

2016-2017 Enrollees	2017-2018 Enrollees	Plan Type	2015-2016		2016-2017		2017-2018		Increase by Type	\$ by Type
			Actuals	Proposed	Actuals	Proposed	Actuals	Proposed		
78	82	PPO	1,055	1,084	1,084	1,160		106.0%	\$ 1,122,744	
65	61	HMO	1,032	1,057	1,057	1,039		99.3%	\$ 763,842	
66	70	Kaiser	1,107	1,130	1,130	1,198		105.0%	\$ 992,040	
22	24	Retirees	3,194	3,271						
3	3	Bronze Plan-NEW (Savings for Reduced Cost Plan) 50% to Employee		524	524	544			\$ 21,927	
234	240	Total Covered							\$ 2,900,553	
212	216	Non-Retirees								

Summary Increase- All Options

	2015-2016	2016-2017	2017-2018
	2,622,858	2,773,421	2,900,553
	216,199	252,654	246,600
	52,884	54,925	61,690
	\$ 2,891,940	\$ 3,081,000	\$ 3,208,842
Certificated	\$ 2,031,412	\$ 2,100,215	\$ 2,187,137
Classified	\$ 860,529	\$ 980,785	\$ 1,021,705
	\$ 2,891,940	\$ 3,081,000	\$ 3,208,842

SUMMARY

Health	\$ 89.00	\$ 89.00	\$ 85.00	Up 4.6% Overall
Dental-1	\$ 108.90	\$ 107.50	\$ 102.50	Down 4.5%
Dental-2	\$ 21.90	\$ 21.90	\$ 21.90	Down 4.7%
Vision	\$ 1.90	\$ 1.90	\$ 1.90	(No Rate change) but add'd FTE's
Life	\$ 1.90	\$ 1.90	\$ 1.90	(No Rate change) but add'd FTE's

Enrollees	2015-2016	2016-2017	2017-2018
Health	85	85	85
Dental-1	130	130	130
Dental-2	216	216	216
Vision	216	216	216
Life	216	216	216

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**PCHS
2017-2018 BUDGET
TEXTBOOKS**

Expense Summary

Textbooks	#
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Expense	Original Request	Admin Recommended	Budget/Finance Recommended	Comments
AA Team	\$ 3,200	\$ 3,200	\$ 3,200	
EL Program	\$ 10,250	\$ 10,250	\$ 10,250	
English	\$ 39,600	\$ 34,000	\$ 34,000	this will be an on-going cost of approx (\$30K/year) to replace readers
Foreign Language	\$ 1,100	\$ 1,100	\$ 1,100	
Leadership	\$ 670	\$ 670	\$ 670	
Library	\$ 11,650	\$ 11,650	\$ 11,650	
Math	\$ 2,000	\$ 2,000	\$ 2,000	
Science	\$ 89,048	\$ 89,047	\$ 49,047	is there a need for the neuroscience class if its not CTE funded? Anatomy books are pending CTE certification. Neuroscience added as a A-G semester course
Social Science	\$ 39,000	\$ 39,000	\$ 39,000	
Special Ed				
Summer School				
Tech Ed	\$ 13,575	\$ 22,945	\$ 22,945	
Temescal	\$ 3,300	\$ 3,300	\$ 3,300	
VAPA	\$ 9,916	\$ 9,916	\$ 9,916	
Virtual Academy	\$ 300	\$ 300	\$ 14,500	digital textbook to FLVS moved to textbook (on-going expense for virtual academy)
Unspent/Textbook repair		\$ (15,000)	\$ (15,000)	
Total	\$ 223,609	\$ 212,378	\$ 186,578	approved on 5/31/17 by b/t committee, board approved as of 6/6/17

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PCHS
2017-2018 BUDGET
IMA

Expense	4 Year Average	Above Baseline	Total	Admin Recommended	Budget/Finance Recommended	Comments	B/F Meeting Notes
AA Team	\$ 2,922.63	19,652.37	\$ 22,575.00	\$ 20,575.00	\$ 20,575.00	Items absorbed from PLC/intervention budget	
Academic Decathlon	\$ 5,300.00	10,400.00	\$ 5,300.00	\$ 5,300.00	\$ 5,300.00	kept at 16/17 levels	
AP/Main Office			\$ -				
Athletics /Athletic Director	\$ 3,046.95	56,400.00	\$ 59,446.95	\$ 36,000.00	\$ 36,000.00	moved items to tech, schoolwide rentals, & PE IMA	Athletic uniforms should be a one time expense
Attendance	\$ 3,463.51	2,386.49	\$ 5,850.00	\$ 4,000.00	\$ 4,000.00	items absorbed from Pali Cares & Dean's Office	
Career Center	\$ -	800.00	\$ 800.00	\$ 800.00	\$ 800.00		
College Center	\$137	6,443.44	\$ 6,580.00	\$ 1,200.00	\$ 1,200.00	most items funded by Booster Club & testing fees	
Counseling	\$ 5,799.30	2,500.00	\$ 8,299.30	\$ 2,500.00	\$ 2,500.00	counseling items moved to the school-wide	
EL Program	\$ 4,067.59	1,200.00	\$ 5,267.59	\$ 5,267.59	\$ 4,067.59	to meet state compliance in EL program	committee recommends 4 yr avg
English	\$ 1,984.48	1,090.12	\$ 3,074.60	\$ 1,090.12	\$ 3,074.60	lit success program part to AA program & library	increased to higher amount due to clarification from English dept. chair
Foreign Language	\$ 1,586.00	-	\$ 1,586.00	\$ 1,586.00	\$ 1,586.00	fine w/4 year average	
Fuerza Unida/PIQE	\$ -	6,200.00	\$ 6,200.00	\$ 3,000.00	\$ 3,000.00	Planners & PLC moved to AA Team/PLC	share IMA Budget w/TVN
Health (Nurse's Office)	\$ 3,294.82	1,000.00	\$ 4,294.82	\$ 3,294.82	\$ 3,294.82	fine w/4 year average	
Leadership Class		250.00	\$ 250.00	\$ 250.00	\$ 250.00	for classroom curriculum materials	
Library	\$ 4,302.36		\$ 4,302.36	\$ 4,302.36	\$ 4,302.36	fine w/4 year average	
Math	\$ 5,750.50		\$ 5,750.50	\$ 5,750.50	\$ 5,750.50	fine w/4 year average	
Mental Health	\$ -	1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	using mental health funds from state/fed program enrollment doubled from previous years	
MESA	\$ 2,154.04	4,045.96	\$ 6,200.00	\$ 6,200.00	\$ 6,200.00		
PE	\$ 3,647.75	6,000.00	\$ 9,647.75	\$ 9,647.75	\$ 9,647.75	PE Uniforms moved from Athletics IMA	
Science	\$ 60,293.24	29,806.76	\$ 90,100.00	\$ 84,800.00	\$ 84,800.00	\$10K moved to CTE, amounts kept the same as 16/17 funding levels	
Security (Deans)	\$ 4,944.52	3,425.00	\$ 8,369.52	\$ 4,944.52	\$ 4,944.52	kept at 4-year average - could not tell if the items listed are in addition to 4-year average	
SLC-POD (PLC)	\$ 1,000.00	600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	pod awards, gained a pod	
Social Science	\$ 1,700.83	2,038.17	\$ 3,739.00	\$ 2,639.00	\$ 2,639.00	more traveling teachers for next year	
Special Ed	\$ 15,908.68	16,200.00	\$ 32,108.68	\$ 15,908.68	\$ 15,908.68	fine w/4 year average	
Special Ed - 504 Case Manager	\$ 1,244.50		\$ 1,244.50	\$ 1,244.50	\$ 1,244.50	fine w/4 year average	
Study Center	\$ 636.03	400.00	\$ 1,036.03	\$ 636.03	\$ 636.03	fine w/4 year average	
Summer School	\$ 1,000.00		\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	fine w/4 year average	
Tech Ed	\$ 10,385.24	6,614.76	\$ 17,000.00	\$ 9,500.00	\$ 9,500.00	new class moved to fundraising, P. Kuper moved to CTE funding	
Temescal	\$ 3,249.25	3,250.75	\$ 6,500.00	\$ 3,249.25	\$ 3,249.25	kept at 4-year average - could not tell if the items listed are in addition to 4-year average	
Testing	\$ 907.89	2,025.00	\$ 2,932.89	\$ 2,932.89	\$ 2,932.89	state testing compliance	
TVN		3,000.00	\$ 3,000.00	\$ -	\$ -	moved to transportation	share IMA Budget w/TVN
VAPA	\$ 49,085.27	59,599.73	\$ 108,685.00	\$ 76,685.00	\$ 83,185.00	instrument moved to CTE funding, band, photo, & orchestra kept at 16/17 levels	increased orchestra to reflect class
Virtual Academy	\$ 970.43		\$ 970.43	\$ 970.43	\$ 970.43	fine w/4 year average	
Unspent IMA (20% of total IMA)			\$ (64,874.80)	\$ (64,874.80)	\$ (97,547.68)		
TOTAL IMA	\$ 198,782.37	\$ 246,328.55	\$ 434,710.92	\$ 252,999.64	\$ 227,611.25	approved as of 5/31/17 b/f; board approved as of 6/6/17	\$ -

**PCHS
2017-18 BUDGET
PERSONNEL SERVICES
A/C 5210**

Palisades Charter High School
Mileage Expenses
2016-2017

Budgeted Amount 5,000.00

00000.0	LAUSD Mileage	8.10
	COLLEGE CENTER MILEAGE	723.40
	ATHLETIC MILEAGE	445.97
	ADMINISTRATION MILEAGE	533.37
	TEACHER MILEAGE	421.58
	SPED STAFF MILEAGE	128.40
	HR MILEAGE	41.58
	COUNSELING OFFICE MILEAGE	74.36
20150.0	ADMINISTRATION MILEAGE	26.24
	TEACHER MILEAGE	189.36
62640.0	TEACHER MILEAGE	138.24
63870.0	ADMINISTRATION MILEAGE	179.65
65000.0	SPED SETTLEMENT MILEAGE	3,203.20
	SPED STAFF MILEAGE	51.25

Amount Spent in 16/17 6,164.70

Amount Remaining (1,164.70)

Recommended Amount for 17/18 **6,500.00**
B/F Committee Recommended

**PCHS 2017/18 BUDGET
CONFERENCES**

Amount Budgeted-2016-2017

A/C 5220

\$ 90,000

00000.0	BANKCARD CENTER	\$ 510
	BIRMINGHAM COMMUNITY CHARTER H.S	\$ 410
	California Charter Schools Association	\$ 200
	CALIFORNIA CONSORTIUM INDEPENDENT STUDY	\$ 470
	CASBO CENTINELA-SOUTH BAY SUBSECTION	\$ 210
	TECH PROFESSIONAL DEVELOPMENT	\$ 745
	ELIZABETH PRATHER	\$ 2,600
	FIRST BANKCARD	\$ 203
	FRANK FAT'S - SACRAMENTO, CA	\$ 263
	FRED PRYOR SEMINARS	\$ 593
	HYATT HOTELS SACRAMENTO - SACR	\$ 505
	INN OFF CAPITOL PARK - SACRAME	\$ 400
	RICHARD MAXWELL	\$ 329
	SACRAMENTO HOLIDAY INN - SACRA	\$ 423
	SKILLPATH SEMINARS	\$ 198
	SOUTHWEST AIRLINES	\$ 961
	TAXI SVC GARDENA - GARDENA, CA	\$ 53
	TAXI SVC SACRAMENTO - SACRAMEN	\$ 45
	SANTA MONICA COLLEGE	\$ (582)
	TITLE 2 PROFESSIONAL DEVELOPMENT	\$ (1,249)
	HR PROFESSIONAL DEVELOPMENT	\$ 17
	COLLEGE CENTER PROFESSIONAL DEVELOPMENT	\$ 125
	ENGLISH LEARNER PROFESSIONAL DEVELOPMENT	\$ 936
	COUNSELING PROFESSIONAL DEVELOPMENT	\$ 898
	SPED PROFESSIONAL DEVELOPMENT	\$ 87
	VIRTUAL ACADEMY PROFESSIONAL DEVELOPMENT	\$ 1,313
	ADMIN PROFESSIONAL DEVELOPMENT	\$ 235
	SCIENCE PROFESSIONAL DEVELOPMENT	\$ 250
20150.0	BANKCARD CENTER	\$ 11,164
	CAL-PAC CAMP	\$ 616
	CENTER FOR CELEBRATION OF	\$ 4,500
	LAUSD PERSONNEL COMMISSION	\$ 200
	RANCHO DEL CIELO MALIBU	\$ 900
	LCAP PROFESSIONAL DEVELOPMENT	\$ 1,997
30100.0	BANKCARD CENTER	\$ 471
	TITLE 1 PROFESSIONAL DEVELOPMENT	\$ 1,699
40350.0	CALIFORNIA CHARTER SCHOOL CONFERENCE	\$ 350
	FIRST BANKCARD	\$ 200
	TITLE 2 PROFESSIONAL DEVELOPMENT	\$ 5,081
62640.0	RANCHO DEL CIELO MALIBU	\$ 2,750
	EDUCATOR EFFECTIVENESS PROFESSIONAL DEVELOPMENT	\$ 4,583
63870.0	AMERICAN AIRLINES	\$ 328
	FIRST BANKCARD	\$ 2,180
	UNITED AIRLINES	\$ 356
	CTE PROFESSIONAL DEVELOPMENT	\$ 234
65000.0	NBI	\$ 2,220
	WELLNESS CONFERENCE	\$ 50
	SPED STAFF PROFESSIONAL DEVELOPMENT	\$ 1,334
	Amount Spent in 16/17	\$ 52,361
	Amount Remaining	\$ 37,639
	Recommended Amount for 17/18	\$ 60,000
	B/F Committee Recommended	

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**PCHS
2017/18 BUDGET
SUBSCRIPTIONS A/C 5310**

Palisades Charter High School
Subscriptions/Dues & Memberships
2016-2017

Amount Budgeted -2016/17		\$ 218,066
00000.0	ACA TRACK	\$ 7,460
	ACCREDITING COMMISSION FOR SCHOOLS	\$ 920
	AKINS IT, INC.	\$ 8,789
	BANKCARD CENTER	\$ 365
	BOARD ON TRACK	\$ 9,746
	California Charter Schools Association	\$ 7,500
	CENTER FOR EDUCATION AND EMPLOYMENT LAW	\$ 374
	COLLEGE CENTRAL NETWORK	\$ 1,500
	CORECOURSEGPA.COM	\$ 263
	CSADA	\$ 235
	DESIGN SCIENCE INC.	\$ 462
	EBSCO ACCOUNTS RECEIVABLE	\$ 185
	EDGENUITY INC	\$ 1,800
	EDLIO	\$ 3,482
	EDUCATION WEEK	\$ 79
	FIRST BANKCARD	\$ 676
	FOLLETT SOFTWARE COMPANY	\$ 1,240
	FRONTLINE TECHNOLOGIES GROUP LLC	\$ 4,330
	GALE CENGAGE LEARNING	\$ 13,428
	GOLDSTAR LEARNING, INC.	\$ 26,044
	INFINITE CAMPUS	\$ 29,383
	IXL LEARNING	\$ 9,237
	JAMF SOFTWARE	\$ 7,462
	JEFF'S LOCK & KEY SERVICE	\$ 1,249
	JOHN RAUSCHUBER	\$ 89
	KUTA SOFTWARE	\$ 222
	MAILCHIMP - MAILCHIMP.COM, GA	\$ 75
	OXFORD UNIVERSITY PRESS	\$ 1,185
	PACKETFUSION	\$ 7,827
	PROGRESSIVE BUSINESS PUBLICATIONS	\$ 318
	RAYNE WATER CONDITIONER	\$ 459
	SALARY.COM	\$ 2,333
	SAN JOAQUIN COUNTY OFFICE OF EDUCATION	\$ 375
	SCHOODOLOGY	\$ 20,619
	SHOUTPOINT INC	\$ 1,725
	STEPHEN KLIMA	\$ 300
	STUDENTMAGS	\$ 263
	THE SCHOOL SUPERINTENDENTS ASSOCIATION	\$ 450
	THOMAS REUTERS WEST	\$ 48
	TOUCHLINE SOFTWARE, INC.	\$ 305
	TURNITIN, LLC	\$ 9,101
	ITRANSLATION SERVICES	\$ 3,500
	ASSOCIATION OF CA SCHOOL ADMINISTRATORS	\$ 676
	COLLEGE CENTRAL NETOWRK	\$ 333
	CLOUDLOCK	\$ 3,000
20150.0	ACELLUS LEARNING SERVICES	\$ 5,215
	CONVERCENT	\$ 2,500
	Houghton Mifflin	\$ 375
	MYRNA CERVANTES	\$ 60
	RAPTOR	\$ 1,910
53100.0	INFINITE CAMPUS	\$ 3,099
63870.0	DECA	\$ 1,000
	LISA SAXON	\$ 200
	RICK STEIL	\$ 156
	TERI JONES, SOCAL REGIONAL DIRECTOR	\$ 550
65000.0	ACELLUS LEARNING SERVICES	\$ 3,000
	LRP PUBLICATION	\$ 270
	N2Y	\$ 648
91000.0	SOFTERWARE	\$ 4,516
	Amount Spent in 16/17	\$ 212,911
	Amount Remaining	\$ 5,155
	Recommended Amount for 17/18	\$ 218,066
	B/F Committee Recommended reduction as of 6/6/17	\$ (13,000)
	B/F Committee Recommended	\$ 205,066

new expenses in 16/17
funded through revenue source

25,060.50
6,422.26 Powered by BoardOnTrack

**PCHS
2017-2018 BUDGET
OPERATIONS
A/C 5510**

Palisades Charter High School
Operations
2016-2017

Amount Budgeted 675,000.00

00000.0	A&R FOOD DISTRIBUTORS	658.50
	ACUMEN COMMUNICATIONS, INC.	2,174.55
	AMAZON	4,935.43
	AMERICAN TIME	311.06
	AQUA FLO SUPPLY	(379.97)
	ATM Specialty Services, Inc.	5,794.18
	BANKCARD CENTER	581.58
	BEAUTY TREE SERVICE & MAINTENANCE	52,580.00
	BUDGET BLIND OF WOODLAND HILLS	216.00
	DARREN CORRIGAN	2,071.18
	DEAN SAFE	1,205.79
	DUNN EDWARDS	5,141.62
	FILEKEEPERS	207.00
	FULL CIRCLE RECYCLING COMPANY	(98.00)
	GRAINGER	9,791.26
	GREEN ECONOMIE	773.36
	HD SUPPLY FACILITIES MAINTENANCE	654.99
	HIRSH PIPE & SUPPLY	12,111.48
	ICE MACHINE SALES & SERVICE CO.	652.57
	JASON CHIN	119.61
	JEFF'S LOCK & KEY SERVICE	5,182.71
	JORGE GRACIAS	407.81
	JUST DO IT FITNESS EQUIP.	171.30
	KML GROUP	77,787.50
	LAUSD Utilities	199,980.42
	LAWSON PRODUCTS	1,085.09
	LOWES	11,684.60
	OSCAR CABRERA	219.28
	Palisades Charter High School	480.00
	PARAMOUNT PICTURES CORPORATION	1,267.13
	PARTS TOWN	64.85
	REPUBLIC SERVICES	3,436.12
	RICHARD MONTZ	202.02
	SCHEIB PEST SOLUTIONS INC	1,312.79
	STAPLES ADVANTAGE	514.52
	SUPPLY WORKS	25,485.86
	TSM Recovery & Recycling	226.50
	UNISERVE FACILITIES SVCS CORP.	24,940.87
	WAXIE	668.37
20150.0	BUDGET BLIND OF WOODLAND HILLS	4,241.25
	DARREN CORRIGAN	1,750.00
	JEFF'S LOCK & KEY SERVICE	1,759.57
	KML GROUP	1,684.90

Amount Spent in 16/17 464,055.65

Amount Remaining 210,944.35

B/F Recommended Amount for 17/18 650,000.00

to reflect potential savings in energy efficiencies (utilities)

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**PCHS
2017-2018 BUDGET
REPAIRS A/C 5610**

Amount Budgeted -2016/17

475,000

00000.0	AKINS IT, INC.	5,099.00
	ANDY GUMP	1,122.30
	BANKCARD CENTER	19,267.20
	BEAUTY TREE SERVICE & MAINTENANCE	2,460.00
	BUDDY'S ALL STARS	4,025.00
	CHRIS BARTON	280.00
	CINEMA AIR	3,900.00
	CITY OF LA DEPT OF RECREATION AND PARKS	8,441.50
	Complete Business Systems	1,900.00
	DANIEL ENE	435.00
	FFSTECH	1,165.11
	FINANCIAL PACIFIC LEASING INC	71,565.77
	HERC RENTALS	892.50
	ICE MACHINE SALES & SERVICE CO.	133.64
	JEFF'S LOCK & KEY SERVICE	2,416.10
	KML GROUP	31,640.47
	KONICA MINOLTA BUSINESS SOLUTIONS	18,583.29
	KONICA MINOLTA PREMIER FINANCE	14,904.44
	KS STATEBANK	3,132.61
	L.A. HYDRO-JET & ROOTER SERVICE, INC.	64.00
	LOU'S GOLF CARTS INC	1,048.02
	MAILFINANCE	3,893.63
	MEDINA CONSTRUCTION	6,780.00
	MODSPACE CORP	5,752.14
	MXX MASTER SOUND	927.00
	PROFESSIONAL DUCT CLEANING CO., INC.	1,200.00
	PURE HEALTH SOLUTIONS INC	2,203.20
	RAYNE WATER CONDITIONER	3,740.13
	SADDLEBACK GOLF CARS	118.13
	TEQlease, INC	59,550.40
20150.0	ACCO ENGINEERED SYSTEMS	1,769.05
	ANDY GUMP	3,643.19
	FINANCIAL PACIFIC LEASING INC	12,196.40
	KML GROUP	2,815.50
	KS STATEBANK	1,566.30
	MODSPACE CORP	2,607.37
	PURE HEALTH SOLUTIONS INC	587.55
	TEQlease, INC	28,976.50
53100.0	KML GROUP	759.38
63870.0	DAVID CARINI	470.59
	PEYMAN NAZARIAN	452.53
65000.0	MODSPACE CORP	1,844.48
	PURE HEALTH SOLUTIONS INC	469.81
99500.0	MOBILE MINI, LLC	3,199.15
	MODSPACE CORP	781.51
	PACIFIC FLOOR COMPANY	6,867.00
	RITE INC.	6,916.25

