



# Palisades Charter High School

## Board Meeting

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### **Date and Time**

Tuesday December 11, 2018 at 5:00 PM PST

### **Location**

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

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*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.*

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### **Agenda**

## I. Opening Items

### Opening Items

- A. Call the Meeting to Order
- B. Record Attendance and Guests
- C. Public Comment

*"Public Comment" is available to all audience members who wish to speak on any agenda item or under the general category of "Public Comment." "Public Comment" is set aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws, the Board can only listen to your issue, not respond or take action. These presentations are limited to two (2) minutes, per person. A member of the public who requires the use of a translator, in order to receive the same opportunity as others to directly address the Board, shall have twice the allotted time to speak, and the total allocated time shall be appropriately increased as well. **Govern Code § 54954.3(b)(2).***

- D. Approve Minutes (11/6/18)

## II. Organizational Reports

- A. Student Report
- B. Parent Report
- C. Classified Staff Report
- D. Faculty Report
- E. Human Resources Director (HR) Report
- F. Director of Operations Report
- G. Director of Development Report
- H. Chief Business Officer (CBO) Report
- I. Executive Director/Principal (EDP) Report

## III. Board Committees (Stakeholder Board Level Committees)

- A. Academic Accountability Committee Updates
- B. Budget & Finance Committee Updates
- C. Charter Committee Updates
- D. Election Committee Updates
- E. Post-Retirement/Lifetime Healthcare Benefits

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

- A. Board Members Only - Grade Appeal Committee Updates

**V. Academic Excellence**

Academic Excellence

- A. Request for Allowance of Attendance (J13A) - Approval of Form
- B. Restorative Justice Peer Mediation Class - Presentation
- C. Math Success Task Force Update
- D. School-wide Goals Update

**VI. Governance**

- A. Board Training Make-Up (Audio/Binder Review)

- Board Members who did not attend on June 23, 2018, please review the training materials

- B. LAUSD Compliance & Monitoring Cert. of Board Compliance Review - 2018 - 2019

- The Board reviewed on (10/16/18). A final report needs to be approved and signed-off to submit to LAUSD before 1/11/19.

**VII. Facilities/Operations**

- A. Update - Bus Transportation
- B. Social Media - Social Sentinel Inc., Agreement

- Revised Cost to PCHS

**C. Red Cross Shelter Information**

**VIII. Finance**

Finance

**A. 2017-2018 - Actuary Report**

**B. 2018-2019 - 1st Interim Report**

**IX. Consent Agenda 1: Finance Items**

**A. LACOE Certificate of Signatures**

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

**X. Consent Agenda 2: Non-Finance Items**

**A. Approval of Field Trips**

**XI. New Business / Announcements**

**A. Announcements / New Business**

- Date of next Board Meeting is Tuesday, January 15, 2019

**B. Announce items for closed session, if any.**

**XII. Closed Session**

**A. Conference Regarding Labor Negotiations - United Teachers of Los Angeles-PCHS**

**B. Conference with 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. Closing Items**

- A.** Adjourn Meeting

**XIV. Open Session**

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

# Coversheet

## Approve Minutes (11/6/18)

**Section:** I. Opening Items  
**Item:** D. Approve Minutes (11/6/18)  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for Board Meeting on November 6, 2018

APPROVED



# Palisades Charter High School

## Minutes

### Board Meeting

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#### **Date and Time**

Tuesday November 6, 2018 at 5:00 PM

#### **Location**

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

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#### **REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY:**

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**Trustees Present**

Andrew Paris, Brooke King, Camille Schoenberg, Emily Hirsch, Jeanne Saiza, Larry Wiener, Leslie Woolley, Reeve Chudd, Susan Ackerman

**Trustees Absent**

Dara Williams, Shawn McClellan

**Ex Officio Members Present**

Dr. Pam Magee, Greg Wood

**Non Voting Members Present**

Dr. Pam Magee, Greg Wood

**Guests Present**

Abby Fisher, Amy Nguyen

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**I. Opening Items**

**A. Call the Meeting to Order**

Leslie Woolley called a meeting of the board of trustees of Palisades Charter High School to order on Tuesday Nov 6, 2018 at 5:08 PM.

**B. Record Attendance and Guests**

**C. Public Comment**

**D. Approve Minutes (10/16/18)**

Reeve Chudd made a motion to approve minutes from the Board Meeting on 10-16-18 Board Meeting on 10-16-18.

Andrew Paris seconded the motion.

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

**Roll Call**

Leslie Woolley	Aye
Emily Hirsch	Abstain
Larry Wiener	Aye
Reeve Chudd	Aye
Camille Schoenberg	Aye
Brooke King	Aye
Andrew Paris	Aye
Susan Ackerman	Aye
Jeanne Saiza	Abstain



**E. Approve Minutes (10/4/18)**

Leslie had a few updates

- Page 21 - "magnet was transferred to..." Need to add University High.
- Preliminary recommendations - "in efficiency cuts because..."
- CALSTRS - take out the "I"

Emily Hirsch made a motion to approve minutes from the Special Board Meeting on 10-04-18 with amendments Special Board Meeting on 10-04-18.

Camille Schoenberg seconded the motion.

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

**Roll Call**

Larry Wiener	Abstain
Reeve Chudd	Aye
Brooke King	Abstain
Emily Hirsch	Aye
Andrew Paris	Abstain
Jeanne Saiza	Abstain
Susan Ackerman	Abstain
Camille Schoenberg	Aye
Leslie Woolley	Aye

**II. Organizational Reports**

**A. Student Report**

Abby - homecoming dance, game, pep rally just happened.  
The ASB is talking about finals week and holidays.

**B. Parent Report**

Nothing to report.

**C. Classified Staff Report**

Nothing to report.

**D. Faculty Report**

Nothing to report.

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

Stands as submitted.

**F. Director of Operations Report**

Stands as submitted.

Leslie - Are the banners the ones on the chain link fence or flags on poles? Don - Fence on Temescal.

Leslie - Are we accruing for pool maintenance? Don - Will be part of Finance report.

Reeve - Transportation costs going up \$10 next year? Don - This is our best estimate for now.

Leslie - What is e-rate project? Don - government co-funded project helping with network infrastructure, etc. Have we frozen spending on this? No, because we are getting 50% so it makes sense to spend the money.

#### **G. Director of Development Report**

Stands as submitted.

#### **H. Chief Business Officer (CBO) Report**

Greg - Auditors were on site. We will have an audit report ready by the next board meeting. Audit committee will need to meet before the next board meeting.

See page 40 of the board materials which contain updates on civic center permit forward estimates. We estimate \$3m to be built up by 2026 in the deferred maintenance account.

Camille - Are we comfortable with the forecast for this year's civic center revenue given last year included \$200k for fundraising?

Greg - Yes. We have 4 months of actual revenue and it should continue at same level and get us to that forecast.

Camille - Are we worried about the loss in the cafeteria financials?

Greg - We think there should be some offsets that are not yet included. We need to see a few more months of data before we worry.

#### **I. Executive Director/Principal (EDP) Report**

Many board members had positive comments about "Take 10" room which is described in the board materials.

How many kids coming in each day? Anywhere from 5-90.

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

#### **A. Academic Accountability Committee Updates**

Pam - Committee has been on hiatus but will start to meet. Committee will discuss ways we can use our time best for the benefit of students. This includes looking at the bell schedule.

#### **B. Budget & Finance Committee Updates**

Sara - The Budget and Finance Committee met yesterday. Amy presented about how substitute time is being used. The majority of it is due to illness, but most of that time is on Fridays and Mondays.

Administrative positions are mostly not covered by substitutes.

There was a presentation about 1-1 devices. Financial analysis says it is cost prohibitive to have carts in the classrooms. A decision was made to go 1-1 and lose the carts.

**C. Charter Committee Updates**

There is an upcoming meeting.

**D. Election Committee Updates**

The next meeting is December 14th, 215pm at the pool office.

**E. Post-Retirement/Lifetime Healthcare Benefits**

This committee had their 2nd meeting last week with 40-50 attendees.

We discussed the history of the lifetime benefits at Pali and the for moving forward.

There is no date set yet for next meeting.

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

**A. Board Members Only - Grade Appeal Committee Updates**

We have received a lot of grade appeals. We started with 40 and have completed about 15.

**V. Academic Excellence**

**A. Restorative Justice Peer Mediation Class - Presentation**

Table - presenter is sick. Move to December meeting.

**B. Department Presentations/Initiatives**

Russ Howard spoke.

Social Studies - There are new 9th grade classes, this year focused on Sociology. World and US history are continuing dual rosters (honors and college prep - students can choose). 3 new teachers - Negin Mahmoudi, David Pickard, and David Dandridge.

PE - Begun an opportunity for make-ups. Every Friday is make-up day for excused absences. All the students come to the gym each period once a month and all teachers address them. They are given information about the upcoming unit, changes, issues, etc. They are also preparing for fitness gram.

Football - no 7 in city, highest possible bracket

Girls volleyball league champs, city champs

Girls tennis league champs, playing in the championship tomorrow

Girls golf league champs, 5th in city  
Boys polo in finals  
Cross country boys and girls league champs, finals soon  
Great athletic program, fewer issues this year

Restorative justice - please see page 50 in materials.

Russ discussed the difference between traditional and restorative approaches outlined in the materials. Focus less on punishment and more on rebuilding relationships, including everyone involved. Want students to buy in.

Many of these things we have been doing already but it is now written down.

Peer mediation.

Drug education class - Holly (former Pali student) brings in former Pali students who were drug users. They make a better connection with students.

Leslie - Who goes to the drug education class? Russ - Kids with legitimate issues. Sometimes from tip line.

Kids have 6 meetings per semester, pulled out of class, never the same period.

Drug dogs on campus, didn't find as much as we thought. Mostly vapes. Kids found with drugs are put into program.

Leslie - Are parents notified? Russ - Yes.

### **C. CDE State Dashboard Local Indicators Report**

Monica had the board members and all attendees log into the presentation to get an overview of the California State dashboard.

Maybe this can be used as a dashboard for the board.

We can go online to the California School Dashboard website and look at all the data, create our own dashboards.

The board can use this to measure where we are vs our goals

Larry - Let's be cautious about these statistics. We don't want to create goals that might drive the wrong behaviors. Similar to "teaching to the test"

### **D. School-wide Goals 3 & 4 - Homework Load Update**

Pam - Our goal was to bring the homework policy to this meeting but it is still in progress. We are speaking with both students and faculty and working on it through the curriculum council.

Monica - The curriculum council consists of department chairs, counselor, coordinators. A Draft is out there, adjustments are being made by admin, we want to get faculty input before sending to the board for approval.

Current policies being worked on - homework, make-up, AP policy, Pali online, grading. We are hoping to be done and ready to vote on by mid-year.

Jeanie - What is goal/general direction of policies?

Pam - Clarity and consistency mainly, putting systems in place to give students access, a healthy balance for students.

Monica - Consistency among departments, consolidate what everybody is doing. There are guidelines being put together as well by the AA team to be put in handbook so teachers have clear and specific information.

Leslie - We want to make sure to include student wellness as well as achievement.

Camille - Ensure we have teachers' buy in on creation of policies.

Reeve - Challenge to have balance between artistry and consistency of teaching. Concern about too much consistency taking away from teachers' creativity in the classroom.

Monica - Policies are not to restrict style and academic freedom, but to prevent malpractice.

Reeve - Heard some colleges are decreasing the amount of credits they are giving to students for APs

There was a discussion about APs and trying to find the balance. Students are taking AP classes to increase their GPA and be competitive. These days, not as much about taking classes that the students find interesting.

Pam is asking the board to authorize the reinstatement of the academic accountability committee and task the committee with looking at how to most efficiently spend our time, how students will be impacted. Can the board give the committee a task and focus?

Leslie - Yes, please go forward. Look at bell schedules, efficiency of time.

Larry - We have an issue with availability of the most needy students to access our support systems.

## **VI. Facilities/Operations**

### **A. Update - Bus Transportation**

Don - We made minor adjustments from last week to this week. A few routes are starting 5 minutes later, the busses had been arriving a bit too early. We think that will be the last adjustment to the schedule. Busses are all arriving 725-735am. We have now allocated all of the donation dollars out to families. ~\$19k. We are continuing to fundraise for scholarships.

Leslie - Did the students create the gofundme page? No, it was the development committee. Students have shared it on social media. There were suggestions that students should continue to promote this, for example by selling pins.

### **B. School Emergency Operations Plan - Update**

The changes requested at the last board meeting are now in the final version in the board materials.

### **C. Social Media Monitoring**

Social sentinel - social media monitoring. We are getting reduced pricing for year 1 at a 67% discount. Contract is before the board for a vote. This service is looking to identify threats or harms. You cannot search by person. Only uses publicly available social media posts. Spoke to another school - Hemet school district - most hits are related to self harm/mental health.

Reeve - How does this work? How can they give us advance notice of a threat?

Don - We give them key words.

How often do they report? Real time.

Jeff - They work with law enforcement and state agencies to find trigger words. Then they include our key words.

Why are we spending the money? Why is it cheaper this year? Next year is \$12k, 3rd year is \$18k. That is their normal rate.

Leslie - Interested parties should not be involved in the discussion.

All interested board members left the room.

Leslie - How do we find out who the student is? We don't. We get a link to the public social media post. If it is life threatening you can use the police.

Emily - How many people on the receiving end of the messages? Whatever we want - need to define in administration.

Reeve made a motion to accept the contract as written. No second. Motion did not pass.

## **VII. Finance**

### **A. 2018-2019 Budget Updates**

Greg - No updates. First interim report is due soon. Next month we will be looking at current expense levels and comparing to projections.

ADA 3rd month reporting will come out this week.

Need to bring in more students to start second semester. We need to calculate how many.

### **B. 2017-2018 Actuarial Report**

Table until December. The report may change.

Break at 703. Resume at 711pm.

## **VIII. Governance**

### **A. Revisions to UTLA-PCHS Sunshining**

Amy - One revision to UTLA proposal, details in the board materials.

UTLA is a very professional union. We are happy to work with them.

Leslie - Negotiations can be an emotional time. Lets all remember the health and welfare of our faculty. Lets be friendly and kind. We are all working for the same goals.

We have a great community here at Pali.

## **B. Public Hearing and Adoption of PCHS Initial Proposal for Negotiations with UTLA-PCHS**

### **IX. Consent Agenda: Finance Items**

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

Reeve Chudd made a motion to approve reimbursements for Executive Director/Principal.

Emily Hirsch seconded the motion.

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

#### **Roll Call**

Leslie Woolley	Aye
Larry Wiener	Abstain
Shawn McClellan	Absent
Dara Williams	Absent
Susan Ackerman	Abstain
Brooke King	Abstain
Camille Schoenberg	Aye
Emily Hirsch	Aye
Jeanne Saiza	Abstain
Andrew Paris	Abstain
Reeve Chudd	Aye

#### **B. Approval of Field Trips**

Leslie - Field trip funds from VEI? What is VEI? Virtual enterprise.

Emily Hirsch made a motion to approve the field trips.

Larry Wiener seconded the motion.

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

### **X. New Business / Announcements**

#### **A. Announcements / New Business**

Leslie - Next board meeting we will take the board photo. Please come 20 minutes early.

#### **B. Announce items for closed session, if any.**

Adjourn open session 718pm. Closed session for non-interested board members only.

## **XI. Open Session**

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

Return to open session at 750pm.

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

No action taken in closed session.

## **XII. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:55 PM.

Respectfully Submitted,  
Leslie Woolley



# Coversheet

## Human Resources Director (HR) Report

**Section:** II. Organizational Reports  
**Item:** E. Human Resources Director (HR) Report  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** II\_E\_HR Report\_12\_11\_18.pdf



## Human Resources Board Report - December 11<sup>th</sup>, 2018

### Elections/New Hires :

Name	Classification/Position	Funding	Effective Date
Lisa Saxon	Coach – Asst. Athletic Director	General	November 26, 2018
Donzell Hayes	Coach – Varsity Basketball, boys	General	November 26, 2018
Matt Jackson	Coach – Basketball, boys	General	November 26, 2018
Darren Morrison	Coach – Basketball, boys	General	November 26, 2018
Marshall Webb	Coach – Basketball, boys	General	November 26, 2018
Danielle Foley	Coach – Basketball, girls	General	November 26, 2018
Adam Levine	Coach – Basketball, girls	General	November 26, 2018
Dave Suarez	Coach – Varsity Soccer, boys	General	November 26, 2018
Rob Hockley	Coach – Varsity Soccer, boys	General	November 26, 2018
Josh Figueroa	Coach – Varsity Soccer, boys	General	November 26, 2018
Marvin Lemus	Coach – JV Soccer, boys	General	November 26, 2018
Christian Chambers	Coach – Varsity Soccer, girls	General	November 26, 2018
Jamie Duffy	Coach – Varsity Soccer, girls	General	November 26, 2018
Macie Forman	Coach – Varsity Soccer, girls	General	November 26, 2018
Kirk Lazaruk	Coach – Water Polo	General	November 26, 2018
Cathye Estes	Coach – Cheer	General	November 26, 2018
Mike Lawlor	Coach – Wrestling	General	November 26, 2018

Benefits: Representatives from Fiducius, met with over 15 faculty members on campus on December 4<sup>th</sup>. This was an opportunity for faculty and staff to meet with the representatives regarding student loan consolidation. For our next event, CalPERS will be at the PCHS campus in January to hold a retirement planning day.

#### Our Mission:

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

# Coversheet

## Director of Operations Report

**Section:** II. Organizational Reports  
**Item:** F. Director of Operations Report  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** II\_F\_Operations Report\_12\_11\_18.pdf



# PALISADES CHARTER HIGH SCHOOL

## Board of Trustees Meeting Operations Report December 11, 2018

### Security/Safety:

- PCHS Safety 1 Category Update: (THIS SUB-SECTION UNCHANGED FROM PREVIOUS REPORT)
  - **Fix/Improve General Public Address System:** Classroom PA speakers added, fixed or replaced. Additional work done on the main system is waiting for report from LAUSD for further enhancement recommendations.
  - **Emergency Exit Push-Bar Gates:** The one budget-approved Emergency Exit Push-Bar Gate has been installed at Pali Academy and is functioning as needed. Additional Emergency Exit Gates will require additional funding.
  - **Fencing:** Fencing was budgeted for Parking Lot and PE Tunnel, and our contracted Structural Engineers are working on both design and construction documents for submittal to LAUSD for approval (LAUSD required PCHS to hire an engineering firm so submittal of this project for approval). However, additional funding will be needed to install the fence as the Safety & Security Campaign funds raised Spring Semester are no longer available, and the likely deficit reduction approaches planned will further deplete the partial funding that remained.
  - **Unfunded Other Safety 1 Projects:**
    - Fence Breach Detection/Alerting System
    - Additional Security Cameras
    - Additional Emergency Exit Gates
    - Intrusion Detection System
- Campus-Wide Classroom Lockdown Emergency Supplies funding received from Boosters and PTSA to fund the 5-Year Classroom Supplies request for water/food supplies. Thank You to both organizations! Thank you to the PTSA Volunteers for the packaging work. These supplies have been distributed to classrooms and are in place if needed.
- Active Intruder training developed and implemented by Safe Kids Inc. and conducted on five consecutive Mondays in October. A refresher/recap is planned for Spring Semester.
- PCHS has a mutually agreed upon contract with Social Media Monitoring vendor Social Sentinel ([www.SocialSentinel.com](http://www.SocialSentinel.com)) and as an additional early detection/warning of potential threats. This contract being presented at Board's Tue 12/11/2018 meeting for approval. PTSA has agreed to fully fund Year 1 of the Social Sentinel service (\$6,000).
- PCHS fundraising campaign for Safety & Security needed for 2018-19 and beyond to build up the necessary funds to implement the #1 Safety Priority as determined via a multiple Stakeholder & 3<sup>rd</sup>-Party expert process – Fencing.



# PALISADES

## CHARTER HIGH SCHOOL

### Security/Safety (Continued):

- Additional safety/security measures to increase campus safety have been compiled and prioritized by National Education on Safety & Security Institute (NESSI) and PCHS personnel working together.
- Unfunded and Currently Not Being Pursued, but Desired - Contracting with a locally patrolling security company for on-call emergency support when needed to quickly get additional trained guards on campus in the event of a true crisis. Besides our one (1) on-site LAUSD-PD Officer, even in a 911 situation, additional LAUSD-PD and LAPD are often 30-60 minutes away and we need much faster response time in such events. Costs estimated at \$1,000-\$1,500/month, but funding still needed.
- The Safety 2 Category Update:
  - Roofing/Gutter/Drainage repair for existing problems completed last month and held up well in the recent heavy rains. A few more proactive/preventative action items have been identified and are awaiting valuation/estimates to determine if funding available.
  - All the Portable A/C Units budgeted for 2018-19 have been purchased and installed. Additional requested units will need additional funding.
  - Concrete rough-up planned for Winter Break

### Transportation:

- Other than for the November fire disruption of the Topanga/Valley route for a week, all 10 regular to/from buses have been running/operating as expected
- Late Bus, Competition Bus, Field Trip, and Special Ed Bus/Transportation operating without much change from last year and limited issues reported.
- Scholarship funds have previously been allocated
- PCHS Transportation Department has continued to allocate available donation funds. A small reserve is being held for the additional students enrolling in PCHS for Spring Semester to assist with their school bus financial assistance requests.
- 2019-20 PCHS School Bus Program Registration and Scholarship Request Applications expected to open in March 2019 and be open for two weeks in correlation with PCHS Enrollment Late Bus, Competition Bus, Field Trip, and Special Ed Bus/Transportation operating without much change from last year and limited issues reported.
- Unless the Board agrees to subsidize all bus riders for the 2019-20 school year, bus costs for next year for students without a scholarship and without donations will go up at least \$10/student to \$225/mo./student. Additional price increases could still occur over and above that, but preliminary projections are a \$2,250/year/student (\$225/mo./student) cost for bus riders in 2019-20.



# PALISADES

## CHARTER HIGH SCHOOL

### Permits & Setups:

- Permit Revenue for Nov 2018 was ~\$30,400:
  - ~\$26,200 from Facility Rentals
  - ~\$1,900 from Banner Rentals
  - ~\$2,300 from Filming
- Nov 2018 Revenue down a little due to fire cancellation, baseball field re-seeding, a few filming possibilities that fell through, Thanksgiving week, etc.
- Permit Revenue for Dec 2018 will be available at the next board meeting
- We continue to receive a good volume of calls regarding filming requests. Two December shoots planned for a Louie Vuitton commercial and a movie shoot and a few pending shoots.
- Banner demand continues to be at a strong pace
- PCHS Fall Sports and Sports Permits have wrapped up. Winter sports/permits well underway.
- Nov 2018 Set-Ups/Events:
  - The Barker Play Opening Night – 11/1
  - DTASC Fall Festival – JV 11/3
  - Booster Club Phone-a-thon – 11/5
  - Coffeehouse Concert – 11/5
  - Marching Band Showcase – 11/7
  - Historic Black College Fair – 11/16
  - Dramatic Scene Night – 11/27
  - Jazz band and Concert Orchestra Winter Concert – 11/29
  - Symphony Orchestra and Concert Orchestra Winter Concert – 11/30
- Dec 2018 Set-Ups/Events:
  - Marching Band Banquet—12/1
  - Football Banquet—12/2
  - Winter VAPA Show (Chorus) — 12/3
  - Winter VAPA Show (Band)—12/5
  - Winter VAPA Show (Dance)—12/6
  - FNL Performances—12/7
  - Board Meeting 12/11
  - JSA Winter Cabinet Retreat (12/15)

### MGAC/Pool:

- Pool holiday hours to start Monday 12/10
- Available MGAC hours well permitted over holiday/break periods
- Hosting Water Polo Tournament in Mid-December
- Concrete and plaster issues being observed, noted and being monitored for future repairs
- Frequency of miscellaneous repairs at Pool starting to climb as Pool Equipment ages
- PCHS should continue accruing/saving for major repairs in the 3-5 year timeframe as major pool components start to reach their useful life of 8-10 years.
  1. Replace Lochinvar High Efficiency Heaters (2) that serve all pools (~\$40-\$50k)
  2. Re-Plaster All Pools (~\$160-\$200k)
  3. Replacement Competition Pool Pump (~\$25-\$35k)



# PALISADES

## CHARTER HIGH SCHOOL

### Information Technology:

- The E-Rate infrastructure project is still on-hold pending state approval. LearningTech, who assists us with our E-Rate processes, have issued their annual executive overview. A key highlight of the report is a savings of \$33,997.54 on annual allowable services this past fiscal year.
  - Replace aged and failing core network infrastructure
  - Replace aged and/or failing classroom lab networks
  - Supplement wireless access points in classrooms with insufficient infrastructure
  - Grow physical network in insufficient, non-existent, or otherwise problematic areas
  - Provide for, repair, or replace the battery backup to each network IDF
  - Repair/Replace fiber runs that have stopped working
  - Run new fiber runs to new classroom labs and new IDF's
  - Add new Ethernet capacity where exhausted in lower A, B101, AA office, H, E, G, J, Mercer Hall, Cafeteria/Staff Cafeteria
- Continuing to work with Impero, our classroom device management tool, for a Spring Semester rollout. At this time, the software is working fantastically on school owned devices but there are a number of workflow issues with BYOD devices, along with some bugs on macOS devices. John Vieira is working with a small number of teachers to get feedback and create PD for teacher use when we are able to go live.
- Continuing to work with Microsoft and prep our systems for Single Sign-On (SSO) integration. We have final-check meetings scheduled during Winter Break, with a go-live meeting also scheduled should everything look good.
- Attended a series of webinars about a line of security cameras and software, compatible with our system, which provides real time facial recognition.
- Worked with Facilities Team to troubleshoot/repair issues with the school-wide PA system.
- Continuing to identify areas of cost savings and reduce cost where possible with phones and fax systems.
- Installed a new Inventory Management system and preparing to migrate all student Access First data from existing system into new Destiny system.
- Resolved access issue for American National Biography system, utilized through the school Library.



# PALISADES

## CHARTER HIGH SCHOOL

### Information Technology (Continued):

- Gathered and used information to create a technical requirements checklist for the Attendance Office, who is looking to ensure the schools needs are being met by our photography and ID card vendor.
- Swipe12K carts have been setup and delivered and are now in use by the Attendance Office. The carts streamline student tardy processing, allowing the students to get to the classroom faster, and provide increased reporting metrics.
- Processed, configured, and dispersed new Chromebooks to the Special Education department.
- Created and pushed out script to resolve macOS host name reporting reliability (a long-standing issue) to all macOS devices.
- Preparing for annual asset inventory during Winter Break

### Facilities/Projects:

1. Heating line near C-Bldg. repaired and bypass tubing for School main heating line installed underground and set to be connected into overall main system over Winter Break.
2. Completed installing "Vending Miser" devices on vending machines, which provide more energy efficient operation of the machines while still keeping the products at targeted temperatures.
3. Completed renovation of new psychologist office space for new school psychologist Lauren DeNoia
4. Updated Fire Control & Access Panel Location ID's for various buildings to reflect the space/facility usage and therefore easier to identify fire alarm locations in the event of a fire alarm. Additional buildings to be reviewed and refined over Winter Break.
5. Rotated/Changed exterior hallway locker combos that were no longer in use so that we can accommodate those students without lockers as well as any new incoming students requests.
6. Continued Prop39 LED lighting upgrades in some remaining J-Bldg & Gym locations. Mercer Hall to be upgraded over Winter Break.
7. Infield/Outfield baseball field repairs underway and will be completed in time for late January Opening Day.
8. Large & Small Gym floor refinishing planned for late December
9. Completed Roofing & Gutter repairs on our Main Buildings (A, C, D, E, F, G) as well as loading dock roof and Mercer Hall roof were well tested recently and held up very well.
10. Collecting school wide data for HVAC and PA systems as part of a much larger project for issues to address in conjunction with LAUSD.
11. Winter Break work tasks planned for Facilities & Janitorial Teams





# PALISADES

## CHARTER HIGH SCHOOL

### Facilities/Projects (Continued):

#### Larger Scale Projects:

- **Security Fencing (Unfunded)** – LAUSD mandated Architectural & Structural Engineering plans being created Breen Engineering Inc. and will then be submitted to LAUSD for their approval. Funding needed for fence purchase/installation.
- **Short-Term Heating System Repair (Primarily LAUSD Funded)** – Project design and execution completed by LAUSD. Phase 1 completed over Thanksgiving Break. Phase 2 expected to be completed over Winter Break. Funding expected to be provided by LAUSD - Any cost to PCHS still TBD.
- **Long-Term Heating System Infrastructure Replacement Project (LAUSD Funded)** – Project design phase still underway. Estimated start date Summer/Fall 2020 and completion Spring/Summer 2021 (anticipated as a 10-12 month project). Many milestones still to be cleared before confidence in project being started at all becomes high. Temporary heating solution still be analyzed and planned by LAUSD.
- **Gym A/C Project (LAUSD Funded)** – Project has been DSA Approved. LAUSD currently preparing bid packages for General Contractor bidding/selection. Latest estimated start date pushed back to Mid-April 2019, but further start date delays are possible.
- **Student Restroom Renovation Project (Donor Funded)** – Project planning underway for full execution Summer 2019. Exterior Entrance improvements planned for Winter Break.
- **Garden Gateway Phase 3 (Fully Boosters Funded)** – Project approval obtained from LAUSD. Full-Scope bids received for Construction determined by Boosters to be higher than desired. Boosters reduced project scope to remove the decorative pony brick wall and “Palisades Charter High School” sign and just do the landscaping portion of the project. Re-bid process completed, vendor selection completed (Liliput, Inc.), contract process underway. Expected start date 12/17/2018.

# Coversheet

## Director of Development Report

**Section:** II. Organizational Reports  
**Item:** G. Director of Development Report  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** II\_G\_Development Report\_12\_11\_18.pdf

Board of Trustees Meeting  
Development Report

12/6/2018

<b>TOTAL FUNDS RAISED TO DATE:</b>	<b>Fund</b>	<b>Prior Report</b>	<b>YTD</b>	<b>Inc.</b>	<b>Budget</b>
The PCHS Fund	General	\$93,424	\$115,511	\$22,087	
The Pali GO Fund	Pali GO	\$20,568	\$27,949	\$7,381	
Campus Safety & Security	General	\$2,150	\$2,150	\$0	
Donor Brick Campaign	General	\$1,276	\$1,276	\$0	
Donations to Athletic Teams	ASB	\$1,672	\$1,930	\$258	
Donations to Classroom Teachers	ASB	\$14,970	\$15,567	\$597	
Donations to Extra-Curriculars	ASB	\$7,201	\$7,304	\$103	
Donations to Pali Cares	ASB	\$0	\$0	\$0	
Rest. Donations/Pledges - Recd	General	\$29,624	\$45,424	\$15,800	
Rest. Donations/Pledges	General	\$125,000	\$109,200	-\$15,800	
		<u>\$295,885</u>	<u>\$326,311</u>	<u>\$30,426</u>	<u>\$ 488,000</u>
<b>TOTAL EXPENSES TO DATE:</b>					
Bacio Design			\$855		
L.A. Press Printing			\$3,721		
American Direct Mail			\$2,329		
Postage			\$48		
Subscriptions - Double the Donation			\$449		
Subscriptions - Foundation Directory Online			\$1,499		
Subscriptions - DonorPerfect			\$0		
Subscriptions - Almabase			\$0		
Subscriptions - Classy			\$0		
California Consulting			\$9,041		
SafeSave service fees			\$3,161		
Salaries & Benefits (Campus Unification/Development Dir)			\$88,464		\$176,928
Office supplies			\$139		
Restroom renovation			\$0		
Videography			\$0		
Young Alumni Pizza Lunch			\$0		
Career Day & Fair Breakfast/Lunch			\$0		
Donor Reception			\$0		
Awards			\$0		
New Parent Welcome Breakfast			\$1,162		
			<u>\$110,868</u>		<u>\$311,072</u>
<b>TOTAL NET FUNDS</b>			<b>\$215,443</b>		

Board of Trustees Meeting  
Development Report

**Submitted Grant Proposals:**

<i><b>Date Submitted</b></i>	<i><b>Found./ Grantor</b></i>	<i><b>Request Amt.</b></i>	<i><b>Outcome</b></i>	<i><b>Award Date</b></i>
3/28/2018	District 4 Facilities	\$20,000	Pending - Campus Safety & Security	4/15/18
7/16/2018	Norman F. Sprague, Jr	\$5,000	Transportation Assistance - Submitted	None
7/16/2018	Jewett & Chandler	\$10,000	Transportation Assistance - Submitted	12/31/18
8/1/2018	American Honda	\$30,000	Pending - Technology	12/1/18
8/2/2018	Donald T. Sterling	\$5,000	Transportation Assistance - Submitted	Varies
8/2/2018	Hidden Leaf	\$10,000	Transportation Assistance - Submitted	9/1/19
8/2/2018	Hofmann Family	\$10,000	Transportation Assistance - Submitted	12/31/18
8/2/2018	Leonardt	\$5,000	Transportation Assistance - Submitted	None
8/2/2018	Saban Family	\$10,000	Transportation Assistance - Submitted	2/15/19
8/2/2018	Kathryne Beynon	\$5,000	Transportation Assistance - Submitted	None
9/1/2018	Joseph Drown	\$25,000	Transportation Assistance - Submitted	1/31/19
9/17/2018	Craigslist Charitable	\$5,000	Transportation Assistance - Submitted	None
9/18/2018	T & D Leavey	\$1,000	Transportation Assistance - Submitted	Varies
9/18/2018	Cynthia & Wm Simon	\$5,000	Transportation Assistance - Submitted	None
9/24/2018	Lowe's Toolbox	\$5,000	Smartboard - Submitted	1/30/19
10/15/2018	Cathay Bank Found.	\$10,000	ELL Program - submitted	12/31/18
10/15/2018	Mara Breech Found.	\$10,000	Pro. Dev. - Google cert. - Submitted	12/31/18
10/15/2018	Wm. Bannerman Fdn	\$10,000	Transportation Assistance - Submitted	3/15/19
10/22/2018	PP Women's Club	\$1,500	Soil & Supplies for Pali Academy Garden	3/12/19
<b>3/31/2018</b>	<b>PP Optimist Found.</b>	<b>\$20,000</b>	<b>Received - Surveillance camera</b>	<b>6/1/18</b>
<b>4/28/2018</b>	<b>Motorola Solutions</b>	<b>\$30,000</b>	<b>Denied - PCHS lacked proven eval. proc.</b>	<b>7/15/18</b>
<b>6/1/2018</b>	<b>Lewis A. Kingsley</b>	<b>\$10,000</b>	<b>Received - General program funds</b>	<b>7/3/18</b>
<b>7/12/2018</b>	<b>A &amp; E Borchard Fdn</b>	<b>\$10,000</b>	<b>Not accepting uninvited proposals</b>	<b>None</b>
<b>8/2/2018</b>	<b>William H. Hannon</b>	<b>\$10,000</b>	<b>Denied - already allocated funds for yr.</b>	<b>None</b>
<b>11/26/2018</b>	<b>Target Foundation</b>	<b>\$1,000</b>	<b>Approved - Soccer grant</b>	<b>12/15/18</b>

# Coversheet

## Chief Business Officer (CBO) Report

**Section:** II. Organizational Reports  
**Item:** H. Chief Business Officer (CBO) Report  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** II\_H\_CBO Report\_12\_11\_18.pdf



**CBO REPORT  
BOARD OF TRUSTEES MEETING  
DECEMBER 11, 2018**

**2018-2019**

**Cash Balances for PCHS at the end of November was \$5.8 million (\$5.3 million unrestricted) October Balance (\$5.9 Million total). December Cash flow will benefit from increases due to the EPA Prop 30 Funding (\$1.3 million) which occurs quarterly.**

**Attendance**

**Current enrollment through 12/7/18 (Month 4) (723-9<sup>th</sup>, 772-10<sup>th</sup>, 744-11<sup>th</sup> & 707-12<sup>th</sup>) was 2,946 (2,947 Month 3). The Cumulative ADA to Month 4 was 2,865 at a rate of 96.7% (incl. estimated 7 NPS). While current ADA is below the Budget of 2,867, the Attendance office is targeting to bring in 40 students to meet the full year 2018-2019 ADA Budget.**

**Budget**

**The 2018-2019 Budget projections and updates are included showing changes from the Budget Re-adoption presented at the October 2018 meeting. The 1<sup>st</sup> Interim Financial Report, representing Actual Expenditures to October 31, 2018 and updated projections for the full year are included as a separate agenda item. This report was filed in time with the CDE by December 15<sup>th</sup>, 2018. The Administration is still in the process of targeting additional Enrollment/ADA to start the second semester and evaluating class sizes and auxiliaries for the second semester. LCAP reference materials are also included that were presented at the LTSP meeting**

**Other**

**PCHS will be attending the Annual LA County Job-alike conference sponsored by CASBO (Calif. Assoc. of School Business Officers) at the end of January.**



**CBO REPORT  
BOARD OF TRUSTEES MEETING  
DECEMBER 11, 2018**

**Cafeteria**

**A separate report has been attached to show the Updated Financial results of the Cafeteria through November 30th. The Free & Reduced population at PCHS remains largely unchanged at 31.3% of the total Enrollment (923 students).**

**Audit**

**The Year end 2017-2018 Audit on site review started the week of October 22<sup>nd</sup>. Our Auditors, Nigro & Nigro, are finishing up their review in anticipation of the December 17<sup>th</sup> deadline to file our CDE required Audited Annual Report. Updates on this audit work will be coordinated with the Audit Committee and reported back to the Board in preparation for the Annual Audit Report due by December 17, 2018. The Audit Report will be brought and presented to the Board at the January 15<sup>th</sup> Board meeting.**

**ASB**

- Holiday spirit week raised money towards graduating class accounts**
- Mixer with other schools (Fairfax & Culver City) to exchange ideas**
- Working on new merchandise/fundraising ideas for ASB**

**2019-2020**

**Preliminary Educational Budget information for 2019-2020 being released in January by newly elected Governor Newsome, in addition to 2018-2019 Budget updates, will be discussed at a meeting held by School Services of California in Mid- January.**

FOOD SERVICE OPERATIONS

2018-2019

	July 2018	August 2018	September 2018	October 2018	Year To Date 18/19
Cash sales per day	\$ -	\$ 1,129.35	\$ 1,509.72	\$ 1,601.98	
<b>Revenue</b>					
A La Carte/Paid	\$ 4,321	\$ 16,940	\$ 25,665	\$ 36,846	
<b>Total Sales</b>	\$ 4,321	\$ 16,940	\$ 25,665	\$ 36,846	\$ 83,772
Catering Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
State Reimbursements	\$ 124	\$ 1,775	\$ 2,755	\$ 1,615	\$ 6,269
Federal Reimbursements	\$ 1,701	\$ 21,746	\$ 33,227	\$ 24,418	\$ 81,092
<b>Total Revenue</b>	\$ 6,146	\$ 40,461	\$ 61,647	\$ 62,878	\$ 171,133
Cumulative	\$ 6,146	\$ 46,607	\$ 108,254	\$ 171,133	
<b>Expenses</b>					
Total Salaries & Benefits		\$ 3,525	\$ 6,844	\$ 6,140	\$ 16,509
Chartwells Management					
Food Expense 44.27%	\$ 1,409	\$ 16,199	\$ 24,829	\$ 33,810	\$ 76,247
Operational Expenses	\$ 1,774	\$ 20,392	\$ 31,256	\$ 42,562	\$ 95,985
55.73%					
Total Chartwells Expenses (Invoice)	\$ 3,184	\$ 36,590	\$ 56,085	\$ 76,373	\$ 172,232
Total Expenses (Before Commodity Credit)	\$ 3,184	\$ 40,115	\$ 62,929	\$ 82,513	\$ 188,740
Commodity Credit	\$ (5,522)	\$ (1,675)	\$ (3,848)	\$ (3,848)	\$ (5,522)
Net Expenses	\$ 3,184	\$ 38,441	\$ 62,929	\$ 78,665	\$ 183,218
Net Income/(Loss)	\$ 2,962	\$ 2,020	\$ (1,282)	\$ (15,787)	\$ (12,085)
Year To Date	\$ 2,962	\$ 4,983	\$ 3,701	\$ (12,085)	\$ (12,085)
Per day profit		\$ 134.70	\$ (75.39)	\$ (686.37)	
Operating Days	12	15	17	23	
Operating Days-Cumulative	12	27	44	67	82
Free Students	29	738	733	751	
Reduced Students	13	189	203	185	
Total F & R-	42	927	936	936	-
Enrollment (Per Infinite Campus)	-	2,968	2,966	2,949	
F & R %	#DIV/0!	31%	31.56%	31.74%	
<b>Meals Served:</b>					
Breakfast					
Free	141	2,769	4,597	6,676	18,756
Reduced	36	437	750	1,151	3,162
Paid	92	428	796	1,186	3,343
Lunch					
Free	179	3,766	5,341	7,933	22,148
Reduced	53	639	947	1,497	4,067
Paid	159	1,426	2,115	2,986	8,562
<b>Total Meals</b>	660	9,465	14,546	21,429	
<b>Participation:</b>					
Free Breakfast	9%	18%	38%	33%	
Lunch	7%	21%	42%	37%	
Reduced Breakfast	33%	9%	24%	21%	
Lunch	23%	13%	30%	30%	
Paid Breakfast & a la carte	13%	1%	2%	1%	
Lunch	8%	10%	17%	15%	





## Local Control and Accountability Plan (LCAP)

### Summary of Legal Requirements

Per California Education Code 52059.5-52077

#### Plan Summary

##### **Budget Overview for Parents must include:**

- Total projected general fund revenue for ensuing fiscal year and subtotals for each of the following categories:
  - Funds apportioned under LCFF
  - Funds apportioned based on number and concentration of UDP
  - All other state funds
  - All local funds
  - All federal funds
- Total projected general fund expenditures for the ensuing fiscal year.
- Total budgeted expenditures for the ensuing fiscal year on the planned actions/services to meet the goals included in the LCAP.
- Total budgeted expenditures for the ensuing fiscal year on the planned actions/services included in the LCAP that contribute to increased or improved services for UDP.
- Total budgeted expenditures for the existing fiscal year on the planned actions/services included in LCAP that contribute to increased or improved services for UDP.
- Estimated actual expenditures for the existing fiscal year on the planned actions/services that contribute to increased or improved services for UDP.
- Brief description of the activities or programs supported by general funds expenditures not included in the LCAP.
- To the extent there is any difference between the total budgeted expenditures for the ensuing year for increased or improved services for UDP and the revenue amount apportioned on the basis of the concentration of UDP, a brief description of how the actions/services included in the LCAP improve services for UDP.
- Brief description of how any difference between the expenditures in the budgeted actions/services and the estimated actual actions/services impacted the planned actions/services included in the LCAP for increased or improved services for UDP.
- Name and contact person
- Use language that is understandable and accessible to parents.

##### **Plan Summary must include:**

- The Story**
- A summary of **LCAP Highlights**
- A description of **Greatest Progress**, using LCFF Evaluation Rubrics, progress toward goals, local self-assessment tools, stakeholder information or other information.
- A description of **Greatest Needs**, using state and local indicators in the LCFF Evaluation Rubrics.
- A description of **Performance Gaps**, using LCFF Evaluation Rubrics, for student group(s) performing two or more performance levels below "all student" performance.
- A description of significant ways the LEA will **Increase or Improve Services** for low-income, English learners and foster youth.

##### **Budget Summary must include: *This section subject to change due to new Ed Code 52064.1***

- Total General Fund Budget Expenditure for LCAP Year.
- Total Funds Budgeted for Planned Actions/Services to Meet the Goals in the LCAP for LCAP Year.
- Description of any of the General Fund Budget Expenditures not included in the LCAP.
- Total Projected LCFF Revenues for LCAP Year.



## Annual Update

### Must include:

- The planned goals, expected outcomes, actions/services and budgeted expenditures carried forward *verbatim* from the county approved prior year LCAP.
- All actual measurable outcomes as compared to the expected measurable outcomes identified in the prior year.
- A description of all actual services provided in the current year, including Estimated Actual Expenditures.
- An analysis for each goal using actual outcome data.
- An analysis which must include actual measurable outcome data, including data from the Evaluation Rubrics.

### Analysis must address prompts provided and include:

- A description of overall implementation of the actions/services to achieve the articulated goal.
- A description of overall effectiveness of actions/services to achieve the articulated goal.
- An explanation of material differences between Budgeted Expenditures and Estimated Actual Expenditures.
- A description of any changes made to the goal, expected outcome, metrics, or actions/services to achieve this goal as a result of the analysis.

## Stakeholder Engagement

### Must include:

- A description of the stakeholder engagement *process* for the LCAP and Annual Update.
- A description of the *impact* of stakeholder engagement on the LCAP and Annual Update.

### The descriptions above should address the following:

#### Stakeholder Groups Required for Consultation

- Teachers (*Districts and Charters*)
- Principals (*Districts and Charters*)
- Administrators (*Districts and Charters*)
- Other School Personnel (*Districts and Charters*)
- Parents (*Districts and Charters*)
- Pupils (*Districts and Charters*)
- Local Bargaining Units (*Districts only*)
- SELPA Administrators **NEW** (*Districts only*)

#### Advisory Committees: Districts are required to form specific parent committees to comment on the LCAP.

- The district has established a parent advisory committee (PAC) including parents of low-income parents, English learners, and foster youth.
- If there are 50 English learners who make up at least 15% of the district enrollment, the district has established an EL parent advisory committee.
- The superintendent has presented the LCAP to each of the required committees.
- The superintendent has responded in writing to comments from each of the required committees.

#### Public Hearing/Board Approval

- The governing board holds a public hearing prior to the meeting at which the LCAP and budget are adopted.
- Ensure the public hearing has been held and the local governing board has adopted the LCAP and district budget, include dates in Stakeholder Engagement Section.
- The public hearing agenda is posted at least 72 hours prior to the hearing and includes the location where the LCAP is available for inspection.
- The public hearing solicits recommendations and comments from the public regarding the LCAP and the budgets.



- The governing board has adopted the LCAP and the budget at the same meeting held after, but not on the same day as, the public hearing.