Non-recurring expenses (Emergencies)	63,712.81
Room for repairs 16/17 (to finish CapEx)	35,000.00
recurring repairs	336,287.19

Amount Spent in 16/17	352,563.14
Amount Remaining	122,436.86
Pending lease payments	(17,000.00)
Mobile Mini	(20,000.00)

Recommended Amount for 17/18
B/F Committee Recommended

400,000.00
Powered by BoardOnTrack

PCHS
2017/18 BUDGET
OUTSIDE SERVICES SUMMARY

Palisades Charter High School
 5800s - Outside Services

	<u>16/17 Actual Expenses</u>	<u>17/18 Proposed</u>	
Total 5800's Budget	<u>\$ 2,353,217</u>		
5800 LACOE	\$ 14,006	\$ 29,006	
5803 Late Fees	\$ 4,712	\$ 4,000	Late fees charged by LACOE for STRS/PERS adjustments
5810 Consulting	\$ 1,660,749	\$ 2,103,451	
5821 Legal	\$ 154,606	\$ 105,000	
5831 Recruitment	\$ 3,119	\$ 3,119	
5850 Educational Consulting	\$ 20,815	\$ 30,000	
5860 Fingerprinting	<u>\$ 3,122</u>	<u>\$ 3,122</u>	
Total Expenses (-To Date 05/2017)	<u>\$ 1,861,129</u>	<u>\$ 2,277,698</u>	
Amount Remaining (Est. for remainder of 16/17)	<u>\$ 492,088</u>		

Recommended Amount for 16/17
 B/F Committee Recommended

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PCHS
2017-2018 BUDGET
LEGAL ACCOUNTING
A/C 5821

Palisades Charter High School
 Legal/Accounting
 2016-2017

00000.0	ATKINSON, ANDELSON, LOYA, RUUD & ROMO	\$ 74,661
	VAVRINEK, TRINE, DAY & CO., LLP-audit	14,231
	YOUNG, MINNEY & CORR, LLP	12,195
	LAW OFFICES OF ONWAEZE	(15)
65000.0	NEWMAN, AARONSON, VANAMAN	4,600
	TRYGSTAD, SCHWAB & TRYGSTAD	25,000
	YOUNG, MINNEY & CORR, LLP	23,934
Amount Spent in 16/17		<u>\$ 154,606</u>
Recommended Amount for 17/18		\$ 105,000
B/F Committee Recommended		

PCHS

PUPIL TRANSPORTATION UPDATES AND 17/18 BUDGET

	2014-2015 Actuals	2015-2016 Actuals	2016-2017 Budget	2016-17 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)	
Subtotal Transportation Program-Net Cost to Palisades	150,690.83	190,133.33	343,477.50	
Summer School - Intervention			15,000.00	
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
Total Transportation Expenses	349,794.70	397,438.56	559,179.09	
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	
Total Potential Student Reimbursable Amount	928,750.00	1,000,000.00	1,066,250.00	
Less: Scholarships provided to High Needs Students				
Potential Uncollected Busing Budget Amount(including service fees on parent payments) -5%	(184,050.00)	(201,300.00)	(328,900.00)	
Total Budgeted Collected Transportation -Net	incl. 744,700.00	(33,333.33) 765,366.67	(25,000.00) 712,350.00	

2016/17-Scholarship Program-(195 Full Scholarships/131 Partial (50%))
make commitment to offer more scholarships to free/reduced students

Current budget is using 17/18 budget with 3.11% CPI factor. Current transportation contract is unknown since current vendor will no longer provide services to Pali.

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**PCHS
PERMIT and POOL
FY17/18 - BUDGET AND UPDATED ACTUALS**

	2015-16 Actuals			2016-17 Budget			2016-2017 (Projected Actuals)			2017-18 Proposed Budget			
	Total	Pool	Other Facilities	Total	Pool	Other Facilities	Total	Pool	Other Facilities	Total	Pool	Other Facilities	Total
INCOME													
Fundraising	-			-			-			-			-
Leases & Rentals	1,059,517	494,841	503,000	997,841	480,000	510,000	990,000	509,686	550,000	1,059,686	550,000	1,059,686	
Total Income	1,059,517	494,841	503,000	997,841	480,000	510,000	990,000	509,686	550,000	1,059,686	550,000	1,059,686	
EXPENSES													
Salary	207,074	147,315	66,160	213,475	147,315	66,160	213,475	150,261	60,000	210,261	60,000	210,261	
Benefits	48,661	41,248	16,540	57,788	41,248	16,540	57,788	42,073	10,000	52,073	10,000	52,073	
Total Salary & Benefits	255,735	188,563	82,700	271,263	188,563	82,700	271,263	192,334	70,000	262,334	70,000	262,334	
Consulting & Support	60,440	-	65,900	65,900	125,114	130,000	255,114	-	110,000	110,000	110,000	110,000	
Utilities	36,000	36,000	-	36,000	36,000	115,000	115,000	37,120	-	37,120	-	37,120	
Insurance	3,500	3,500	-	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	
Other Supplies	108,850	85,830	26,700	112,530	75,000	15,000	75,000	88,499	45,000	133,499	45,000	133,499	
Operating Exp. Other	7,800	75,000	75,000	75,000	10,614	15,000	25,614	12,000	12,000	12,000	12,000	12,000	
Total Operating Expenses	216,590	125,330	167,600	292,930	125,114	130,000	255,114	129,119	167,000	296,119	167,000	296,119	
Total Expenses	472,325	313,893	250,300	564,193	313,677	212,700	526,377	321,453	237,000	558,453	237,000	558,453	
Operating Profit/(Loss)	587,192	180,948	252,700	433,648	166,323	297,300	463,623	188,233	313,000	501,233	313,000	501,233	
DEBT SERVICE													
Interest	41,806	33,314	-	33,314	33,314	-	33,314	26,262	-	26,262	-	26,262	
Principal	145,981	153,489	-	153,489	153,489	-	153,489	160,540	-	160,540	-	160,540	
Total Debt Service	187,787	186,803	-	186,803	186,803	-	186,803	186,802	-	186,802	-	186,802	
Net Permit Reserve Add/(Reduct)	399,405	(5,855)	252,700	246,845	(20,480)	297,300	276,820	1,431	313,000	314,431	313,000	314,431	

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**PCHS FY 2017/18
CIVIC CENTER/PERMIT
10 YEAR CASH FLOW PROJECTIONS**

Year #	Actuals										Estimated	
	1	2	3	4	5	6	7	8	9	10	Actuals	Projection
	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020		
Total	Total	Total	Total	Total	Total	Total	Total	Total	Total	Total	Total	Total
Operating Profit/Expenses												
Permits Only												
Revenue \$	225,427	489,447	642,248	672,918	863,598	943,018	1,059,517	990,000	1,059,686	1,082,469	1,107,907	
Total Expenses	102,759	278,325	331,621	357,914	444,670	472,325	581,377	558,453	576,267	592,749		
Profit Contribution to Loan-Civic Center Permits	\$ 122,668	\$ 211,122	\$ 310,627	\$ 361,253	\$ 505,684	\$ 498,349	\$ 587,192	\$ 408,623	\$ 501,233	\$ 506,202	\$ 515,159	
Debt Service:												
Track	\$ 104,580	\$ 118,246	\$ 128,990	\$ 128,787	\$ 10,467							
Pool	\$ 176,180	\$ 306,596	\$ 232,913	\$ 233,808	\$ 237,962	\$ 187,787	\$ 186,803	\$ 186,802	\$ 186,802	\$ 186,802	\$ 186,802	
Total Debt Service	\$ 104,580	\$ 294,426	\$ 435,586	\$ 361,700	\$ 244,275	\$ 237,962	\$ 187,787	\$ 186,803	\$ 186,802	\$ 186,802	\$ 186,802	
Permit Operations Profit (Loss)-												
Current Year	\$ 18,088	\$ (83,304)	\$ (124,958)	\$ (447)	\$ 261,409	\$ 260,387	\$ 399,405	\$ 221,820	\$ 314,431	\$ 319,399	\$ 328,356	
General Fund- Construction Loaned To Permit Fund												
Ending Amt. Due To (General Fund)/Available for Def. Maint.	\$ (615,216)	\$ (740,174)	\$ (740,621)	\$ (479,212)	\$ (218,825)	\$ 180,580	\$ 402,400	\$ 716,831	\$ 1,036,230	\$ 1,364,586		
Note - If Pool Loan paid in full							\$ 656,593	\$ 496,052	\$ 328,136	\$ 152,506		
Recommended Deferred Maintenance:												
Track/Field & Pool	\$ -	\$ 124,118	\$ 124,118	\$ 124,118	\$ 124,118	\$ 124,118	\$ 124,118	\$ 124,118	\$ 124,118	\$ 124,118	\$ 124,118	
Cumulative	\$ 124,118	\$ 248,235	\$ 372,353	\$ 496,471	\$ 620,588	\$ 544,706	\$ 668,824	\$ 792,941	\$ 917,059	\$ 1,041,176		

BOTW Loan Paid on 4/2016, Pool loan now to lifetime benefits fund (fund 20.0) at 4.5% interest rate

**PCHS 2017-2018 BUDGET
COMMUNICATIONS
A/C 5900**

Palisades Charter High School
Postage & Communications
2016-2017

\$ 5,910	00000.0	AT&T LONG DISTANCE	\$ 134
		FRONTIER COMMUNICATIONS	\$ 16,627
		LAUSD Telephone	\$ 2,950
		NEOPOST USA, INC.	\$ 272
		SPECTRUM	\$ 2,240
		TIME WARNER CABLE	\$ 271
		VERIZON BUSINESS	\$ 1,253
		5910 TOTAL	\$ 23,746
\$ 5,920	00000.0	BANKCARD CENTER	\$ 19
		JOE RAMIREZ	\$ 8
		LAUSD Postage	\$ 9,875
		POSTAGE	\$ 18,309
		STEPHANIE BOYD	\$ 26
		5920 TOTAL	\$ 28,236

Total Postage/Communications \$ 51,982

17/18 recommended - keep at revised lower level \$ 90,000

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PCHS
2017/18 BUDGET
SCHOOLWIDE TECH

Category 16-17 Funded 16-17 Difference from Per Year Est 17-18 requested amount recommended 5 Year Costs Per Year New/Recurring Funding Source Project # Notes from meeting Notes

Staff Workstations	\$60,000.00	-\$15,000.00	\$75,000.00	\$75,000.00	recurring	General	0006005	replace mac devices with windows pc (option 3 - see Donna's notes)	Station cost \$1500 (inclusive of peripherals and taxes); (250 staff * \$1500 / 5 years)
Classroom Labs	\$160,000.00	\$34,000.00	\$126,000.00	\$126,000.00	recurring - continue from CTE Funding	CTE		computer lab used by CTE teachers (game design lab) 2 labs for \$120k (17/18 FY labs out of CTE funds)	\$160k funded through CTEIG for Photo and STEAM
1:1 Program	\$266,400.00	\$86,400.00	\$120,000.00	\$120,000.00	new - not approved last year	PCHS Fund		repurpose department carts (goal is \$120k) - divide to what Ed fund is committing & create separate line for lease (\$90k lease over 3 years)	(3000*\$300 Chromebook); Requesting enough to buy 700 devices
lease for 1:1 program	\$0.00	\$0.00	\$90,000.00	\$30,000.00					
Shared Mobile Carts	\$0.00	-\$40,000.00	\$40,000.00	\$0.00	new	General		no carts unless high needs departments share - shift carts to 1:1	10 carts*40devices
Classroom Projection	\$0.00	-\$120,000.00	\$120,000.00	\$120,000.00	new - not approved last year	General			100 classrooms / start with bungalows; (100*\$6,000) (+\$1000 new board)
Printers	\$9,000.00	-\$9,000.00	\$18,000.00	\$9,000.00	recurring	General			100 individual (\$250). 30 shared (\$500) 5 high capacity (\$1500) (Software \$3500); (\$25,000+\$15,000+\$7500+\$2500)
AV Systems	\$30,000.00	\$10,000.00	\$40,000.00	\$40,000.00	new	CTE		CTE funded, partial Mercer & Gilbert	Gilbert (\$10,000), Mercer (\$50,000), Gym/Stadium (\$30,000), shared (\$10,000)
Security Systems	\$0.00	-\$150,000.00	\$200,000.00	\$0.00	continue from last year	General		to cover more locations - in the operations (CapEx) budget	Cameras and server/storage
Network	\$280,000.00	-\$70,000.00	\$350,000.00	\$150,000.00	recurring	General	0006009	includes phone system maintenance (move maintenance to repair/subscriptions) - \$30K in network projects can be funded through 16/17 donna to break into 2 line items (non controllable/contralable)	servers, switches, phones, etc...
Campus Tech IMA	\$18,000.00	-\$2,000.00	\$20,000.00	\$10,000.00	recurring	General	0006008	keep at 16/17 levels	basic supplies for staff, dept and testing new tools
STEAM Innovation	\$22,000.00	\$2,000.00	\$20,000.00	\$20,000.00	recurring	CTE	0006003	based on faculty in the room - CTE credentialled teachers	Funded through CTEIG in 16-17
AV Consultant	\$7,500.00	-\$12,500.00	\$20,000.00	\$0.00	recurring	move to consulting		Mxxmaster/Chris Barton (\$20k)	Expert AV and Special Event Equipment (Non-VAPA) - CONSULTING
IT Consultant	\$22,000.00	-\$78,000.00	\$85,000.00	\$0.00	recurring	move to consulting		Akins IT	Network and System Administration
Subscriptions	\$100,000.00	\$0.00	\$100,000.00	\$0.00	recurring	move to subscriptions		Donna will identify any potential cost savings - assume budget neutral costs	Antivirus, Filtering, Turnitin, etc... (non-capital, 5310)
Annual Totals	\$852,900.00	-\$273,600.00	\$1,219,000.00	\$700,000.00		\$			

all items discussed on 4/2017 LTSP meeting

Finance Office Notes		
	Amount Requested	Amount Recommended
General	863,000.00	\$364,000.00
LEASE	\$90,000.00	\$30,000.00
CTE	146,000.00	\$186,000.00
FUNDRAISE	120,000.00	\$120,000.00
TOTAL	1,219,000.00	\$550,000.00

09-10 Funding	\$ 96,685.00	-\$1,022,315.00
10-11 Funding	\$ 128,898.00	-\$990,102.00
11-12 Funding	\$ 88,915.00	-\$1,030,085.00
12-13 Funding	\$ 163,182.00	-\$955,818.00
14-15 Funding	\$ 395,335.00	-\$723,665.00
15-16 Funding	\$ 1,276,500.00	\$157,500.00

Note: Years from 09-15 do not include subscriptions or consultants

does not include fundraiser # or lease - lease reflected in 5610

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Master CapEx Budget for 2017-18

Proj Nbr	Overall Rank Order	LOCATION	DESCRIPTION OF EXPENDITURE	Budget Est. 2017-18	Working Group Amount Recommended	FUNDING SOURCE	TYPE	Working Group Meeting Notes re Amt Recommended	Allocation Total (Total Check)	DIFF	GENERAL FUND 17/18	NON-CAP (4410)	FUNDRAISING (Team, Boosters, grants etc.)	CTE
3	1	FENCING - GATES	Additional Emergency Evacuation/Exit Gates with Push Bars	\$30,000	\$30,000	GENERAL	SAFETY	required for safety, part of LCAP priority/goal	30,000.00		30,000.00			
0006001	2	RESTROOMS	Restroom Renovations in General - Include Lead & Asbestos Abatement (3-4 year phase) - Phase II	\$30,000	\$30,000	GENERAL	FACILITY UPGRADE		30,000.00		15,000.00			
0006007	3	SITE	Asphalt repairs in parking lots and service road	\$40,000	\$20,000	GENERAL /PERMIT	SAFETY	in 16/17, spend the budget (15k)	20,000.00		10,000.00			
0006009	4	CLASSROOMS-D	Finish classroom partition D202 to reduce the amount of traveling teachers - create 2 new classrooms (D202 & D202 A)	\$12,500	\$12,500	GENERAL	FACILITY UPGRADE	spend 16/17 funds of \$13k - roll over next year, if needed	12,500.00		17,500.00			
0006008	5	CLASSROOMS-All	Continuous Painting of Classrooms @ \$45k/Yr on a 5-Yr Rotation Plan	\$45,000	\$45,000	REPAIR/NON CAP EX	CLASSROOM UPGRADE	this may fall into other budget categories as non-capex	45,000.00			22,500.00		
38	6	STADIUM	Replacement/Resurfacing of existing Track & Field in Stadium (goal: funding in place by 06/2017)	\$1,300,000	???	PERMIT	SAFETY	waiting for bidding window to close (approx \$100k/year from permit to pay track loan)	-	DIFF				
4	7	CLASSROOMS-U	Window Covers (Blinds) for Additional U-Bldg Trailers/Bungalows	\$8,000	\$8,000	GENERAL	SAFETY	for safety/active shooters	8,000.00		8,000.00			
0006012	8	CLASSROOMS-U	Air handler cleaning remaining buildings (U)	\$20,000	\$0	GENERAL	FACILITY UPGRADE	do in 16/17 FY	32,500.00	DIFF	12,500.00			
9	9	FENCING	Fence Repair in Stadium Parking Lot	\$15,000	\$9,000	PERMIT	SAFETY	repair bare minimum	9,000.00					
41	10	CLASSROOMS-U	Repair Decking/ Drainage Issues Between U101 & U104	\$18,000	\$4,000	REPAIR	REPAIR		18,000.00	DIFF				
42	11	STADIUM	Visitor Bleacher Repairs Stadium - Dry Rot Repair (\$10-\$25K encapsulation)	\$25,000	\$5,000	REPAIR	SAFETY	repair 16/17 \$2k, \$5000 17/18 w/possible LAUSD	25,000.00	DIFF				
0006004	12	FENCING	Security Fencing for front of Campus Parking Lot with Entrance/Exit Gates	\$65,000	\$55,000	PERMIT	SAFETY	use 16/17 funds	65,000.00	DIFF				
77	13	SCHOOLWIDE	Working Water Fountain & Fill-Station in Stadium Corners, BB Blacktop & C/D/E Bldg Area (and Covered Cafeteria area if one does not already exist) - include inline meters to	\$8,000	\$9,200	FUNDRAISE???		adding hydration station - pending booster club, if not general fund	9,200.00		9,200.00			
81	14	SAFETY/SECURITY	Additional Storage Containers & Move/Redistribute Containers for Schoolwide Emergency Supplies (Water, etc.) - Need to Increase Water Stored Capacity by 100%	\$8,000	\$8,000	FUNDRAISE	SAFETY	PCHS Fund	8,000.00				8,000.00	
44	15	SITE	Lighting Goat Path & El Medio Staircases - 1 Main Pole (& Fixtures/Lights for it) by Loading Dock Stairs	\$15,000	\$15,000	PROP 39	SAFETY	prop 39 possible funding	15,000.00		15,000.00			
0006020	16	CLASSROOMS-U	Bungalows Repairs/Upgrades (roofing, railing, flooring, ceiling, etc.)	\$48,000	\$0	REPAIR/GENERAL	FACILITY UPGRADE		48,000.00	DIFF	24,000.00			
12	17	CLASSROOMS-All	Furniture requests for classroom (includes white boards)	\$65,000	\$81,000	GENERAL	CLASSROOM UPGRADE	15 classrooms/year, average \$150/student desk/ x 35 students per class (on average) + \$300/class for teacher furniture (possible use of 16/17 funds)	81,000.00		81,000.00			
46	18	CLASSROOMS-All	install New Individual Atomic Clocks in Most Rooms	\$6,500	\$6,500	NON-CAP EX	FACILITY UPGRADE	LAUSD district policy - move to non-capex	6,500.00			6,500.00		

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Master CapEx Budget for 2017-18