**Goals, Actions, & Services**

Goals identify 8 state priorities and all the following required outcomes:

<b>State Priorities</b> The LCAP must address all eight state priorities.	<b>Required Metrics/ Outcomes</b> The LCAP outcomes must include required metrics/outcomes referenced in statute to measure annual progress.
<b>1. Basic</b>	<b>Must address:</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Teachers: Fully Credentialed &amp; Appropriately Assigned</li> <li><input type="checkbox"/> Instructional Materials: Every student has standards-aligned materials</li> <li><input type="checkbox"/> School Facilities in "Good Repair". Clean, safe, and functional as determined by Facility Inspection Tool (FIT) or other local instrument that meets same criteria</li> </ul>
<b>2. Implementation of State Standards</b>	<b>Must address:</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Implementation of academic content and performance standards for all students, including how EIs will access the CCSS and ELD standards</li> </ul>
<b>3. Parent Involvement</b>	<b>Must address:</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Parent input in decision-making</li> <li><input type="checkbox"/> Parental participation in programs for unduplicated pupils (UDPs)</li> </ul>
<b>4. Pupil Achievement</b>	<b>As measured by:</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Statewide CAASPP assessments (ELA &amp; Math -SBAC /CAA, Science-CST/CMA/CAPA)</li> <li><input type="checkbox"/> Percentage of pupils that have successfully completed a-g requirements or CTE pathways.</li> <li><input type="checkbox"/> Percentage of English learners who progress in English proficiency (as measured by EL PAC)</li> <li><input type="checkbox"/> English learner reclassification rate</li> <li><input type="checkbox"/> Percentage of pupils that pass AP exams with a score of 3 or higher</li> <li><input type="checkbox"/> Pupils prepared for college by the EAP</li> </ul>
<b>5. Pupil Engagement</b>	<b>As measured by:</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Attendance rates</li> <li><input type="checkbox"/> Chronic absenteeism rates</li> <li><input type="checkbox"/> Middle school dropout rates</li> <li><input type="checkbox"/> High school dropout rates</li> <li><input type="checkbox"/> High school graduation rates</li> </ul>
<b>6. School Climate</b>	<b>As measured by:</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Suspension rates</li> <li><input type="checkbox"/> Expulsion rates</li> <li><input type="checkbox"/> Other local measures including surveys of pupils, parents, and teachers on the sense of safety and school connectedness</li> </ul>
<b>7. Course Access</b>	<b>Must address:</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Students have access and are enrolled in a broad course of study (i.e social science, science, health, PE, VAPA, foreign language)</li> </ul>
<b>8. Other Pupil Outcomes</b>	<b>Must address:</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> If available, outcomes for subjects listed in course access.</li> </ul>

## Goals, Actions, & Services (Cont'd)

### Must include:

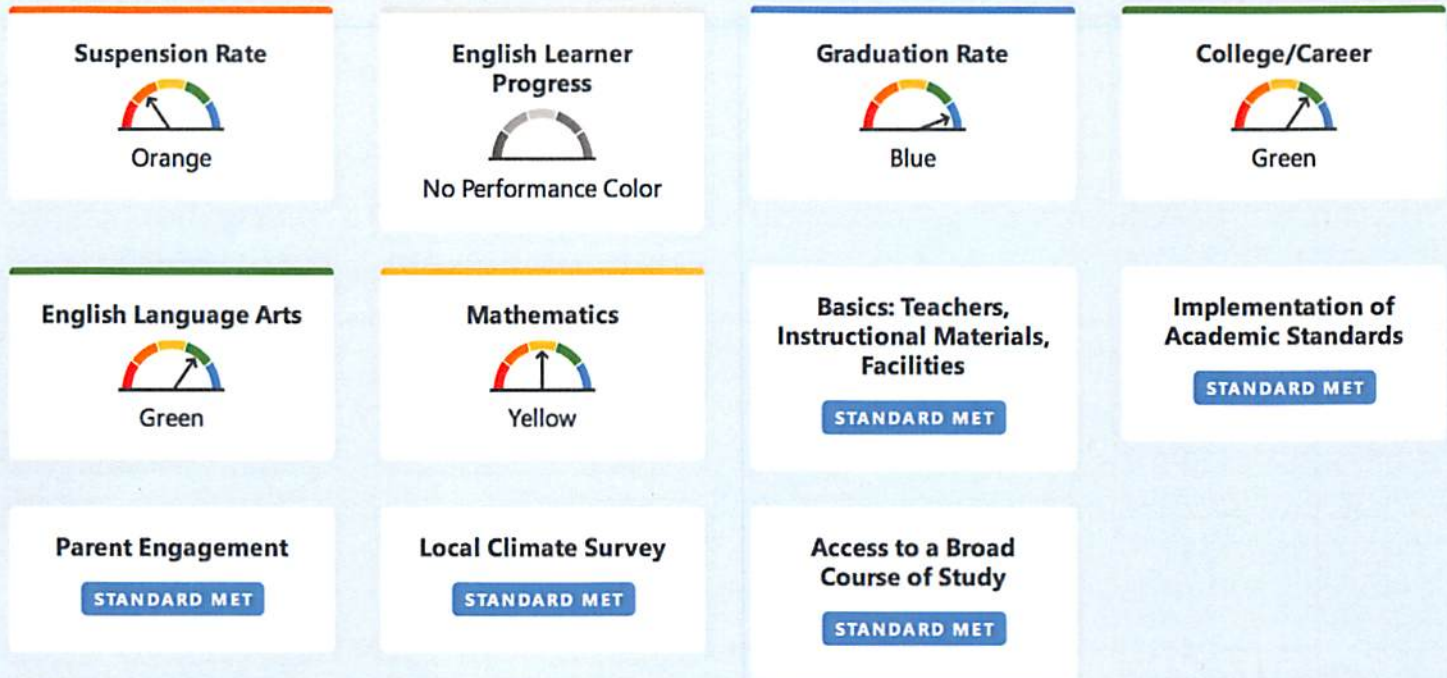
- Goals for all state and any identified local priorities annually and over the term of the LCAP.
- Identified needs for each goal, based on quantitative or qualitative information, which may include results of the annual update process or performance data from the LCFF Evaluation Rubrics.
- Expected annual measurable outcomes, which must include metrics, baseline data, and expected outcomes for each year of the LCAP term including, at a minimum, the state required metrics.
- Actions and services for all pupils.
- Additional actions and services for low income, foster youth, English learners, and redesignated fluent English proficient pupils over the term of the LCAP.
- Indication if actions are *not* contributing to meeting increased or improved services **OR** are contributing to meeting increased or improved services.
- Students to be Served and Location(s) for each action *not* contributing to meeting increased or improved services.
- Students to be Served, Scope of Service and Location(s) for each action contributing to meeting increased or improved services.
- Expenditures itemized for each year of the LCAP term.
- Expenditures that reflect the amount equivalent to the amount identified in 5CCR 15496(a) for actions contributing to increased or improved services for unduplicated pupils.
- The funding source for each proposed expenditure.
- A CSAM expenditure classification that links the expenditure to the LEA's budget.

## Demonstration of Increased or Improved Services for Unduplicated Pupils

### Must include:

- The dollar amount of funds generated by unduplicated students per (5 CCR 15496(a)(5)).
- The percentage from Step 7 of the calculation in 5 CCR 15496(a)(7) reflecting the proportionality percentage for unduplicated pupils.
- A narrative or other description of how services provided for unduplicated pupils are increased or improved by at least the proportionality percentage as compared for all students in the LCAP year.
- A description of *each* service provided on a **districtwide or schoolwide** basis for increased or improved services for unduplicated pupils. Description must include how services are principally directed to and effective in meeting its goals for unduplicated pupils.
- An additional description of how services provided in a districtwide or schoolwide basis are the *most effective use of funds* to meet the goals of the unduplicated pupils, if enrollment for unduplicated pupils is below 55% districtwide or below 40% schoolwide. Provide the basis for this determination, including any alternatives considered, supporting research, experience or educational theory.

Explore the performance of Palisades Charter High under California's Accountability System.



### School Details

<b>NAME</b> Palisades Charter High	<b>ADDRESS</b> 15777 Bowdoin Street Pacific Palisades, CA 90272-3523	<b>WEBSITE</b> <a href="http://palihigh.org">http://palihigh.org</a>	<b>GRADES SERVED</b> 9-12
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PALISADES CHARTER HIGH

## Student Population

Explore information about this school's student population.



[View More Information](#)

# Academic Performance

View Student Assessment Results and other aspects of school performance.

**LEARN MORE**

**English Language Arts**

All Students State

Green

**70.3 points above standard**

**Maintained 0.1 Points**

**EQUITY REPORT**  
Number of Student Groups in Each Color

0	1	1	4	0
Red	Orange	Yellow	Green	Blue

[View More Details](#)

**LEARN MORE**

**Mathematics**

All Students State

Yellow

**13.8 points below standard**

**Declined -6.1 Points**

**EQUITY REPORT**  
Number of Student Groups in Each Color

1	2	1	2	0
Red	Orange	Yellow	Green	Blue

[View More Details](#)

**LEARN MORE**

**English Learner Progress**

All Students State

English Language Proficiency Assessments for California Results

Level 4 - Well Developed  
12.5%

Level 3 - Moderately Developed  
31.3%

Level 2 - Somewhat Developed  
31.3%

Level 1 - Beginning Stage  
25%

**LEARN MORE**

**College/Career**

All Students State

Green

**66% prepared**

**Increased 5%**

**EQUITY REPORT**  
Number of Student Groups in Each Color

0	0	1	4	1
Red	Orange	Yellow	Green	Blue

[View More Details](#)

## Local Indicators

**LEARN MORE**

**Implementation of Academic Standards**

**STANDARD MET**

[View More Details](#)

# Academic Engagement

See information that shows how well schools are

### Graduation Rate

All Students State



Blue

96% graduated

Maintained -0.8%

#### EQUITY REPORT

Number of Student Groups in Each Color

Color	Count
Red	0
Orange	0
Yellow	0
Green	1
Blue	5

[View More Details](#)

### Local Indicators

[LEARN MORE](#)

Access to a Broad Course of Study

STANDARD MET

[View More Details](#)

### PALISADES CHARTER HIGH

# Conditions & Climate

View data related to how well schools are providing a healthy, safe and welcoming environment.

[LEARN MORE](#)

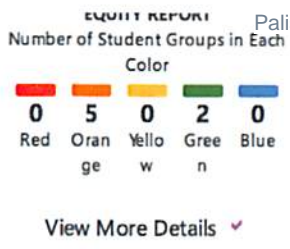
### Suspension Rate

All Students State



Orange





## Local Indicators

[LEARN MORE](#)

**Basics: Teachers, Instructional Materials, Facilities**

**STANDARD MET**

[View More Details](#) ✓

[LEARN MORE](#)

**Parent Engagement**

**STANDARD MET**

[View More Details](#) ✓

[LEARN MORE](#)

**Local Climate Survey**

**STANDARD MET**

[View More Details](#) ✓

## SECTION HIGHLIGHTS

- Narrative is replaced each year
- The prompts are not limits
- Ties to the LCFF Evaluation Rubrics as well as local data
- Budget Summary
- An alternative format for the plan summary may be used as long as it includes the information specified in each prompt and the budget summary table



## ANNUAL UPDATE

## LEGAL BASIS FOR ANNUAL UPDATE

EC 52060(b) A local control and accountability plan adopted by a governing board of a school district shall be effective for a period of three years, and shall be updated on or before July 1 of each year.



## PURPOSE OF THE ANNUAL UPDATE

- Review district outcomes in state and local priority areas for the past school year
- Review the status of implementaion of the current year's plan and planned changes in the coming year
- Determine effectiveness of actions
- Determine material difference between planned actions and what is being implemented
- **Determine annual adjustments to planned actions/services and/or outcomes as needed based on analysis of each goal.**



## ANNUAL UPDATE: A VEHICLE FOR CONTINUOUS IMPROVEMENT



## ANNUAL UPDATE: A VEHICLE FOR CONTINUOUS IMPROVEMENT

In education, the term **continuous improvement** refers to any school- or instructional-improvement process that unfolds progressively, that does not have a fixed or predetermined end point, and that is sustained over extended periods of time. The concept also encompasses the general belief that improvement is not something that starts and stops, but it's something that requires an organizational or professional commitment to an ongoing process of learning, self-reflection, adaptation, and growth.



# ANNUAL UPDATE: OUTCOMES, ACTIONS/SERVICES

## Annual Update

LCAP Year Reviewed: XXXX-XX

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

### Goal 1

[Describe goal here]

State and/or Local Priorities addressed by this goal:

State Priorities: [List State Priorities Here]

Local Priorities: [Add Local Priorities Here]

### Annual Measureable Outcomes

Expected	Actual
[Add expected outcome here]	[Add actual outcome here]
[Add expected outcome here]	[Add actual outcome here]
[Add expected outcome here]	[Add actual outcome here]

# ANNUAL UPDATE: ANALYSIS

## 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.

[Add text here]

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

[Add text here]

Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures.

[Add text here]

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.

[Add text here]

## LCAP ANNUAL WORK PLAN

**Purpose:** To use an LCAP process that is efficient, meaningful and aligned with the real work of the district. The result is an LCAP that is straightforward and comprehensible for stakeholders, is efficient for staff to complete and meets all requirements for approval.

- **Fall**  
Set up and use a System for Support and Oversight
- **Winter**  
Use the Annual Update Process to inform and develop the analysis for each LCAP goal.
- **Spring**  
2019-20 LCAP Plan Development



135



- How is the LCAP **presented** to all stakeholders for thorough understanding of goals, outcomes, actions/services, and expenditures?
- What is your **stakeholders' role** in LCAP implementation, reflection in the Annual Update and LCAP development for the coming year?
- What is the strategy to keep your **Charter Board** well informed about stakeholder engagement and the ongoing implementation and status of goals, actions/services and budgeted expenditures?

## TABLE TALK: ANNUAL WORK PLAN

## LACOE SUPPORT/RESOURCES

- Support from your Charter authorizer.
- LCAP Webpage  
<https://www.lacoe.edu/School-Improvement/LCAP>
- Monthly LCAP Updates at State and Federal Programs Directors' Meetings
- LCAP Advisories
- Summary of Legal Requirements
- eLCAP Template

**We're here to support you!**



# Thank You!

**Bonnie McFarland, Director**

**Jeanne Keith**

**Rachael Simidian Nicoll**

**Adrienne Balcazar**



**LCAP/State & Federal Programs**

**562-922-6354**

**lcap@lacoe.edu**

# Coversheet

## Executive Director/Principal (EDP) Report

**Section:** II. Organizational Reports  
**Item:** I. Executive Director/Principal (EDP) Report  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** II\_I\_Part 7\_Math Task Force Meeting Minutes\_11\_27\_18.pdf  
II\_I\_Part 6\_Curriculum Council\_12\_11\_18.pdf  
II\_I\_Part 5\_2018 FALL CHAMPIONS\_12\_11\_18.pdf  
II\_I\_Part 4\_Faculty Mtg Lesson Plan\_12\_04\_18.pdf  
II\_I\_Part 3\_Faculty Presentation\_12\_04\_18.pdf  
II\_I\_Part 2\_Pali Banner\_12\_11\_18.pdf  
II\_I\_Part 1\_EDP Report\_12\_11\_18.pdf





## Math Task Force Meeting 11.27.18

Present: M. Ngo, T. Christopher, M. Bush, B. Clarke, S. Kaufman, A. Ngyuen, J. Barker, G. Stewart, Y. James, A. Merlos, P. Magee, J. Pazirandeh, K. Olivas, C. Onoye, M. Iannessa, C. Lee, B. Naeim, Izzy, Eli, Maddie, Taylor, Tesia, Ali, Lilly,

1. Jo Bolaer Training
  - a. Broadening Entry Points for all students
  - b. Use visuals and contextualize math within standards-based education
  - c. Doable tips not to overwhelm
  - d. Issues how to keep things going; how to demonstrate math ability with different means/applications
  - e. Growth Mindset
  
2. PLC updates
  - a. Algebra incorporating Growth Mindset/Activities Beyond Algebraic Thinking Strategies
  - b. Low floor high ceiling approach in order to raise the level of thinking
  - c. Geometry- using manual manipulations to learn triangular equations
  - d. Math Dept. met to see common skills needed
  - e. Strategies to do so across the department with all teachers is a slow build
    - i. Time to design needed; need for classroom management/prep time/structure
    - ii. Including different means of to analyze essential standards
    - iii. Taylor suggested to try out small activities for all PLCs; Yakun suggested that reaching out to students for interest/feedback
    - iv. Need for reflection
    - v. Stephanie stated that all teachers need to get on board with mathematical thinking/application vs. algebraic thinking
    - vi. Concerns with past foundations

### Needs

Need for Math Survey

Need a Math Dept Information Meeting for New Parents & to promote Pali's mission

How to incorporate mathematical mindset in the math lab

Continue video footage of teachers for PLC training

Reach out to Paul Revere again for visits

Grading Structure

Math campaign with LSU/BSU



# PALISADES

## CHARTER HIGH SCHOOL

### Curriculum Council

11/14/18

Maggie Nance, Karyn Newbill, MinhHa Ngo, John Vieira, Sarah Crompton, Pam Magee, Stephanie Chew, Randy Tenansnow, Russ Howard, Steven Burr, Patricia Kuper, Tami Christopher, Jill Barker, Chris Lee

#### Dr. Magee's Introduction:

- Pam opened by thanking everyone for their help during the fires communicating and keeping in touch regarding the schedule.
- Faculty Meeting is rescheduled 12/4
- We are entering the bargaining cycle. Pam asks our help for keeping this civil and cooperative and working with good intentions.
- Charter Renewal is approaching. Important topics will be admissions policies, transportation, and other changes or modifications about Pali. There is a Charter Committee forming and is welcoming new members.
- Board brought back the Academic Accountability Committee. This committee will discuss the use of instructional time.

#### Department Share-Outs:

- **Math:** Looking for math teacher for second semester. Math classes will be turning over based on students passing with a "C" or better.
- **World Languages:** Going well. Italian teacher coming back next semester after maternity leave. New curriculum is great. Honors/Combo classes working well in terms of differentiation except for a few tricky glitches on the technical end. Chris wanted to offer compliments to the department for their differentiation. Maggie shared that the differentiation is not difficult.
- **History and Spanish will be asking** CP/Honors options for the second semester **English will not be** asking student options. Current options will remain all year.
- **Science:** Working on writing a department goal and tech plans. John will be sharing an update about V.A. Alex will be sharing updates on V.A. Chemical elimination is being monitored by Schalek and Oscar is assisting
- **Computers/Tech:** Working to make sure the Amazon cloud classes and Santa Monica cloud classes are to code. Designing new classes for cloud computing and cybersecurity
- **Social Science:** Classes have been studying the propositions and shared their information with the school community
- **English:** Some struggles with processing the honors and college prep split. English is working on what their philosophy is and what they want to do for next year.
- **Virtual Academy:** The Parent Information Night has been canceled for this week due to the fires. The next Parent Information Night has been scheduled for 11/28
- **Counseling:** Course planning online is the most pertinent work done right now. A Google Form will be sent home to Pali families so when students meet with counselors they



# PALISADES

## CHARTER HIGH SCHOOL

- have a working plan already. Minh Ha spoke about using student numbers and being sure to have student's DOB

### **New Course Proposals:**

- **Conceptual Physics:** John Vieira introduced this course as a project based design course. This allows a ninth grader to meet their Pali and UC physical science requirement. This course is a year-course. The goal is to look as a whole and how that helps students build skills that will lead them into other courses. This is also a STEM class on an introductory level. Semester One Newtonian Physics. Second Semester: Light, sound, symmetry. Math heavy course

### **Policy Discussions:**

- **Grading Policy Share-out:**
  - Inputting data should be within one system that has data linked.
  - Questions: What is our grading policy for? If one does not put in a grade a week, then a student can appeal the grade because the teacher did not do this. Guidelines in the policy must clearly be able to be used by the student and by the teacher.
  - One's grade should be reflected of a standard-where is the information on this? This is important to have.
- **AP Policy Share-out:**
  - De-stress parent involvement because it is not preparing them for college. Additionally, it is a college-level class.
  - The grade bump is .025 pts each semester for Pali
  - For UC and CSU it is 1 point up
  - Earning a 1 in an AP course, there is the suggestion that the student does not take another AP course.
  - Recommended caps: 1 AP as a freshman. Please clarify this. Pre-requisites for the class necessary.
  - Section about subsidies for testing fees
  - Needs to be a waitlist policy for AP. Social Science policy is teacher recommendation.
  - Those with the lowest scores go into the lottery. The policy must be in writing. Next meeting Steve Burr will bring their policy. We will develop a school-wide policy

**Department Chairs are asked to discuss the policies with their department before the next Curriculum Council in the following order:**

1. AP
2. Homework
3. Concurrent Enrollment and Drop
4. Attendance



**Division of Instruction  
Interscholastic Athletics Department  
2018 Fall Champions**

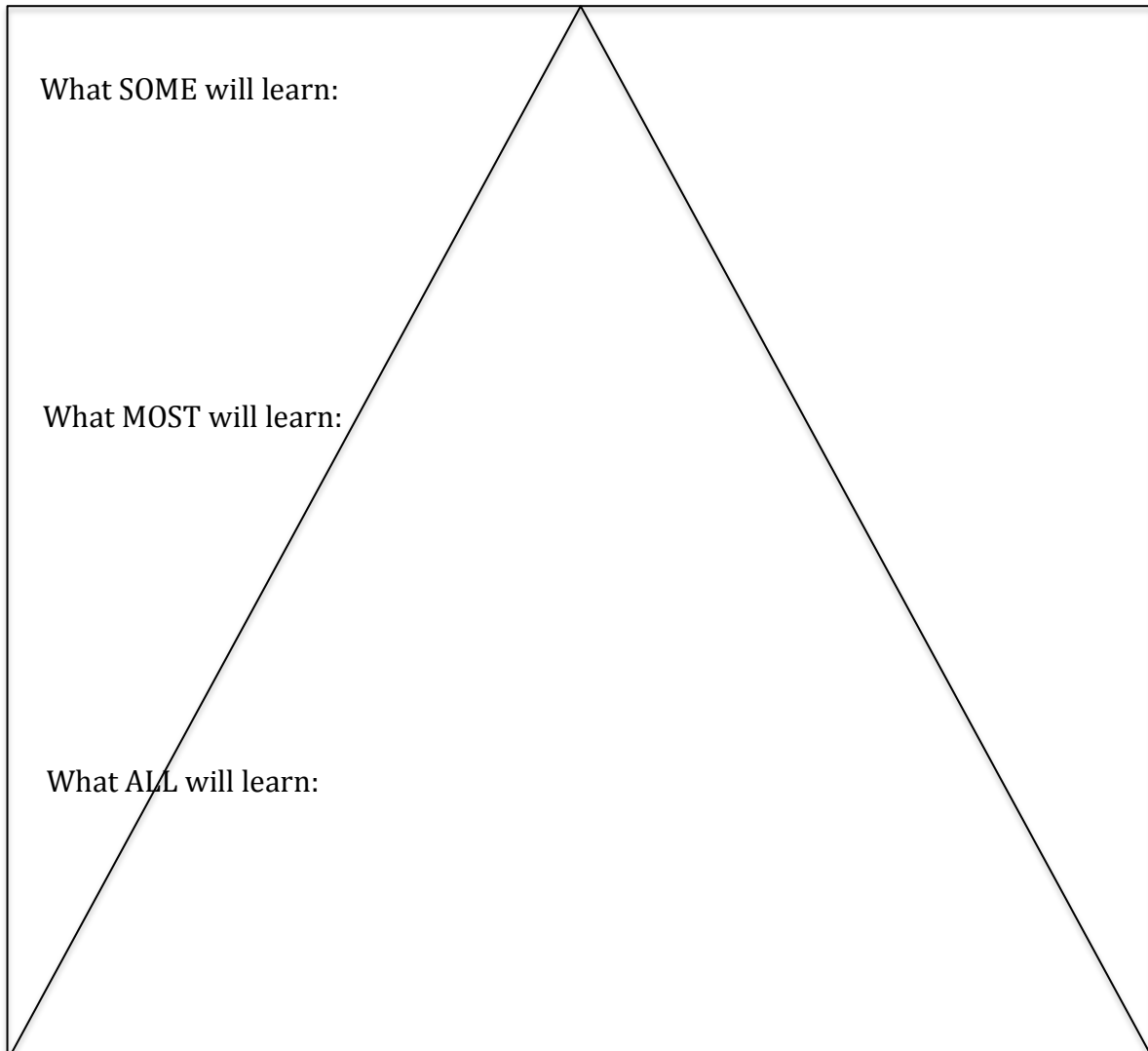


- Girls Volleyball Champions:
  - Open Division: **Palisades Charter** defeated Taft 3-1
  - Division 1: **San Pedro** defeated El Camino Charter 3-1
  - Division 2; **Elizabeth** defeated Central City Charter 3-0
  - Division 3: **Birmingham Charter** defeated MACES 3-0
  - Division 4: **Lincoln** defeated Animo ODLH 3-2
  - Division 5: **Aspire Olin Charter** defeated Dorsey 3-2
  
- Football Champions
  - Open Division: **Narbonne** 55 Garfield 7
  - Division 1: **San Pedro** 22 Dorsey 20
  - Division 2: **Locke Charter** 22 Roosevelt 20
  - Division 3: **Santee** 51 Fremont 20
  - 8 Man: **Animo Robinson Charter** 68 SOCES 6
  
- Cross Country Champions
  - Division 1 Boys- **Granada Hills Charter**
  - Division 1 Girls- **Granada Hills Charter**
  - Division 2 Boys- **Venice**
  - Division 2 Girls – **Eagle Rock**
  - Division 3 Boys- **Canoga Park**
  - Division 3 Girls- **Canoga Park**
  - Division 4 Boys- **SOCES**
  - Division 4 Girls- **Belmont**
  - Division 5 Boys- **New West Charter**
  - Division 5 Girls- **Sun Valley Magnet**
  
- Girls Tennis Champions
  - Open Division – **Palisades Charter** 4 Granada Hills Charter 3
  - Division 1 - **Eagle Rock** 6 Marshall 1
  - Division 2 – **Taft** 4 vs. Banning 3
  