Proj Nbr	Overall Rank Order	LOCATION	DESCRIPTION OF EXPENDITURE	Budget Est. 2017-18	Working Group Amount Recommended	FUNDING SOURCE	TYPE	Working Group Meeting Notes re Amt Recommended	Allocation Total (Total Check)	DIFF	GENERAL FUND 17/18	NON-CAP (4410)	FUNDRAISING (Team, Boosters, grants etc.)	CTE
8	19	CAFETERIA	Cafeteria remodel/ traveling teacher lounge	TBD	\$5,000	CAFETERIA	FACILITY UPGRADE	quantify what TBD is - potential discussion with new cafeteria food service vendor, increase participation can fund the remodel - Consulting funds	-	DIFF				
68	20	SAFETY/SECURITY	Security Cameras - Phase # 3	\$100,000	\$100,000	GENERAL	SAFETY		100,000.00		100,000.00			
76	21	SAFETY/SECURITY	MDF	40,000	\$40,000	GENERAL			40,000.00		40,000.00			
17	22	CLASSROOMS- All	New White Boards for Classrooms (PART OF FURNITURE BUDGET) (\$2000/classroom)	\$40,000	\$40,000	GENERAL	CLASSROOM UPGRADE	20 classrooms/year - 6 year cycle	-	DIFF				
69	23	COLLEGE CENTER	Partitions for College Center - Increase Student Privacy	\$9,000	\$6,000	PERMIT/FUNDR	FACILITY UPGRADE	Pending fundraising - Full compass or any college oriented group	6,000.00				6,000.00	
5	24	SITE	Increase green spaces between buildings - vertical-gardens-	\$25,000	\$5,000	FUNDRASE - \$5k out of school consulting	FACILITY UPGRADE	not a capex project, beautification project should be fundraised - \$5k for consulting	5,000.00				5,000.00	
0006019	25	SCHOOLWIDE	Emergency Supplies Schoolwide for 3,200 People (Students + Teachers + Staff) for 3 Days (up from 1 Day)	\$35,000	\$35,000	NON-CAP EX	SAFETY		35,000.00			35,000.00		
52	26	SCHOOLWIDE	Additional Outdoor Student Seating (Benches)	\$30,000	\$30,000	NON-CAP EX	FACILITY UPGRADE		30,000.00		30,000.00			
0006016	27	CLASSROOMS- All	Classroom Thermostats Replacement	\$20,000	\$10,000	PROP 39	FACILITY UPGRADE	use 16/17 from prop 39	10,000.00					
0006002	28	CLASSROOMS- All	A/C for Classrooms - Individual Units Implemented Per Classroom	\$180,000	\$0		FACILITY UPGRADE	Meet w/LAUSD	-					
49	29	SITE	Repaint/Restripe all parking lot lines and stop lines and crosswalks in all 3 lots	\$6,000	\$3,000	NON-CAP EX	SITE UPGRADE	not a capex project	3,000.00			3,000.00		
2	30	RESTROOMS	Install Dyson hand dryers in student restrooms Phase II	\$24,000	\$12,000	GENERAL	FACILITY UPGRADE	potentially prop 39, potential savings in materials	24,000.00	DIFF	24,000.00			
0006017	31	CLASSROOMS- U	Replace light timers-w/ sensors (bungalows)	\$10,000	\$0	PROP 39	FACILITY UPGRADE	use 16/17 from prop 39	10,000.00	DIFF				
47	32	SCHOOLWIDE	1 Replacement Service Cart - 1 Long Bed to Replace the White One that is barely working	\$8,000	\$8,000		SAFETY		8,000.00					
31	33	TEMESCAL	French Drain for Temescal Academy Groudwater issue at Tennis Courts - (PUT LAUSD ON NOTICE)	\$65,000	???	LAUSD	FACILITY UPGRADE		65,000.00	DIFF				
73	34	CLASSROOMS- M/VAPA	Musical Instruments Purchase	\$17,000	\$17,000	CTE	IMA	move out of facilities	-	DIFF				
28	35	CLASSROOMS- M	VAPA Workshop Creation (Create work shop for VAPA stage building program)	\$25,000	\$25,000	CTE	VAPA	funded out of our CTE Program	25,000.00					25,000.00
85	36	SAFETY/SECURITY	Solar Charging Station at Stadium for Safety	\$5,000	\$5,000				5,000.00					
7	37	SCHOOLWIDE	Develop a master key/access control system plan for the entire campus	\$5,000	\$5,000	GENERAL/CONSULTING	SAFETY	to research master key project	5,000.00					
32	38	SITE	Gutters for all buildings - (PUT LAUSD ON NOTICE)	\$20,000	\$20,000	LAUSD	FACILITY UPGRADE		20,000.00					

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Master CapEx Budget for 2017-18

Proj Nbr	Overall Rank Order	LOCATION	DESCRIPTION OF EXPENDITURE	Budget Est. 2017-18	Working Group Amount Recommended	FUNDING SOURCE	TYPE	Working Group Meeting Notes re Amt Recommended	Allocation Total (Total Check)	DIFF	GENERAL FUND 17/18	NON-CAP (4410)	FUNDRAISING (Team, Boosters, grants etc.)	CTE
37	39	SCHOOLWIDE	Pre-Fabricated 2 story Bungalows (waiting on quote) (HOLD, PENDING STATE FUNDING) Estimate 2.5M	TBD	???		FACILITY UPGRADE	pending prop 51 funds	-	DIFF				
6	40	SITE	Clean/ Replace Drain Lines Campus Wide (put LAUSD ON NOTICE IF REPLACE)	TBD	???		REPAIR		-	DIFF				
43	41	CLASSROOMS- All	Awnings on 2nd Floors of Classrooms - Primarily C & G Building	\$60,000	\$5,000	CONSULTING	FACILITY UPGRADE	First phase of project under consulting	5,000.00					
16	42	CLASSROOMS- All	Replace Classroom Lighting Campus Wide	\$85,000	\$85,000	PROP 39	CLASSROOM UPGRADE	prop 39	85,000.00					
55	43	CAFETERIA	Replacement Outdoor Tables/Seating in Student Cafeteria Area	\$45,000	\$9,000	GENERAL/RAISE		seating benches - possible fundraise	9,000.00				9,000.00	
72	44	GYM	A/C Rental for Large Gym Events - College Fair; Parents Night; Incoming 9th Graders; 1 Misc	\$20,000	\$20,000	REPAIR	RENTAL	rental	20,000.00		10,000.00			
22	45	GYM	Gym Improvements - Floor Replacement (at a minimum it needs to be Resurfaced/Refinished)	\$130,000	\$35,000	REPAIR	FACILITY UPGRADE	Try to do a refinish repair (\$8k - recoat) (refinish - \$35k)	130,000.00	DIFF				
36	46	POOL	Outdoor Showers for Pool	\$8,500	\$8,500	POOL	FACILITY UPGRADE		8,500.00					
86	47	POOL	Outdoor Student Changing Area - Separate from Open-to-the-Public In-Building Changing Area	\$7,500	\$7,500				7,500.00					
83	48	GYM	Girls Gym Lockerroom Showers Renovation: Higher Showerheads, Privacy Stalls/Curtains, etc.	TBD	???				-	DIFF				
57	49	SITE	Gateway Garden Project - Phase 3 (consultants fees, DSA check, engineering, etc.) - focus on ped safety	\$125,000	\$15,000	Boosters	SITE UPGRADE		15,000.00				15,000.00	
48	50	SITE	Service Cart Storage Roof by H/J Bldg	\$8,000	\$8,000		SITE UPGRADE		8,000.00					
Below Here - Did Not Make the Top 50														
40		CLASSROOMS- All	HVAC Updates/ Renovation	\$20,000			FACILITY UPGRADE		-					
0006002		CLASSROOMS- All	A/C for Classrooms - Planning Funds for a Much Larger Spend to Execute Central A/C	\$20,000		GENERAL	FACILITY UPGRADE		20,000.00	DIFF	20,000.00			
24		CLASSROOMS- C	Library additional Counter for computers	\$7,000		FUNDRAISE	CLASSROOM UPGRADE	part of PCHS appeal	7,000.00	DIFF			7,000.00	
74		CLASSROOMS- J	Woodfloor for J109 MHS office	\$5,000					-					
0006018		CLASSROOMS- J	Makerspace/STEAM/SHPE/Auto shop (build out lab space for CTE, tables, air lines, etc.)	\$30,000	\$30,000	CTE	CLASSROOM UPGRADE	potential CTE Funding, per credentialled teachers	-	DIFF				
56		CLASSROOMS- M	Replacement Outdoor Seating in Faculty Lounge	\$9,000			FACILITY UPGRADE		-					
0006006		GYM	Partial replacement of bleachers in Large Gym (Multi year project) Phase III	\$20,000		PERMIT	SAFETY		20,000.00	DIFF				

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Master CapEx Budget for 2017-18

Proj Nbr	Overall Rank Order	LOCATION	DESCRIPTION OF EXPENDITURE	Budget Est. 2017-18	Working Group Amount Recommended	FUNDING SOURCE	TYPE	Working Group Meeting Notes re Amt Recommended	Allocation Total (Total Check)	DIFF	GENERAL FUND 17/18	NON-CAP (4410)	FUNDRAISING (Team, Boosters, grants etc.)	CTE
45		MERCER	Mercer Hall Lighting - Side lighting to include build outs	\$20,000	\$20,000	FUNDRAISE (CTI VAPA	VAPA	potential CTE funding	20,000.00				20,000.00	
51		POOL	Shade for Pool Bleachers	\$15,000		Private Donor	FACILITY UPGRADE		15,000.00	DIFF			15,000.00	
10		SCHOOLWIDE	Add quick charging station for electrical Vehicles (preferable in faculty parking lot)	\$25,000										
34		SCHOOLWIDE	School wide plan to label all existing electrical panels - (PUT LAUSD ON NOTICE)	\$25,000		LAUSD	SAFETY		65,000.00	DIFF				
87		SCHOOLWIDE	1 Additional Service Carts - 1 Short Bed (golf carts)	\$6,000			SAFETY							
53		SCHOOLWIDE	Commercial Grade/Weight Trash Can Receptacle Covers	\$15,000			FACILITY UPGRADE							
59		SCHOOLWIDE	New Washer & Dryer for Pall Cares	\$5,000		Private Donor			5,000.00	DIFF			5,000.00	
0006013		SCHOOLWIDE	Misc. Signs all buildings incl. a Directory in Quad?	\$20,000		NON-CAP EX	SAFETY		20,000.00	DIFF		20,000.00		
33		SITE	Resurface access road behind J building (PUT LAUSD ON NOTICE)	\$16,000		LAUSD	SITE UPGRADE		16,000.00	DIFF				
35		SITE	Repair School Crest Mosaic in Quad	\$5,000		FUNDRAISE	FACILITY UPGRADE	BOOSTERS - pending funding	5,000.00	DIFF			5,000.00	
62		SITE	Repaint All Basketball Court Lines	\$9,000		PERMIT	FACILITY UPGRADE		9,000.00	DIFF				
71		SITE	JV Tennis Court Repairs/Resurfacing	\$60,000		Private Donor		potential fundraising	60,000.00	DIFF			60,000.00	
0006011		SITE	Install wall 125' and add crosswalk in parking lot by loading dock area (same as ped walkway 175') - (hay bales, el medio staircase, crosswalk @faculty stop sign)	no 48 & 65			SAFETY							
50		STADIUM	Snack shack for visitors site (500 fundraised by Quarterback club 3000 Booster 3000 Permits)	\$6,500		QB, Boosters, Permits	FACILITY UPGRADE		6,500.00	DIFF			6,500.00	
63		TECH	Facilities-Management-Software-	\$5,000		SCHOOLWIDE TECH								
64		TECH	HD-Projector-for-Mercer-Hall-(MOVE-TO-SCHOOLWIDE-TECH--DONNA)	\$40,000		TECH	CLASSROOM UPGRADE							
65		TECH	Hydraulic-Screen-for-Mercer-Hall-(MOVE-TO-SCHOOLWIDE-TECH--DONNA)	\$20,000		TECH	CLASSROOM UPGRADE							
66		TECH	Projector-Screen-in-Classroom-(MOVE-TO-SCHOOLWIDE-TECH--DONNA)	\$1,000		TECH	CLASSROOM UPGRADE							
67		TECH	Projector-mount-A207-&-C202-(MOVE-TO-SCHOOLWIDE-TECH--DONNA)	\$10,000		TECH	CLASSROOM UPGRADE							
88				\$3,326,500	\$947,200				\$1,410,200		\$451,200	\$87,000	\$161,500	25,000.00



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PROP 39	REPAIRS (5610)	PERMIT	LAUSD	NOTES:
				Total 4 Gates: Pool, Baseball, El Medio, Service Road
	15,000.00			not started - ID restrooms in need of repairs stadium visitor 7K
		10,000.00		15k budget in 16-17
				pending
	22,500.00			\$1,500/Classroom * 150 Rooms / 5 Years
	20,000.00			
	9,000.00			300lf * \$30/lf
	18,000.00			
		25,000.00		replacement 190k
		65,000.00		not started MC estimate 70k
				(\$2,000/station * 4 new) + (12 * \$100 for inline Filters Campus Wide)
		24,000.00		\$4,000each * 12
				amount requested so far 30K
				100 Clocks at \$65/Clock

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PROP 39	REPAIRS (5610)	PERMIT	LAUSD	NOTES:
				Budget funds to develop a plan for remodel
				Ongoing Program - 20 of 120 Total Classrooms/Yr @ \$2k/Classroom = \$40k/Yr
				ask Ruth for plans
				not started
				see safety budget
				20 Benches @ ~\$1,500/Bench Installed
10,000.00				not done \$700/ea. 25 units, Prop 39 + 2.5k for overhead
				120 classrooms * 2,000/Room = \$360K Over 2 Years
				Student Request -\$1,600 per dryer for 15 dryers
10,000.00				21 Bungalow Classrooms * \$500/Room
		8,000.00		
			65,000.00	
				Talk to Monica
				No Design or Bid yet, so this is a very rough guesstimate
				SK developing a school wide plan (Cyber looks 103/locks/ re-key entire campus (34K) A- building 5K
			20,000.00	

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PROP 39	REPAIRS (5610)	PERMIT	LAUSD	NOTES:
		5,000.00		Teacher Lower Parking Lot and Service/Bus Road Near H building ~\$20k
				Amount to temporarily test a solution
85,000.00				Bathroom LED 10k - All other lighting 75k 30 Tables @ \$1,500each (including shipping). At least do 6 to see how well received they are.
	5,000.00	5,000.00		\$5k/Event * 4
		130,000.00		Resurface (not replace) might be possible for \$35k
		8,500.00		
		7,500.00		
				\$15k from PCHS for upgraded fencing, the rest from Boosters
		8,000.00		No Design or Bid yet, so this is a very rough guestimate
op 50				
				25K - last years budget slap for car hoist 16k auto shop
				6 @ \$1,500each
		20,000.00		ongoing lower to 20k from 25k



PALISADES CHARTER HIGH SCHOOL

A CALIFORNIA DISTINGUISHED SCHOOL

15777 Bowdoin Street
Pacific Palisades, California 90272
Phone (310) 230-6623
Fax (310) 454-6076

2017-2018 BUDGET

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FY 17/18 BUDGET CALENDAR - Board Approved 2/21/17

DATE	TASK
01/23/17	BUDGET/FINANCE COMMITTEE MEETS TO FINALIZE BUDGET CALENDAR FOR FY17/18
01/25/17	LONG TERM STRATEGIC PLAN BUDGET DISCUSSION & COMMENTS
02/15/17	DISCUSS OVERVIEW/DESIGN OF FY17/18 BUDGET AT DEPARTMENT CHAIR MEETING INCLUDING USE OF LONG TERM STRATEGIC PLANNING (LTSP) & LOCAL CONTROL ACCOUNTABILITY (LCAP) WITH DEPARTMENT & PROGRAM PRIORITIES.
02/13/17	BUDGET/FINANCE COMMITTEE APPROVES BUDGET CALENDAR FOR 17/18
02/21/17	BOARD APPROVAL OF 17/18 BUDGET CALENDAR
02/28/17	RELEASE FY17/18 BUDGET PACKETS
3/1/17 - 3/14/17	FINANCIAL STAFF AVAILABLE TO HAVE PERIOD BY PERIOD MEETINGS TO ASSIST IN DEVELOPING BUDGET WORKSHEETS.
03/01/17 - 03/20/17	TEACHERS/STAFF MEET WITH DEPT/PROGRAM HEADS TO BUILD BUDGET REQUESTS. **PLEASE BRING YOUR PRELIMINARY BUDGET TO THE 3/15 CURRICULUM COUNCIL MEETING**
3/21/17 - 3/31/17	DEPARTMENT/PROGRAM HEADS MEET WITH ADMINISTRATORS TO PRIORITIZE BUDGET AND COMPLETE FOR SUBMISSION TO BUSINESS OFFICE. REVIEW GOALS & PREPARE A RECOMMENDED PRIORITY LIST RANKING. **ADMIN RECOMMENDS MEETING WITH YOUR DEPT CHAIR TO FINALIZE ANY CHANGES. **ALL CHANGES END BY 3/31.
04/03/17	IMA/TEXTBOOK PACKETS DUE TO FINANCE OFFICE.
04/07/17	FINAL BUDGET WORKSHEETS DUE TO BUSINESS OFFICE - SUBMITTED VIA ONLINE FORM BY YOUR ADMINISTRATOR.
04/18/17	BUSINESS OFFICE COMPILES BUDGET REQUESTS/RECOMMENDATIONS & ORGANIZES FOR STAKEHOLDER INPUT, INCLUDING LCAP & LTSP.
04/19/17	ADMINISTRATORS AT DEPT CHAIR MEETING TO DISCUSS PRELIMINARY OVERALL FY17/18 BUDGETS.
04/26/17	LTSP COMMITTEE RECEIVES FY17/18 BUDGETS FOR VETTING AGAINST LTSP & LCAP PRIORITY NEEDS IDENTIFIED BY STAKEHOLDERS (DEPT/PROGRAM CHAIRS ATTEND).
05/04/17	BUSINESS OFFICE COMPILES STAKEHOLDER GROUP'S PRELIMINARY RECOMMENDATIONS & CREATES FILES FOR REGULAR MAY BUDGET & FINANCE MEETING. REPORTS BACK TO DEPARTMENT/PROGRAM CHAIRS AS TO STAKEHOLDER GROUPS RECOMMENDATIONS..
May TBD	BUSINESS OFFICE COMPILES ADDITIONAL B&F COMMITTEE/ADMIN FEEDBACK FOR FY17/18 BUDGET; RECEIVE AND UTILIZE INFORMATION TO INCLUDE IN BUDGET FROM FY17/18 INFORMATION CONTAINED IN STATE'S MAY REVISE.
05/08/17	APPROVE TEXTBOOK/IMA BUDGET
05/16/17	BOARD APPROVAL OF TEXTBOOK/IMA BUDGET BY B&F COMMITTEE
TBD	2 DAYS/PARTIAL BUDGET/FINANCE MEETING TO DISCUSS/APPROVE FY17/18 BUDGET
06/06/17	FY17/18 BUDGET SUBMITTED TO BOARD OF DIRECTORS FOR REVIEW & APPROVAL
06/21-06/23/17	APPROVED BUDGET DETAILS SENT TO DEPT/PROGRAM HEADS FOR REVIEW/DISCUSSION WITH DESIGNATED ADMINISTRATORS.

**PCHS
2017/18 Budget
Multi-Year Projection**

Revenues	2016-17 Estimated Actuals		2017-18		2018-19		2019-20	
	Totals		% change	Totals	% change	Totals	% change	Totals
LCFF		\$ 25,594,789		\$ 26,290,340		\$ 27,204,975		\$ 27,926,540
Federal Revenue	8100-8299	1,173,236	2.72%	1,291,185	3.48%	1,318,945	2.50%	1,351,918.85
Other State	8300-8599	2,956,156	10.05%	2,976,168	2.15%	3,040,156	2.50%	3,116,159.43
One time/New revenue - assumes no add'l one-time mandates in 17/18, 18/19	8300-8599	709,788	0.68%	233,494	-67.10%	155,000	0.00%	155,000
Local	8600-8799	1,397,171	16.99%	1,634,593	2.50%	1,669,737	2.50%	1,711,480
Total Revenue		\$ 31,831,140	1.87%	\$ 32,425,780	2.97%	\$ 33,388,813	2.61%	\$ 34,261,099
Change in Revenue				\$ 594,640		\$ 963,033		\$ 872,286
Expenditures								
Certificated Salaries			Factor		Factor		Factor	
Teachers		\$ 13,065,941	102.0%	\$ 13,613,850	102.0%	\$ 13,971,915	100.0%	\$ 14,061,863
Admin		748,202	102.0%	785,000	102.0%	822,147	100.0%	844,634
step & column		111,669	0.8%	107,235	0.8%	112,435	0.8%	113,289
Total Certificated	1000-1999	\$ 13,925,812		\$ 14,506,085	2.76%	\$ 14,906,497	0.76%	\$ 15,019,786
Classified								
Base		3,796,441	102.00%	3,993,242	102.00%	4,121,244	100.00%	4,147,584
Admin		355,521	102.00%	369,631	102.00%	389,058	100.00%	395,643
step & column		35,000	0.7%	60,171	0.7%	32,925	0.7%	33,166
Total classified	2000-2999	\$ 4,186,962	5.64%	\$ 4,423,044	2.72%	\$ 4,543,227	0.73%	\$ 4,576,392
Stat. benefits - Cert								
STRS		1,730,867	20.94%	2,093,228	15.93%	2,426,778	12.21%	2,723,087
Other Certificated Benefits		354,855	2.85%	364,985	34.78%	491,914	0.76%	495,653
Stat. benefits - Class								
PERS		471,003	18.14%	556,424	19.71%	666,082	15.76%	771,031
Other Classified Benefits		373,800	6.29%	397,314	8.63%	431,607	0.73%	434,757
lifetime benefits		751,000	100.0%	631,000	100.0%	631,000	100.0%	631,000
Medical benefits		3,081,000	104.1%	3,207,321	104.5%	3,351,650	104.5%	3,502,475
Total Benefits	3000-3999	\$ 6,762,525	7.21%	\$ 7,250,273	10.33%	\$ 7,999,032	6.99%	\$ 8,558,003
Books & Supplies	4000-4999	829,108	3.11%	852,859	3.19%	880,065	2.86%	905,235
Services	5000-5999	4,645,412	3.11%	4,524,869	3.19%	4,669,212	2.86%	4,802,751
Capital Outlay	6000-6999	916,592		983,000		-		-
Other Outgo	7100-7299							
Indirect	7300-7399	257,269		257,947		263,441		270,422
Interest/Debt Service	7400-7499	32,243		33,314		29,983		26,984
other uses	7610-7699							
Total Expenditures		\$ 31,555,923	4.04%	\$ 32,831,390	1.40%	\$ 33,291,456	2.61%	\$ 34,159,574
Change in Expenditures -Prior Year				1,275,467		460,066		868,118
Change in unrestricted fund balance		\$ 275,217		\$ (405,610)		\$ 97,357		\$ 101,524

**PCHS
2017/18 Budget
Multi-Year Projection**

Revenues	2016-17 Estimated Actuals		2017-18		2018-19		2019-20	
	Totals	% change	Totals	% change	Totals	% change	Totals	% change
Depreciation	\$ 541,650		\$ 574,000		\$ 574,000		\$ 574,000	
Fund Balance Change (financial reporting basis, including fixed assets)	\$ 650,160		\$ 3,390		\$ (476,643)		\$ (472,476)	
Note: Proposed One-Time \$\$ for 2018-2019 proposed but not funded/guaranteed (approx. \$480,000)								
salary	\$ 18,112,774		\$ 18,929,129		\$ 19,449,724		\$ 19,596,178	
benefit	\$ 6,762,525		\$ 7,250,273		\$ 7,999,032		\$ 8,558,003	
% benefit to salary	37.34%		38.30%		41.13%		43.67%	
% salary/benefit of expenses	78.83%		79.74%		82.45%		82.42%	
Assumptions to Use (Based on Department of Finance figures)								
STRS	12.580%		14.430%		16.280%		18.130%	
PERS	13.888%		15.531%		18.100%		20.800%	
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%		3.11%		3.19%		2.86%	
Stat COLA	0.47%		1.56%		2.15%		2.35%	
PERS Eligibility	81.00%		81.00%		81.00%		81.00%	
Gap Funding	54.18%		43.97%		71.53%		73.51%	
One-Time Discretionary (per ADA)	\$205		\$0.00		\$0.00		\$0.00	
Unduplicated Count	972.86		853.00		853.00		853.00	
LCFF Revenue Calculations								
ADA	ADA %age	Enrollment/ADA (P-2)	Enrollment (lower class size)	Enrollment (Project flat from 16/17)	Enrollment (Project Flat)			
Changes in ADA	96.20%	2,948	2,836	2,844	2,844	2,844	2,844	2,844
			0.28%	0.28%	0.00%	0.00%	0.00%	0.00%
COLA Factor			1.56%	2.15%	2.50%			
Per student funding (9-12) Updated	\$ 8,578	\$ 24,327,551	\$ 8,931.00	\$ 25,399,764	\$ 9,446	\$ 26,864,357	\$ 9,627	\$ 27,379,586
Total LCFF funding (includes Supplemental, Gap, & Augmentation)		\$ 25,594,789		\$ 25,399,764	5.77%	\$ 26,864,357		\$ 27,379,586
Additional Factors (Included Above)								
HS augmentation	\$ 223	\$ 632,437	4.42%	\$ 660,394	5.77%	\$ 698,473	1.92%	\$ 711,869
LCFF Supplemental Grant (Adj. Base x Undup # x 20%)		\$ 1,669,039	-0.08712202	\$ 1,523,629	5.77%	\$ 1,611,484	1.92%	\$ 1,642,390
LCFF Target	\$ 9,373	\$ 9,373		\$ 9,373		\$ 9,373		\$ 9,373
Gap Funding Per ADA (absent of COLA)	795	\$ 1,221,570	\$ 339	\$ 964,666	\$ 316	\$ 899,166	\$ (54)	\$ (152,567)
P/Y Adjustments								
Total Current Year LCFF Funding		25,594,789	-0.76%	25,399,764	5.77%	26,864,357	1.92%	27,379,586

PALISADES CHARTER HIGH SCHOOL
2016-2017 Estimated Actuals 2017-2018 Approved Budget (06.19.17)

	2015-2016 Unaudited Actuals	2016-2017 Budget- Approved 06/7/16	2016-2017 Estimated Actuals (based on 5.31 data)	2017-2018 Budget- Proposed	Changes from 16/17 to 17/18	Fixed Expenditures	Discretionary Expenditures	Comments
ADA ESTIMATES/ACTUAL FUNDED	2,844.70	2,836.04	2,844.47	2,854.00				per b/f committee on 6/6/17 - increase ADA by 5 (from 2,849 to 2,854) for Temescal
LCFF FUNDING PER ADA	8,595.00	9,016.95	8,997.97	9,212.27				
LCFF HIGH NEEDS PER ADA								
EPA Funding-Prop 30	4,544,749	4,601,744	4,518,502	4,183,522				
LCFF Entitlement - State Aid - Current Year	14,430,199	15,587,654	15,482,242	16,428,863				
High Needs Grant (Included in LCFF Entitlements)								
LCFF PY Adjustments								
C S Funding In Lieu of PropTax -	5,494,861	5,382,993	5,594,045	5,677,956				
C S Funding In Lieu of PropTax - PY adjustments	100,364	-						
LCFF Funding-Total	24,442,065	25,572,391	25,594,789	26,290,340	717,949	-	-	
NCLB:T1,Basic School Support	247,363	247,363	252,889	256,834				
Special Ed: IDEA Basic Local Assistance Entitlement	540,503	552,711	546,929	555,461				
NCLB:TII, Teacher Quality	5,902	6,500	6,797	6,903				
MAA-Medical Reimbursements	24,027	45,000	37,343	37,926				
Perkins	444		28,120	24,736				
Child Nutrition Program	300,133	336,158	301,158	409,325				
Federal Revenues-Total	1,118,373	1,187,732	1,173,236	1,291,185	117,949	-	-	
Prop. 39 energy	123,596	102,004	108,501	110,194				
State Lottery:Non Prop 20 - Current Year	426,595.58	357,504	432,082	438,082				
State Lottery:Non Prop 20 - PY adjustments	19,650		-	-				
Child Nutrition: School Programs	26,093	28,416	18,416	35,662				
Mandated Costs Reimbursement	117,306	119,113	119,478	119,478				
Educator Effectiveness Grant (3 year grant)			99,449	100,000				
One Time Discretionary Grant (Common Core Focused)	1,478,258	672,140	610,339	-				No one time funding budgeted for 2017-2018. (Potential one time funds in 2018-2019)
State Lottery:Prop 20 Inst Matls-Current Year	141,786.09	94,962	147,807	147,807				
State Lottery:Prop 20 Ins Matls-PY adjustments	11,969	-	-	-				
Special Education- AB602	1,629,296	1,612,274	1,597,028	1,621,942				
Student ID/CAHSEE	8,850	-	4,915	4,992				
CTE Grant	917	239,300	379,711	368,012				
College Readiness Block Grant			-	133,494				
LAUSD-Sp Ed Grants	107,588	110,000	148,218	130,000				
Other State Revenues-Total	4,091,906	3,335,714	3,665,944	3,209,662	(456,282)	-	-	
Food Service Sales	145,425	170,306	135,306	194,907				
Leases & Rentals (POOLS/PERMIT/CIVIC CENTER ETC.)	1,059,516	997,841	990,000	1,059,686				
Interest	54,524	45,000	70,000	80,000				
Lease Revenue- iPad Rentals	16,954	5,000	1,865					
Fundraising	150,263	150,000	200,000	300,000				
Other Local Revenues-Total	1,426,683	1,368,147	1,397,171	1,634,593	237,422	-	-	
Total Revenue	31,079,026	31,463,984	31,831,140	32,425,780	617,038	-	-	
Teachers	11,606,993	12,045,976	11,897,168	13,324,423		13,324,423		Amounts for auxiliaries included in total, some potentially variable costs
School Admin	738,131	733,531	748,202	785,000		785,000		
Librarians	120,846	104,060	123,867					
Guidance,Welfare	749,833	495,244	768,579					
Other Support/Impact of / Step and Column		108,945	111,669	107,235		107,235		

PALISADES CHARTER HIGH SCHOOL
2016-2017 Estimated Actuals 2017-2018 Approved Budget (06.19.17)

	2015-2016 Unaudited Actuals	2016-2017 Budget- Approved 06/7/16	2016-2017 Estimated Actuals (based on 5.31 data)	2017-2018 Budget- Proposed	Changes from 16/17 to 17/18	Fixed Expenditures	Discretionary Expenditures	Comments
ADA ESTIMATES/ACTUAL FUNDED	2,844.70	2,836.04	2,844.47	2,854.00				per b/f committee on 6/6/17 - increase ADA by 5 (from 2,849 to 2,854) for Temescal
LCFF FUNDING PER ADA	8,595.00	9,016.95	8,997.97	9,212.27				
LCFF HIGH NEEDS PER ADA								
New Periods & Teachers (Master Budget- Other)		184,154	276,327	289,427			289,427	committee to look at decreasing auxiliaries (start at 3-5 auxiliaries - non classroom based auxiliaries) (per b/f 6/7/17, reduce aux by \$60K- Done by Admin)/Attrition savings on New Hires (\$34000)
Certificated Salaries	13,215,803	13,671,910	13,925,812	14,506,085	580,273	14,216,658	289,427	
Inst'l Aides	857,960	868,513	868,513					
Admin. Sal	351,521	344,944	355,521	369,631		369,631		
Clerical/Office	1,832,242	1,803,424	1,932,948	3,900,370		3,900,370		
Maint./Oper (incl. in Clerical/Office)	121,333	66,885	123,718					
Food Services	43,432	46,799	43,432					
Other Classified	842,827	850,830	850,830					
Impact Step and Column & (Retro 3% 2015-16 Budget year only)		35,000	35,000	60,171		86,171		Revised Step & column updated for continuing Positions
Proposed New Positions/Hours		(23,000)	(23,000)	92,872			92,872	
Classified Salaries	4,049,315	3,993,395	4,186,962	4,423,044	236,082	4,356,172	92,872	
Total Salaries	17,265,118	17,665,305	18,112,774	18,929,129	816,355	18,572,830	382,299	
STRS - Certificated (ER 14.43%)	1,375,220	1,719,926	1,730,867	2,093,228		2,093,228		
PERS - Classified (ER 15.531%)	406,653	449,228	471,003	556,424		556,424		
OASDI Regular - Certificated	13,579	12,500	14,079	15,000		15,000		
OASDI Regular - Classified	247,657	247,590	260,010	274,229		274,229		
OASDI Medicare - Certificated	187,859	191,407	194,961	210,338		210,338		
OASDI Medicare - Classified	58,164	55,908	59,036	64,134		64,134		
Health & Welfare Benefits - Certificated	2,012,766	2,133,274	2,100,000	2,186,100		2,186,100		health benefits are negotiable, amounts could change if negotiated
Health & Welfare Benefits - Classified	923,017	903,678	981,000	1,021,221		1,021,221		health benefits are negotiable, amounts could change if negotiated
Unemployment Insurance - Certificated	7,401	7,890	7,890	7,253		7,253		
Unemployment Insurance - Classified	3,154	2,775	3,233	2,212		2,212		
Workers' Compensation - Certificated	145,185	137,950	137,925	132,394		132,394		New Contract
Workers' Compensation - Classified	50,511	52,141	51,521	56,740		56,740		New Contract
Other Employment Benefits - Certificated (LT Benefits)	483,000	483,000	525,000	441,000			441,000	While PCHS has committed to fund lifetime benefits amount, total reflects build-up & not actual payments made to retirees (as recommended by b/f committee - increase contribution in 16/17 by \$60K total, decrease by \$60K in 17/18)
Other Employment Benefits - Classified (LT Benefits)	208,000	208,000	226,000	190,000			190,000	While PCHS has committed to fund lifetime benefits amount, total reflects build-up & not actual payments made to retirees (as recommended by b/f committee - increase contribution in 16/17 by \$60K total, decrease by \$60K in 17/18)
Employee Benefits	6,122,166	6,605,267	6,762,525	7,250,273	487,748	6,619,273	631,000	
Total Salary & Benefits	23,387,284	24,270,571	24,875,299	26,179,402	1,304,103	25,192,103	1,013,299	
Textbooks	374,231	258,088	224,263	186,578		186,578		
Instructional Materials	249,793	254,000	178,183	227,611		227,611		
Non-capitalized Equipment	40,000	50,000	50,000	51,555			51,555	
Other Supplies	168,882	112,500	130,389	130,694			130,694	
Food Service Supplies	215,139	296,273	246,273	256,421		256,421		
Books & Supplies	1,048,046	1,405,637	829,108	852,859	23,751	670,610	182,249	
Personnel Services-Mileage	5,990	5,000	6,500	6,500		6,500		includes special ed mileage
Travel/Conference	65,042	60,000	73,006	75,250		41,214	34,036	\$41K of conferences tied to revenue sources includes subscriptions to infrastructure related items (i.e. networking) (as recommended by b/f committee on 6/6/17 - reduce subscriptions by \$13K)
Due/Memberships	218,936	218,066	207,872	205,066		218,066		
Insurance	155,867	136,385	166,675	143,029		143,029		
Operation and Housekeeping Services	553,775	602,550	650,976	650,000		650,000		per b/f committee (amounts potentially reduced w/energy saving initiatives)
Rentals/Leases/Repairs&Noncapitalized Improvements	308,028	298,334	425,000	400,000		336,287	63,713	\$63K in emergency, one time repairs

PALISADES CHARTER HIGH SCHOOL
2016-2017 Estimated Actuals 2017-2018 Approved Budget (06.19.17)

	2015-2016 Unaudited Actuals	2016-2017 Budget- Approved 06/7/16	2016-2017 Estimated Actuals (based on 5.31 data)	2017-2018 Budget- Proposed	Changes from 16/17 to 17/18	Fixed Expenditures	Discretionary Expenditures	Comments
ADA ESTIMATES/ACTUAL FUNDED	2,844.70	2,836.04	2,844.47	2,854.00				per b/f committee on 6/6/17 - increase ADA by 5 (from 2,849 to 2,854) for Temescal
LCFF FUNDING PER ADA	8,595.00	9,016.95	8,997.97	9,212.27				
LCFF HIGH NEEDS PER ADA								
Professional Consulting Services& Operating Exp (5800, 5810, 5821, 5850, 5860)	2,676,091	2,304,690	2,365,448	2,277,698		1,330,464	947,234	fixed costs include LACOE PeopleSoft, LACOE fees, recruitment, legal, & fingerprinting, cafeteria contract (as recommended by admin & b/f committee - \$40K reduction in consulting services)
Pupil Transportation	47,528	434,777	559,179	576,570		70,051	506,519	b/f recommends \$576K as transportation placeholder costs (scholarships, athletics transport, fundraising campaign) 6/1/17 - total expenditures allocated between legally required sped (\$70K) & all other transportation (\$506K)
Communications and Other Expenses	310,227	203,883	190,756	190,756		51,982	138,774	keep at 16/17 levels - postage/communications are fixed, other expense are variable. Some of the variable expenses have revenue offsets
Services, Other Operating Exp	4,341,485	3,828,909	4,645,412	4,524,869	(120,543)	2,847,593	1,690,275	
Capital Outlay (6100-6500) -Total (Detail Below)		1,506,976	916,592	983,000	66,408	316,000	667,000	
Sites & Improvement (6100)		81,000	45,713	105,000		105,000		Prop 39 has revenue stream
Bldgs & Improvement (6200)		294,676	356,028	247,000		25,000	222,000	\$25K funded by CTE
Equipment-Technology (6400)		1,050,250	456,074	550,000		186,000	364,000	\$186K funded by CTE
Equipment/Furniture Replacement (6500)		81,050	58,778	81,000			81,000	
Depreciation Expense	471,117	689,645	541,650	574,000		574,000		add \$24K for depreciation 17/18 (purchases against depreciation already made)
Interest	47,528	33,314	32,243	33,314		33,314		interest is fixed
Indirect Cost (Total charter school supervisory oversight fees only)	244,500	265,722	257,269	257,947		257,947		indirect cost is fixed
Total Expenses-Financial Reporting Basis	29,539,960	30,493,798	31,180,980	32,422,390	1,241,409	29,575,567	2,885,823	
Total Expenses-Cash Reporting Basis		31,311,129	31,555,923	32,831,390	1,275,467	29,317,567	3,552,823	
Financial Reporting Basis-Adjusted for Depreciation	1,539,067	970,186	650,160	3,390	(646,769)	-	-	Balanced Budget for Financial Statement Reporting Purposes 2017-2018
Net Reserve Fund Increase(Reduction)-Cash Basis		152,855	275,217	(405,610)	(680,827)	-	-	

**PCHS
MEDICAL BENEFITS FY17/18 PLAN OPTIONS
AND TOTAL HEALTH BENEFITS**

Medical Increase Analysis

		3 mos. 15/16		9 mos. 16/17		3 mos. 16/17		9 mos. 17/18			
2016-2017	2017-2018			2015-2016	2016-2017	2016-2017	2017-2018				
Enrollees	Enrollees	Plan Type		Actuals	Actuals	Actuals	Proposed	Increase by Type	\$ by Type		
78	82	PPO		1,055	1,084	1,084	1,160	106.0%	\$	1,122,744	
65	61	HMO		1,032	1,057	1,057	1,039	99.3%	\$	763,842	
66	70	Kaiser		1,107	1,130	1,130	1,198	105.0%	\$	992,040	
22	24	Retirees		3,194	3,271						
3	3	Bronze Plan-NEW (Savings for Reduced Cost Plan)			524	524	544		\$	21,927	
		50% to Employee									
234	240	Total Covered									
212	216	Non-Retirees									

Summary Increase- All Options

Enrollees		SUMMARY				2015-2016	2016-2017	2017-2018			
					Up 4.6% Overall	2,622,858	2,773,421	\$ 2,900,553	Health		
85	Health	\$ 89.00	\$ 89.00	\$ 85.00	Down 4.5%	216,199	252,654	\$ 246,600	Dental		
130	Dental-1	\$ 108.90	\$ 107.50	\$ 102.50	Down 4.7%	52,884	54,925	\$ 61,690	Dental		
216	Dental-2	\$ 21.90	\$ 21.90	\$ 21.90	(No Rate change) but add'd FTE's			\$ 2,891,940	\$ 3,081,000	\$ 3,208,842	Vision & Life
216	Vision	\$ 1.90	\$ 1.90	\$ 1.90	(No Rate change) but add'd FTE's					104.1%	
	Life										
						Certificated	\$ 2,031,412	2,100,215	\$ 2,187,137		
						Classified	860,529	980,785	1,021,705		
							\$ 2,891,940	\$ 3,081,000	\$ 3,208,842		

PCHS
2017-2018 BUDGET
MASTER-OTHER

Expense	2017-2018 Requested Amounts	2017-2018 Recommended Total	EXISTING	NEW	FUNDING SOURCES							Potential Savings	Comments	
					GENERAL	COP	LCAP	CTE	College Readiness	Educator Effectiveness	ASB			
AA Team	\$ 171,063	\$ 304,663	\$ 378,663	\$ (74,000)			\$ 93,063				\$ 211,600	\$ -	\$ (2,000)	decreasing periods of PD but adding more PD training
AP/Main Office		\$ -												
Athletics	\$ 74,040	\$ 40,800	\$ 27,000	\$ 13,800	\$ 38,100							\$ 2,700		analyze per coach to team member ratio on athletic teams
Attendance	\$ 5,000	\$ 2,000	\$ 2,000		\$ 2,000									\$3.25K in consulting
Career Center		\$ -	\$ -	\$ -	-			\$ -					\$ -	career counselor (savings of 4 auxillaries, but adding one full time classified position), savings of \$15k for consulting - funded by college readiness - recommendation is to keep certificated coverage the same
College Center	\$ 15,120	\$ 14,580	\$ 14,580	\$ -	\$ 1,080						\$ 13,500			Proctors from ASB, OT salaries are existing
Counseling		\$ 53,543	\$ 53,543		\$ 53,543									Math winter hours - College readiness?
Deans		\$ -												
EL Program	\$ 8,426	\$ 8,426	\$ 8,426				\$ 8,426							\$7500 consulting ed achieve, keep Myrna time at current 16/17 levels
English	\$ -	\$ -	\$ -	\$ -							\$ -			
Finance	\$ 4,000	\$ 4,000	\$ -	\$ 4,000	\$ 4,000						\$ -			
Foreign Language	\$ 135,000	\$ 75,000	\$ 75,000		\$ 75,000						\$ -			status quo - 5 auxillaries, Jeff will look for possible cost savings
Fuerza Unida	\$ 15,925	\$ 15,925	\$ 15,925	\$ -			\$ 15,925				\$ -			
Leadership	\$ 2,599	\$ 600	\$ -	\$ 600						\$ 600	\$ -			deny summer time
Library	\$ 27,897	\$ 24,700	\$ 24,700	\$ -	\$ 24,700						\$ -			keep at 16/17 level of extra hours
Math	\$ 23,500	\$ 121,572	\$ 23,500	\$ 98,072	\$ 83,628				\$ 98,072	\$ 6,800	\$ -			math paraprofessionals partially funded by college readiness, remainder to be covered by existing tutoring costs in study center (after school time)
Mental Health		\$ 110,318	\$ 110,318			\$ 110,318								check w/M. Bush
MESA	\$ 12,000	\$ 29,000	\$ 14,000	\$ 15,000			\$ 29,000				\$ -			Currently 1 aux period -- 17/18 to increase to 2 auxillaries shared by 3 teachers
PE		\$ -												
Safety	\$ 8,000	\$ -	\$ -	\$ -							\$ -			may be used from SpEd flex time
Special Ed	\$ 299,800	\$ 151,600	\$ 51,600	\$ 100,000	\$ 108,000	\$ 30,000				\$ 13,600	\$ -			exisistng consultants & PD time
Special Ed - 504 Case Manager		\$ -												
Study Center		\$ -												
Summer School	\$ 59,374	\$ 51,520	\$ 51,520	\$ -			\$ 51,520				\$ -			Existing summer school staffing levels
Testing	\$ 32,840	\$ 32,840	\$ 32,840	\$ -	\$ 32,840						\$ -			
Tutoring	\$ 41,000	\$ 37,900	\$ 37,900	\$ -	\$ 37,900						\$ -			keep study center levels at 16/17 levels
TVN	\$ 32,000	\$ 32,000	\$ 26,000	\$ 6,000			\$ 32,000				\$ -			explore stipends
VAPA	\$ 72,210	\$ 59,250	\$ 5,250	\$ 54,000			\$ 54,000				\$ 5,250			pay add'l time for sound out of show budget from ASB
Virtual Academy	\$ 454,500	\$ 202,500	\$ 202,500	\$ -	\$ 202,500						\$ -			keep at current existing levels
Total	\$ 1,494,293	\$ 1,372,737	\$ 1,155,265	\$ 217,472	\$ 663,291	\$ 140,318	\$ 229,934	\$ 54,000	\$ 98,072	\$ 232,600	\$ 21,450	\$ (2,000)		

	EXISTING	NEW
CERTIFICATED TOTAL	\$ 1,051,135	\$ 101,600
CLASSIFIED TOTAL	\$ 104,130	\$ 115,872
GRAND TOTAL	\$ 1,155,265	\$ 217,472

Recommended by B/F committee 6/6/17
 Certificated Auxillaries \$ (60,000)
 Total New Certificated Salaries \$ 41,600