- Boys Water Polo
  - **Palisades Charter** 13 Birmingham Charter 5
  
- Girls Golf
  - **Cleveland**

**ALL CHAMPIONS IN BOLD**

<b>Palisades Charter High School</b> <b>Lesson Plan Template</b>		Teacher: _____ <hr/> Course: _____																
Unit: _____ Date: _____ Block: 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"/>	Students will engage in: <table style="width:100%; border:none;"> <tr> <td><input type="checkbox"/> independent activities</td> <td><input type="checkbox"/> pairing</td> <td><input type="checkbox"/> centers</td> </tr> <tr> <td><input type="checkbox"/> cooperative learning</td> <td><input type="checkbox"/> hands-on</td> <td><input type="checkbox"/> lecture</td> </tr> <tr> <td><input type="checkbox"/> peer tutoring</td> <td><input type="checkbox"/> whole group instruction</td> <td></td> </tr> <tr> <td><input type="checkbox"/> visuals</td> <td><input type="checkbox"/> technology integration</td> <td></td> </tr> <tr> <td><input type="checkbox"/> simulations</td> <td><input type="checkbox"/> a project</td> <td><input type="checkbox"/> Other : _____</td> </tr> </table>			<input type="checkbox"/> independent activities	<input type="checkbox"/> pairing	<input type="checkbox"/> centers	<input type="checkbox"/> cooperative learning	<input type="checkbox"/> hands-on	<input type="checkbox"/> lecture	<input type="checkbox"/> peer tutoring	<input type="checkbox"/> whole group instruction		<input type="checkbox"/> visuals	<input type="checkbox"/> technology integration		<input type="checkbox"/> simulations	<input type="checkbox"/> a project	<input type="checkbox"/> Other : _____
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<input type="checkbox"/> visuals	<input type="checkbox"/> technology integration																	
<input type="checkbox"/> simulations	<input type="checkbox"/> a project	<input type="checkbox"/> Other : _____																
What will students know?		What will students be able to do?																
#EL Students	#IEP Students	#504 Students	#GATE Students															
<b>Time</b>	<b>The teacher is doing...</b>	<b>The student is doing...</b>	<b>Materials</b>															
Warm-Up Intro Activity																		
Direct Instruction  Engagement Activity		<input type="checkbox"/> TIPS <input type="checkbox"/> KWWL <input type="checkbox"/> Gallery Walk <input type="checkbox"/> Hand <input type="checkbox"/> Round <input type="checkbox"/> Other: Signals    Table    _____																
Application of knowledge																		
Formative Assessment: CFU ( How will I know they have learned it?):		Homework:																
Teacher Reflection (How did it go? What are the next steps?):																		

## DIFFERENTIATION AND INTERVENTION



What SOME will learn:

What MOST will learn:

What ALL will learn:

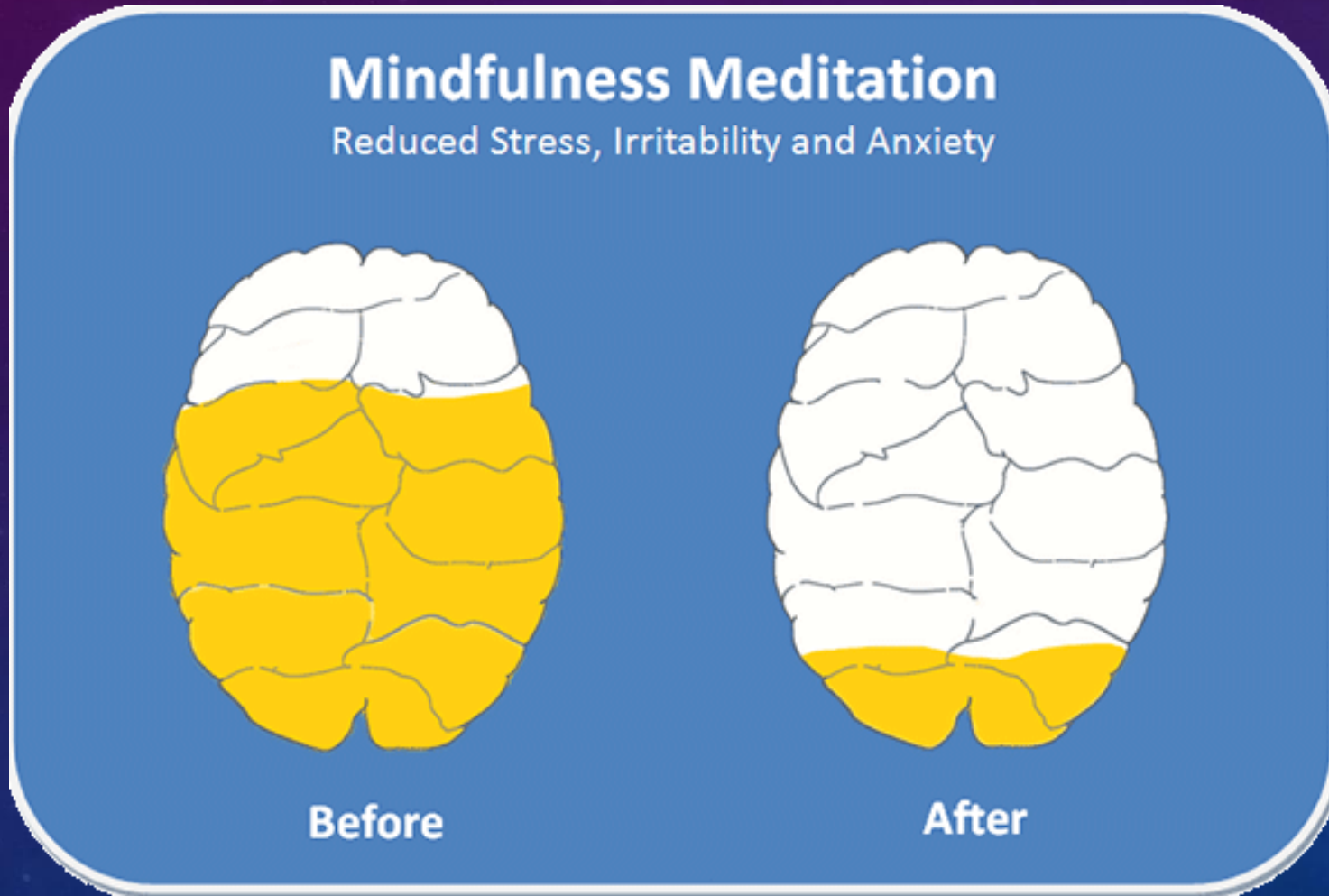
Foundation/Prior Knowledge/Key Terms:

Accommodations (What will I do if they do not know it? What will I do if they already understand?):

# WE ARE IN THE FINAL STRETCH!

12.4.18 FACULTY MEETING  
THE AGENDA IS ON THE WHITE BOARD  
LOG ON TO QUIZZIZ TO WIN!

# MINDFUL MESSENGRERS: THE FINAL STRETCH





# PALI ACRONYM

**P**ositivity

**A**spiration

**L**earning

**I**ntegrity

THE "I" STANDS FOR ...



# ACADEMIC INTEGRITY POLICY: HONOR CODE

## Student Conduct

### Student Honor Code

Palisades Charter High School commits itself to pursuing excellence with honor. All members of the school community: faculty, staff, students and parents, are responsible for maintaining this standard. As a student of our community, you are expected to demonstrate integrity and be proud of your own accomplishments.

The ethical standards for behavior at Palisades Charter High School serve as a framework for the development of good character. Adherence to such standards engenders the integrity and trust necessary for a flourishing academic community where both teachers and students thrive.

#### What is cheating?

Cheating or academic dishonesty can take many forms, but always involves the improper taking of information from and/or giving of information to another student, individual, or other source. Examples of cheating can include, but are not limited to:

- Taking or copying answers on an examination or any other assignment from another student or other source
- Giving answers on an examination or any other assignment to another student
- Copying assignments that are turned in as original work
- Collaborating on exams, assignments, papers, and/or projects without specific teacher permission
- Stealing teacher roll books or documents
- Stealing exams
- Allowing others to do the research or writing for an assigned paper
- Using unauthorized electronic devices
- Falsifying data or lab results
- Changing grades manually or electronically
- Stealing, or destroying or tampering with teacher roll books or documents
- Stealing or distributing exams without specific

teacher permission

- Manipulating answer documents to falsify test results

#### What is plagiarism?

Plagiarism is a common form of cheating or academic dishonesty in the school setting. It is representing another person's works or ideas as the student's own without giving credit to the proper source and submitting it for any purpose. Examples of plagiarism can include, but are not limited to:

- Submitting someone else's work, such as published sources in part or whole, as the student's own work without giving credit to the source
- Turning in purchased papers or papers from the Internet, written by someone else
- Representing another person's artistic or scholarly works such as musical compositions, computer programs, photographs, drawings, or paintings, as the student's own work
- Helping others plagiarize by giving them the student's own work
- "Working together" by copying someone else's work and passing it off as your own.

#### What is forgery?

Forgery or falsifying documents generally refers to the making of a fake document, the changing of an existing document, or the making of a signature, without authorization. Examples of forgery include, but are not limited to:

- Signing another person's name to documents
- Falsifying grades and/or letters of recommendation
- Falsifying transcripts and/or letters of admissions from colleges or other educational institutions
- Falsifying identification cards
- Falsifying legal certificates or contracts

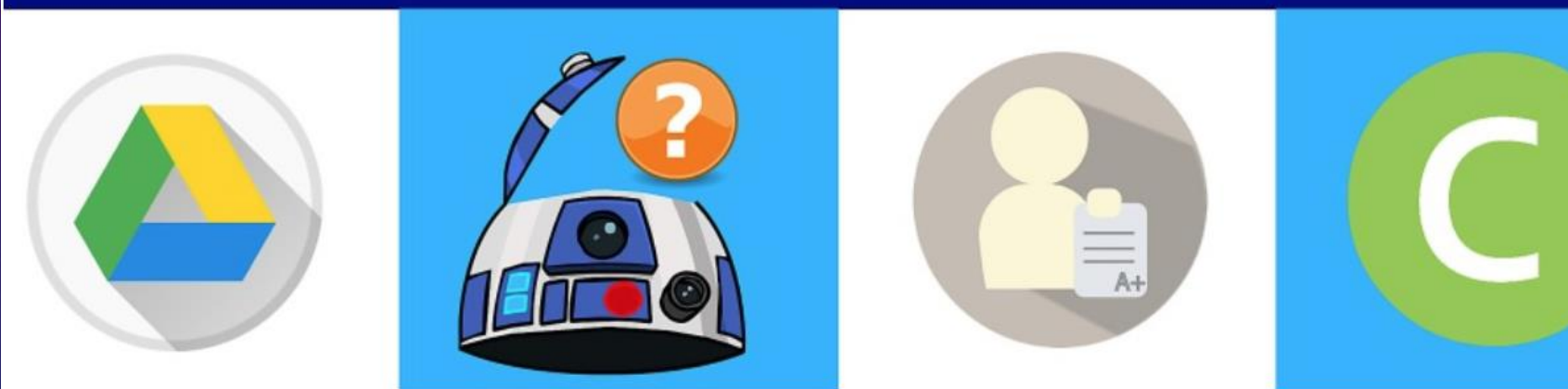
## THINK-PAIR-SHARE PROMPT

What action(s) do you take to maintain academic integrity in your classroom?

(You can start on your exit ticket here.)

# TECH CORNER: JOHN VIEIRA

**PALI EDTECH** PALISADES CHARTER HIGH SCHOOL



Welcome to the new [WWW.PALIEDTECH.ORG](http://WWW.PALIEDTECH.ORG) Website

# CHECKOUT: FRIDAY, DECEMBER 14

MAIN OFFICE	AA OFFICE	ATTENDANCE OFFICE	COUNSELING OFFICE
OPERATIONS; CLASSROOM LOCK-UP	PLC DIGITAL NOTEBOOK PLC STIPEND FORMS	ATTENDANCE RECORDS SIGN-OFF	GRADE BOOKS HUMAN RESOURCES

**DEADLINE :FRIDAY, DECEMBER 14 3:15 PM**

# JANUARY 7<sup>TH</sup> PREVIEW:

BREAKFAST FROM 7:15 AM – 7:40 AM

TRAINING 7:40 AM – 3:15 PM

TRAUMA INFORMED STRATEGIES

CHARTER RENEWAL

HUMAN RESOURCES

TECHNOLOGY:  
INFINITE CAMPUS AND SCHOOLOGY

## CREATING A TRAUMA-SENSITIVE CLASSROOM

BY KRISTIN SOUERS AND PETE HALL

- 4 BIG IDEAS
- 12 STRATEGIES
- 1 SELF-CARE CHALLENGE

### WHAT IS TRAUMA?

“Trauma is an exceptional experience in which powerful and dangerous events overwhelm a person’s capacity to cope” (Rice & Groves, 2005). Keep in mind that the experience doesn’t have to be life-threatening to trigger a trauma response. Adverse Childhood Experiences (ACEs) can have a significant impact on child development.

#### Examples of Some ACEs

- parental divorce
- witnessing domestic violence
- death of a loved one
- physical abuse
- sexual abuse
- parental incarceration
- homelessness
- bullying

✧ Note that it’s the child’s response and interpretation of the event that creates the harmful impact and matters most, not the event itself. ✧

### 5 FUNDAMENTAL TRUTHS

- Trauma is real.
- Trauma is prevalent. In fact, it is likely much more common than we care to admit.
- Trauma is toxic to the brain and affects development and learning.
- Educators need to be prepared to support students who have experienced trauma, even if we don’t know exactly who they are.
- Children are resilient, and within positive learning environments they can grow, learn, and succeed.

Students exposed to trauma and toxic stress are more likely to struggle with academic success. Trauma doesn’t discriminate. It happens across all communities and all cultures.

### THE KNOWN PREVALENCE OF TRAUMA

in the average classroom

PREVALENCE OF TRAUMA KEY:

- Red: Students with 3+ ACEs
- Orange: Students with 2 ACEs
- Yellow: Students with 1 ACE
- Blue: Students with no known ACEs

### WHAT IS A TRAUMA-SENSITIVE LEARNING ENVIRONMENT?

It’s our responsibility as professionals and caregivers to provide a safe, predictable setting for children to be, learn, and thrive. A trauma-sensitive environment—also referred to as a positive learning environment—is a classroom, school, nook, or any other teaching location in which each and every student is healthy, safe, engaged, supported, and challenged.

### 4 BIG IDEAS TO HELP CREATE A TRAUMA-SENSITIVE LEARNING ENVIRONMENT

- Self-Awareness:** What assumptions, thoughts, and fears drive our actions? To best serve those in our care, we first must care for and know ourselves.
- Relationship:** Human connection is the basis of all our work, and in order for us to promote learning and healthy development, we must foster strong interpersonal relationships.
- Belief:** In order for us to positively influence our students, we must be clear on what we believe about children who have experienced or are experiencing trauma and our role in supporting their healthy development.
- Live, Laugh, Love:** Life is a glorious journey. We must find the silver lining in every cloud to be the champions our students so richly deserve.

Please come & join us  
for some Holiday cheer!  
Everyone is welcome "campus--wide."



MERRY  
*and*  
BRIGHT



HOLIDAY PARTY

DECEMBER | 13 | AT 12:30 PM

MERCER HALL

*Games & Prizes*

HOLIDAY CHEER  
DECEMBER 13  
THURSDAY  
12:30 PM



THANK YOU FOR ALL THE EXTRA  
EFFORT THIS SEMESTER!

THROUGH FLOODS AND FIRES, WE HAVE  
CARRIED EACH OTHER, OUR FAMILIES, AND  
OUR STUDENTS THROUGH TO THE END OF A  
SUCCESSFUL SEMESTER.

PALI CARES

MRS. KING

*Stop & Shop for the Holidays at Pali*  
**Not sure what to get a teacher, coach or staff member?**  
*Buy a gift certificate!*

You choose the amount of the gift card and the receiver chooses the gift card!

All certificates will be signed with your student's name and include the message:  
 "Tis the season to be thankful and celebrate all you do!"

1. Fill out the Holiday Gift Certificate form below
2. Have your student deliver to the PALI HIGH LIBRARY  
 the completed form with payment (Check or Cash accepted)

**\*\*Orders must be turned in by December 11**  
 to guarantee delivery before the holiday break!

Parent Name: \_\_\_\_\_  
 Student Name: \_\_\_\_\_  
 Phone #: \_\_\_\_\_  
 Email: \_\_\_\_\_

Circle payment method: **Cash**    **Check** (payable to Palisades Charter HS Booster Club)

Specify amount of the certificate (\$5-\$50)	Teachers Name(s)/ Subject** (EX. Mr. King-History) <i>(There are several teachers with the same name- the more info the better!)</i>	Office Use Cert. #
\$		
\$		
\$		
\$		
\$		
\$		
\$		
\$		
<b>TOTAL</b>	<b>\$\$</b>	

**\*\*\*\*\*I want to donate to the Pali Cares Program\*\*\*\*\***

(A Booster Club Supported Program)

Add a gift card to your order and you will be helping a Pali student in need

\_\_\_ \$5 McDonald's    \_\_\_ \$10 Subway    \_\_\_ \$25 Ralphs    \_\_\_ \$25 Ross Dress for Less

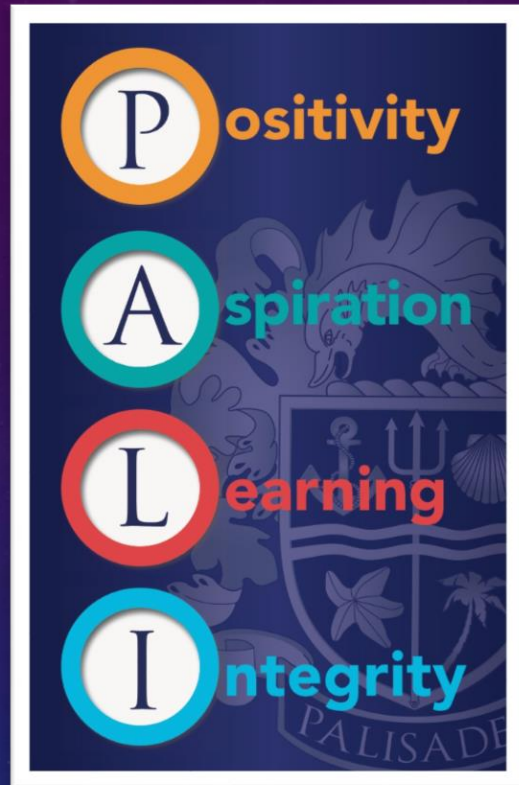
**Please add these donations to my order----New Total \$ \_\_\_\_\_**

# PALI FACULTY ACHIEVEMENT

Congratulations to Angelica Pereyra!



# PALI POSITIVE!



**Positive mind.  
Positive vibes.  
Positive life.**

HAVE A FANTASTIC FINAL STRETCH!





**Positivity**



**Aspiration**



**Learning**



**Integrity**



**P**ositivity

**A**spiration

**L**earning

**I**ntegrity



# PALISADES CHARTER HIGH SCHOOL

**PALISADES CHARTER HIGH SCHOOL  
BOARD OF TRUSTEES MEETING  
EXECUTIVE DIRECTOR AND PRINCIPAL REPORT  
DECEMBER 11, 2018**

## **Math Success Task Force update**

The Math Success Task Force met in November to review progress toward the action plan (*included in meeting materials with meeting minutes*) developed by the group last year and to determine next steps. The group will continue meeting monthly throughout the school year.

## **Professional Development:**

- **Faculty Meetings**

As PCHS works to provide meaningful professional development, we are dedicating faculty meeting time to training and collaboration. Each meeting is developed following a lesson plan model (*December meeting lesson plan and Powerpoint presentation included in meeting materials*). A standing segment in each faculty meeting is the Pali Pause and brief presentation led by the Mindful Messengers student group coordinated by health teacher and Board member Susan Ackerman. Another monthly feature is the Tech Corner presented by Ed Tech Coordinator John Vieira (*See John's Ed Tech Newsletter at [www.paliedtech.org](http://www.paliedtech.org)*). The December meeting focused on Academic Integrity, a topic that is always important but especially so at the end of the semester. A connection was made to the PALI acronym (more information below) that identifies **Integrity** as a core value of our school.

### ***Pali Acronym***

*Positivity - Maintaining a positive attitude and assuming positive intentions in others*

*Aspiration - Adopting a growth mindset, and setting short- and long-term goals*

*Learning - Improving through mistakes and support*

*Integrity - Doing the right thing consistently, even when no one is watching*

*The purpose of the PALI Acronym is to identify an overall standard of values for all PCHS stakeholders and to promote/cultivate positive campus culture and climate to foster civility. The acronym serves as a foundation for school efforts to create procedures, programs, events & activities, curriculum and long and short-term strategic planning.*

After reviewing the PCHS Honor Code, the faculty discussed strategies to prevent cheating and the steps to take when it occurs.

- **Back to School Professional Development Monday, January 7**

The keynote presentation is from Trauma Informed Schools. For more information about TIS, click [HERE](#)





# PALISADES

## CHARTER HIGH SCHOOL

Teachers will also participate in small learning groups addressing the following topics:

- Charter Renewal
- Human Resources Updates
- Technology Focus: Infinite Campus and Schoology

Other professional development opportunities include monthly **New Teacher Meetings** and **Professional Learning Community (PLC)** Meetings

- **Pepperdine Partnership** PCHS is now in partnership with Pepperdine University's Seaver College. We are working together as a Professional Development school site. We have four student teachers here learning from our PCHS master teachers.

### **Policy Development:**

Policies in the development/review process:

1. AP Courses
2. Homework
3. Concurrent Enrollment and Drop
4. Attendance

***PCHS Policy Development Process*** - Administration drafts initial policy. Policy discussed in Curriculum Council/Department Chair meetings. Department chairs discuss in department meetings. Policy comes back to Curriculum Council. Administration reviews. Policy comes to PCHS Board for approval. ***Prep period meetings*** will be held in January to discuss the proposed policies and gather feedback. Input will be included in the Curriculum Council discussion.

### **Communication:**

A **PCHS Annual Progress Report** is in development for the website. The report will feature infographics highlighting academics, programs offered, and unique aspects of our school. The Progress Report is designed to communicate school progress with the campus community. It will also be useful for development and recruitment efforts.

### **Recognition:**

- LAUSD will recognize **Championship Fall Sports Teams** at the December 11 Board meeting. Congratulations to Girls Volleyball, Girls Tennis, and Boys Water Polo teams.
- Human Rights Watch Student Task Force Advisor Angelica Pereyra was recognized with a Certificate of Congressional Recognition from Ted Lieu's Office
- **Pali Positives** are now featured in weekly newsletter in addition to a reserved parking space for a month. Each month a certificated and classified employee are selected for recognition based on going above and beyond to serve students and improve our school.



# PALISADES

## CHARTER HIGH SCHOOL

### **PCHS/PCHS UTLA Bargaining Meetings**

Bargaining teams representing PCHS and PCHS UTLA met on December 5. The next meetings are scheduled for January and February.

## Coversheet

### Request for Allowance of Attendance (J13A) - Approval of Form

**Section:** V. Academic Excellence  
**Item:** A. Request for Allowance of Attendance (J13A) - Approval of Form  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** V\_A\_Request\_J13A\_Approval of Form\_12\_11\_18V2.pdf

# REQUEST FOR ALLOWANCE OF ATTENDANCE DUE TO EMERGENCY CONDITIONS

# Form J-13A

(Revised December 2017)

## California Department of Education

School Fiscal Services Division

Website: <https://www.cde.ca.gov/fg/>

Telephone: 916-324-4541

Email: [attendanceaccounting@cde.ca.gov](mailto:attendanceaccounting@cde.ca.gov)

## Form J-13A Instructions

### Why file:

The Request for Allowance of Attendance Due to Emergency Conditions, Form J-13A is used to obtain approval of attendance and instructional time credit under one or more of the following conditions:

- When one or more schools were closed because of conditions described in *Education Code (EC) Section 41422*.
- When one or more schools were kept open but experienced a material decrease in attendance pursuant to *EC Section 46392* and *California Code of Regulations (CCR)*, Title 5, Section 428.
- When attendance records have been lost or destroyed as described in *EC Section 46391*.