**PCHS
2017-2018 BUDGET
TEXTBOOKS**

Expense Summary

Textbooks	#
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Expense	Original Request	Admin Recommended	Budget/Finance Recommended	Comments
AA Team	\$ 3,200	\$ 3,200	\$ 3,200	
EL Program	\$ 10,250	\$ 10,250	\$ 10,250	
English	\$ 39,600	\$ 34,000	\$ 34,000	this will be an on-going cost of approx (\$30K/year) to replace readers
Foreign Language	\$ 1,100	\$ 1,100	\$ 1,100	
Leadership	\$ 670	\$ 670	\$ 670	
Library	\$ 11,650	\$ 11,650	\$ 11,650	
Math	\$ 2,000	\$ 2,000	\$ 2,000	
Science	\$ 89,048	\$ 89,047	\$ 49,047	is there a need for the neuroscience class if its not CTE funded? Anatomy books are pending CTE certification. Neuroscience added as a A-G semester course
Social Science	\$ 39,000	\$ 39,000	\$ 39,000	
Special Ed				
Summer School				
Tech Ed	\$ 13,575	\$ 22,945	\$ 22,945	
Temescal	\$ 3,300	\$ 3,300	\$ 3,300	
VAPA	\$ 9,916	\$ 9,916	\$ 9,916	
Virtual Academy	\$ 300	\$ 300	\$ 14,500	digital textbook to FLVS moved to textbook (on-going expense for virtual academy)
Unspent/Textbook repair		\$ (15,000)	\$ (15,000)	
Total	\$ 223,609	\$ 212,378	\$ 186,578	approved on 5/31/17 by b/f committee, board approved as of 6/6/17

**PCHS
2017-2018 BUDGET
IMA**

Expense	4 Year Average	Above Baseline	Total	Admin Recommended	Budget/Finance Recommended	Comments	B/F Meeting Notes
AA Team	\$ 2,922.63	19,652.37	\$ 22,575.00	\$ 20,575.00	\$ 20,575.00	items absorbed from PLC/intervention budget	
Academic Decathlon	\$ 5,300.00	10,400.00	\$ 5,300.00	\$ 5,300.00	\$ 5,300.00	kept at 16/17 levels	
AP/Main Office			\$ -				
Athletics /Athletic Director	\$ 3,046.95	56,400.00	\$ 59,446.95	\$ 36,000.00	\$ 36,000.00	moved items to tech, schoolwide rentals, & PE IMA	Athletic uniforms should be a one time expense
Attendance	\$ 3,463.51	2,386.49	\$ 5,850.00	\$ 4,000.00	\$ 4,000.00	items absorbed from Pali Cares & Dean's Office	
Career Center	\$ -	800.00	\$ 800.00	\$ 800.00	\$ 800.00		
College Center	\$137	6,443.44	\$ 6,580.00	\$ 1,200.00	\$ 1,200.00	most items funded by Booster Club & testing fees	
Counseling	\$ 5,799.30	2,500.00	\$ 8,299.30	\$ 2,500.00	\$ 2,500.00	counseling items moved to the school-wide items	
EL Program	\$ 4,067.59	1,200.00	\$ 5,267.59	\$ 5,267.59	\$ 4,067.59	to meet state compliance in EL program	committee recommends 4 yr avg
English	\$ 1,984.48	1,090.12	\$ 3,074.60	\$ 1,090.12	\$ 3,074.60	lit success program part to AA program & library	increased to higher amount due to clarificaton from English dept. chair
Foreign Language	\$ 1,586.00	-	\$ 1,586.00	\$ 1,586.00	\$ 1,586.00	fine w/4 year average	
Fuerza Unida/PIQE	\$ -	6,200.00	\$ 6,200.00	\$ 3,000.00	\$ 3,000.00	Planners & PLC moved to AA Team/PLC	share IMA Budget w/TVN
Health (Nurse's Office)	\$ 3,294.82	1,000.00	\$ 4,294.82	\$ 3,294.82	\$ 3,294.82	fine w/4 year average	
Leadership Class		250.00	\$ 250.00	\$ 250.00	\$ 250.00	for classroom curriculum materials	
Library	\$ 4,302.36		\$ 4,302.36	\$ 4,302.36	\$ 4,302.36	fine w/4 year average	
Math	\$ 5,750.50		\$ 5,750.50	\$ 5,750.50	\$ 5,750.50	fine w/4 year average	
Mental Health	\$ -	1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	using mental health funds from state/fed	
MESA	\$ 2,154.04	4,045.96	\$ 6,200.00	\$ 6,200.00	\$ 6,200.00	program enrollment doubled from previous years	
PE	\$ 3,647.75	6,000.00	\$ 9,647.75	\$ 9,647.75	\$ 9,647.75	PE Uniforms moved from Athletics IMA	
Science	\$ 60,293.24	29,806.76	\$ 90,100.00	\$ 84,800.00	\$ 84,800.00	\$10K moved to CTE, amounts kept the same as 16/17 funding levels	
Security (Deans)	\$ 4,944.52	3,425.00	\$ 8,369.52	\$ 4,944.52	\$ 4,944.52	kept at 4-year average - could not tell if the items listed are in addition to 4-year average	
SLC-POD (PLC)	\$ 1,000.00	600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	pod awards, gained a pod	
Social Science	\$ 1,700.83	2,038.17	\$ 3,739.00	\$ 2,639.00	\$ 2,639.00	more traveling teachers for next year	
Special Ed	\$ 15,908.68	16,200.00	\$ 32,108.68	\$ 15,908.68	\$ 15,908.68	fine w/4 year average	
Special Ed - 504 Case Manager	\$ 1,244.50		\$ 1,244.50	\$ 1,244.50	\$ 1,244.50	fine w/4 year average	
Study Center	\$ 636.03	400.00	\$ 1,036.03	\$ 636.03	\$ 636.03	fine w/4 year average	
Summer School	\$ 1,000.00		\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	fine w/4 year average	
Tech Ed	\$ 10,385.24	6,614.76	\$ 17,000.00	\$ 9,500.00	\$ 9,500.00	new class moved to fundraising, P. Kuper moved to CTE funding	
Temescal	\$ 3,249.25	3,250.75	\$ 6,500.00	\$ 3,249.25	\$ 3,249.25	kept at 4-year average - could not tell if the items listed are in addition to 4-year average	
Testing	\$ 907.89	2,025.00	\$ 2,932.89	\$ 2,932.89	\$ 2,932.89	state testing compliance	
TVN		3,000.00	\$ 3,000.00	\$ -	\$ -	moved to transportation	share IMA Budget w/TVN
VAPA	\$ 49,085.27	59,599.73	\$ 108,685.00	\$ 76,685.00	\$ 83,185.00	instrument moved to CTE funding, band, photo, & orchestra kept at 16/17 levels	increased orchestra to reflect class
Virtual Academy	\$ 970.43		\$ 970.43	\$ 970.43	\$ 970.43	fine w/4 year average	
Unspent IMA (20% of total IMA)				\$ (64,874.80)	\$ (97,547.68)		
TOTAL IMA	\$ 198,782.37	\$ 246,328.55	\$ 434,710.92	\$ 252,999.64	\$ 227,611.25	approved as of 5/31/17 b/f, board approved as of 6/6/17	\$ -

PCHS
2017-18 BUDGET
PERSONNEL SERVICES
A/C 5210

Palisades Charter High School
 Mileage Expenses
 2016-2017

Budgeted Amount 5,000.00

00000.0	LAUSD Mileage	8.10
	COLLEGE CENTER MILEAGE	723.40
	ATHLETIC MILEAGE	445.97
	ADMINISTRATION MILEAGE	533.37
	TEACHER MILEAGE	421.58
	SPED STAFF MILEAGE	128.40
	HR MILEAGE	41.58
	COUNSELING OFFICE MILEAGE	74.36
20150.0	ADMINISTRATION MILEAGE	26.24
	TEACHER MILEAGE	189.36
62640.0	TEACHER MILEAGE	138.24
63870.0	ADMINISTRATION MILEAGE	179.65
65000.0	SPED SETTLEMENT MILEAGE	3,203.20
	SPED STAFF MILEAGE	51.25

Amount Spent in 16/17 6,164.70

Amount Remaining (1,164.70)

Recommended Amount for 17/18
B/F Committee Recommended

6,500.00

PCHS 2017/18 BUDGET**CONFERENCES****A/C 5220****\$ 90,000**

Amount Budgeted-2016-2017

00000.0	BANKCARD CENTER	\$ 510
	BIRMINGHAM COMMUNITY CHARTER H.S	\$ 410
	California Charter Schools Association	\$ 200
	CALIFORNIA CONSORTIUM INDEPENDENT STUDY	\$ 470
	CASBO CENTINELA-SOUTH BAY SUBSECTION	\$ 210
	TECH PROFESSIONAL DEVELOPMENT	\$ 745
	ELIZABETH PRATHER	\$ 2,600
	FIRST BANKCARD	\$ 203
	FRANK FAT'S - SACRAMENTO, CA	\$ 263
	FRED PRYOR SEMINARS	\$ 593
	HYATT HOTELS SACRAMENTO - SACR	\$ 505
	INN OFF CAPITOL PARK - SACRAME	\$ 400
	RICHARD MAXWELL	\$ 329
	SACRAMENTO HOLIDAY INN - SACRA	\$ 423
	SKILLPATH SEMINARS	\$ 198
	SOUTHWEST AIRLINES	\$ 961
	TAXI SVC GARDENA - GARDENA, CA	\$ 53
	TAXI SVC SACRAMENTO - SACRAMEN	\$ 45
	SANTA MONICA COLLEGE	\$ (582)
	TITLE 2 PROFESSIONAL DEVELOPMENT	\$ (1,249)
	HR PROFESSIONAL DEVELOPMENT	\$ 17
	COLLEGE CENTER PROFESSIONAL DEVELOPMENT	\$ 125
	ENGLISH LEARNER PROFESSIONAL DEVELOPMENT	\$ 936
	COUNSELING PROFESSIONAL DEVELOPMENT	\$ 898
	SPED PROFESSIONAL DEVELOPMENT	\$ 87
	VIRTUAL ACADEMY PROFESSIONAL DEVELOPMENT	\$ 1,313
	ADMIN PROFESSIONAL DEVELOPMENT	\$ 235
	SCIENCE PROFESSIONAL DEVELOPMENT	\$ 250
20150.0	BANKCARD CENTER	\$ 11,164
	CAL-PAC CAMP	\$ 616
	CENTER FOR CELEBRATION OF	\$ 4,500
	LAUSD PERSONNEL COMMISSION	\$ 200
	RANCHO DEL CIELO MALIBU	\$ 900
	LCAP PROFESSIONAL DEVELOPMENT	\$ 1,997
30100.0	BANKCARD CENTER	\$ 471
	TITLE 1 PROFESSIONAL DEVELOPMENT	\$ 1,699
40350.0	CALIFORNIA CHARTER SCHOOL CONFERENCE	\$ 350
	FIRST BANKCARD	\$ 200
	TITLE 2 PROFESSIONAL DEVELOPMENT	\$ 5,081
62640.0	RANCHO DEL CIELO MALIBU	\$ 2,750
	EDUCATOR EFFECTIVENESS PROFESSIONAL DEVELOPMENT	\$ 4,583
63870.0	AMERICAN AIRLINES	\$ 328
	FIRST BANKCARD	\$ 2,180
	UNITED AIRLINES	\$ 356
	CTE PROFESSIONAL DEVELOPMENT	\$ 234
65000.0	NBI	\$ 2,220
	WELLNESS CONFERENCE	\$ 50
	SPED STAFF PROFESSIONAL DEVELOPMENT	\$ 1,334
	Amount Spent in 16/17	\$ 52,361
	Amount Remaining	\$ 37,639
	Recommended Amount for 17/18	\$ 60,000
	B/F Committee Recommended	

**PCHS
2017/18 BUDGET
SUBSCRIPTIONS A/C 5310**

Palisades Charter High School
Subscriptions/Dues & Memberships
2016-2017

Amount Budgeted -2016/17		\$	218,066	
00000.0	ACA TRACK	\$	7,460	shifting to ADP (part of their services)
	ACCREDITING COMMISSION FOR SCHOOLS	\$	920	
	AKINS IT, INC.	\$	8,789	
	BANKCARD CENTER	\$	365	
	BOARD ON TRACK	\$	9,746	new for 16/17, examine usage
	California Charter Schools Association	\$	7,500	
	CENTER FOR EDUCATION AND EMPLOYMENT LAW	\$	374	
	COLLEGE CENTRAL NETWORK	\$	1,500	
	CORECOURSEGPA.COM	\$	263	
	CSADA	\$	235	
	DESIGN SCIENCE INC.	\$	462	
	EBSKO ACCOUNTS RECEIVABLE	\$	185	
	EDGENUITY INC	\$	1,800	
	EDLIO	\$	3,482	new for 16/17
	EDUCATION WEEK	\$	79	
	FIRST BANKCARD	\$	676	
	FOLLETT SOFWARE COMPANY	\$	1,240	
	FRONTLINE TECHNOLOGIES GROUP LLC	\$	4,330	
	GALE CENGAGE LEARNING	\$	13,428	research level of service
	GOLDSTAR LEARNING, INC.	\$	26,044	research level of service
	INFINITE CAMPUS	\$	29,383	research level of service
	IXL LEARNING	\$	9,237	
	JAMF SOFTWARE	\$	7,462	
	JEFF'S LOCK & KEY SERVICE	\$	1,249	
	JOHN RAUSCHUBER	\$	89	
	KUTA SOFTWARE	\$	222	
	MAILCHIMP - MAILCHIMP.COM, GA	\$	75	
	OXFORD UNIVERSITY PRESS	\$	1,185	
	PACKETFUSION	\$	7,827	
	PROGRESSIVE BUSINESS PUBLICATIONS	\$	318	
	RAYNE WATER CONDITIONER	\$	459	
	SALARY.COM	\$	2,333	
	SAN JOAQUIN COUNTY OFFICE OF EDUCATION	\$	375	
	SCHOOLGY	\$	20,619	research level of service, possible rdx
	SHOUTPOINT INC	\$	1,725	
	STEPHEN KLIMA	\$	300	
	STUDENTMAGS	\$	263	
	THE SCHOOL SUPERINTENDENTS ASSOCIATION	\$	450	
	THOMAS REUTERS WEST	\$	48	
	TOUCHLINE SOFTWARE, INC.	\$	305	
	TURNITIN, LLC	\$	9,101	is this available in schoology
	ITRANSLATION SERVICES	\$	3,500	new for 16/17
	ASSOCIATION OF CA SCHOOL ADMINISTRATORS	\$	676	
	COLLEGE CENTRAL NETOWRK	\$	333	
	CLOUDLOCK	\$	3,000	
20150.0	ACELLUS LEARNING SERVICES	\$	5,215	
	CONVERCENT	\$	2,500	
	Houghton Mifflin	\$	375	
	MYRNA CERVANTES	\$	60	
	RAPTOR	\$	1,910	new for 16/17
53100.0	INFINITE CAMPUS	\$	3,099	
63870.0	DECA	\$	1,000	new for 16/17
	LISA SAXON	\$	200	new for 16/17
	RICK STEIL	\$	156	new for 16/17
	TERI JONES, SOCAL REGIONAL DIRECTOR	\$	550	new for 16/17
65000.0	ACELLUS LEARNING SERVICES	\$	3,000	
	LRP PUBLICATION	\$	270	
	N2Y	\$	648	
91000.0	SOFTERWARE	\$	4,516	new for 16/17

Amount Spent in 16/17	\$	212,911	
Amount Remaining	\$	5,155	
Recommended Amount for 17/18	\$	218,066	-update CTE w/subscriptions
B/F Committee Recommended reduction as of 6/6/17	\$	(13,000)	
B/F Committee Recommended	\$	205,066	

new expenses in 16/17 25,060.50
funded through revenue source 6,422.26
Powered by BoardOnTrack

PCHS
2017-2018 BUDGET
OPERATIONS
A/C 5510

Palisades Charter High School
 Operations
 2016-2017

Amount Budgeted 675,000.00

00000.0	A&R FOOD DISTRIBUTORS	658.50
	ACUMEN COMMUNICATIONS, INC.	2,174.55
	AMAZON	4,935.43
	AMERICAN TIME	311.06
	AQUA FLO SUPPLY	(379.97)
	ATM Specialty Services, Inc.	5,794.18
	BANKCARD CENTER	581.58
	BEAUTY TREE SERVICE & MAINTENANCE	52,580.00
	BUDGET BLIND OF WOODLAND HILLS	216.00
	DARREN CORRIGAN	2,071.18
	DEAN SAFE	1,205.79
	DUNN EDWARDS	5,141.62
	FILEKEEPERS	207.00
	FULL CIRCLE RECYCLING COMPANY	(98.00)
	GRAINGER	9,791.26
	GREEN ECONOMIE	773.36
	HD SUPPLY FACILITIES MAINTENANCE	654.99
	HIRSH PIPE & SUPPLY	12,111.48
	ICE MACHINE SALES & SERVICE CO.	652.57
	JASON CHIN	119.61
	JEFF'S LOCK & KEY SERVICE	5,182.71
	JORGE GRACIAS	407.81
	JUST DO IT FITNESS EQUIP.	171.30
	KML GROUP	77,787.50
	LAUSD Utilities	199,980.42
	LAWSON PRODUCTS	1,085.09
	LOWES	11,684.60
	OSCAR CABRERA	219.28
	Palisades Charter High School	480.00
	PARAMOUNT PICTURES CORPORATION	1,267.13
	PARTS TOWN	64.85
	REPUBLIC SERVICES	3,436.12
	RICHARD MONTZ	202.02
	SCHEIB PEST SOLUTIONS INC	1,312.79
	STAPLES ADVANTAGE	514.52
	SUPPLY WORKS	25,485.86
	TSM Recovery & Recycling	226.50
	UNISERVE FACILITIES SVCS CORP.	24,940.87
	WAXIE	668.37
20150.0	BUDGET BLIND OF WOODLAND HILLS	4,241.25
	DARREN CORRIGAN	1,750.00
	JEFF'S LOCK & KEY SERVICE	1,759.57
	KML GROUP	1,684.90

Amount Spent in 16/17 464,055.65
 Amount Remaining 210,944.35

B/F Recommended Amount for 17/18 650,000.00

to reflect potential savings in energy efficiencies (utilities)

PCHS
2017-2018 BUDGET
REPAIRS A/C 5610

Amount Budgeted -2016/17

475,000

00000.0	AKINS IT, INC.	5,099.00
	ANDY GUMP	1,122.30
	BANKCARD CENTER	19,267.20
	BEAUTY TREE SERVICE & MAINTENANCE	2,460.00
	BUDDY'S ALL STARS	4,025.00
	CHRIS BARTON	280.00
	CINEMA AIR	3,900.00
	CITY OF LA DEPT OF RECREATION AND PARKS	8,441.50
	Complete Business Systems	1,900.00
	DANIEL ENE	435.00
	FFSTECH	1,165.11
	FINANCIAL PACIFIC LEASING INC	71,565.77
	HERC RENTALS	892.50
	ICE MACHINE SALES & SERVICE CO.	133.64
	JEFF'S LOCK & KEY SERVICE	2,416.10
	KML GROUP	31,640.47
	KONICA MINOLTA BUSINESS SOLUTIONS	18,583.29
	KONICA MINOLTA PREMIER FINANCE	14,904.44
	KS STATEBANK	3,132.61
	L.A. HYDRO-JET & ROOTER SERVICE, INC.	64.00
	LOU'S GOLF CARTS INC	1,048.02
	MAILFINANCE	3,893.63
	MEDINA CONSTRUCTION	6,780.00
	MODSPACE CORP	5,752.14
	MXX MASTER SOUND	927.00
	PROFESSIONAL DUCT CLEANING CO., INC.	1,200.00
	PURE HEALTH SOLUTIONS INC	2,203.20
	RAYNE WATER CONDITIONER	3,740.13
	SADDLEBACK GOLF CARS	118.13
	TEQlease, INC	59,550.40
20150.0	ACCO ENGINEERED SYSTEMS	1,769.05
	ANDY GUMP	3,643.19
	FINANCIAL PACIFIC LEASING INC	12,196.40
	KML GROUP	2,815.50
	KS STATEBANK	1,566.30
	MODSPACE CORP	2,607.37
	PURE HEALTH SOLUTIONS INC	587.55
	TEQlease, INC	28,976.50
53100.0	KML GROUP	759.38
63870.0	DAVID CARINI	470.59
	PEYMAN NAZARIAN	452.53
65000.0	MODSPACE CORP	1,844.48
	PURE HEALTH SOLUTIONS INC	469.81
99500.0	MOBILE MINI, LLC	3,199.15
	MODSPACE CORP	781.51
	PACIFIC FLOOR COMPANY	6,867.00
	RITE INC.	6,916.25

Non-recurring expenses (Emergencies)	63,712.81
Room for repairs 16/17 (to finish CapEx)	35,000.00
recurring repairs	336,287.19
Amount Spent in 16/17	352,563.14
Amount Remaining	122,436.86
Pending lease payments	(17,000.00)
Mobile Mini	(20,000.00)

Recommended Amount for 17/18
 B/F Committee Recommended

400,000.00

PCHS**2017/18 BUDGET**Palisades Charter High School
5800s - Outside Services**OUTSIDE SERVICES SUMMARY**

	<u>16/17 Actual Expenses</u>	<u>17/18 Proposed</u>	
Total 5800's Budget	\$ 2,353,217		
5800 LACOE	\$ 14,006	\$ 29,006	
5803 Late Fees	\$ 4,712	\$ 4,000	Late fees charged by LACOE for STRS/PERS adjustments
5810 Consulting	\$ 1,660,749	\$ 2,103,451	
5821 Legal	\$ 154,606	\$ 105,000	
5831 Recruitment	\$ 3,119	\$ 3,119	
5850 Educational Consulting	\$ 20,815	\$ 30,000	
5860 Fingerprinting	\$ 3,122	\$ 3,122	
Total Expenses (-To Date 05/2017)	<u>\$ 1,861,129</u>	<u>\$ 2,277,698</u>	
Amount Remaining (Est. for remainder of 16/17)	<u>\$ 492,088</u>		
Recommended Amount for 16/17 B/F Committee Recommended			