The California Department of Education's (CDE) approval of the J-13A, combined with other attendance records, serve to document the local educational agency's (LEA) compliance with instructional time laws and provide authority to maintain school for less than the required instructional days and minutes without incurring a fiscal penalty to the LEA's Local Control Funding Formula (LCFF) funding.

### How to file:

The Form J-13A is available at <https://www.cde.ca.gov/fq/aa/pa/j13a.asp>. Also available on the J-13A Web page are FAQs and supplemental pages for sections B and C in Excel format. All affidavits must have original signatures.

Charter schools must file separately from the authorizing school district or county office of education (COE).

The LEA governing board must approve each request by completing Section E, Affidavit of School District, County Office of Education, or Charter School Governing Board Members. Once the majority of the governing board members have approved the request, the LEA should keep a copy of the request and then submit the original to the county superintendent who must approve the request before it can be submitted to the State Superintendent of Public Instruction, CDE. Charter schools must submit the request to their authorizing LEA for approval, who will then forward to the county superintendent for approval.

The following summarizes the J-13A submittal and CDE review process:

- The county superintendent executes the Affidavit of County Superintendent of Schools, certifying the approval.
- The COE should keep a copy of the request and mail the original request to the listed CDE address.
- Once CDE has received the Form J-13A, the request will go through a review process. If the request is approved, CDE will e-mail the approval letter and a copy of the request to all contacts listed on the form. CDE will also mail a hardcopy of the approval letter. If the request is denied, CDE will e-mail the denial letter and a copy of the request to all contacts listed on the form. CDE will also mail a hardcopy of the denial letter.

### Where to file:

Mail the entire original Form J-13A to:

School Fiscal Services Division  
California Department of Education  
1430 N Street, Suite 3800  
Sacramento, CA 95814

### General Instructions:

- Multiple emergency events and schools may be included on one Form J-13A. Be sure to include specific detailed information and supporting documents for each event and school.
- If the emergency event resulted in a closure and material decrease, complete sections B and C.
- Supplemental pages for sections B and C are available in Excel format for a request that requires more lines than allocated on Form J-13A.
- Attach supporting documentation. Redact any personally identifiable information. Examples of required supporting documentation:
  - Declaration of a State of Emergency
  - News articles
  - E-mails
  - Invoices

## Form J-13A Instructions

- A local safety officer letter for any incident involving police activity, threats, cyber threats, etc.
- A county public health officer letter for any incident involving epidemic-type illness. The letter is to specify that the illness was an epidemic or that there was an increase in the number of cases of a disease above what is normally expected of the population in that area.

### SECTION A: REQUEST INFORMATION

Refer to the California School Directory at <https://www.cde.ca.gov/schooldirectory/> for information needed to complete this section.

#### PART I: LOCAL EDUCATIONAL AGENCY (LEA)

- LEA Name – Enter the name of the school district, COE, or charter school submitting the Form J-13A.
- County Code – Enter the two-digit county code associated with this entity.
- District Code – Enter the five-digit district code associated with this entity.
- Charter Number – If this request is for a charter school, enter the charter number associated with this entity.
- LEA Superintendent or Administrator Name – Enter the name of the superintendent or administrator associated with this entity.
- Fiscal Year – Enter the fiscal year of the requested emergency closure, material decrease and/or lost or destroyed attendance records.
- Address – Enter the LEA's full address including:
  - Number and street
  - County name
  - City
  - State
  - Zip code
- Contact Information – Enter a contact person for this request. Include the following:
  - Name
  - Title
  - Phone number
  - E-mail address

### PART II: LEA TYPE AND SCHOOL SITE INFORMATION APPLICABLE TO THIS REQUEST

Select the LEA type associated with the request and, for a school district or COE request, if all or select school sites are included in the request. Only one LEA type may be selected.

### PART III: CONDITION(S) APPLICABLE TO THIS REQUEST

Read each condition carefully and select one or more that apply to this request. In addition, indicate if the request is associated with a Declaration of a State of Emergency by the Governor of California.

### SECTION B: SCHOOL CLOSURE

This section is used for closures pursuant to *EC* Section 41422. If the request does not include any school closures, select the "Not Applicable" box on the top right corner and proceed to Section C.

#### PART I: NATURE OF EMERGENCY

Use this field to describe in detail the nature of the emergency(s) that caused the school closure.

#### PART II: SCHOOL INFORMATION

The fields below correspond to the columns on Form J-13A.

- A. School Name – Enter the school name of each school closed on a separate line. Use the supplemental Excel form at <https://www.cde.ca.gov/fg/aa/pa/j13a.asp> if more than 10 lines are needed for this request and select the "Supplemental Page(s) Attached" box on the top right corner.
- B. School Code – Enter the seven-digit school code associated with the school listed in Column A. Use the California School Directory at <https://www.cde.ca.gov/schooldirectory/> to locate the school code.
- C. Site Type – Enter the site type associated with the school listed in Column A. This site information is need for CDE to determine the specific instructional time requirements for the listed school. Choose one of the following site type options:
  - Charter School
  - Community Day
  - Continuation School
  - County Community
  - Juvenile Court School

## Form J-13A Instructions

- Opportunity School
- Special Education
- Traditional

- D. Days in School Calendar – Provide the number of days in the school calendar. Attach a copy of the school calendar to the request. If the request includes multiple schools, attach a copy of each different school calendar and clearly identify which schools follow each calendar. If all schools have the same school calendar, note “all schools” at the top of the calendar.
- E. Emergency Days Built In – Provide the number of additional days the school has built in to the school calendar to use as make-up days for emergency closures.
- F. Built In Emergency Days Used – Provide the number of built in emergency days the school has used so far in the school year.
- G. Date(s) of Emergency Closure – Enter the date(s) closed for the emergency in the current request.
- H. Closure Dates Requested – Of the dates provided in Column G, enter the dates the school will not be able to make-up, and is requesting as part of the Form J-13A.
- I. Total Number of Days Requested – Enter the total number of days for the dates requested in Column H.

Applicable” box on the top right corner and proceed to Section D.

If the attendance of an LEA or a school is less than or equal to 90 percent of "normal" attendance for a reasonable time during or after an emergency event, the LEA may assume that a case exists for claiming emergency attendance credit for the "material decrease" of attendance. According to CCR, Title 5, Section 428, “normal” attendance is the average daily attendance (ADA) for the month of either October or May of the same school year. If the emergency occurred between July and September of the current year, the LEA must wait to submit the request until after October ADA of the current year can be calculated. The October or May ADA is used as a proxy for a normal day of attendance for the emergency day. However, if an emergency occurs in October or May, the LEA may request to use a different month as a proxy for a normal day of attendance for the emergency day.

Pursuant to EC Section 46392, the 90 percent threshold may be waived when the Governor has declared a “State of Emergency.” A copy of the Governor’s declaration should be included in the submittal. Any reduction of attendance in a necessary small school (NSS), even if less than 10 percent, may be considered material.

Attendance must be provided at the school site level. Approval of a districtwide material decrease is contingent upon the inclusion of all district sites, and a districtwide percentage of 90 percent or less on each emergency day. For non-districtwide emergencies, each school must meet the 90 percent threshold on each emergency day for approval of attendance credit.

### PART III: CLOSURE HISTORY

In this section, provide the closure history for the current and five prior fiscal years for all schools included in the request, regardless if a J-13A request was submitted. For example, if a school had multiple closures in one year, group the closures by fiscal year and nature.

School Name	School Code	Fiscal Year	Closure Dates	Nature	Weather Related Yes/No
School #1	0123456	2016-17	12/5, 2/10	Flooding	Yes
School #1	0123456	2016-17	4/17-4/18	Power Outage	No
School #1	0123456	2015-16	12/15-12/6	Road Closures	Yes

### PART I: NATURE OF EMERGENCY

Use this field to describe in detail the nature of the emergency(s) that caused the material decrease in attendance. Provide a detailed explanation for any gap in between emergencies. Request should be accompanied by supporting documents, if applicable.

### PART II: MATERIAL DECREASE CALCULATION

The information provided in Parts II and III will be used to determine if the loss of attendance meets the 90 percent threshold for attendance credit approval (except when the governor declares a state of emergency or in the case of a NSS site), and to calculate the estimated attendance credit

### SECTION C: MATERIAL DECREASE

This section is used to claim attendance for material decreases pursuant to EC Section 46392. If the request does not include any credits for a material decrease in attendance, select the “Not

## Form J-13A Instructions

amount. The fields below correspond to the columns on Form J-13A.

- A. School Name – Enter the school name of each school requesting attendance credit on a separate line. Use the supplemental Excel form at <https://www.cde.ca.gov/fq/aa/pa/j13a.asp> if more than 10 lines are needed for this request and select the “Supplemental Page(s) Attached” box on the top right corner.
- B. School Code – Enter the seven-digit school code associated with the school listed in Column A. Use the California School Directory at <https://www.cde.ca.gov/schooldirectory/> to locate the school code
- C. “Normal” Attendance – Provide the ADA for the school month of October or May of the same school year.

A school month is 20 days, or four weeks of five days each, including legal holidays but excluding weekend makeup classes (*EC* Section 37201). The school calendar begins on the first Monday of the week that includes July 1 or the Monday of the first week of school. As a result, school months can be split between September and October; October and November; April and May; May and June. Therefore, the CDE advises LEAs to use the school month that has the most school days in either October or May.

- D. Dates Used for Determining “Normal” Attendance – Enter the date range of the school month used to provide the ADA in Column C.
- E. Date of Emergency – Enter the date of the emergency. **If the emergency lasted for more than one day, use a separate line for each date.**
- F. Actual Attendance – Provide the actual attendance for the school site on the date of emergency listed in Column E.
- G. Qualifier: 90 Percent or Less (F/C) – Calculated field. If the nature of emergency is consistent with *EC* Section 46392, the school may qualify for an attendance

adjustment when the Actual Attendance (Column F) divided by the “Normal” Attendance (Column C) yields a percentage of 90 percent or less. Exclude any emergency day that yields a percentage of more than 90 percent except when the governor declares a state of emergency or in a case of a NSS site.

- H. Net Increase of Apportionment Days (C-F) – Calculated field. The Actual Attendance (Column F) is subtracted from the “Normal” Attendance (Column C) to determine the Net Increase of Apportionment Days (Column H). When attendance on the date of emergency is greater than the “normal” attendance, this field will yield zero and should be removed from the material decrease calculation table.

**If the request is approved, CDE’s approval letter will include the total net increase of apportionment days, which may differ from the amount shown.** The LEA will then divide this number by the days in the applicable P-1, P-2, or Annual reporting period to determine the ADA increase.

### PART III: MATERIAL DECREASE CALCULATION FOR CONTINUATION HIGH SCHOOLS

Continuation education is an hourly program, therefore the attendance must be provided in hours for continuation schools. Three hours equals one apportionment day. The fields below correspond to the columns on Form J-13A.

- A. School Name – Enter the school name of each continuation school requesting attendance credit on a separate line. Use the supplemental Excel file at <https://www.cde.ca.gov/fq/aa/pa/j13a.asp> if more than five lines are needed for this request and select the “Supplemental Page(s) Attached” box on the top right corner.
- B. School Code – Enter the seven-digit school code associated with the school listed in Column A. Use the California School Directory at <https://www.cde.ca.gov/schooldirectory/> to locate the school code.



## Form J-13A Instructions

- C. "Normal" Attendance Hours – Provide the attendance hours for the continuation school on the same day of the week prior to, or the week following the emergency.

Example: If the emergency day is on a Tuesday, provide the attendance hours on the Tuesday of the week prior to or following the emergency.

- D. Date Used for Determining "Normal" Attendance – Enter the date of the school day used to provide the attendance hours in Column C.
- E. Date of Emergency – Enter the date of the emergency. **If the emergency lasted for more than one day, use a separate line for each date.**
- F. Actual Attendance Hours – Provide the actual attendance hours for the continuation school on the date of emergency.
- G. Qualifier: 90 Percent or Less (F/C) – Calculated field. If the nature of emergency is consistent with *EC* Section 46392, the school may qualify for an attendance adjustment when the Actual Attendance Hours (Column F) divided by the "Normal" Attendance Hours (Column C) yields a percentage of 90 percent or less. Exclude any emergency day that yields a percentage of more than 90 percent except when the governor declares a state of emergency or in a case of a NSS site.
- H. Net Increase of Hours (C-F) – Calculated field. The Actual Attendance Hours (Column F) is subtracted from the "Normal" Attendance Hours (Column C) to determine the Net Increase of Hours (Column H). When attendance on the date of emergency is greater than the "normal" attendance, this field will yield zero and should be removed from the material decrease calculation table.

**If the request is approved, the approval letter will include the total net increase of hours for all continuation schools on the form, which may differ from the amount shown.** The LEA will then convert the hours to apportionment days and divide this number by the days in the applicable P-1,

P-2, or Annual reporting period to determine the ADA increase.

### SECTION D: LOST OR DESTROYED ATTENDANCE RECORDS

If this request does not include any lost or destroyed attendance records, select the "Not Applicable" box on the top right corner and proceed to Section E.

#### PART I: PERIOD OF REQUEST

Enter the dates of the records that were lost or destroyed.

#### PART II: CIRCUMSTANCES

Provide a detailed explanation on the emergency condition(s) and the extent of the lost or destroyed records.

#### PART III: PROPOSAL

Provide a detailed proposal or estimation in the allotted space.

### SECTION E: AFFIDAVIT

A completed affidavit is required before submitting the entire Form J-13A request to CDE.

#### PART I: AFFIDAVIT OF SCHOOL DISTRICT, COUNTY OFFICE OF EDUCATION, OR CHARTER SCHOOL GOVERNING BOARD MEMBERS

- Enter the name of the school district, COE, or charter school.
- Enter the names of the all the board members.
- At least a majority of the board members must sign this affidavit.
- The governing board signatures must be witnessed. The witness person must complete the following fields:
  - Witnessed date
  - Name
  - Signature
  - Title
  - County name

#### PART II: APPROVAL BY SUPERINTENDENT OF CHARTER SCHOOL AUTHORIZER

Only complete for a charter school request. Once the governing board members and witness fields have been completed, this request will be submitted to the charter school's authorizer for approval. An authorizer for a charter school may be

## Form J-13A Instructions

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a school district, COE or State Board of Education.

If approved, the superintendent of the charter school's authorizer will complete the following fields:

- Name
- Signature
- Authorizing LEA Name

### **PART III: AFFIDAVIT OF COUNTY SUPERINTENDENT OF SCHOOLS**

All requests must go to the COE for approval. If approved, the COE will complete Part III of the affidavit. The county superintendent's signature must be witnessed.

- Name of the County Superintendent of Schools (or designee)
- Signature of the County Superintendent of Schools (or designee)
- Witnessed date
- Witness name
- Witness signature
- Witness title
- County name
- Contact person/individual responsible for completing the county affidavit. Include the contact person's name, title, phone number and e-mail address.

CALIFORNIA DEPARTMENT OF EDUCATION  
**REQUEST FOR ALLOWANCE OF ATTENDANCE DUE TO EMERGENCY CONDITIONS**  
 FORM J-13A, REVISED DECEMBER 2017

**SECTION A: REQUEST INFORMATION**

- This form is used to obtain approval of attendance and instructional time credit pursuant to *Education Code (EC)* sections 41422, 46200, 46391, 46392 and *California Code of Regulations (CCR)*, Title 5, Section 428.
- Only schools that report Principal Apportionment average daily attendance (ADA) for the purpose of calculating a K–12 Local Control Funding Formula (LCFF) entitlement should submit this form.
- Refer to the instructions and frequently asked questions at <https://www.cde.ca.gov/fq/aa/pa/j13a.asp> for information regarding the completion of this form.

**PART I: LOCAL EDUCATIONAL AGENCY (LEA)**

LEA NAME:		COUNTY CODE:	DISTRICT CODE:	CHARTER NUMBER (IF APPLICABLE):
LEA SUPERINTENDENT OR ADMINISTRATOR NAME:				FISCAL YEAR:
ADDRESS:			COUNTY NAME:	
CITY:		STATE:	ZIP CODE:	
CONTACT NAME:	TITLE:	PHONE:	E-MAIL:	

**PART II: LEA TYPE AND SCHOOL SITE INFORMATION APPLICABLE TO THIS REQUEST** (Choose only one LEA type):

<input type="checkbox"/> <b>SCHOOL DISTRICT</b> Choose one of the following: <input type="checkbox"/> All district school sites <input type="checkbox"/> Select district school sites	<input type="checkbox"/> <b>COUNTY OFFICE OF EDUCATION (COE)</b> Choose one of the following: <input type="checkbox"/> All COE school sites <input type="checkbox"/> Select COE school sites	<input type="checkbox"/> <b>CHARTER SCHOOL</b>
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**PART III: CONDITION(S) APPLICABLE TO THIS REQUEST:**

<input type="checkbox"/> <b>SCHOOL CLOSURE:</b> When one or more schools were closed because of conditions described in <i>EC</i> Section 41422. LCFF apportionments should be maintained and instructional time credited in Section B for the school(s) without regard to the fact that the school(s) were closed on the dates listed, due to the nature of the emergency. Approval of this request authorizes the LEA to disregard these days in the computation of ADA (per <i>EC</i> Section 41422) without applicable penalty and obtain credit for instructional time for the days and the instructional minutes that would have been regularly offered on those days pursuant to <i>EC</i> Section 46200, et seq. <input type="checkbox"/> There was a Declaration of a State of Emergency by the Governor of California during the dates associated with this request.
<input type="checkbox"/> <b>MATERIAL DECREASE:</b> When one or more schools were kept open but experienced a material decrease in attendance pursuant to <i>EC</i> Section 46392 and <i>CCR</i> , Title 5, Section 428. Material decrease requests that include all school sites within the school district must demonstrate that the school district as a whole experienced a material decrease in attendance. Material decrease requests for one or more but not all sites within the school district must show that each site included in the request experienced a material decrease in attendance pursuant to <i>EC</i> Section 46392 and <i>CCR</i> , Title 5, Section 428. The request for substitution of estimated days of attendance for actual days of attendance is in accordance with the provisions of <i>EC</i> Section 46392. Approval of this request will authorize use of the estimated days of attendance in the computation of LCFF apportionments for the described school(s) and dates in Section C during which school attendance was materially decreased due to the nature of the emergency. <input type="checkbox"/> There was a Declaration of a State of Emergency by the Governor of California during the dates associated with this request.
<input type="checkbox"/> <b>LOST OR DESTROYED ATTENDANCE RECORDS:</b> When attendance records have been lost or destroyed as described in <i>EC</i> Section 46391. Requesting the use of estimated attendance in lieu of attendance that cannot be verified due to the loss or destruction of attendance records. This request is made pursuant to <i>EC</i> Section 46391: <i>"Whenever any attendance records of any district have been lost or destroyed, making it impossible for an accurate report on average daily attendance for the district for any fiscal year to be rendered, which fact shall be shown to the satisfaction of the Superintendent of Public Instruction by the affidavits of the members of the governing board of the district and the county superintendent of schools, the Superintendent of Public Instruction shall estimate the average daily attendance of such district. The estimated average daily attendance shall be deemed to be the actual average daily attendance for that fiscal year for the making of apportionments to the school district from the State School Fund."</i>

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 FORM J-13A, REVISED DECEMBER 2017

**SECTION B: SCHOOL CLOSURE**

Not Applicable (Proceed to Section C)

**PART I: NATURE OF EMERGENCY** (Describe in detail.)

Supplemental Page(s) Attached

**PART II: SCHOOL INFORMATION** (Use the supplemental Excel form at <https://www.cde.ca.gov/fg/aa/pa/j13a.asp> if more than 10 lines are needed for this request. Attach a copy of a school calendar. If the request is for multiple school sites, and the sites have differing school calendars, attach a copy of each different school calendar to the request.)

A	B	C	D	E	F	G	H	I
School Name	School Code	Site Type	Days in School Calendar	Emergency Days Built In	Built In Emergency Days Used	Date(s) of Emergency Closure	Closure Dates Requested	Total Number of Days Requested

**PART III: CLOSURE HISTORY** (List closure history for all schools in Part II. Refer to the instructions for an example.)

A	B	C	D	E	F
School Name	School Code	Fiscal Year	Closure Dates	Nature	Weather Related Yes/No

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**REQUEST FOR ALLOWANCE OF ATTENDANCE DUE TO EMERGENCY CONDITIONS**  
 FORM J-13A, REVISED DECEMBER 2017

**SECTION C: MATERIAL DECREASE**

Not Applicable (Proceed to Section D)

**PART I: NATURE OF EMERGENCY** (Describe in detail.)

Supplemental Page(s) Attached

**PART II: MATERIAL DECREASE CALCULATION** (Use the supplemental Excel file at <https://www.cde.ca.gov/fg/aa/pa/j13a.asp> if more than 10 lines are needed for this request. Refer to the instructions for information on completing the form including the definition of "normal" attendance.)

A	B	C	D	E	F	G*	H
School Name	School Code	"Normal" Attendance (October/May)	Dates Used for Determining "Normal" Attendance	Date of Emergency	Actual Attendance	Qualifier: 90% or Less (F/C)	Net Increase of Apportionment Days (C-F)
			-				
			-				
			-				
			-				
			-				
			-				
			-				
			-				
			-				
			-				
		Total:					

**PART III: MATERIAL DECREASE CALCULATION FOR CONTINUATION HIGH SCHOOLS** (Provide the attendance in hours. Use the supplemental Excel file at <https://www.cde.ca.gov/fg/aa/pa/j13a.asp> if more than 5 lines are needed for this request. Refer to the instructions for information on completing the form including the definition of "normal" attendance.)

A	B	C	D	E	F	G*	H
School Name	School Code	"Normal" Attendance Hours	Date Used for Determining "Normal" Attendance	Date of Emergency	Actual Attendance Hours	Qualifier: 90% or Less (F/C)	Net Increase of Hours (C-F)
		Total:					

\*Qualifier should be 90% or less except when the governor declares a state of emergency or in the case of a Necessary Small School (NSS) site.

CALIFORNIA DEPARTMENT OF EDUCATION  
**REQUEST FOR ALLOWANCE OF ATTENDANCE DUE TO EMERGENCY CONDITIONS**  
FORM J-13A, REVISED DECEMBER 2017

**SECTION D: LOST OR DESTROYED ATTENDANCE RECORDS**

Not Applicable (Proceed to Section E)

**PART I: PERIOD OF REQUEST** The entire period covered by the lost or destroyed records commences with \_\_\_\_\_ up to and including \_\_\_\_\_.

**PART II: CIRCUMSTANCES** (Describe below circumstances and extent of records lost or destroyed.)

**PART III: PROPOSAL** (Describe below the proposal to reconstruct attendance records or estimate attendance in the absence of records.)

CALIFORNIA DEPARTMENT OF EDUCATION  
**REQUEST FOR ALLOWANCE OF ATTENDANCE DUE TO EMERGENCY CONDITIONS**  
FORM J-13A, REVISED DECEMBER 2017

**SECTION E: AFFIDAVIT**

**PART I: AFFIDAVIT OF SCHOOL DISTRICT, COUNTY OFFICE OF EDUCATION, OR CHARTER SCHOOL GOVERNING BOARD MEMBERS** – All applicable sections below must be completed to process this J-13A request.

We, members constituting a majority of the governing board of \_\_\_\_\_, hereby swear (or affirm) that the foregoing statements are true and are based on official records.

Board Members Names

Board Members Signatures

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**At least a majority of the members of the governing board shall execute this affidavit.**

Subscribed and sworn (or affirmed) before me, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Witness: \_\_\_\_\_ Title: \_\_\_\_\_ of \_\_\_\_\_ County, California  
(Name) (Signature)

**PART II: APPROVAL BY SUPERINTENDENT OF CHARTER SCHOOL AUTHORIZER** (Only applicable to charter school requests)

Superintendent (or designee): \_\_\_\_\_ Authorizing LEA Name: \_\_\_\_\_  
(Name) (Signature)

**PART III: AFFIDAVIT OF COUNTY SUPERINTENDENT OF SCHOOLS**

The information and statements contained in the foregoing request are true and correct to the best of my knowledge and belief.