PCHS
2017-2018 BUDGET
DEPARTMENTAL
CONSULTING

Expense	2017-2018 requested amount	2017-2018 recommended total						FUNDING SOURCES						Comments
			CONSULTING	CONFERENCES	EXISTING	NEW	Potential Savings	GENERAL	LCAP	Educator Effectivness	College Readiness	CTE	Fundraise	
AA Team	125,200	19,000	11,000	8,000	18,000	1,000			11,000	8,000				sub time and summer mini-grants - move to salaries
Athletics	1,250	1,250	450	800	1,250			1,250						existing PD - continue for next year
Attendance	5,250	3,250	3,250		3,250			3,250						iConsulting \$3.25K lottery
Career Center		15,000	15,000		15,000		-						15,000	
College Center	12,980	10,980	6,000	4,980	10,980						9,620		1,360	\$9.62K in existing funds, \$1.36K funds through fundraise
EL Program	33,570	23,000	7,500	15,500	9,600	13,500			23,000					16/17 FY - \$9.5K through EdAchieve, additional \$6k to meet compliance
Foreign Language		2,000		2,000		-								Amount for PD not approved in 16/17 FY - part of schoolwide conference budget
Fuerza Unida	31,500	31,500	31,500		26,500	5,000			31,500					Fuerza - \$23K PIQE existing, new funding for consulting program to meet needs for LCAP students (look at free services in the community)
Leadership	4,850	4,850		4,850		4,850		450		4,400				\$450 for CADA Conference, \$4.4K for Link Crew Training
Library	3,250	3,250	2,000	1,250	1,250	2,000		1,250					2,000	\$1.2K in existing PD, \$2K for speaker possible fundraise
Math	10,150	3,350		3,350	3,350					3,350				\$6.8K in release time moved to additional salaries, PD of \$3.35K existing
Mental Health		255,000	255,000		200,000	55,000								expense counted on the salaries side
Science	6,900	1,100		1,100	1,100					1,100				move PLC pull out & sub requests to add'l salaries, \$1.1K in existing PD
Social Science	1,600	1,600		1,600	1,600			1,600						\$1.6K - existing PD
Special Ed	309,800	303,000	303,000		303,000		(80,000)	303,000						\$230K consulting for SpEd Transport, NPS - PD training moved to add'l salaries (sub time)
Testing	5,500	5,500	5,500		5,500			5,500						\$2.5K in existing external testing placement coordinator
TVN	20,000	20,000	15,000	5,000	20,000				20,000					\$20K - existing PD for Elder Training
VAPA	10,580	500		500		500		500						
Total	646,008	727,758	666,828	60,930	632,008	85,850	(80,000)	340,428	85,500	16,850	9,620	15,000	3,360	

CONSULTING CONFERENCES	
EXISTING	588,328 43,680
NEW	63,500 15,250
TOTALS	651,828 58,930

PCHS
2017-2018 BUDGET
LEGAL ACCOUNTING
A/C 5821

Palisades Charter High School
 Legal/Accounting
 2016-2017

00000.0	ATKINSON, ANDELSON, LOYA, RUUD & ROMO	\$ 74,661
	VAVRINEK, TRINE, DAY & CO., LLP-audit	14,231
	YOUNG, MINNEY & CORR, LLP	12,195
	LAW OFFICES OF ONWAEZE	(15)
65000.0	NEWMAN, AARONSON, VANAMAN	4,600
	TRYGSTAD, SCHWAB & TRYGSTAD	25,000
	YOUNG, MINNEY & CORR, LLP	23,934

Amount Spent in 16/17 \$ 154,606

Recommended Amount for 17/18 **\$ 105,000**

B/F Committee Recommended

Palisades Charter High School
 Educational Consulting
 2016-2017

00000.0	ELIZABETH BUTLER	5,500.00
	TEACHERS ON RESERVE, LLC	13,814.74
30100.0	EDACHIEVE	1,500.00

Amount Spent in 16/17 20,814.74

Amount Remaining

Recommended Amount for 17/18 30,000.00 - based on spending levels of 16/17
 B/F Committee Recommended possible offset by revenue sources (PD grants, etc.)

Palisades Charter High School
Communications & Other Expenses
2016-2017

Total 150,000.00

5890 Other Services 118,868.82

5910 Postage 23,746.05

5920 Communications 28,236.03

Total Expenses 170,850.90

Amount Remaining (20,850.90)

Recommended Amount for 17/18
B/F Committee Recommended

PCHS 2017-2018 BUDGET

COMMUNICATIONS

A/C 5900

Palisades Charter High School
 Postage & Communications
 2016-2017

\$ 5,910	00000.0	AT&T LONG DISTANCE	\$ 134
		FRONTIER COMMUNICATIONS	\$ 16,627
		LAUSD Telephone	\$ 2,950
		NEOPOST USA, INC.	\$ 272
		SPECTRUM	\$ 2,240
		TIME WARNER CABLE	\$ 271
		VERIZON BUSINESS	\$ 1,253
		5910 TOTAL	\$ 23,746
\$ 5,920	00000.0	BANKCARD CENTER	\$ 19
		JOE RAMIREZ	\$ 8
		LAUSD Postage	\$ 9,875
		POSTAGE	\$ 18,309
		STEPHANIE BOYD	\$ 26
		5920 TOTAL	\$ 28,236

Total Postage/Communications \$ 51,982

17/18 recommended - keep at revised lower level \$ 90,000

**PCHS
2016-2017 PROJECTED AND 2017-2018 BUDGET**

<u>SUMMARY</u>	2016-2017 BUDGET	2016-2017 Projections	2017-2018 BUDGET
Total Cash Sales	\$ 170,306	\$ 135,306	\$ 194,907
Catering Revenue (incl. in Cash)			
State Reimbursements	28,416	\$ 18,416	\$ 35,662
Federal Reimbursements	336,158	\$ 301,158	\$ 409,325
Total Revenue	\$ 534,880	\$ 454,880	\$ 639,894
Expenses			
Total Salaries & Benefits	\$ 58,669	\$ 57,765	\$ 60,653
Food Service Expenses			
Management	\$ 178,366	\$ 169,448	\$ 322,820
Food Expense	\$ 296,273	\$ 246,273	\$ 256,421
Total Food Expenses (Invoice)	\$ 474,639	\$ 415,721	\$ 579,241
Total Expenses (Before Commodity Credit)	\$ 533,308	\$ 473,485	\$ 639,894
Net Expenses	\$ 533,308		
Net Income/(Loss)	\$ 1,572		\$ -

Palisades CHS 2017-2018 Food Service Budget			
	2017/18	2016/17	
Meals Served-Budget	157,500	146,112	7.8%
Cost Per Meal	\$ 3.65000	\$ 3.4326	6.3%
Note: Includes \$46,000 Investment in Equipment for 2017-2018			
Expenses	2017-2018	2016-2017	
Chartwell/Sodexo Costs	\$ 579,241	\$ 474,639	
District Labor & Benefits	\$ 60,653	\$ 58,669	
Total Operating Expense	\$ 639,894	\$ 533,308	
Return	\$ -	\$ 1,572	

Category	16-17 Funded	16-17 Difference from Per Year Est	17-18 requested	amount recommended	5 year Costs Per Year	5 year Calculation	New/Recurring	Funding Source	Project #	Notes from meeting	Notes
Staff Workstations	\$60,000.00	-\$15,000.00	\$75,000.00	\$75,000.00	\$ 75,000.00	\$ 375,000.00	recurring	General	0006005	replace mac devices with windows pc (option 3 - see Donna's notes)	Station cost \$1500 (inclusive of peripherals and taxes); (250 staff * \$1500 / 5 years)
Classroom Labs	\$160,000.00	\$34,000.00	\$126,000.00	\$126,000.00	\$ 126,000.00	\$ 630,000.00	recurring - continue from CTE Funding	CTE		computer lab used by CTE teachers (game design lab) 2 labs for \$120k (17/18 FY labs out of CTE funds)	\$160k funded through CTEIG for Photo and STEAM
1:1 Program	\$266,400.00	\$86,400.00	\$120,000.00	\$120,000.00	\$ 180,000.00	\$ 900,000.00	new - not approved last year	PCHS Fund		repurpose department carts (goal is \$120k) - divide to what Ed fund is committing & create separate line for lease (\$90k lease over 3 years)	(3000*\$300 Chromebook); Requesting enough to buy 700 devices
lease for 1:1 program			\$90,000.00	\$30,000.00							
Shared Mobile Carts	\$0.00	-\$40,000.00	\$40,000.00	\$0.00	\$ 40,000.00	\$ 200,000.00	new	General		no carts unless high needs departments share - shift carts to 1:1	10 carts*40devices
Classroom Projection	\$0.00	-\$120,000.00	\$120,000.00	\$120,000.00	\$ 120,000.00	\$ 600,000.00	new - not approved last year	General			100 classrooms / start with bungalows; (100*\$6,000) (+\$1000 new board)
Printers	\$9,000.00	-\$9,000.00	\$18,000.00	\$9,000.00	\$ 18,000.00	\$ 90,000.00	recurring	General			100 individual (\$250), 30 shared (\$500) 5 high capacity (\$1500) (Software \$3500); (\$25,000+\$15,000+\$7500+\$2500)
AV Systems	\$30,000.00	\$10,000.00	\$40,000.00	\$40,000.00	\$ 20,000.00	\$ 100,000.00	new	CTE		CTE funded, partial Mercer & Gilbert	Gilbert (\$10,000), Mercer (\$50,000), Gym/Stadium (\$30,000), shared (\$10,000)
Security Systems	\$0.00	-\$150,000.00	\$200,000.00	\$0.00	\$ 150,000.00	\$ 750,000.00	continue from last year	General		to cover more locations - in the operations (CapEx) budget	Cameras and server/storage
Network	\$280,000.00	-\$70,000.00	\$350,000.00	\$150,000.00	\$ 350,000.00	\$ 1,750,000.00	recurring	General	0006009	includes phone system maintenance (move maintenance to repair/subscription) - \$30K in network projects can be funded through 16/17 donna to break into 2 line items (non controllable/controllable)	servers, switches, phones, etc...
Campus Tech IMA	\$18,000.00	-\$2,000.00	\$20,000.00	\$10,000.00	\$ 20,000.00	\$ 100,000.00	recurring	General	0006008	keep at 16/17 levels	basic supplies for staff, dept and testing new tools
STEAM Innovation	\$22,000.00	\$2,000.00	\$20,000.00	\$20,000.00	\$ 20,000.00	\$ 100,000.00	recurring	CTE	0006003	based on faculty in the room - CTE credentialed teachers	Funded through CTEIG in 16-17
AV Consultant	\$7,500.00	-\$12,500.00	\$20,000.00	\$0.00	\$ 20,000.00	\$ 100,000.00	recurring	move to consulting		Mxxmaster/Chris Barton (\$20k)	Expert AV and Special Event Equipment (Non-VAPA) - CONSULTING
IT Consultant	\$22,000.00	-\$78,000.00	\$85,000.00	\$0.00	\$ 100,000.00	\$ 500,000.00	recurring	move to consulting		Akins IT	Network and System Administration
Subscriptions	\$100,000.00	\$0.00	\$100,000.00	\$0.00	\$ 100,000.00	\$ 500,000.00	recurring	move to subscriptions		Donna will identify any potential cost savings - assume budget neutral costs	Antivirus, Filtering, TurnItIn, etc... (non-capital, 5310)
Annual Totals	\$852,900.00	-\$273,600.00	\$1,219,000.00	\$700,000.00	\$ 1,119,000.00	\$ 5,595,000.00		\$ -			

all items discussed on 4/2017 LTSP meeting

09-10 Funding	\$ 96,685.00	-\$1,022,315.00
10-11 Funding	\$ 128,898.00	-\$990,102.00
11-12 Funding	\$ 88,915.00	-\$1,030,085.00
12-13 Funding	\$ 163,182.00	-\$955,818.00
14-15 Funding	\$ 395,335.00	-\$723,665.00
15-16 Funding	\$ 1,276,500.00	\$157,500.00

Note: Years from 09-15 do not include subscriptions or consultants

Finance Office Notes		
	Amount Requested	Amount Recommended
General	863,000.00	\$364,000.00
LEASE	\$90,000.00	\$30,000.00
CTE	146,000.00	\$186,000.00
FUNDRAISE	120,000.00	\$120,000.00
TOTAL	1,219,000.00	\$550,000.00

does not include fundraiser # or lease - lease reflected in 5610

Master CapEx Budget for 2017-18 (DRAFT 4)

Proj Nbr	Overall Rank Order	LOCATION	DESCRIPTION OF EXPENDITURE	Budget Est. 2017-18	Working Group Amount Recommended	FUNDING SOURCE	TYPE	Working Group Meeting Notes re Amt Recommended
6002	1	FENCING - GATES	Additional Emergency Evacuation/Exit Gates with Push Bars	\$30,000	\$30,000	GENERAL	SAFETY	required for safety, part of LCAP priority/goal
0006001	2	RESTROOMS	Restroom Renovations in General - Include Lead & Asbestos Abatement (3-4 year phase) - Phase II	\$30,000	\$30,000	GENERAL	FACILITY UPGRADE	
0006007	3	SITE	Asphalt repairs in Parking lots and service road	\$40,000	\$20,000	GENERAL /PERMIT	SAFETY	in 16/17, spend the budget (15k)
0006009	4	CLASSROOMS-D	Finish classroom partition D202 to reduce the amount of traveling teachers - create 2 new classrooms (D202 & D202 A)	\$12,500	\$12,500	GENERAL	FACILITY UPGRADE	spend 16/17 funds of \$13k - roll over next year if needed
0006008	5	CLASSROOMS-All	Continuous Painting of Classrooms @ \$45k/Yr on a 5-Yr Rotation Plan	\$45,000	\$45,000	REPAIR/NON CAP EX	CLASSROOM UPGRADE	this may fall into other budget categories as non-capex
38	6	STADIUM	Replacement/Resurfacing of existing Track & Field in Stadium (goal: funding in place by 06/2017)	\$1,300,000	???	PERMIT	SAFETY	waiting for bidding window to close (approx \$100k/year from permit to pay track loan)
6003	7	CLASSROOMS-U	Window Covers (Blinds) for Additional U-Bldg Trailers/Bungalows	\$8,000	\$8,000	GENERAL	SAFETY	for safety/active shooters
0006012	8	CLASSROOMS-J	Air handler cleaning remaining buildings (J)	\$20,000	\$0	GENERAL	FACILITY UPGRADE	do in 16/17 FY
9	9	FENCING	Fence Repair in Stadium Parking Lot	\$15,000	\$9,000	PERMIT	SAFETY	
41	10	CLASSROOMS-U	Repair Decking/ Drainage Issues Between U101 & U104	\$18,000	\$4,000	REPAIR	REPAIR	repair bare minimum
42	11	STADIUM	Visitor Bleacher Repairs Stadium - Dry Rot Repair (\$10-\$25K encapsulation)	\$25,000	\$5,000	REPAIR	SAFETY	repair 16/17 \$2k, \$5000 17/18 w/possible LAUSD
0006004	12	FENCING	Security Fencing for front of Campus Parking Lot with Entrance/Exit Gates	\$65,000	\$55,000	PERMIT	SAFETY	use 16/17 funds
6006	15	SITE	Lighting Goat Path & El Medio Staircases - 1 Main Pole (& Fixtures/Lights for it) by Loading Dock Stairs	\$15,000	\$15,000	PROP 39	SAFETY	prop 39 possible funding
0006020	16	CLASSROOMS-U	Bungalows Repairs/Upgrades (roofing, railing, flooring, ceiling, etc.)	\$48,000	\$0	REPAIR/GENERAL	FACILITY UPGRADE	

Master CapEx Budget for 2017-18 (DRAFT 4)

Proj Nbr	Overall Rank Order	LOCATION	DESCRIPTION OF EXPENDITURE	Budget Est. 2017-18	Working Group Amount Recommended	FUNDING SOURCE	TYPE	Working Group Meeting Notes re Amt Recommended
12	17	CLASSROOMS-All	Furniture requests for classroom (includes white boards)	\$65,000	\$81,000	GENERAL	CLASSROOM UPGRADE	15 classrooms/year, average \$150/student desk/ x 35 students per class (on average) + \$300/class for teacher furniture (possible use of 16/17 funds)
46	18	CLASSROOMS-All	install New Individual Atomic Clocks in Most Rooms	\$6,500	\$6,500	NON-CAP EX	FACILITY UPGRADE	LAUSD district policy - move to non-capex
8	19	CAFETERIA	Cafeteria remodel/ traveling teacher lounge	TBD	\$5,000	CAFETERIA	FACILITY UPGRADE	quantify what TBD is - potential discussion with new cafeteria food service vendor, increase participation can fund the remodel - Consulting funds
68	20	SAFETY/SECURITY	Security Cameras - Phase # 3	\$100,000	\$100,000	GENERAL	SAFETY	
76	21	SAFETY/SECURITY	MDF	40,000	\$40,000	GENERAL		
69	23	COLLEGE CENTER	Partitions for College Center - Increase Student Privacy	\$9,000	\$6,000	PERMIT/FUNDRA	FACILITY UPGRADE	Pending fundraising - Full compass or any college oriented group
5	24	SITE	Increase green spaces between buildings - vertical gardens	\$25,000	\$5,000	FUNDRAISE - \$5k out of school consulting	FACILITY UPGRADE	not a capex project, beautification project should be fundraised - \$5k for consulting
0006019	25	SCHOOLWIDE	Emergency Supplies Schoolwide for 3,200 People (Students + Teachers + Staff) for 3 Days (up from 1 Day)	\$35,000	\$35,000	NON-CAP EX	SAFETY	
6010	26	SCHOOLWIDE	Additional Outdoor Student Seating (Benches)	\$30,000	\$30,000	NON-CAP EX	FACILITY UPGRADE	
0006016	27	CLASSROOMS-All	Classroom Thermostats Replacement	\$20,000	\$10,000	PROP 39	FACILITY UPGRADE	use 16/17 from prop 39
0006002	28	CLASSROOMS-All	A/C for Classrooms - Individual Units Implemented Per Classroom	\$180,000	\$0		FACILITY UPGRADE	Meet w/LAUSD
49	29	SITE	Repaint/Restripe all parking lot lines and stop lines and crosswalks in all 3 lots	\$6,000	\$3,000	NON-CAP EX	SITE UPGRADE	not a capex project

Master CapEx Budget for 2017-18 (DRAFT 4)

Proj Nbr	Overall Rank Order	LOCATION	DESCRIPTION OF EXPENDITURE	Budget Est. 2017-18	Working Group Amount Recommended	FUNDING SOURCE	TYPE	Working Group Meeting Notes re Amt Recommended
6004	30	RESTROOMS	Install Dyson hand dryers in student restrooms Phase II	\$24,000	\$12,000	GENERAL	FACILITY UPGRADE	potentially prop 39, potential savings in materials
0006017	31	CLASSROOMS-U	Replace light timers w/ sensors (bungalows)	\$10,000	\$0	PROP 39	FACILITY UPGRADE	use 16/17 from prop 39
47	32	SCHOOLWIDE	1 Replacement Service Cart - 1 Long Bed to Replace the White One that is barely working	\$8,000	\$8,000		SAFETY	
31	33	TEMESCAL	French Drain for Temescal Academy Groudwater Issue at Tennis Courts - (PUT LAUSD ON NOTICE)	\$65,000	???	LAUSD	FACILITY UPGRADE	
73	34	CLASSROOMS-M/VAPA	Musical Instruments Purchase	\$17,000	\$17,000	CTE	IMA	move out of facilities
6018	35	CLASSROOMS-M	VAPA Workshop Creation (Create work shop for VAPA stage building program)	\$25,000	\$25,000	CTE	VAPA	funded out of our CTE Program
6011	36	SAFETY/SECURITY	Solar Charging Station at Stadium for Safety	\$5,000	\$5,000			
6005	37	SCHOOLWIDE	Develop a master key/access control system plan for the entire campus	\$5,000	\$5,000	GENERAL/CONSULTING	SAFETY	to research master key project
32	38	SITE	Gutters for all buildings - (PUT LAUSD ON NOTICE)	\$20,000	\$20,000	LAUSD	FACILITY UPGRADE	
37	39	SCHOOLWIDE	Pre-Fabricated 2 story Bungalows (waiting on quote) (HOLD, PENDING STATE FUNDING) Estimate 2.5M	TBD	???		FACILITY UPGRADE	pending prop 51 funds
6	40	SITE	Clean/ Replace Drain Lines Campus Wide (put LAUSD ON NOTICE IF REPLACE)	TBD	???		REPAIR	
43	41	CLASSROOMS-All	Awnings on 2nd Floors of Classrooms - Primarily C & G Building	\$60,000	\$5,000	CONSULING	FACILITY UPGRADE	First phase of project under consulting
6008	42	CLASSROOMS-All	Replace Classroom Lighting Campus Wide	\$85,000	\$85,000	PROP 39	CLASSROOM UPGRADE	prop 39
55	43	CAFETERIA	Replacement Outdoor Tables/Seating in Student Cafeteria Area	\$45,000	\$9,000	GENERAL/RAISE		seating benches - possible fundraise
6013	44	GYM	A/C Rental for Large Gym Events - College Fair; Parents Night; Incoming 9th Graders; 1 Misc	\$20,000	\$20,000	REPAIR	RENTAL	rental
22	45	GYM	Gym Improvements - Floor Replacement (at a minimum it needs to be Resurfaced/Refinished)	\$130,000	\$35,000	REPAIR	FACILITY UPGRADE	Try to do a refinish repair (\$8k - recoat) (refinish - \$35k)

Master CapEx Budget for 2017-18 (DRAFT 4)

Proj Nbr	Overall Rank Order	LOCATION	DESCRIPTION OF EXPENDITURE	Budget Est. 2017-18	Working Group Amount Recommended	FUNDING SOURCE	TYPE	Working Group Meeting Notes re Amt Recommended
36	46	POOL	Outdoor Showers for Pool	\$8,500	\$8,500	POOL	FACILITY UPGRADE	
86	47	POOL	Outdoor Student Changing Area - Separate from Open-to-the-Public In-Building Changing Area	\$7,500	\$7,500			
83	48	GYM	Girls Gym Lockerroom Showers Renovation: Higher Showerheads, Privacy Stalls/Curtains, etc.	TBD	???			
57	49	SITE	Gateway Garden Project - Phase 3 (consultants fees, DSA check, engineering, etc.) - focus on ped safety	\$125,000	\$15,000	Boosters	SITE UPGRADE	
48	50	SITE	Service Cart Storage Roof by H/J Bldg	\$8,000	\$8,000		SITE UPGRADE	
Below Here - Did Not Make the Top 50				Below Here - Did Not Make the Top 50				
40		CLASSROOMS-All	HVAC Updates/ Renovation	\$20,000			FACILITY UPGRADE	
0006002		CLASSROOMS-All	A/C for Classrooms - Planning Funds for a Much Larger Spend to Execute Central A/C	\$20,000		GENERAL	FACILITY UPGRADE	
24		CLASSROOMS-C	Library additional Counter for computers	\$7,000		FUNDRAISE	CLASSROOM UPGRADE	part of PCHS appeal
74		CLASSROOMS-J	Woodfloor for J109 MHS office	\$5,000				
0006018		CLASSROOMS-J	Makerspace/STEAM/SHPE/Auto shop (build out lab space for CTE , tables, air lines, etc.)	\$30,000	\$30,000	CTE	CLASSROOM UPGRADE	potential CTE Funding, per credentialed teachers
56		CLASSROOMS-M	Replacement Outdoor Seating in Faculty Lounge	\$9,000			FACILITY UPGRADE	
0006006		GYM	Partial replacement of bleachers in Large Gym (Multi year project) Phase III	\$20,000		PERMIT	SAFETY	
45		MERCER	Mercer Hall Lighting - Side lighting to include build outs	\$20,000	\$20,000	FUNDRAISE (CTE)	VAPA	potential CTE funding
51		POOL	Shade for Pool Bleachers	\$15,000		Private Donor	FACILITY UPGRADE	
10		SCHOOLWIDE	Add quick charging station for electrical Vehicles (preferable in faculty parking lot)	\$25,000				
34		SCHOOLWIDE	School wide plan to label all existing electrical panels - (PUT LAUSD ON NOTICE)	\$25,000		LAUSD	SAFETY	

Master CapEx Budget for 2017-18 (DRAFT 4)

Proj Nbr	Overall Rank Order	LOCATION	DESCRIPTION OF EXPENDITURE	Budget Est. 2017-18	Working Group Amount Recommended	FUNDING SOURCE	TYPE	Working Group Meeting Notes re Amt Recommended
87		SCHOOLWIDE	1 Additional Service Carts - 1 Short Bed (golf carts)	\$6,000			SAFETY	
53		SCHOOLWIDE	Commercial Grade/Weight Trash Can Receptacle Covers	\$15,000			FACILITY UPGRADE	
59		SCHOOLWIDE	New Washer & Dryer for Pali Cares	\$5,000		Private Donor		
0006013		SCHOOLWIDE	Misc. Signs all buildings incl. a Directory in Quad?	\$20,000		NON-CAP EX	SAFETY	
33		SITE	Resurface access road behind J building (PUT LAUSD ON NOTICE)	\$16,000		LAUSD	SITE UPGRADE	
35		SITE	Repair School Crest Mosaic in Quad	\$5,000		FUNDRAISE	FACILITY UPGRADE	BOOSTERS - pending funding
62		SITE	Repaint All Basketball Court Lines	\$9,000		PERMIT	FACILITY UPGRADE	
71		SITE	JV Tennis Court Repairs/Resurfacing	\$60,000		Private Donor		potential fundraising
0006011		SITE	Install wall 125' and add crosswalk in parking lot by loading dock area (same as ped walkway 175') - (hay bales, el medio staircase, crosswalk @faculty stop sign)	no 48 & 65			SAFETY	
50		STADIUM	Snack shack for visitors site (500 fundraised by Quarterback club 3000 Booster 3000 Permits)	\$6,500		QB, Boosters, Permits	FACILITY UPGRADE	
63		TECH	Facilities Management Software-	\$5,000		SCHOOLWIDE-TECH		
64		TECH	HD Projector for Mercer Hall (MOVE TO SCHOOLWIDE TECH - DONNA)	\$40,000		TECH	CLASSROOM-UPGRADE	
65		TECH	Hydraulic Screen for Mercer Hall (MOVE TO SCHOOLWIDE TECH - DONNA)	\$20,000		TECH	CLASSROOM-UPGRADE	
66		TECH	Projector Screen in Classroom (MOVE TO SCHOOLWIDE TECH - DONNA)	\$1,000		TECH	CLASSROOM-UPGRADE	
67		TECH	Projector mount A207 & C202 (MOVE TO SCHOOLWIDE TECH - DONNA)	\$10,000		TECH	CLASSROOM-UPGRADE	
88				\$3,326,500	\$947,200			

PCHS

PERMIT and POOL

FY17/18 - BUDGET AND UPDATED ACTUALS

	2015-16 Actuals	2016-17 Budget			2016-2017 (Projected Actuals)			2017-18 Proposed Budget		
	Total	Pool	Other Facilities	Total	Pool	Other Facilities	Total	Pool	Other Facilities	Total
INCOME										
Fundraising	-			-			-			-
Leases & Rentals	1,059,517	494,841	503,000	997,841	480,000	510,000	990,000	509,686	550,000	1,059,686
Total Income	1,059,517	494,841	503,000	997,841	480,000	510,000	990,000	509,686	550,000	1,059,686
EXPENSES										
Salary	207,074	147,315	66,160	213,475	147,315	66,160	213,475	150,261	60,000	210,261
Benefits	48,661	41,248	16,540	57,788	41,248	16,540	57,788	42,073	10,000	52,073
Total Salary & Benefits	255,735	188,563	82,700	271,263	188,563	82,700	271,263	192,334	70,000	262,334
Consulting & Support	60,440	-	65,900	65,900		115,000	115,000	-	110,000	110,000
Utilities	36,000	36,000	-	36,000	36,000		36,000	37,120		37,120
Insurance	3,500	3,500	-	3,500	3,500		3,500	3,500		3,500
Other Supplies	108,850	85,830	26,700	112,530	75,000		75,000	88,499	45,000	133,499
Operating Exp. Other	7,800		75,000	75,000	10,614	15,000	25,614		12,000	12,000
Total Operating Expenses	216,590	125,330	167,600	292,930	125,114	130,000	255,114	129,119	167,000	296,119
Total Expenses	472,325	313,893	250,300	564,193	313,677	212,700	526,377	321,453	237,000	558,453
Operating Profit/(Loss)	587,192	180,948	252,700	433,648	166,323	297,300	463,623	188,233	313,000	501,233
DEBT SERVICE										
Interest	41,806	33,314	-	33,314	33,314		33,314	26,262	-	26,262
Principal	145,981	153,489	-	153,489	153,489		153,489	160,540	-	160,540
Total Debt Service	187,787	186,803	-	186,803	186,803	-	186,803	186,802	-	186,802
Net Permit Reserve Add/(Reduct)	399,405	(5,855)	252,700	246,845	(20,480)	297,300	276,820	1,431	313,000	314,431

PCHS FY 2017/18
CIVIC CENTER/PERMIT
10 YEAR CASH FLOW PROJECTIONS

Year #	Actuals						Estimated				
	1	2	3	4	5	6	7	8	9	10	
2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	
Operating Profit/Expenses	Total	Total	Total	Total	Total	Total	Total	Total	Total	Total	
Permits Only											
Revenue	\$ 225,427	\$ 489,447	\$ 642,248	\$ 672,918	\$ 863,598	\$ 943,018	\$ 1,059,517	\$ 990,000	1,059,686	1,082,469	1,107,907
Total Expenses	102,759	\$ 278,325	\$ 331,621	\$ 311,665	\$ 357,914	\$ 444,670	\$ 472,325	\$ 581,377	\$ 558,453	\$ 576,267	\$ 592,749
Profit Contribution to Loan-Civic Center Permits	\$ 122,668	\$ 211,122	\$ 310,627	\$ 361,253	\$ 505,684	\$ 498,349	\$ 587,192	\$ 408,623	\$ 501,233	\$ 506,202	\$ 515,159
Debt Service:											
Track	\$ 104,580	\$ 118,246	\$ 128,990	\$ 128,787	\$ 10,467						
Pool		\$ 176,180	\$ 306,596	\$ 232,913	\$ 233,808	\$ 237,962	\$ 187,787	\$ 186,803	\$ 186,802	\$ 186,802	\$ 186,802
Total Debt Service	\$ 104,580	\$ 294,426	\$ 435,586	\$ 361,700	\$ 244,275	\$ 237,962	\$ 187,787	\$ 186,803	\$ 186,802	\$ 186,802	\$ 186,802
Permit Operations Profit (Loss)- Current Year	\$ 18,088	\$ (83,304)	\$ (124,958)	\$ (447)	\$ 261,409	\$ 260,387	\$ 399,405	\$ 221,820	\$ 314,431	\$ 319,399	\$ 328,356
General Fund- Construction Loaned To Permit Fund		\$ (65,216)									
Ending Amt. Due To (General Fund)/Available for Def. Maint.		\$ (615,216)	\$ (740,174)	\$ (740,621)	\$ (479,212)	\$ (218,825)	\$ 180,580	\$ 402,400	\$ 716,831	\$ 1,036,230	\$ 1,364,586
Note - If Pool Loan paid in full								\$ 656,593	\$ 496,052	\$ 328,136	\$ 152,506
Recommended Deferred Maintenance:											
Track/Field & Pool	\$ -	\$ 124,118	\$ 124,118	\$ 124,118	\$ 124,118	\$ 124,118	\$ 124,118	\$ 124,118	\$ 124,118	\$ 124,118	\$ 124,118
Cumulative		\$ 124,118	\$ 248,235	\$ 372,353	\$ 496,471	\$ 620,588	\$ 544,706	\$ 668,824	\$ 792,941	\$ 917,059	\$ 1,041,176

BOTW Loan Paid on 4/2016, Pool loan now to lifetime benefits fund (fund 20.0) at 4.5% interest rate

PCHS

PUPIL TRANSPORTATION UPDATES AND 17/18 BUDGET

	2014-2015 Actuals	2015-2016 Actuals	2016-2017 Budget	2016-17 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)	
Subtotal Transportation Program-Net Cost to Palisades	150,690.83	190,133.33	343,477.50	
Summer School - Intervention			15,000.00	Rates-16/17
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
Total Transportation Expenses	349,794.70	397,438.56	559,179.09	
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	
Total Potential Student Reimbursable Amount	928,750.00	1,000,000.00	1,066,250.00	
Less: Scholarships provided to High Needs Students	(184,050.00)	(201,300.00)	(328,900.00)	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
Total Budgeted Collected Transportation -Net	744,700.00	765,366.67	712,350.00	

Current budget is using 17/18 budget with 3.11% CPI factor. Current transportation contract is unknown since current vendor will no longer provide services to Pali.

College Readiness block grant
17/18
Proposed Spending Plan

	Grant Amount		133,494	
	<u>funding category</u>	<u>object</u>	<u>amount</u>	
PIQE	Saturday Pay	1100/2100	8,000.00	
math paraprofessionals	staff	2100	98,079.00	
writing lab	staff	2100	20,200.00	from 16/17 budget request
AP Readiness	science IMA/ UCLA Readiness	4300	2,000.00	
acellus	subscription	5310	5,215.00	
Transition teacher	consulting	5810	-	
		<u>TOTAL</u>	<u>133,494.00</u>	

2017-2018 Budget Recommendations

Presented By: Budget/Finance Committee
Palisades Charter High School



Budget Assumptions Factors for 17/18

UPDATED BUDGET ASSUMPTION GUIDELINES (AS OF MAY 2017) PROJECTIONS FOR FISCAL YEARS 2017-18 THROUGH 2020-21

The guidelines below are provided to assist you with projections for fiscal years 2017-18, 2018-19, 2019-20 and 2020-21.

LCFF REVENUE	2017-18	2018-19	2019-20	2020-21
Statutory COLA / Net Funded COLA	1.56%	2.15%	2.35%	2.57%
Gap Funding ¹	43.97%	71.53%	73.51%	100.00%
SPECIAL EDUCATION AND CATEGORICAL PROGRAMS	2017-18	2018-19	2019-20	2020-21
COLA for Special Ed and Other Categorical Programs Outside of LCFF (on state and local share only)	1.56%	2.15%	2.35%	2.57%
LOTTERY REVENUE	2017-18	2018-19	2019-20	2020-21
Unrestricted	\$144.00/ADA	\$144.00/ADA	\$144.00/ADA	\$144.00/ADA
Restricted for Instructional Materials	<u>45.00/ADA</u>	<u>45.00/ADA</u>	<u>45.00/ADA</u>	<u>45.00/ADA</u>
Total Lottery Revenue	\$189.00/ADA	\$189.00/ADA	\$189.00/ADA	\$189.00/ADA
OTHER FACTORS	2017-18	2018-19	2019-20	2020-21
CalSTRS Employer Rates	14.43%	16.28%	18.13%	19.10%
CalPERS Employer Rates	15.531%	18.10%	20.80%	23.80%
Interest Rate for 10-year Treasuries	2.67%	2.90%	3.05%	3.00%
California Consumer Price Index (CPI)	3.11%	3.19%	2.86%	2.97%
Other Expenses (4000s – 6000s)	2017-18+CPI	2018-19+CPI	2019-20+CPI	2020-21+CPI

¹ There is no statutory requirement to provide Gap funding in any year; when projecting LCFF increases in the "out years" it is recommended that districts assign, reserve or otherwise set-aside any projected increase in LCFF revenues as a result of Gap funding or at least have a contingency plan in place if anticipated revenues do not materialize.

Attachment No. 2 to:
Informational Bulletin No. 4605



Budget Assumptions

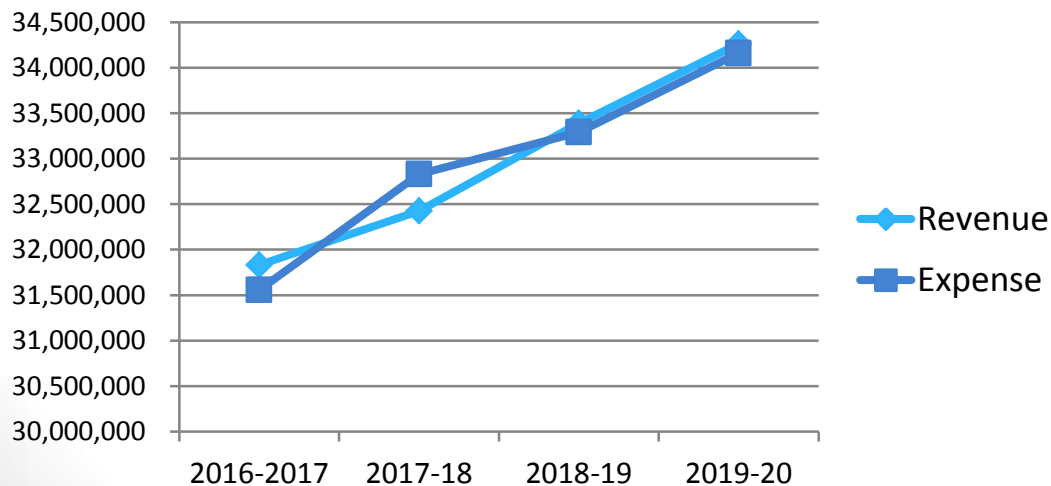
- Total 2017-2018 Projected Enrollment: 2,973
- 2017-2018 Projected ADA Level: 2,854
- LCFF funding per ADA: \$9,212
- Unduplicated Count of Free/Reduced/EL: 30.38%
- Total received per unduplicated: \$1,723



Multi-Year Projection

	2016-17	2017-18	2018-19	2019-20
Revenues	\$31,831,140	\$32,425,780	\$33,388,813	\$34,261,099
Expenditures	\$31,555,923	\$32,831,390	\$33,291,456	\$34,159,574
Cash Balance	\$275,217	(\$405,610)	\$97,357	\$101,524
Depreciation	\$541,650	\$574,000	\$574,000	\$574,000
Fund Balance (Financial Reporting Basis)	\$650,160	\$3,390	(\$476,643)	(\$472,476)

Comparison of Revenue vs. Expense



Note:
Proposed one-time \$\$
for 18/19 proposed but
not funded/guaranteed
(\$480K)



Budget Snapshot

Original Requests

- Total Revenue: \$32,380,904
- Total Expenses: \$32,894,791
- Over/Under: **(\$513,887)**

Expense Category Overview:

- Salaries/Benefits: \$26,457,177
- Books/Supplies: \$925,532
- Services/Other Operating: \$4,670,821
- Capital Outlay: \$1,224,200

Budget/Finance Recommendation

- Total Revenue: \$32,425,780
- Total Expenses: \$32,422,390
- Over/Under: **3,390**

Expense Category Overview:

- Salaries/Benefits: \$26,179,402
- Books/Supplies: \$852,859
- Services/Other Operating: \$4,524,869
- Capital Outlay: \$983,000



Additions/Reductions to budget made by Budget/Finance & Admin:

- Addition of ADA via Temsecal enrollment (\$45K)
- Reduction in consulting (\$40K)
- Contribute \$60K in lifetime health benefits for 16/17 & decrease contribution in 17/18 by the same amount
- Reduction in auxiliaries (\$60K)
- Reduce level of subscriptions by (\$13K)
- Move expense for Security Cameras & MDF Generators out of 17/18 to 16/17 (\$140K)



Reductions recommended by Budget/Finance committee

Original Request

- Textbooks: \$223,609
- IMA: \$434,711
- Subscriptions: \$218,066
- Professional Services:
\$2,224,249
- Additional Salaries: \$219,154
- Department Tech: \$1,009,000

**Total Original Expenses:
\$4,453,789**

Budget/Finance Recommended

- Textbooks: \$186,578
- IMA: \$227,611
- Subscriptions: \$205,066
- Professional Services:
\$2,103,451
- Additional Salaries: \$161,154
- Department Tech: \$550,000

**Total Recommended
Expenses:
\$3,433,860**

Total Reductions: \$1,019,929



Coversheet

Executive Director / Principal Contract

Section: IX. Executive Director/Principal (EDP) Support and Evaluation

Item: A. Executive Director / Principal Contract

Purpose: Vote

Submitted by:

Related Material:

IX_Executive Director Principal Contract_Part 2_Magee EDP Contract January 2015_update Fully signed Amendment.pdf

IX_Executive Dir Principal Contract_Part 1_Magee EDP Contract 2011_Fully Signed Additional Matter.pdf

IX_Executive Director Principal Contract_Part 3_Magee EDP Contract July 2016_Fully signed.pdf

IX_Executive Director Principal Contract_Part 4_PCHS - Magee Contract Third Amendment_V2.pdf

**AMENDMENT
TO CONTRACT FOR EMPLOYMENT
OF PRINCIPAL & CHIEF ADMINISTRATIVE OFFICER
BETWEEN
PALISADES CHARTER HIGH SCHOOL
AND
DR. PAMELA A. MAGEE**

This AMENDMENT is made and entered into this 20th day of January, 2015, by and between the Board of Trustees of Palisades Charter High School ("Board") and Dr. Pamela A. Magee (Dr. Magee").

WHEREAS, the Board and Dr. Magee entered into a Contract for Employment of Principal and Chief Administrative Officer ("Contract") on June 12, 2011; and

WHEREAS, the term of the Contract was for four (4) years, from July 1, 2011 through June 30, 2015; and

WHEREAS, the Contract provides that the Board may extend the contract for an additional year upon Dr. Magee receiving a satisfactory performance evaluation by the Board; and

WHEREAS, for the 2011-12 school year, the 2012-13 school year, and the 2013-14 school year Dr. Magee received an evaluation of "Outstanding" from the Board; and

WHEREAS, the Board wishes to exercise its discretion to extend the Contract, for a period of one year for each of these three evaluations.

NOW THEREFORE it is hereby agreed as follows:

1. All of the foregoing recitals are true and correct.
2. Section 2 of the Contract, entitled Term of Employment, is modified to reflect a four-year term of employment, commencing July 1, 2014 through June 30, 2018.
3. All other provisions of the June 12, 2011 Contract shall remain in full force and effect.

IN WITNESS WHEREOF, we affix our signatures to this Amendment to the Contract for Employment of Principal and Chief Administrative Officer, effective January 20, 2015.

FOR THE BOARD OF TRUSTEE OF
PALISADES CHARTER HIGH SCHOOL

Allison 1/20/15
Allison Holdorff-Polhill, President Date

Dr. Pamela A. Magee 1/20/15
Dr. Pamela A. Magee Date

**CONTRACT FOR EMPLOYMENT OF
PRINCIPAL & CHIEF ADMINISTRATIVE OFFICER
BETWEEN
PALISADES CHARTER HIGH SCHOOL
AND
DR. PAMELA A. MAGEE**

This Contract is hereby made and entered into as of June 12, 2011, by and between the BOARD OF TRUSTEES ("Board") of the PALISADES CHARTER HIGH SCHOOL ("PCHS") and DR. PAMELA A. MAGEE ("Principal & CAO" or "Dr. Magee").

NOW, THEREFORE, it is hereby agreed as follows:

1. **Principal and Chief Administrative Officer**

Dr. Magee is hereby employed as PCHS's Principal and Chief Administrative Officer, reporting directly to the Board. Until the Charter is amended to reflect Dr. Magee's new title, she shall exercise the authority vested by the Charter in the Executive Director and the Principal.

2. **Term of Employment**

Subject to Section 9, below, the term of this Contract shall be for a period of four (4) years, commencing July 1, 2011, through June 30, 2015. The contract may, at the Board's discretion, be extended for an additional year upon the Principal & CAO's receiving a satisfactory performance evaluation by the Board.

3. **General Terms and Conditions of Employment**

This Contract is subject to all applicable laws, rules, and regulations of the State of California, the California State Board of Education, the Los Angeles Unified School District, and PCHS's Charter. Said laws, rules, and regulations are hereby made a part of the terms and conditions of this Contract as though herein set forth.

4. **Powers and Duties**

The Principal & CAO shall perform all of her powers and duties in accordance with applicable laws, rules, and regulations, the policies adopted by the Board (including the Governance Policies), and the published position description for the Principal and Chief Administrative Officer. All powers and duties legally delegated to the Principal & CAO are to be executed in accordance with the policies adopted by the Board. Acts that require ratification by the Board shall be referred to the Board at the earliest opportunity.

The Principal & CAO's duties and functions shall include those specified in Appendix A, attached hereto and incorporated herein.

The Principal & CAO is exempt from state and federal overtime law.

5. **Evaluation**

In communication with the Board, PCHS personnel, and the community, the Principal & CAO shall facilitate the development of annual institutional goals for Board approval. This process shall take place before the beginning of each school year.