County Superintendent of Schools (or designee): \_\_\_\_\_  
(Name) (Signature)

Subscribed and sworn (or affirmed) before me, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Witness: \_\_\_\_\_ Title: \_\_\_\_\_ of \_\_\_\_\_ County, California  
(Name) (Signature)

COE contact/individual responsible for completing this section:

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

## Coversheet

### LAUSD Compliance & Monitoring Cert. of Board Compliance Review - 2018 - 2019

**Section:** VI. Governance  
**Item:** B. LAUSD Compliance & Monitoring Cert. of Board Compliance Review -  
2018 - 2019  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** VI\_B\_LAUSD Compliance Monitoring Cert For Approval\_12\_11\_18.pdf



## COMPLIANCE MONITORING AND CERTIFICATION OF BOARD COMPLIANCE REVIEW 2018-2019\*

School Name: Palisades Charter High School

LAUSD Loc. Code: 8798

Compliance Requirements*	Supporting Documentation	SCHOOL ADMIN. COMPLIANT	SCHOOL ADMIN. REQUIREMENT IN PROCESS	BOARD CERTIFICATION BY JANUARY 2019
1. The charter school maintains timely and current verification of <b>criminal background and TB clearances</b> for all employees (including substitutes, part-time staff, and temporary employees) and contracting entities (service providers, vendors, and independent contractors). See, e.g., CA Ed. Code § 47605(b)(5)(F); CA Ed. Code §§ 45122.1 and 45125.1; CA Ed. Code § 49406.	Documentation that the school has at least one DOJ-confirmed Custodian of Records	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Completed and signed "Certification of Clearances, Credentialing and Mandated Reporter Training 2018-2019" form	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Completed and signed "Criminal Background Clearance Certification" for each faculty and staff member to certify criminal background clearance prior to employment	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Certification of timely DOJ and TB clearances by all contracting entities	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Documentation of compliance with applicable volunteer clearance requirements, including tuberculosis (TB) risk assessment/clearance requirements under AB 1667	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Compliance Requirements*	Supporting Documentation	SCHOOL ADMIN. COMPLIANT	SCHOOL ADMIN. REQUIREMENT IN PROCESS	BOARD CERTIFICATION BY JANUARY 2019
2. Teachers of core/college preparatory subjects (including but not limited to English language arts, social studies, science, and mathematics) hold an EL Certification and a valid Commission on <b>Teacher Credentialing</b> Certificate, permit, or other documents equivalent to that which a teacher in other public schools would be required to hold per federal and state law, ESSA. See Ed. Code § 47605(1);	For each certificated staff member: Credential(s) appropriate for the position(s) to which the person has been assigned	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Master schedule that shows all assignment(s) of each certificated staff member	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
2a. The administration and board have a system in place for reporting applicable employee misconduct to the Commission on Teacher Credentialing.	Internal human resources procedures	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
3. The Charter Schools Division has been provided with, and parents have access to, the school's most current <b>contact information</b> for each Governing Board member and the <b>2018-2019 Board meetings calendar</b> . See current <i>District Required Language for Independent Charter School Petitions (New and Renewal) and Material Revisions (DRL)</i> .	Accurate and updated school contact information	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Accurate and updated list/roster of Governing Board members and contact information	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Calendar of Governing Board meeting dates and location(s)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
4. Charter school complies with the <b>pre- and post-lottery and enrollment forms</b> guidelines. See <i>Admissions Requirements and Materials</i> (August 2011).	Lottery form and enrollment packet	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
5. Charter school shall ensure that staff receives annual <b>training on the charter school's health, safety, and emergency procedures</b> , and shall maintain a calendar for, and conduct, emergency response drills for students and staff including, but not limited to: <ul style="list-style-type: none"> <li>a. Health, Safety and Emergency Preparedness Plan (School Safety Plan) (see, e.g., CA Ed Code 32280-32289)</li> <li>b. Child Abuse Mandated Reporter training (see AB 1432 (2014); Ed. Code § 44691; Penal Code § 11165.7)</li> </ul>	Comprehensive Health, Safety, and Emergency Plan	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Documentation of emergency drills and preparedness training	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Documentation of timely and compliant Child Abuse Mandated Reporter training	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Compliance Requirements*	Supporting Documentation	SCHOOL ADMIN. COMPLIANT	SCHOOL ADMIN. REQUIREMENT IN PROCESS	BOARD CERTIFICATION BY JANUARY 2019
c. Blood borne Pathogens training (see 8 CCR § 5193) d. Pupil Suicide Prevention Policy, AB 2246 (2016)	Documentation of annual Blood borne Pathogens training	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Documentation of Pupil Suicide Prevention Policy training	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
6. <b>Co-location Charters only-</b> The school administrator and governing board acknowledges and understands that the independent charter school follows applicable District policy, including the District School Safety Plan, as a co-location school.	Participation in District and site level co-location meetings  Review of Policy Bulletin-5532  Meeting with local district site principal for additional information and questions	N/A <input checked="" type="checkbox"/>	N/A <input checked="" type="checkbox"/>	N/A <input checked="" type="checkbox"/>
7. The charter school has either implemented the LAUSD <b>English Learner Master Plan</b> or updated and implemented its own master plan in accordance with English Language Master Plan requirements. See current DRL and 2018-2019 Welcome Letter.	EL Certification Form	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	EL Master Plan has been updated (if the school has not adopted the LAUSD EL Master Plan)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
8. The charter school's school climate and student discipline systems and procedures align with LAUSD's <b>Discipline Foundation Policy</b> and <b>School Climate Bill of Rights</b> . See current DRL.	Description of the school-wide student behavior and discipline system that aligns with Discipline Foundation Policy and School Climate Bill of Rights	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Evidence of the tiered behavior intervention, alternatives to suspension, and school positive behavior support that the school provides	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Compliance Requirements*	Supporting Documentation	SCHOOL ADMIN. COMPLIANT	SCHOOL ADMIN. REQUIREMENT IN PROCESS	BOARD CERTIFICATION BY JANUARY 2019
9. Charter School shall maintain all data involving placement, tracking, and monitoring of student <b>suspensions, expulsions, and reinstatements</b> , and make such outcome data readily available to the LAUSD upon request. The charter school submits student suspension and expulsion data to the Office of Data and Accountability on a monthly basis. See current DRL.	Monthly suspension and expulsion reports	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
10. Charter School ensures that any and all school <b>communications, including the Parent Student Handbook</b> , are consistent with the provisions of school's approved charter as well as applicable law (e.g., translated for 15% and above languages)	Parent Student Handbook	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
11. The charter school's occupancy and use of <b>facilities shall be in compliance</b> with applicable building codes, standards and regulations adopted by the city and/or county agencies responsible for building and safety standards, and the Americans with Disability Act. See Ed. Code § 47610; current DRL.	Current and appropriate Certificate of Occupancy or equivalent; documentation of compliance with fire-life-safety requirements; other required documentation (for any school site not located on District property)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
12. The charter school complies with all <b>federal and state laws related to public entities</b> , including, but not limited to: <ul style="list-style-type: none"> <li>• Ralph M. Brown Act, Gov. Code §§ 54950-54963</li> <li>• Political Reform Act, Gov. Code §§ 81000-91015</li> <li>• Public Records Act, Gov. Code §§ 6250-6276.48</li> </ul> See current DRL.	Board meeting agendas and minutes for the past 12 months	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Verification of compliant public posting of Board agendas, including on the school website	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Evidence of Brown Act training	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Forms 700	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
School policy for responding to Public Records Act requests	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

Compliance Requirements*	Supporting Documentation	SCHOOL ADMIN. COMPLIANT	SCHOOL ADMIN. REQUIREMENT IN PROCESS	BOARD CERTIFICATION BY JANUARY 2019
13. The charter school ensures that its <b>Articles of Incorporation</b> are current and appropriate for the operation of the charter school.	Corporate papers, including any and all Articles of Incorporation (initial documents and any subsequent amendments), for entities affiliated with the charter school	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
14. <b>By-laws</b> are current and consistent with approved charter, Governing Board-approved, and signed by the Governing Board secretary.	Current and signed Board-approved bylaws	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
15. The charter school meets the provisions of eligibility and/or is a participant of state and <b>federal programs and/or grants</b> , which may include but not limited to, the following: Title I, II, III, and other programs, child nutrition programs, Prop 20 – State Lottery, Education Protection Act, Special Education §56000, SB 740, and all other federal and state programs in which the charter school participates.	[See “Fiscal Review” in the <i>Annual Performance-Based Oversight Visit Preparation Guide</i> for list of documentation to be provided to the CSD Fiscal Team]	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
16. The charter school implements its own Uniform Complaint Procedure policies and procedures with appropriate corresponding forms and documents, readily available to stakeholders at the school site and on the school’s website, that are compliant with federal and state requirements., See, e.g., guidance provided at <a href="http://www.cde.ca.gov/re/cp/uc/">http://www.cde.ca.gov/re/cp/uc/</a>	The governing board has reviewed the school’s: <ul style="list-style-type: none"> <li>• UCP policies</li> <li>• UCP procedures</li> <li>• UCP forms</li> </ul>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
17. The charter school, as a recipient of federal reimbursement for the National School Lunch/Breakfast program and/or as a school on District property, has adopted a <b>Local School Wellness Policy</b> . See Healthy, Hunger Free Kids Act of 2010 (Public Law 111–296); Child Nutrition and WIC Reauthorization Act of 2004.  Note: Even if the charter school is not participating in the National School Lunch or Breakfast program, and is not located on District property, development and adoption of an equivalent Wellness Policy likely would benefit the school and its students.	Local School Wellness Policy, including evidence of stakeholder input in the development of the policy and annual progress report	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Compliance Requirements*	Supporting Documentation	SCHOOL ADMIN. COMPLIANT	SCHOOL ADMIN. REQUIREMENT IN PROCESS	BOARD CERTIFICATION BY JANUARY 2019
18. The governing board oversees the development of and approves/adopts the <b>stakeholder engagement</b> process, goals, actions, measurable outcomes, and expenditures in the school's Local Control Accountability Plan (LCAP) and annual updates in consultation with teachers, staff, administrators, parents, and students. See Ed. Code § 47606.5.	Documentation of stakeholder engagement, including Board Meeting Agendas, Board Minutes, and LCAP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
19. The charter school ensures compliance with the LAUSD's <b>Keeping Parents Informed: Charter Public School Transparency Resolution</b> of January 12, 2016, which includes documents available both manually and electronically, and if the charter school occupies a building on the AB300 list (seismic safety survey), it has posted a notice of such status in its main office.	Documentation of discussion by the Governing Board including Board Meeting Agendas and Board Minutes and review that documentation is available both manually and electronically	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
20. The charter school ensures that it is in compliance with all applicable state law regarding homeless and foster youth, including but not limited to the provisions of AB 379 (2015) and Chapter 5.5 (commencing with Section 48850) of Part 27 of Division 4 of Title 2 of the Education Code, as amended from time to time.	Documentation of compliance with the requirements, which may include but is not limited to, the name of the charter school's designee and the partial credit policy, if applicable	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
21. <b>Schools Serving Grade 9 only:</b> The charter school complies with all applicable requirements of the California Mathematics Placement Act of 2015)	Documentation of the adoption of the charter school's established policy in compliance with the California Mathematics Placement Act of 2015, including the Board Meeting Agendas and Board Minutes	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
22. The charter school complies with all applicable requirements of AB 2246: Pupil Suicide Prevention Policies.	Documentation of the adoption of the charter school's policy established in compliance with the AB 2246, including the Board Meeting Agendas and Board Minutes	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Compliance Requirements*	Supporting Documentation	SCHOOL ADMIN. COMPLIANT	SCHOOL ADMIN. REQUIREMENT IN PROCESS	BOARD CERTIFICATION BY JANUARY 2019
23. <b>For High Schools Only:</b> The charter school has obtained WASC accreditation and UCOP Doorways Course Approval	Charter school approvals are listed on the WASC website and UCOP Doorways website	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

## CERTIFICATION OF SCHOOL ADMINISTRATOR'S COMPLIANCE REVIEW

(by October 5, 2018)

The undersigned hereby certifies that, on Oct. 5, 2018 the School Administrator of

Date(s)

Palisades Charter High School

Name of Charter School

reviewed the school's compliance related policies, systems, and procedures.

Dr. Pam Magee

Printed Name of School Administrator

Dr. Pam Magee

Signature of School Administrator

10/5/2018

Date Signed

## CERTIFICATION OF BOARD COMPLIANCE REVIEW

**before January 11, 2019**

The undersigned hereby certifies that, on \_\_\_\_\_, the Governing Board of  
Date(s)

\_\_\_\_\_  
Name of Charter School

reviewed the school's compliance related policies, systems, and procedures.\*\*

Printed Name of Governing Board Chair	Signature of Governing Board Chair	Date Signed

**\*\* Please attach the relevant Board agenda(s) approved minutes for the meeting(s) and agenda approving the minutes at which the Board has reviewed the school's compliance with the items listed above.**



# Coversheet

## Social Media - Social Sentinel Inc., Agreement

**Section:** VII. Facilities/Operations  
**Item:** B. Social Media - Social Sentinel Inc., Agreement  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** VII\_B\_Part 2 School Shootings\_12\_11\_18.pdf  
VII\_B\_Part 1 PCHS\_SSI Service Agreement\_12\_11\_18.pdf

12/5/2018

Billions are now spent to protect kids from school shootings. Has it made them safer? - The Washington Post



# Billions are now spent to protect kids from school shootings. Has it made them safer?

By John Woodrow Cox and  
Steven Rich  
November 13

*[This story has been optimized for offline reading on our apps. For a richer experience, you can find the full version of this story here. An Internet connection is required.]*

ORLANDO — The expo had finally begun, and now hundreds of school administrators streamed into a sprawling, chandeliered ballroom where entrepreneurs awaited, each eager to explain why their product, above all others, was the one worth buying.

Waiters in white button-downs poured glasses of chardonnay and served meatballs wrapped with bacon. In one corner, guests posed with colorful boas and silly hats at a photo booth as a band played Jimmy Buffett covers to the rhythm of a steel drum. For a moment, the festive summer scene, in a hotel 10 miles from Walt Disney World, masked what had brought them all there.

This was the thriving business of campus safety, an industry fueled by an overwhelmingly American form of violence: school shootings.

At one booth, two gray-haired men were selling a 300-pound ballistic whiteboard — adorned with adorable animal illustrations and pocked with five bullet holes — that cost more than \$2,900.

“What we want to do is just to give the kids, the teachers, a chance,” one of them said.

“So they can buy a few minutes,” the other added.

Elsewhere at the July conference, vendors peddled tourniquets and pepper-ball guns, facial-recognition software and a security proposal that would turn former Special Operations officers into undercover teachers. Threaded into every pitch, just five months after a Parkland, Fla., massacre, was the implication that their product or service would make students safer — that, if purchased, it might save a life.

What few of the salespeople could offer, however, was proof.

Although school security has grown into a [\\$2.7 billion market](#) — an estimate that does not account for the billions more spent on armed campus police officers — little research has been done on which safety measures do and do not protect students from gun violence. Earlier this fall, The Washington Post sent surveys to [every school in its database](#) that had endured a shooting of some kind since the 2012 killings of 20 first-graders in Newtown, Conn., which prompted a surge of security spending by districts across the country.

Of the 79 schools contacted, 34 provided answers, including Sandy Hook Elementary. Their responses to questions about what they learned — some brief but many rich in detail — provide valuable insight from administrators in urban, suburban and rural districts who, as a group, have faced the full spectrum of campus gun violence: targeted, indiscriminate, accidental and self-inflicted.

When asked what, if anything, could have prevented the shootings at their schools, nearly half replied that there was nothing they could have done. Several, however, emphasized the critical importance of their staffs developing deep, trusting relationships with students, who often hear about threats before teachers do.

Only one school suggested that any kind of safety technology might have made a difference. Many had robust security plans already in place but still couldn't stop the incidents.

In 2016, Utah's Union Middle School had a surveillance system, external doors that could be accessed only with IDs and an armed policewoman, known as a resource officer, when a 14-year-old boy shot another student twice in the head during a confrontation outside the building just after classes ended.

"Even if we would have had metal detectors, it would not have mattered," wrote Jeffrey P. Haney, district spokesman. "If we would have had armed guards at the entrance of the school, it would not have mattered. If we would have required students to have see-through backpacks and bags, it would not have mattered."

The survey responses are consistent with a federally funded 2016 study by Johns Hopkins University that concluded there was "limited and conflicting evidence in the literature on the short- and long-term effectiveness of school safety technology."

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Billions are now spent to protect kids from school shootings. Has it made them safer? - The Washington Post

The schools that have experienced gun violence consistently cited simple, well-established safety measures as most effective at minimizing harm: drills that teach rapid lockdown and evacuation strategies, doors that can be secured in seconds and resource officers, or other adults, who act quickly.

But fear has long dictated what schools invest in, and although campus shootings remain extremely rare, many superintendents are under intense pressure from parents to do something — anything — to make their kids safer. It was the nation's renewed anxiety, after 17 people were killed at Marjory Stoneman Douglas High in February, that had drawn so many administrators to the National School Safety Conference at the Florida hotel, 200 miles north of Parkland.

Also there, hoping to capture some piece of the new spending, were 105 vendors, an all-time high for the expo and a 75 percent increase over the previous year.

“This is our first school conference that we’ve ever done,” said SAM Medical sales director Denise Ehlert, who, at one point that evening, knelt down and encouraged a 6-year-old girl to tighten a tourniquet on a woman’s arm as a way to demonstrate that anyone could do it.

“This is brand new. . . . This is our first show,” said Paul Noe, who had come to sell a high-tech, armored classroom door that, for the price of \$4,000, he claimed could stop bullets, identify the weapon, photograph the shooter and notify police. The bright yellow one they’d put on display had been shot 57 times.

“We just released it in the past couple of months to be available to schools, and we’ve been obviously overwhelmed with interest,” said Monte Scott, who sells guns that fire balls packed with a potent pepper mixture meant to disable a shooter. Scott had just returned from training U.S. troops in Afghanistan on how to use the weapons in a combat zone.

Echoing a frequent refrain at the expo, Justin Kuhn said his own children, not money, led him to found his company, which produces an elaborate door-security and weapons-detection system.

Although Kuhn, who had previously invented a scraper blade and a car wax, acknowledged he didn’t know whether his new product would have stopped the attack at Stoneman Douglas, he had still tried to leverage the bloodshed. Standing next to his company’s 2,500-pound aluminum-framed vestibule, he recalled a meeting in Indiana with one district’s head of school safety who had noted that the price tag for Kuhn’s entire system seemed steep.



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officer gunned down an active shooter. (To put that in perspective, at least seven shootings in the same period were halted by malfunctioning weapons or by the gunman's inability to handle them.)

While the mere presence of the officers may deter some gun violence, The Post found that, in dozens of cases, it didn't: Among the more than 225 incidents on campuses since 1999, at least 40 percent of the affected schools employed an officer.

Beyond armed security or any other particular safety measure, survey respondents emphasized that nothing was more important to minimizing the violence than preparation.

In November, staff at Rancho Tehama Elementary, a school in rural Northern California, heard what sounded like gunshots and hustled the children outside into the building. All students and staff had locked down, something they regularly practiced, 48 seconds after a secretary called for it — and just 10 seconds before a man with an AR-15-style rifle reached the quad. The gunman, who had already killed five people that day, fired more than 100 rounds, shattering glass and tearing holes in walls.

He tried to enter classrooms and the main office, but all were secured. Six minutes after arriving, he gave up and left, taking his own life a short time later. One student, age 6, was wounded but survived.

The school's security plan worked "flawlessly," wrote Superintendent Richard Fitzpatrick, but that didn't diminish the indignation he felt that his students and staff had suffered through the terror — and that so little had been to done ensure someone else couldn't attempt to do the same thing, there or at any other American school.

The attacker, who had been stripped of his guns by a judge, had built the weapons he used with parts, many of which are readily available online.

Without what Fitzpatrick called "sensible gun control ... We are largely powerless from determined shooters with high-capacity, high-velocity, semi-automatic assault rifles."

The idea for Jordan Goudreau's business came to him in Puerto Rico, where he had traveled to work in private security in the aftermath of Hurricane Maria. Goudreau, a U.S. Army combat veteran, was making lots of money on the island, he said, but the new opportunity was too enticing to pass up.

"I saw Parkland, and I was like, 'Well, nobody's really tackling this, so I want to fix this,'" Goudreau explained at the expo in Florida, where the state legislature had just committed more than a quarter-billion dollars to school safety.

The solution, Goudreau concluded, was to embed former Special Operations agents, posing as teachers, inside schools. He argued that the benefits over resource officers were obvious.

First, because the children wouldn't know who his guys really are (or that they're armed and adept at counterterrorism tactics), students would be more likely to open up, giving agents a chance to glean information that could expose a potential threat.

"He's just a — he's a cool shop teacher: 'Hey, what's up, fellas,'" said Goudreau, 42, envisioning a potential conversation with a child. "I go sit down with a kid who's alone, playing 'Dungeons and Dragons,' and I just try to see whether there's any problems."

Second, Goudreau said, his men all thrive in combat and could quickly snipe a shooter.

"The beauty of it is it's all for the price of a Netflix subscription, so it's really hard to argue with me about, 'Well, it costs too much.' You can't tell me that," insisted Goudreau, hair buzzed and jaw square.

No schools had yet signed on for the program, and he still hadn't worked out a number of the business plan's precise details, but Goudreau was certain that he wanted to bill the parents of each student directly (for \$8.99 a month) so his staff could remain independent from any district's "chain of command."

When the media relations liaison standing beside him at their booth suggested that, if necessary, they could go through school boards and accept government money, Goudreau cut him off.

"But we don't want to. We don't want that," he said. "We want private money, because it's faster."

Among the many challenges educators face in trying to protect their students from harm is determining what product, or person, to trust.

As [Home Depot](#) and [Walmart](#) market \$150 bulletproof backpacks to frightened parents, administrators are being inundated with pitches from entrepreneurs pushing new concepts that make grand promises. One superintendent who responded to the survey said that within

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hours of a shooting earlier this year, her inbox was “flooded from vendors with some pretty disrespectful and tacky statements: ‘had you had this . . . ; ‘if you had this . . .’”

The industry is also rife with self-appointed experts and consultants who claim to know what safety measures are most effective, but given that so little government or academic research has been done on what insulates students from on-campus gun violence, it’s enormously difficult for schools to reach conclusions based in fact.

“Decisions about whether to invest in school security technology for a school or school district are complex,” the Johns Hopkins study said. “Many choices about the technology selected, however, may be made with incomplete information or with information that is influenced more by political or reactionary consideration than by local conditions.”

For administrators at the expo, trying to understand which vendors were true authorities was especially tricky, in part because, like Goudreau, dozens had worked in other industries before pivoting to school security.

Joe Taylor, co-founder of Nightlock, created a residential door barricade 15 years ago after someone tried to break into his parents’ home. Back then, he never envisioned producing a version for classrooms. Now, schools make up 95 percent of his business.

As he explained that the company had made the transition after being bombarded with requests following the Sandy Hook shooting, a man approached his booth.

“I just bought about \$7,000 worth of these,” said Cas Gant, an assistant principal from a charter school in Panama City, Fla.

Taylor noted that, at one point, his devices were back-ordered nearly two months.

“Right after the Parkland shooting —” he said, pausing.

“A surge?” asked Gant’s wife, Desiree.

“There was a big surge,” he said. “But we’re finally caught up.”

“That’s good,” she said. “Anything to keep our babies safe.”



As the men continued discussing the door lock, Desiree looked around, taking in the scene. Her husband had attended school safety expos before, but this was her first.

“This is sad. I came in here with my mouth wide open,” she murmured. “Isn’t it scary that we literally have to go through this — that all of these vendors are here?”

Carl Manna, an assistant principal at another Florida high school, felt the same way as he wandered the room, though none of this was new to him.

At one booth, he paused to stare at a photo from Forest High showing the desks and chairs that had been stacked to the classroom’s ceiling to keep the gunman out. Months earlier, Manna had pretended to be an active shooter in a training video his school produced.

“That,” he said, “is what the room looked like after I left.”

The video opens with Manna, in jeans and a dark hoodie, stalking Branford High’s hallways. In his right hand, he holds a water pistol wrapped with black tape.

Manna, also the narrator, explains that the video would review “ALICE” training, a set of strategies developed by an Ohio-based company that teaches people how to respond to active shooters. The acronym stands for Alert, Lockdown, Inform, Counter and Evacuate. “The proper use of these five steps could save your life,” he says, as the video illustrates a series of widely accepted approaches to staying safe in an active-shooter situation.

Then, at the 2:13 mark, a plastic Germ-X hand sanitizer bottle appears on the screen, followed by a 20-ounce Mountain Dew, a travel mug and an Adobe Photoshop hardcover textbook.

“Once you have locked and barricaded the door, quickly move to an area out of sight,” Manna says. “Grab several items you can use to protect yourself. Every room is equipped with something that could distract and defend against the aggressor.”

Seconds later, the video shows Manna and a disguised administrator at another high school each entering classrooms, their guns raised. When Manna walks in, he’s bombarded with flying bottles, books and a backpack before the teenagers rush him. In the other video, kids tackle the man to the floor directly beneath an American flag mounted to the wall.

12/5/2018

Billions are now spent to protect kids from school shootings. Has it made them safer? - The Washington Post

This is what the ALICE Training Institute describes as “counter.”

The drills have grown in popularity in recent years, and many schools, including some of those surveyed, have credited its conventional lockdown and evacuation training with saving the lives of students and staff. But numerous ALICE critics — including consultants, school psychologists, safety experts and parents — have argued that teaching children to physically confront gunmen, under any circumstances, is dangerous and irresponsible.

“What if the person is ex-military or the person has police training, and you’re teaching the student to throw a can of green beans or attack?” asked Joe E. Carter, vice president of business development and marketing at United Educators, an insurance company that covers more than 800 K-12 schools around the country. “I haven’t seen any data out there — real data — that this is something that makes it safer.”

Representatives from ALICE, which was founded by a former police officer, insist that the counter strategies should be used as a last resort and that schools are responsible for deciding what’s suitable for their students. Colleen Lerch, a marketing specialist at the company, said their instructors recommend “SWARM” techniques — in which kids may gang tackle shooters — only to students who are at least 13 or 14 years old.

“At this age, it is statistically very high that the shooter will be the same age as potential victims. A room full of 14 year olds can easily control another 14 year old,” Lerch asserted in an email to The Post, though she provided no evidence to support either claim.

In fact, a third of shooters who attack middle and high schools are older than their victims, according to a Post analysis. Also, while The Post found that adults who were not members of law enforcement have subdued more than a dozen school shooters over the past 19 years — including on at least three campuses that underwent ALICE training — the company could not point to a single case in which students used its counter techniques to take down a gunman.

On multiple occasions, however, students who have confronted armed attackers, whether on purpose or accidentally, have been killed or wounded. Last year, a 15-year-old boy was shot to death at Freeman High, just outside Spokane in rural Rockford, Wash., after he tried to stop an armed student in the hallway. Three months later, a 17-year-old was killed when he came upon a gunman in the bathroom who was readying an attack at Aztec High in New Mexico, and a 17-year-old girl was wounded when she did the same thing at Alpine High in Texas two years ago.

Malcolm Hines, head of safety for the Florida district where Manna participated in the active-shooter video, understood criticisms of the counter training but said he also suspected some parents would object if the kids weren't taught how to defend themselves.

"This is an option for them to at least fight back," said Hines, whose district has paid ALICE more than \$7,500 since late last year.

In numerous ALICE training videos online, the plan always works to perfection: Students pelt the faux shooter with objects the moment he appears, then — without hesitation — several kids charge the intruder, easily bringing him to the ground before he fires a shot.

It's ludicrous, critics say, to think that children would behave with such decisiveness and precision if they were facing a real gunman.

"There is no research/evidence . . . that teaching students to attack a shooter is either effective or safe," Katherine C. Cowan, spokeswoman for the National Association of School Psychologists, wrote in a statement to The Post. "It presumes an ability to transform psychologically from a frightened kid to an attacker in the moment of crisis, the ability to successfully execute the attack on the shooter (e.g., hit the shooter with the book or rock, knock them down, etc.) again in a crisis situation, the ability to not accidentally hurt a classmate, the reality that unsuccessfully going on the attack might make that student a more likely target of the shooter."

Nicole Hockley, whose 6-year-old son, Dylan, was killed at Sandy Hook Elementary in 2012, concluded long ago that much of America looks at school safety the wrong way.

"It's so much focus on imminent danger and what you do in the moment," she said, "as opposed to what you do to stop it from happening in the first place."

Hockley and her colleagues at Sandy Hook Promise, a nonprofit she co-founded, have argued that reforming gun laws would make a difference, but she knows that there are other, perhaps more attainable, ways to prevent harm, too. In March, her organization launched the Say Something Anonymous Reporting System, which allows users to privately submit safety concerns through a computer, phone or app.

Because many, if not most, shooters offer some indication of their intentions through comments to friends or online, Hockley has for years encouraged students to speak up if they're aware of a potential threat. Often, though, kids said that they feared repercussions, a concern that the anonymity should alleviate.

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The service, which is free and will be adopted by more than 650 districts by January, has already produced meaningful results.

At the start of this school year, the organization said, a tipster informed the crisis center that a student who might have access to guns had talked about shooting gay classmates. Staff immediately contacted local law enforcement and school district leaders, who intervened. In another case, someone reported that an eighth-grade friend was cutting herself and considering suicide. Sandy Hook Promise said the girl is now receiving treatment.

The system and others like it address what several of the surveyed schools said was the only thing that could have stopped the shootings on their campuses: a tip from someone who knew it might happen.

No one at a South Carolina school knew that a former student would drive there and open fire on the playground two years ago, but afterward, the superintendent in Anderson County, Joanne Avery, fixated on finding another way to keep her kids safe.

Avery overhauled the school system's safety measures after the shooting, adding resource officers, increasing the number of active-shooter drills, installing trauma kits, updating surveillance systems and providing receptionists with panic buttons.

She changed one district practice, too.

The shooter, who was 14 at the time, had been expelled from a middle school in a neighboring district after making threats and bringing a hatchet in his bag. It was then, in his isolation as a home-schooler, that he became obsessed with mass murderers and planned his attack on [Townville Elementary](#).

So, early this year, when the principal at one of her schools asked to expel a student who'd talked on social media about bludgeoning classmates, Avery said no.

"I'm not just going to expel him and be done with him," she recalled telling the principal. "You're going to increase your chances of that person coming back to your school and doing harm."

Instead, Avery met with the sheriff's office, a prosecutor and the area's executive director for mental health.

“We’ve got to do something for these kind of kids,” she told them, and what they did was conduct a criminal investigation, charge the boy and set a court date.

She attended, and although the student’s mother argued that he should be released, Avery had told the prosecutor she wanted to make sure he got help. The judge listened, sending him to juvenile detention and ordering that he undergo a mental health evaluation and receive counseling.

Months later, at another hearing, the boy’s mother argued again that he should be released. Avery didn’t oppose that, but again, she asked that he continue to receive support. And again, the judge listened, sending the boy to an alternative school and ordering that he and his mother receive additional counseling. A probation officer was also assigned to check on him every week.

Avery doesn’t know whether the boy ever would have carried out his threats. But she witnessed the damage caused by 12 seconds of gunfire — a first-grader dead, survivors overcome with trauma, a community splintered — and she does know what her time and effort cost: nothing.



#### John Woodrow Cox

John Woodrow Cox is an enterprise reporter at The Washington Post. He previously worked at the Tampa Bay Times and at the Valley News in New Hampshire. [Follow](#)



#### Steven Rich

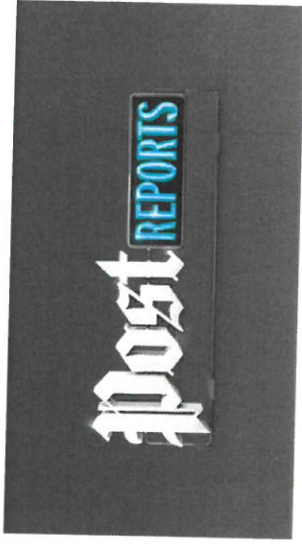
Steven Rich is the database editor for investigations at The Washington Post. While at The Post, he has worked on investigations involving the National Security Agency, police shootings, tax liens and civil forfeiture. He was a reporter on two teams to win Pulitzer Prizes, for public service in 2014 and national reporting in 2016. [Follow](#)

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**SOCIAL SENTINEL, INC.**  
**SOCIAL SENTINEL® SERVICE ORDER FORM**

Order Form Number:		Order Form Expiration Date:	December 14, 2018
Sales Contact:	Mike Snook	Sales Contact Phone #:	203-885-5718

Client Information			
Client Name:	Palisades Charter High School (CA)		
<b>Client Billing Contact</b>		<b>Client Support Contact</b> ( <i>Identify at least one</i> )	
Contact Name:	Don Parcell	Contact Name:	Jeff Roepel
Title:	Director of Operations	Title:	Director of IT
Address:	1577 Bowdoin St	Address:	same
City, State, ZIP:	Pacific Palisades, CA 90272	City, State, ZIP:	same
Phone:	310-230-6625	Phone:	310-230-6666
Email:	<a href="mailto:dparcell@palihigh.org">dparcell@palihigh.org</a>	Email:	<a href="mailto:jroepel@palihigh.org">jroepel@palihigh.org</a>

Term	Service Fees	Data Usage Fees	Total Fees	
Annual Period 1	1/1/2019 to 12/31/2019	\$5,000.00	\$1,000.00	\$6,000.00
Annual Period 2	1/1/2020 to 12/31/2021	\$11,000.00	\$1,000.00	\$12,000.00

<b>Does Client require a PO?</b>		<b>PO Contact Info:</b>	
<b>Effective Date of Agreement:</b>	<b>December 14, 2018</b>		

**PLEASE READ THIS CAREFULLY:** Client's use of the Social Sentinel® service (the "Service") will be governed by the terms and conditions of this Order Form and the Social Sentinel Service Terms of Use (the "TOU") (together, the "Agreement") in effect as of the Effective Date provided on this Order Form (the "Effective Date"). By signing this Order Form, Client agrees to be bound by the terms and conditions of both the Order Form and the TOU, effective as of the Effective Date, as long as the Effective Date is following the Client's authorized signing of this Order Form to follow the formal approval of the Service, Order Form and TOU by the Client's Board of Trustees.

The "Term" for this Agreement will commence on the Effective Date and will continue for the duration of the Annual Periods set forth above. Either party may terminate this Agreement at the end of any Annual Period for convenience upon at least thirty (30) days written notice to the other party prior to the end of such Annual Period. No terms, provisions or conditions of any purchase order or other business form issued by Client relating to this Agreement will have any effect on the rights, duties or obligations of the parties under, or otherwise modify, this Agreement, regardless of any failure of Social Sentinel to object to such terms, provisions or conditions. The person signing this Order Form represents and warrants that the person has the authority to bind Client and agrees that this Agreement may be electronically signed. The parties agree the electronic signatures appearing on this Order Form are intended to authenticate this writing and have the same force and effect as hand-written signatures for purposes of validity, enforceability and admissibility.

<b>SOCIAL SENTINEL, INC.</b>	<b>CLIENT:</b>
<b>Signature:</b>	<b>Signature:</b>
<b>Print Name:</b> Richard Gibbs	<b>Print Name:</b> Dr. Pamela Magee
<b>Title:</b> President	<b>Title:</b> Executive Director & Principal
<b>Date:</b>	<b>Date:</b>



**SOCIAL SENTINEL, INC.**  
**SOCIAL SENTINEL<sup>®</sup> SERVICE TERMS OF USE**

These Social Sentinel<sup>®</sup> Service Terms of Use (“TOU”) are incorporated by reference into the Social Sentinel<sup>®</sup> Service Order Form (the “Order Form”) executed between the Client identified on the applicable Order Form and Social Sentinel, Inc. (“Social Sentinel”) (together, the “Parties”). The services provided by Social Sentinel to Client, as indicated in the Order Form, will collectively be referred to as the “Service.” The TOU, the Order Form, and any approved addenda or schedules will be the entire agreement by and between Parties (the “Agreement”).

1. Definitions.

“Annual Period” means the one (1) year period of time during which Client receives the Service under this Agreement. Notwithstanding the foregoing, if explicitly stated in the Order Form, Annual Period 1 may be more or less than one year depending on the Effective Date of the Agreement.

“Confidential Information” means all confidential information in oral, written, graphic, electronic or other form including, but not limited to, past, present and future keywords/phrases, refined keywords/phrases, algorithms, filters, library, topic areas, business, financial and commercial information, prices and pricing methods, trade secrets, ideas, inventions, discoveries, methods, processes, know-how, computer programs, source code, and any other data or information disclosed, whether orally, visually or in writing. Confidential information also includes any nonpublic personal information provided by Client when using the Service, including information that constitutes pupil record information as defined in the federal Family Educational Rights and Privacy Act (20 U.S.C. Sec. 1232g) (“FERPA”) and California Education Code 49076. To the extent Social Sentinel receives any pupil record information from Client, Social Sentinel agrees it will not disclose it and will use that information only as permitted in this Agreement. Confidential Information will not include data or information that: (a) is publicly available Social Media Data (as defined in Section 10.1 below); (b) is other information that was in the public domain at the time it was disclosed or falls within the public domain, except through the fault of the receiving party; (c) was known to the receiving party at the time of disclosure without an obligation of confidentiality, as evidenced by the receiving party's written records; (d) becomes known to the receiving party from a source other than the disclosing party without an obligation of confidentiality; or (e) is developed by the receiving party independently of the disclosing party's confidential information as demonstrated by written records.

“Data Usage Fees” means the variable third party data consumption and processing fees that Social Sentinel will incur on Client's behalf in connection with Client's use of the Service, including but not limited to data ingestion fees imposed by social media services and other third-party data providers. As more fully outlined in Section 3.5, below, the Data Usage Fees outlined on the Order Form represents Social Sentinel's good faith effort to prospectively estimate such variable costs during each Annual Period.

“Documentation” means user guides, documentation, reports, and other help materials specifically describing the Service, as may be made available by Social Sentinel to Client and updated from time to time by Social Sentinel at Social Sentinel's sole discretion.

“Malicious Code” means any software code or program that may prevent, impair or otherwise adversely affect the operation of any computer software, hardware or network, or adversely affect access to, or the confidentiality of, any system or data, or adversely affect the user experience, including worms, Trojan horses, viruses and other similar things or devices.

“Service” means the Social Sentinel software as a service (SaaS) (and related Documentation), as updated from time to time, provided by Social Sentinel to Client that can help alert Client to threats through data and information shared publicly on social media and blog streams (“Alerts”), which Alerts Client may aggregate and assess for potential risks in the areas of security, public safety, harm, wellness or acts of violence. The Service includes the Sentinel Search<sup>SM</sup> Library, Local+<sup>SM</sup> algorithms, and the Roles and Permissions Tool.

“Service Fees” means the fees for Social Sentinel's provision of the Service to Client (and, collectively, with the

Data Usage Fees, the “Fees”).

“User” means an individual who: (a) is Client’s employee or contractor, (b) is authorized by Client to use the Service, and (c) to whom Client (or Social Sentinel at Client’s request) has supplied a user identification and password.

2. Right to Use the Service. Social Sentinel hereby provides Client the right to use the Service during the Term (as defined in Section 4.1, below) in accordance with the terms and conditions of this Agreement. Any use of the Service not expressly authorized in this Agreement is strictly prohibited.

### 3. Fees and Payment

3.1. Fees. For each Annual Period, Client shall pay the Fees to Social Sentinel in the amounts set forth in the Order Form. Except as otherwise provided herein, (a) Fees are based on the Service subscription, and not actual usage, and (b) except as otherwise stated in Section 4.4, payment obligations are non-cancelable and any Fees paid are non-refundable.

3.2. Invoicing and Payment. Fees for Annual Period 1 will be invoiced upon Social Sentinel’s receipt of the properly executed Agreement from Client. Fees for subsequent Annual Periods will be invoiced at the beginning of each Annual Period. Fees for increased Data Usage Fees will be invoiced as provided in Section 3.5, below. All payments are due from Client thirty (30) days from date of invoice. Client is responsible for providing complete and accurate billing and contact information to Social Sentinel and notifying Social Sentinel of any changes to such information.

3.3. Overdue Fees. If Client fails to make payments when due, then in addition to Social Sentinel’s other rights and remedies, Social Sentinel will have the right, at its sole discretion, to suspend the Service pending Client’s full payment of any outstanding fees, immediately terminate this Agreement, and/or recover Social Sentinel’s reasonable costs and expenses, including reasonable attorneys’ fees, expended in collection of such amounts due. Unpaid amounts shall accrue interest at the lesser of one and one-half percent (1.5%) per month or the maximum amount chargeable by law, commencing thirty (30) days from when the payment was due and continuing until fully paid.

3.4. Taxes. Unless otherwise stated, Social Sentinel’s fees and pricing do not include any taxes, levies, duties or similar governmental assessments of any nature, including but not limited to value-added, sales, use or withholding taxes, assessable by any local, state, provincial, federal or foreign jurisdiction (collectively, “Taxes”). Client is responsible for paying all Taxes associated with Client’s use of the Service and licenses under this Agreement, however, since Client is a tax exempt organization they will not be responsible for any taxes related to this Agreement..

3.5. Data Usage Fees. Client acknowledges and understands that the Data Usage Fees outlined in the Order Form represent Social Sentinel’s good faith effort at the time the Order Form is executed to estimate, on an annual basis, variable fees that can be known for certain only at a future date. Once actual Data Usage Fees are ascertainable for a current Annual Period, or Social Sentinel has a good faith belief that any Data Usage Fees for any given future Annual Period need adjustment, Social Sentinel may, in its sole discretion, adjust such Data Usage Fees by providing Client with written notice (which notice may be by email or through the Service) as follows: (a) Should the adjustment be made to a current Annual Period, Social Sentinel may invoice Client for, and Client shall pay as outlined in this Section 3, the difference in cost between the original Data Usage Fee amount and the actual Data Usage Fee amount. (b) Should an adjustment be made to a future Annual Period, Social Sentinel may modify the Data Usage Fee for such Annual Period and the updated Data Usage Fee shall be binding upon Client. Data Usage Fees reflect third party costs, but Social Sentinel will make commercially reasonable efforts to limit any increase in Data Usage Fees (whether under 3.5(a) or 3.5(b)) to no more than 10%. Notwithstanding (a) and (b), above, for any increases to Data Usage Fees, Client has the right, in its sole discretion, to terminate this Agreement within thirty (30) days of receipt of the notice of increase by Social Sentinel.

#### 4. Term and Termination

4.1. As noted in the Order Form, the “Term” will commence on the Effective Date and (unless this Agreement is otherwise terminated as outlined herein) will continue for the duration of the Annual Periods set forth in the Order Form. Either party may terminate this Agreement at the end of any Annual Period for convenience upon at least thirty (30) days written notice to the other party prior to the end of such Annual Period.

4.2. In addition, either party may terminate this Agreement for cause: (a) upon thirty (30) days written notice to the other party of a material breach if such breach remains uncured at the expiration of such period; (b) immediately upon written notice to the other party of a material breach that is incapable of cure; or (c) immediately if the other party becomes the subject of a petition in bankruptcy or any other proceeding relating to insolvency, receivership, liquidation or assignment for the benefit of creditors.

4.3. Social Sentinel may modify this Agreement from time to time. Such modifications generally will be effective at the beginning of the next Annual Period, except for limited circumstances where Social Sentinel makes a reasonable determination that a modification should go into effect at an earlier date. If Social Sentinel makes modifications to the Agreement, Social Sentinel will provide Client notice either by email, through the Service, or by other means, to provide Client the opportunity to review the modifications before they become effective. If Client accepts the modifications, such modifications will become effective upon acceptance or as otherwise provided in such modification. If Client objects reasonably to any such modifications, unless otherwise agreed to by the parties, this Agreement will terminate effective thirty (30) days from notice to Social Sentinel of such objection, and Social Sentinel will refund a pro-rated portion of the Fees prepaid for the current Annual Period.

4.4. Upon termination, Client’s rights and access to the Service will terminate, and Client will discontinue all use of the Service. As outlined in Section 3.1, the Fees for any paid Annual Period are non-refundable. Notwithstanding the forgoing, should Client terminate the Agreement for cause under Section 4.2, or due to changes to the Agreement via Section 4.3, or should Social Sentinel terminate the Agreement for convenience under Section 4.1, Social Sentinel will refund a pro-rated portion of the Fees prepaid for any Annual Period.

4.5. Upon expiration or termination of this Agreement for any reason, those provisions of the Agreement that by their nature are intended to survive will survive in accordance with their terms, including, but not limited to, Sections 7 through 12.

#### 5. Client’s Use of the Service and Restrictions.

5.1. Client may use and access the Service solely to aggregate and assess publicly available social media and blog streams for potential threats in the areas of security, public safety, school safety, harm, wellness or acts of violence. Unless Client notifies Social Sentinel in writing of pending litigation that requires Social Sentinel to preserve information that Client is not able to preserve as long as needed, Alerts are available through the Service for up to thirty (30) days. No other rights, express or implied, are granted by this Agreement or otherwise. Client is solely responsible for Client’s and any User’s use of the Service and for compliance with this Agreement. Client will use reasonable efforts to prevent unauthorized access to, or use of, the Service, and Client will notify Social Sentinel promptly of any suspected unauthorized access or use. Client will (and will ensure all Users) use the Service only in accordance with applicable laws and government regulations. Client is solely responsible for maintaining the confidentiality of passwords associated with any account used by Client or Users to access the Service.

5.2. Client will not: (a) make the Service available to, or use the Service for the benefit of, anyone other than Client and Users; (b) sell, resell, license, sublicense, distribute, rent or lease the Service; (c) use the Service to monitor or surveil any individual or small groups of individuals; (d) use the Service in violation of any third-party privacy rights; (e) use the Service for employment or credit check purposes; (f) use the Service to store or transmit Malicious Code; (g) interfere with or disrupt the integrity or performance of the Service or third-party data contained therein; (h) attempt to gain unauthorized access to the Service or its related systems or networks; (i) reverse engineer, reverse compile, copy, translate, modify or create derivative works of the Service or any part, feature, function or user interface thereof; (j) use the Service for any purpose other than to obtain Alerts regarding possible

threats shared publicly on social media and blog streams; or (k) use the Service in any manner that is illegal or fraudulent, or otherwise in violation of the terms of this Agreement. The Parties note that Client's provision of alerts to public safety partners for the benefit of Client pursuant to Client's policies and procedures is not a violation of this Section 5.2.

5.3. Client acknowledges that pursuant to use of the Service, Client and Users may provide information about Client or others, including, but not limited to, by setting "geofences" and adding Local+ information to be used by the Service ("User Added Items"). Client hereby grants Social Sentinel the right to use the User Added Items as necessary to provide the Service as outlined herein. Notwithstanding anything to the contrary in this Agreement, but consistent with Section 14, Social Sentinel may de-identify and aggregate any User Added Items and use such anonymous, aggregated, de-identified User Added Items in perpetuity for any reasonable business purpose.

5.4. Client may not enter an individual's name in the Service's Local+ feature unless and until either: (a) Client is charged with providing the individual with safety or security services pursuant to applicable law, regulation, organizational policy, or contractual agreement, and the individual has acknowledged same through written documentation; or (b) the individual has provided documented consent regarding such use of the individual's name. Client will keep such documentation for the Term plus two (2) years thereafter, and Social Sentinel may at any time review and make copies of such documentation.

5.5. Client acknowledges and understands that any User Added Items may affect the Alerts provided through the Service, for example by increasing the number of Alerts presented through the Service. Social Sentinel reserves the right (but shall have no obligation) to pre-screen, review, flag, filter, modify, refuse or remove any or all User Added Items from the Service in its sole discretion, and when appropriate, Social Sentinel will make commercially reasonable attempts to discuss such actions with Client in a timely fashion before doing so.

5.6. For any Alerts or other information Client receives through the Service that contain posts or data from third-party social media companies, Client will abide by the terms of use or terms of service of such third-party social media companies, including but not limited to the Twitter Terms of Service (located at <http://twitter.com/tos>) and the Instagram Terms of Use (located at <https://help.instagram.com/478745558852511>).

5.7. Client agrees to keep records sufficient to demonstrate Client's compliance with this Agreement, including the names of Users using the Service.