The Board shall formally evaluate and assess in writing the performance of the Principal & CAO at least once a year. The annual evaluation shall be in writing and shall be completed by July 30, 2012, and, thereafter, by July 30 of each subsequent year, for the immediately preceding school year, unless another date is agreed upon by the Board and the Principal & CAO. The Board shall establish a special meeting to discuss the evaluation with the Principal & CAO. The Principal & CAO's evaluation shall be based upon the duties outlined in this Contract, including Board-adopted priority tasks, and PCHS's attainment of its annual institutional goals and any other goals and objectives established by the Board in consultation with the Principal & CAO.

6. **Compensation/Salary**

- A. Effective July 1, 2011, the annual base salary of the Principal & CAO shall be One Hundred and Sixty Thousand Dollars (\$160,000), subject to all regular withholdings, and paid in twelve (12) equal monthly installments.

Effective July 1, 2012, and on each subsequent July 1 through 2016, the Principal & CAO shall receive a five percent (5%) salary adjustment, contingent on receiving a satisfactory evaluation from the Board for the immediately preceding school year, which raise shall be withheld and paid retroactively following the conclusion of the evaluation. The Board reserves the right to further adjust salary or benefits for any period of this Contract.

Except as herein provided, any adjustment in salary during the term of this Contract shall be in the form of an amendment and shall not operate as a termination of this Contract. It is further provided that, with respect to any adjustment in salary, it shall not be considered that a new contract has been entered into or that the termination date of the existing contract has been extended.

- B. The Principal & CAO shall receive a doctoral stipend in the amount of One Thousand Five Hundred Dollars (\$1,500) per annum.

7. **Professional Schedule and Vacation and Fringe Benefits**

- A. The Principal & CAO shall be required to render twelve (12) months full and regular service to PCHS, during each annual period covered by this contract or a portion thereof, provided, however, that the Principal & CAO shall be entitled to twenty-four (24) days of annual vacation with pay, exclusive of Board approved school holidays for management employees of PCHS, resulting in 224 work days.

At the end of each school year, the Principal & CAO may "cash out" no more than ten (10) days of earned and unused vacation at the salary rate effective during the school year in which the vacation credit was earned.

Earned and unused vacation shall be carried over from year to year. In no event, however, shall the Principal & CAO accrue any vacation days in excess of thirty-six (36). Upon separation from PCHS, the Principal & CAO shall be compensated for any earned and unused vacation at the salary rate effective during the school year in which the vacation credit was earned.

The Board encourages the use of vacation time for its intended purpose of providing rest or recreation to the Principal & CAO and reserves the right to insist that the Principal & CAO take such vacation in the event of excessive accumulation.

- B. The Principal & CAO shall be provided with one (1) day per month sick leave, credited in advance for her current year's sick leave entitlement upon initial employment with PCHS. Earned sick leave may be accrued and accumulated in accordance with STRS rules and will not be paid out upon termination.
- C. The Principal & CAO shall be provided all fringe benefits that are provided to PCHS certificated management personnel.

8. **Professional Development**

- A. Professional Activities. The Board encourages the Principal & CAO to participate in professional organizations and activities. PCHS shall pay the Principal & CAO's membership dues in ACSA (Association of California School Administrators) and other relevant local, state, or national organizations, as approved by the Board.
- B. Professional Meetings. The Principal & CAO may attend professional meetings at the local, county, state, and national levels, and all actual and necessary expenses of attendance shall be paid by PCHS, subject to prior Board approval of any such expense in excess of One Thousand Dollars (\$1,000).
- C. Outside Professional Activities. The Principal & CAO may engage in outside professional activities, such as consulting, speaking, and writing, providing such activities do not interfere with the Principal & CAO's performance of her duties, and subject to prior Board approval.

9. **Termination of Contract**

This Contract may be terminated in the following ways:

- A. **Termination by Mutual Consent**. The Board and Principal & CAO may, by mutual agreement expressed in writing, terminate this Contract at any time.

- B. Termination by the Board. The Board unilaterally and without cause or advance notice may terminate this Contract and the Principal & CAO's employment. In consideration for the Board's right to terminate this Contract without cause, the Board shall pay the Principal & CAO a sum equivalent to the lesser of twelve (12) month's salary and health benefit premiums or the amounts due during the remainder of the Contract.
- C. Termination for Cause. This Contract and the Principal & CAO's employment may be terminated by the Board at any time for cause, upon breach of this Contract. The Board shall not terminate this Contract under this section until a written statement of the grounds for termination has first been served upon the Principal & CAO. In lieu of any other hearing, the Principal & CAO shall then be entitled to a conference with the Board within ten (10) work days, at which time the Principal & CAO shall be given a reasonable opportunity to address the Board's concerns. The Principal & CAO shall have the right, at her own expense, to have a representative of her choice at the conference with the Board.
- D. Non-Renewal of Contract. Notwithstanding any other provision of this Contract or the policies and regulations of the Board, the Board may elect, without cause, not to renew this Contract and/or not to re-employ the Principal & CAO upon expiration of this Contract. In such an event, the Board shall provide the Principal & CAO with forty-five (45) days written notice in advance of the expiration of her term of employment. If such a written notice is not provided, the Principal & CAO is deemed reemployed for an additional one-year term under the same terms and conditions as set forth in this Contract.
- E. Death or Incapacitation. Death or legal incapacitation shall terminate this Contract. In the event the Principal & CAO becomes incapacitated such that, in the Board's judgment, the Principal & CAO can no longer perform the essential functions of her job, with or without reasonable accommodation, the Board may terminate this Contract.
- F. Revocation/Nonrenewal. In the event the PCHS Charter is revoked or not renewed, this Contract and any obligations thereunder shall terminate immediately upon the effective date of the revocation or nonrenewal of the Charter, and without the need for the processes outlined in Sections B or C, above.
10. Entire Agreement

This Contract supersedes any and all other agreements, either oral or in writing, between the parties hereto with respect to the subject matter hereof, and no other agreement, statement, or promise related to the subject matter of this Contract, but not contained in this Contract, shall be valid or binding.

11. **Waiver**

Either party to this Contract may specifically and expressly waive, in writing, compliance by the other party with any term, condition, or requirement set forth in this Contract. However, in the event that either party makes or gives such a waiver, such action shall not constitute a further or continuing waiver of any preceding or succeeding breach, or requirement of compliance with, the same or any other provision or contractual requirement, unless a specific statement to the contrary is contained with such waiver. The consent of one party to any act by the other party for which such written consent was required shall not be deemed to imply consent or waiver of the necessity of obtaining such written consent for the same or similar acts in the future. No waiver or consent shall be implied from silence or from the failure of any party to act, except as otherwise specified in this Contract.

12. **Jurisdiction**

The parties hereby understand and agree that this Contract, and the Appendix hereto, have been negotiated and executed in the State of California and shall be governed by, and construed under, the laws of the State of California.

13. **Amendments**

No addition to, or modification of, any provision contained in this Contract shall be effective unless fully set forth in writing and signed by the authorized representatives of both parties.

14. **Interpretation and Opportunity to Counsel**

The parties hereto acknowledge and agree that each has been given an opportunity to review this Contract with legal counsel. In the event of a controversy or dispute between the parties concerning the provisions herein, this document shall be interpreted according to the provisions herein, and any ambiguity shall not be construed against either party.

15. **Severability**

If any term, provision, condition, or covenant of the Contract shall, to any extent, be held invalid or unenforceable, the remainder of the Contract shall not be affected thereby, and each term and provision of this Contract shall be valid and enforceable to the fullest extent provided by law.

16. **Execution of Counterparts**

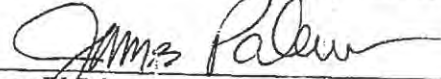
This Contract may be executed in any number of counterparts, each of which shall be deemed a duplicate original when all counterparts are executed, but all of which constitute a single instrument.

17. **Signatures**

In witness therein, we affix our signatures to this Contract with the full and complete understanding of the relationship between the parties hereto.

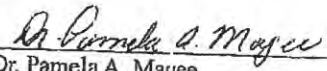
The Board of Trustees of and on Behalf of PCHS

Dated: 6/15/11

By: 
James W. Paleno

Chair, Board of Trustees

Dated: 6/15/11


Dr. Pamela A. Magee,
Principal and Chief Administrative Officer

*This Employment Agreement is subject to ratification and approval
by the PCHS Board of Trustees.*

APPENDIX A

- A. Serve as the Chief Executive Officer of the Palisades Charter High School. The Principal & CAO shall be delegated all powers and duties necessary to the efficient management and administration of PCHS, to the full extent permitted by law and the Charter. To the extent it is not inconsistent with the Charter, the Principal & CAO shall have the authority to organize and arrange the administrative and supervisory staff, including instruction, business, and operational affairs, so as to best serve the mission of PCHS. Organization of personnel, and employment of new personnel, shall be recommended by the Principal & CAO and subject to approval by the Board.
- B. Work with the Board and all PCHS stakeholders, including PCHS personnel, students, parents, and the public, to develop short- and long-range institutional goals with clear criteria for determining effective achievement and evaluating outcomes.
- C. Provide educational leadership to ensure quality teaching and learning.
- D. Provide leadership, guidelines, and directions to ensure implementation of policies related to curriculum, instruction, pupil personnel services, personnel, budget, and business affairs.
- E. Report at least annually to the Board information regarding student learning and an analysis of student learning, student achievement, and test scores.
- F. Review all policies adopted by the Board and make appropriate recommendations to the Board for addition, deletion, or modification.
- G. Evaluate employees directly accountable to the Principal & CAO and oversee the evaluation of other employees in conformance with applicable law, the Charter, and Board policy.
- H. Provide leadership and direction in planning and financing school facilities to meet program, demographic, and enrollment needs.
- I. Advise the Board and make recommendations regarding possible sources of funds that may be available to implement present or contemplated PCHS programs.
- J. Endeavor to maintain and improve her professional competency by all available means, including reading appropriate periodicals and joining and/or participating in appropriate professional associations and their activities.
- K. Establish and maintain an effective community relations program including effective relationships with the media.
- L. Communicate openly, systematically, and in a timely manner with the Board, PCHS personnel, and the community, and promptly inform the Board of significant issues or incidents.

- M. Represent the interests of the Board and PCHS in day-to-day contact with parents, other citizens, community entities, and governmental agencies.
- N. Perform other duties and functions as assigned or required by the Board.

AMENDMENT
TO CONTRACT FOR EMPLOYMENT
OF PRINCIPAL & CHIEF ADMINISTRATIVE OFFICER
BETWEEN
PALISADES CHARTER HIGH SCHOOL
AND
DR. PAMELA A. MAGEE

This AMENDMENT is made and entered into this 28th day of June, 2016, by and between the Board of Trustees of Palisades Charter High School (“Board”) and Dr. Pamela A. Magee (Dr. Magee”).

WHEREAS, the Board and Dr. Magee entered into a Contract for Employment of Principal and Chief Administrative Officer (“Contract”) on June 12, 2011; and

WHEREAS, the Board and Dr. Magee amended the Contract for Employment of Principal and Chief Administrative Officer (“Contract”) on January 20, 2015 reflecting a four-year term of employment, commencing July 1, 2014 through June 30, 2018; and

WHEREAS, the Contract provides that the Board may extend the contract for an additional year upon Dr. Magee receiving a satisfactory performance evaluation by the Board; and

WHEREAS, for the 2015-16 school year, Dr. Magee received an evaluation of “Satisfactory” or “Outstanding” from the Board;

WHEREAS, the Board wishes to exercise its discretion to extend the Contract, for a period of one year for this current evaluation;

WHEREAS, the Contract refers to Dr. Magee as the Principal & CAO while Dr. Magee’s current title is Executive Director Principal (EDP) and the Board and Dr. Magee desire to change the reference to Executive Director Principal;

WHEREAS, the Contract provides that Dr. Magee receive a doctoral stipend in the amount of \$1,500 per annum and all PCHS employees receive a doctoral stipend in the amount of \$3,000;

WHEREAS, the Contract specified salary percentage increases contingent upon receiving a satisfactory evaluation through 2016 and the Contract does not allocate salary percentage increases from the present to June 30, 2018 and any date thereafter; and

WHEREAS, the Board wishes to exercise its discretion to provide for salary percentage increases contingent upon receiving a satisfactory evaluation that is commensurate with administrative contracts.

NOW THEREFORE it is hereby agreed as follows:

1. All of the foregoing recitals are true and correct.
2. Section 2 of the Contract, entitled Term of Employment, is modified to reflect an

additional year through June 30, 2019.

3. Throughout the Contract, Dr. Pamela Magee (“Principal & CAO” or “Dr. Magee”) will be replaced with Dr. Pamela Magee (“Executive Director Principal” or “Dr. Magee”).

4. Section 6 of the Contract, entitled Compensation/Salary, is modified to reflect a doctoral stipend in the amount of Three Thousand Dollars (\$3,000) per annum.

5. Section 6 of the Contract, entitled Compensation/Salary, is modified to reflect the EDP shall receive a 2% percentage increase salary adjustment, contingent on receiving a satisfactory evaluation from the Board for the immediately preceding school year.

6. All other provisions of the June 12, 2011 Contract shall remain in full force and effect.

IN WITNESS WHEREOF, we affix our signatures to this Amendment to the Contract for Employment of Principal and Chief Administrative Officer, effective June 28, 2016.

FOR THE BOARD OF TRUSTEE OF
PALISADES CHARTER HIGH SCHOOL

 7/19/16  7/19/2016
Emilie Larew, President Date Dr. Pamela A. Magee Date

THIRD AMENDMENT
TO CONTRACT FOR EMPLOYMENT
OF EXECUTIVE DIRECTOR/PRINCIPAL
BETWEEN
PALISADES CHARTER HIGH SCHOOL
AND
DR. PAMELA A. MAGEE

This AMENDMENT is made and entered into this 19th day of June, 2017, by and between the Board of Trustees of Palisades Charter High School (“Board”) and Dr. Pamela A. Magee (Dr. Magee”).

WHEREAS, the Board and Dr. Magee entered into a Contract for Employment of Principal & Chief Administrative Officer (“Contract”) on June 12, 2011; and

WHEREAS, the Board and Dr. Magee amended the Contract on January 20, 2015 reflecting a four-year term of employment, commencing July 1, 2014 through June 30, 2018; and

WHEREAS, the Board and Dr. Magee amended the Contract on June 28, 2016 reflecting (among other things) an additional one-year term of employment, commencing July 1, 2018 through June 30, 2019; and

WHEREAS, the Contract provides that the Board may extend the contract for an additional year upon Dr. Magee receiving a satisfactory performance evaluation by the Board; and

WHEREAS, for the 2016-17 school year, Dr. Magee received an evaluation of “Satisfactory” or “Outstanding” from the Board; and

WHEREAS, the Board wishes to exercise its discretion to extend the Contract for a period of one year for this current evaluation, and to incorporate additional amendments to the Contract.

NOW THEREFORE it is hereby agreed as follows:

1. All of the foregoing recitals are true and correct.
2. Section 2 of the Contract, entitled Term of Employment, is modified to reflect an additional year through June 30, 2020.
3. Section 5 of the Contract, entitled Evaluation, is modified as follows:

In communication with the Board, PCHS personnel, and the community, the Executive Director/Principal shall facilitate the development of annual institutional goals for Board approval. This process shall take place before the beginning of each school year.

The Board shall formally evaluate and assess in writing the performance of the Executive Director/Principal at least once a year. The annual evaluation shall be in writing and shall be completed by ~~July 30, 2012, and, thereafter, by~~ July 30 of each ~~subsequent~~ year, for the immediately preceding school year, unless another date is agreed upon by the Board and the Executive Director/Principal. The Board shall establish a special meeting to discuss the evaluation with the Executive Director/Principal. The Executive Director/Principal’s evaluation shall be based upon the duties outlined in this Contract,

including Board-adopted priority tasks, and PCHS’s attainment of its annual institutional goals and any other goals and objectives established by the Board in consultation with the Executive Director/Principal. **As Dr. Magee has received an overall rating of “outstanding” for each of her six (6) years at PCHS, and based on the recommendation of the Evaluation Committee, the parties agree that Dr. Magee’s evaluation for the the 2017-2018 school year will be based solely on the achievement of PCHS’s school wide goals.**

4. Section 6 of the Contract, entitled Compensation/Salary, is modified to reflect a two percent (2%) increase to Dr. Magee’s current annual base salary.

5. Section 6 of the Contract, entitled Compensation/Salary, is modified to add the following provision:

C. Having completed six (6) years of employment at PCHS at the end of the 2016-2017 school year, and consistent with the Board-adopted salary schedules for management employees including the Executive Director/Principal, effective July 1, 2017 Dr. Magee is entitled to and shall also receive a Longevity Stipend of \$3,000 each year.

6. All other provisions of the June 12, 2011 Contract, the January 20, 2015 Amendment, and the June 28, 2016 Amendment, shall remain in full force and effect.

IN WITNESS WHEREOF, we affix our signatures to this Amendment to the Contract for Employment of the Executive Director/Principal, effective June 19, 2017.

FOR THE BOARD OF TRUSTEES OF
PALISADES CHARTER HIGH SCHOOL

Emilie Larew, President

Date

Dr. Pamela A. Magee

Date

Coversheet

Approval of reimbursements for Executive Director / Principal

Section: X. Consent Agenda
Item: A. Approval of reimbursements for Executive Director / Principal
Purpose: Vote
Submitted by:
Related Material: X_A_Consent Agenda_Expense Report Magee_06_19_17.pdf

Coversheet

Approval of Field Trips

Section: X. Consent Agenda
Item: B. Approval of Field Trips
Purpose: Vote
Submitted by:
Related Material: X_B_Consent Agenda_Field Trips_06_19_17.pdf

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) Cheer Camp

Name of School: Palisades Charter High School Employee Supervising trip: Cathye Estes Certified Non-Cert.
Telephone Number: (310) 230-6623 Grade levels (Circle) 9 10 11 12 OTHER _____

- 1. Destination UC Irvine Are admission fees charged? Yes No
2. Dates of Trips 7/27-7/30 3. Number of Students _____ Number of adults 3
4. Name and employee number of employee who will go on trip: Cathye Estes & Amber Roehon (2)
5. Substitute required? Yes _____ No How Many? _____ Source of funds _____
6. Time schedule required by school: Leave School _____ Arrive destination _____
Leave destination _____ Return school _____
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) _____

7. 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 be attending cheer camp to work on the 5 pillars of cheer: Goodwill Ambassador/Athletesim/Entertainer/Crowd leader

10. Source of funds for trip Donation / Fund Raising

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 They will be obtained before June 7, 2017 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 _____ 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 PARENT'S OR GUARDIAN'S PERMISSION FOR A FIELD TRIP AND AUTHORIZATION FOR MEDICAL CARE

To the Principal of PALISADES CHARTER HIGH SCHOOL

STUDENT/GR: _____ has my permission to participate in the field trip to UC Irvine on July 27 - July 30, 2017

Activities planned: Cheer Camp

Departure: 9:00 am pm Return: 5:00 am pm Supervising Teacher: Cathy Estes

Student address/home phone: _____

Parent(s) emergency contact info: _____

Non-parent secondary emergency contact: _____

LUNCH

- Student will be at school during lunch
- Student should bring sack lunch without liquid
- Other

METHOD OF TRANSPORTATION

- Walking
- School bus
- Private auto
- Other

AUTHORIZATION FOR MEDICAL CARE: Should it be necessary for my child to have medical care while participating in this trip, I hereby give the school personnel permission to use their judgment in obtaining medical care for my child. Furthermore, I give permission for the physician selected by the school personnel to render medical care deemed necessary and appropriate by the physician. I understand that Palisades Charter High School and the Los Angeles Unified School District have no insurance covering any medical or hospital expenses incurred by my child and therefore, any costs incurred for such treatment shall be my sole responsibility.

I understand the nature of the trip and recognize the problems and dangers inherent in it, including that there are no medical staff. I understand that PCHS makes an effort to provide teacher training by the School Nurse for student health conditions and that I can speak with the School Nurse about my child's condition, if needed. I understand that ALL medication must be registered on this form. If the School Nurse has not authorized my child to self-carry his/her own medication, it must be carried and administered by the teacher in charge. I believe my student is able to participate safely in the trip. My student's health conditions are:

Allergies: (if none, state none): _____

Health condition(s): _____

Medications/health related supplies: _____

Special instructions: (attach the current PCHS School Health Plan) _____

Are doctor's orders on file in Health Office? **YES** **NO**

Doctor(s)/phone: _____ Health Insurance/Policy #: _____

Any Student with unauthorized drugs and or alcohol will be sent home immediately at parent's/guardian's expense. Students who break curfew will be disciplined and/or sent home at the discretion of school authority at parent's/guardian's expense.

PARENTS PLEASE NOTE:

Section 35330 of the California Education Code states in part:

"All persons making the field trip shall be deemed to have waived all claims against the district or the state of California for injury, accident, or death occurring during or by reason of the filed trip or excursion."

Accident insurance can be purchased for a minimal daily rate by contacting the school.

I agree to direct my child to cooperate with directions and instructions of the school personnel in charge of the activity.

Parent's or guardian's permission signature

Date



UC Irvine Health

[« Return to Search](#)

UC Irvine Medical Center

Office Information

101 The City Drive South
Orange, CA 92868

Office Phone: 714-456-7890

[Maps & Directions](#)

[Facility Map](#)



UC Irvine Medical Center is rated among the nation's [best hospitals by U.S. News & World Report](#) – for 16 years and counting – and is ranked No. 1 in Orange County, California. It is home to Orange County's only:

Adult Level I and pediatric Level II trauma centers

National Cancer Institute-designated [comprehensive cancer center](#)

Modern acute care hospital

[View our UC Irvine Health fact sheet >](#)

The medical center also provides ambulatory, rehabilitation and mental health services, as well as the full spectrum of specialty care. It is the primary teaching location for the UC Irvine Health [School of Medicine](#).

[Learn more about our clinical services >](#)

[Learn more about our walk-in care services >](#)

Amenities & Services

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[Pharmacy](#)

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[Visiting Hours](#)

[Waiting Areas](#)

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[Local Dining & Accommodations](#)

[Gift & Flower Shop](#)