## 6. Support and Availability.

6.1. Social Sentinel shall provide its standard email and telephone support for the Service to Client during normal business hours, Eastern Standard Time, at no additional charge. Social Sentinel shall only provide such support to Client. For support after hours, Client may provide messages to Social Sentinel through email or telephone, and Social Sentinel will respond as soon as reasonably practicable.

6.2. Social Sentinel shall use commercially reasonable efforts to make the Service available twenty-four (24) hours a day, seven (7) days a week, except for: (a) scheduled downtime (of which Social Sentinel will give reasonable electronic notice); (b) maintenance periods that may be reasonably necessitated outside any normal maintenance window; or (c) any unavailability caused by (i) any Force Majeure Events (as defined in Section 13.6); (ii) acts or omissions by Social Sentinel when done at the request of Client of any agent or representative of Client; (iii) Client's failure to provide information or approval that is necessary to provide the Service, or (iv) Social Sentinel's suspension of the Service as outlined in this Agreement.

6.3. Social Sentinel shall make commercially reasonable efforts to provide the following client support: (a) working with Client to set up and configure the Service; (b) training Client's Users to use and maintain the Service; (c) providing ongoing support, including holding regularly scheduled calls and responding to inquiries within a commercially reasonable period of time; and (d) providing periodic performance updates.

## 7. Confidentiality

7.1. Each party will hold the other's Confidential Information in confidence and, unless required by law, not make the other's Confidential Information available to any third party or use the other's Confidential Information for any purpose other than as explicitly outlined in this Agreement. The receiving party agrees to notify the disclosing party promptly of any unauthorized disclosure of the disclosing party's Confidential Information and to assist the receiving party in remedying any such unauthorized disclosure. Nothing in this Agreement will be construed to restrict the Parties from disclosing Confidential Information as required by law or court order or other governmental order or request, provided in each case the party requested to make such disclosure will (to the extent allowed by such law or order) timely inform the other party and use all reasonable efforts to limit the disclosure and maintain the confidentiality of such Confidential Information to the extent possible. In addition, the party required to make such disclosure will permit the other party to attempt to limit such disclosure by appropriate legal means.

7.2. The Service identifies Alerts only through data and information shared publicly on social media and blog streams. Though Clients are not required to provide any nonpublic personal information when using the Service, a Client or User may choose to provide nonpublic personal information (e.g., information about people, places, or locations) when using the Service, such as when using the Service's Local+ feature. If such information pertains to enrolled students, the information provided by Client shall be limited to directory information as defined under FERPA, and Client shall not inform Social Sentinel that such information pertains to enrolled students. To the extent applicable to it, each party shall at all times during the Term comply in all material respects with all laws, legislation, rules, regulations, governmental requirements and industry standards applicable to such party with respect to the performance by each party of its obligations hereunder. Without limiting the foregoing, and consistent with Section 14, each party will keep all nonpublic personal information received or obtained from the other party confidential and shall use such nonpublic personal information only for the reasonable purposes for which the party delivered the nonpublic personal information. Moreover, each party will implement and shall use administrative, electronic, technical and physical safeguards and procedures designed to protect the security, confidentiality and integrity of, to prevent unauthorized access to or use of, and to ensure the proper disposal of, nonpublic personal information.

## 8. Proprietary Rights and Licenses

8.1. Subject to Client's right to use the Service as outlined in Section 2, Social Sentinel retains exclusive right, title and interest (including all intellectual property rights and other rights) in and to the Service including any portion thereof (including all ideas, concepts, designs, software, software code, inventions and works of authorship, and all intellectual property associated therewith), all data Social Sentinel determines, in its sole discretion, to maintain relating to the use of the Service (including statistics available to Social Sentinel relating to the Service), any works developed by Social Sentinel related to the Service in any manner, and any integration code and any interfaces or other software or technology developed by Social Sentinel. Client shall have no ownership in or license to the Service, or any portion thereof, or in the intellectual property associated therewith. Except as otherwise set forth in this Agreement, Client shall retain copyright and any other rights Client already holds in any User Added Items created or provided by Client. Any data Social Sentinel receives from Client that constitutes personally identifiable information of students within the meaning of FERPA will continue to be the property of and under the control of Client.

8.2. Regarding Alerts and reports that Social Sentinel provides to Client as part of the Service, Social Sentinel grants to Client a perpetual, nonexclusive, nonassignable, nontransferable license to use such Alerts and reports solely in accordance with the terms and conditions of this Agreement.

8.3. Client acknowledges and understands that if any comments, feedback or ideas (and related materials) are submitted to Social Sentinel about the Service, including possible Service developments ("Client Feedback"), Social Sentinel makes no assurances or warranties that such Client Feedback Ideas will be treated as confidential or proprietary. By submitting Client Feedback to Social Sentinel, Client is waiving any and all rights that it may have in the Client Feedback and is representing and warranting to Social Sentinel that the Client Feedback is wholly original with Client, that no one else has any rights in the Client Feedback and that Social Sentinel is free to

implement the Client Feedback if it so desires, as provided or as modified by Social Sentinel, without obtaining permission or license from any third party. This provision is subject to any limitations in Section 13.5 of this Agreement.

## 9. Representations and Warranties

9.1. Each party hereby represents and warrants to the other as follows: (a) that it is duly organized, validly existing and in good standing under the laws of its jurisdiction of incorporation; (b) that the execution and performance of this Agreement will not conflict with or violate any provision of any law having applicability to such party; and (c) that this Agreement, when executed and delivered, will constitute a valid and binding obligation of such party and will be enforceable against such party in accordance with its terms.

9.2. Social Sentinel warrants that: (a) the Service will perform materially in accordance with the applicable Documentation and Social Sentinel's representations of the Service as stated in this Agreement; and (b) Social Sentinel will not materially decrease the functionality of the Service during the Term. For any breach of an above warranty, Social Sentinel will use commercially reasonable efforts to cause the Service to function in accordance with the Documentation or otherwise remedy the decrease in functionality, as applicable. If Social Sentinel notifies Client that it is unable to remedy the issue, Client's exclusive remedy (and Social Sentinel's sole responsibility) shall be termination and refund of pro-rata fees as outlined in Sections 4.2 and 4.4.

9.3. Social Sentinel warrants that to the best of its knowledge it owns, or is licensed to use, all intellectual property necessary for the conduct of its business pursuant to the terms and conditions of this Agreement.

## 10. Disclaimers

10.1. The Service provides information that may indicate potential threats in the areas of security, public safety, school safety, harm, wellness or acts of violence based on publicly available social media posts ("Social Media Data"). This Social Media Data is made available to Social Sentinel by one or more social media services or third-party data providers. Social Sentinel makes no representations or warranties as to the sufficiency, completeness, timeliness, authorization for access to, or accuracy of Social Media Data.

10.2. Client is solely responsible for reviewing Alerts provided by the Service and for determining any actions Client will, or will not, take in response to such Alerts. Social Sentinel does not assume, and hereby disclaims, any responsibility for identifying any actionable Alert. Client acknowledges and understands that Alerts provided through the Service may include Alerts that Client does not find responsive or may omit social media posts. Social Sentinel does not warrant that the information contained in the Alerts is comprehensive, complete or accurate, and Social Sentinel does not assume, and hereby disclaims, any liability to any person or entity for any loss or damage caused by the contents or omissions in any Alerts provided through the Service, whether such contents or omissions result from negligence, accident, or otherwise.

10.3. EXCEPT AS EXPRESSLY PROVIDED IN SECTION 9, ABOVE, THE SERVICE IS PROVIDED "AS IS" AND "AS AVAILABLE." ACCORDINGLY, BUT WITHOUT IN ANY WAY LIMITING THE GENERALITY OF THE FOREGOING, SOCIAL SENTINEL DOES NOT REPRESENT OR WARRANT THAT THE SERVICE WILL MEET THE REQUIREMENTS OF ANY PERSON OR WILL OPERATE ERROR-FREE, CONTINUOUSLY, OR COMPLETELY SECURE, AND SOCIAL SENTINEL MAKES NO OTHER REPRESENTATIONS OR WARRANTIES OF ANY KIND, WHETHER EXPRESS, IMPLIED, STATUTORY OR OTHERWISE, AND SOCIAL SENTINEL SPECIFICALLY DISCLAIMS ALL IMPLIED WARRANTIES, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, ACCURACY, SATISFACTORY QUALITY, OR ANY WARRANTIES THAT MAY ARISE FROM COURSE OF DEALING, COURSE OF PERFORMANCE OR USAGE OF TRADE, TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW. WITHOUT LIMITING THE FOREGOING, SOCIAL SENTINEL AND ITS AFFILIATES, OFFICERS, EMPLOYEES, AGENTS, REPRESENTATIVES, PARTNERS, SUPPLIERS AND LICENSORS DISCLAIM ANY AND ALL WARRANTIES REGARDING THE SECURITY, RELIABILITY, TIMELINESS, COMPLETENESS, ACCURACY AND PERFORMANCE OF THE

## SERVICE.

11. Indemnification

11.1. To the fullest extent permitted by law, Client shall defend and indemnify Social Sentinel and its officers, directors, employees, and stockholders from and against any third party claims, suits, judgments, proceedings, losses, liabilities, costs and expenses (including reasonable attorneys' fees and other reasonable costs and expenses related thereto) to the extent they arise out of or relate to Client's use of or reliance upon the Service, or breach of or failure to comply with any term, condition, representation or covenant under this Agreement.

11.2. To the fullest extent permitted by law, Social Sentinel shall defend and indemnify Client and its officers, directors, employees, administrators, board members, and stockholders from and against any third party claims, suits, judgments, proceedings, losses, liabilities, costs and expenses (including reasonable attorneys' fees and other reasonable costs and expenses related thereto) to the extent they arise out of or relate to: (a) the gross negligence or willful misconduct of Social Sentinel, or (b) any third party claims brought against Client for infringement of U.S. intellectual property rights arising from Client's use of the Service provided to Client by Social Sentinel within the scope of rights granted in this Agreement.

11.3. Notwithstanding Sections 11.1 and 11.2, above, the indemnifying party shall only be required to indemnify the indemnified party provided that (i) the indemnified party notifies the indemnifying party, promptly in writing, not later than fifteen (15) days after the indemnified party receives written notice of the claim, (ii) the indemnified party gives the indemnifying party sole control of the defense and any settlement negotiations; (iii) the indemnified party gives the indemnifying party the reasonable information, authority, and assistance the indemnifying party needs to defend against or settle the claim, and (iv) the indemnifying party shall not be responsible for any costs and expenses, including attorneys' fees, incurred by the indemnified party to monitor the defense or settlement of the claim by the indemnifying party. Notwithstanding the foregoing, in connection with the defense or settlement of any such claim, the indemnifying party may not make any admissions on the indemnified party's behalf, may not agree to any injunctive relief or restrictive covenants affecting the indemnified party, and may not settle or compromise any claim in a manner that does not unconditionally release the indemnified party from liability thereunder, without the indemnified party's prior written consent.

11.4. The infringement indemnification in subsection (b) of Section 11.211.2 shall not be provided by Social Sentinel: (i) if the applicable Service was used in breach of this Agreement, (ii) if the Service is altered by a party other than Social Sentinel, if Social Sentinel lacked notice that its Service was altered and if the infringement claim could have been avoided by using an unaltered version of the Service, (iii) if Client uses a version of the Service that has been superseded with a new version when Client was notified to use that new version, and if the infringement claim could have been avoided by using an unaltered current version of the Service, (iv) to the extent that an infringement claim is based on a product or service not provided by Social Sentinel; or (v) to the extent that an infringement claim is based on the combination by Client of the Service with any products or services not provided by Social Sentinel. This indemnification obligation of Social Sentinel is expressly limited to the rights to use the Service by Client from Social Sentinel.

12. Limitation of Liability. NEITHER PARTY, NOR ANY OF ITS AFFILIATES, NOR THEIR RESPECTIVE OFFICERS, DIRECTORS, STOCKHOLDERS, AGENTS, ADMINISTRATORS, BOARD MEMBERS, AND EMPLOYEES, SHALL HAVE ANY LIABILITY WHATSOEVER FOR ANY SPECIAL, CONSEQUENTIAL, INCIDENTAL, INDIRECT OR PUNITIVE DAMAGES (INCLUDING DAMAGES DERIVED FROM THE LOSS OF EARNINGS, PROFITS OR GOODWILL OR FROM INCREASED EXPENSES OR COSTS, FORESEEABLE OR UNFORESEEABLE), THAT MAY BE INCURRED OR SUFFERED BY A PARTY OR ANY CUSTOMER OR ANY OTHER PERSON WHETHER UNDER THE LAWS OF CONTRACT, STRICT LIABILITY, TORT OR OTHERWISE, EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. IN NO EVENT SHALL THE TOTAL, CUMULATIVE LIABILITY OF CLIENT UNDER THIS AGREEMENT EXCEED THE TOTAL AMOUNTS OWED BY CLIENT IN THE LAST TWELVE (12) MONTHS PRECEDING THE FIRST INCIDENT OUT OF WHICH THE LIABILITY AROSE; THE FOREGOING LIMITATION ON CLIENT'S LIABILITY SHALL NOT APPLY TO ANY LIABILITY ARISING FROM OR RELATED TO

CLIENT'S ACTIONS OR OMISSIONS RELATED TO ANY ALERTS PROVIDED THROUGH THE SERVICE. IN NO EVENT SHALL THE TOTAL, CUMULATIVE LIABILITY OF SOCIAL SENTINEL UNDER THIS AGREEMENT EXCEED THE TOTAL AMOUNTS PAID BY CLIENT IN THE LAST TWELVE (12) MONTHS PRECEDING THE FIRST INCIDENT OUT OF WHICH THE LIABILITY AROSE, PROVIDED THAT, REGARDLESS OF ANY STATUTE OR LAW, NO CLAIM OR CAUSE OF ACTION, REGARDLESS OF FORM, ARISING OUT OF OR IN CONNECTION WITH THIS AGREEMENT MAY BE BROUGHT BY CLIENT OR SOCIAL SENTINEL MORE THAN TWELVE (12) MONTHS AFTER THE FACTS GIVING RISE TO THE CAUSE OF ACTION HAVE OCCURRED, REGARDLESS OF WHETHER THOSE FACTS BY THAT TIME ARE KNOWN TO, OR REASONABLY OUGHT TO HAVE BEEN, DISCOVERED BY CLIENT OR SOCIAL SENTINEL. THIS LIMITATION WILL APPLY, REGARDLESS OF WHETHER ANY REMEDY SET FORTH HEREIN FAILS OF ITS ESSENTIAL PURPOSE, AND REGARDLESS OF THE THEORY OF LIABILITY ON WHICH SUCH CLAIM OF DAMAGE IS BASED, BE IT IN CONTRACT, TORT, NEGLIGENCE, STRICT LIABILITY, CONTRIBUTION, INDEMNITY OR ANY OTHER LEGAL THEORY. IF YOU ARE A CALIFORNIA RESIDENT, YOU WAIVE CALIFORNIA CIVIL CODE SECTION 1542, WHICH STATES, IN PART: "A GENERAL RELEASE DOES NOT EXTEND TO CLAIMS WHICH THE CREDITOR DOES NOT KNOW OR SUSPECT TO EXIST IN HIS FAVOR AT THE TIME OF EXECUTING THE RELEASE, WHICH IF KNOWN BY HIM MUST HAVE MATERIALLY AFFECTED HIS SETTLEMENT WITH THE DEBTOR." The Parties acknowledge that the limitations of liability in this Agreement and the allocations of risk herein are essential elements of the bargain between the Parties, without which Social Sentinel would not have entered into this Agreement.

### 13. General Provisions

13.1. Governing Law. This Agreement is governed by the laws of the State of California with venue in Los Angeles County without regard to its conflicts of laws provisions, the state and federal courts of which have sole and exclusive jurisdiction to resolve any actions or claims arising out of or in connection with this Agreement. Client submits to the exclusive jurisdiction of such courts for such purpose.

13.2. Entire Agreement; Modifications; Order of Precedence. This Agreement, including any items referenced herein, is the entire agreement between Client and Social Sentinel regarding Client's use of the Service and supersedes all prior and contemporaneous agreements, proposals or representations, written or oral, concerning its subject matter. No terms, provisions or conditions of any purchase order or other business form issued by Client relating to this Agreement will have any effect on the rights, duties or obligations of the parties under, or otherwise modify, this Agreement, regardless of any failure of Social Sentinel to object to such terms, provisions or conditions. Except as otherwise outlined in this Agreement, no modification, amendment, or waiver of any provision of this Agreement will be effective unless in writing and signed (which may be electronic) by the party against whom the modification, amendment or waiver is to be asserted. In the event of any conflict or inconsistency among the following documents, the order of precedence shall be: (1) the Order Form, (2) the TOU, and (3) any exhibits or other attachments to the Agreement.

13.3. Assignment. Neither party may assign any of its rights or obligations hereunder, whether by operation of law or otherwise, without the other party's prior written consent (not to be unreasonably withheld); provided, however, Social Sentinel may assign this Agreement in its entirety in connection with a merger, acquisition, corporate reorganization, or sale of all or substantially all of its assets, or the assets to which this Agreement relates. Subject to the foregoing, this Agreement will bind and inure to the benefit of the Parties, their respective successors and permitted assigns.

13.4. Independent Contractor. The Parties are independent contractors. This Agreement does not create a partnership, franchise, joint venture, agency, fiduciary or employment relationship between the Parties.

13.5. Client Disclosure. Social Sentinel will not disclose the fact that Client is a client of Social Sentinel to the general public or media, unless otherwise required by law, without Client's prior written consent.

13.6. Force Majeure. Neither party shall be liable to the other for any delay or failure to perform hereunder



(excluding payment obligations) due to circumstances beyond such party's reasonable control, including, for example, acts of God, acts of government, flood, fire, earthquakes, civil unrest, acts of terror, strikes or other labor problems (excluding those involving such party's employees), failure of the internet or other hosted service disruptions involving hardware, software or power systems not within such party's reasonable control, and denial of hosted service attacks (collectively, "Force Majeure Events").

13.7. Severability. If any provision of this Agreement is held by a court of competent jurisdiction to be contrary to law, the provision will be deemed null and void, and the remaining provisions of this Agreement will remain in effect. No failure or delay by either party in exercising any right under this Agreement will constitute a waiver of that right.

13.8. Notices. Notice under this Agreement must be in writing (including electronic format) and sent by postage prepaid first-class mail or receipted courier service to the address below or to such other address (including facsimile or e-mail) as specified below, and will be effective upon receipt:

- To Client: To the contact information provided on the Order Form or as subsequently provided in writing by Client.
- To Social Sentinel: To Social Sentinel, Inc., 128 Lakeside Dr., Suite 302, Burlington, VT 05401, Attention: General Counsel.

13.9. Headings. The headings in this Agreement are for convenience of reference only and shall not limit or otherwise affect the meaning hereof.

14. California Education Code 49073.6. The Service provides Client with Alerts based on whether individual posts shared publicly on social media and blog streams contains threat language and is associated with Client. Client does not provide Social Sentinel with information about the identity of any pupils enrolled at Client. The Service is does not intentionally gather any social media information on any enrolled pupils. Notwithstanding the foregoing, Social Sentinel acknowledges that, to the extent the Service gathers information from social media on an enrolled pupil, and except for User Added Items that, consistent with Section 5.3, Social Sentinel has de-identified and made anonymous as to the identity of any student enrolled with Client:

14.1. Social Sentinel is prohibited from using any social media information on enrolled students of Client for purposes other than to satisfy the terms of this Agreement

14.2. Social Sentinel is prohibited from selling or sharing any social media information on enrolled students of Client with any person or entity other than Client, or the student or his or her parent or guardian.

14.3. Social Sentinel further acknowledges that is required to destroy any information pertaining to an enrolled student of Client immediately upon satisfying the terms of the Agreement or, upon being given notice from Client and a reasonable opportunity to act, within one year of a student turning 18 years of age, or within one year after the student is no longer enrolled with the Client, whichever is first.

*[End of Agreement]*

# Coversheet

## 2017-2018 - Actuary Report

**Section:** VIII. Finance  
**Item:** A. 2017-2018 - Actuary Report  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** VIII\_A\_Actuarial Valuation Report PCHS FYE2018 Final\_12\_11\_18.pdf



December 6, 2018

**PRIVATE**

Mr. Greg Wood  
Chief Business Officer  
Palisades Charter High School  
15777 Bowdoin Street  
Pacific Palisades, CA 90272

Re: Palisades Charter High School Actuarial Valuation

Dear Mr. Wood:

We are presenting our report of the actuarial valuation conducted on behalf of Palisades Charter High School (PCHS) for its retiree health program for the fiscal year ending June 30, 2018.

The purpose of the report is to measure PCHS's liability for postretirement health benefits and to determine PCHS's accounting requirements under the Financial Accounting Standard Board Statement No. 106 (FAS 106) and 158 codified under ASC 715 for PCHS's fiscal year ending June 30, 2018.

The Nyhart Company is an employee owned actuarial, benefits and compensation consulting firm specializing in group health and retiree health and qualified pension plan valuations. We have set forth the results of our valuation in this report.

We have enjoyed working on this assignment and are available to answer any questions.

Sincerely,  
NYHART

A handwritten signature in cursive script that reads 'Luis Murillo'.

Luis Murillo, ASA, MAAA  
Consulting Actuary

A handwritten signature in cursive script that reads 'Randy Gomez'.

Randy Gomez, FSA, MAAA  
Consulting Actuary

LM:rl

Enclosure



nyhart

# Palisades Charter High School

## Actuarial Valuation Retiree Health Program Fiscal Year Ending June 30, 2018

**August 2018**

**Palisades Charter High School  
Actuarial Valuation  
Retiree Health Program  
Fiscal Year Ending June 30, 2018**

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## **SECTION I. EXECUTIVE SUMMARY**

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### Background

At the request of Palisades Charter High School (PCHS), Nyhart has performed an actuarial valuation of PCHS's postretirement welfare benefits for its fiscal year ending June 30, 2018. The valuation was prepared in accordance with the assumptions and methods specified by FAS 106 and FAS 158 as codified by ASC 715.

PCHS provides for the continuation of retiree health benefits to eligible employees at retirement. Retiree health benefits include medical, prescription drug, dental and vision coverage. PCHS currently pays the cost of coverage for the retiree and any covered dependents during the lifetime of the retiree. The PPO plans require an employer contribution. Eligibility for retiree health benefits varies based on when an employee was hired. Employees hired on or after July 1, 2009 (July 1, 2012 for PESPU employees) are not eligible for PCHS-paid retiree health benefits. Section V of the report details the plan provisions applicable to each employee group.

PCHS currently provides a contribution for medical, dental and vision benefits to 27 retirees. In addition, there are approximately 105 eligible active employees earning service credit towards eligibility for future retiree health benefits. Detailed information on the census data included in the valuation is presented in Section VI of the report.

### Results of the Retiree Health Valuation

We have determined the actuarial liability or expected postretirement benefit obligation (EPBO) for the PCHS retiree health plan, as of July 1, 2017, is \$21,833,255. This represents the present value of all contributions and benefits projected to be paid by PCHS for future retirees. If PCHS were to place this amount in a fund earning interest at the rate of 5% per year, and all other actuarial assumptions were met, the fund would have enough to pay all expected benefits. The valuation does not consider employees not yet hired as of the valuation date.

The actuarial liability is apportioned into the past service, current service and future service components using the projected unit credit cost method as required under FAS 106. The past service component is referred to as the accumulated postretirement benefit obligation or APBO and the current service component is referred to as the service cost. The APBO at July 1, 2017 is \$17,205,492 and the service cost for the 2017/2018 fiscal year is \$633,143.

### Changes from Prior Valuation

The valuation reflects demographic and healthcare cost changes since the prior valuation. In addition, there were several assumption changes as noted in Section VII including updates to the medical and dental trend rates, and updates to the retirement and turnover. A reconciliation of the approximate change in the actuarial liability from the prior valuation is provided in the following table:

<b>July 1, 2015 Valuation – 5.0% Discount Rate</b>	<b>\$20.4 Million</b>
Expected increase due to passage of time (interest less benefits paid)	1.6 Million
Decrease due to net experience gain (primarily healthcare cost less than assumed)	( 0.9 Million)
Net increase due to assumption changes	( 0.4 Million)
Inclusion of implicit subsidy	<u>1.1 Million</u>
<b>July 1, 2017 Valuation – 5.0% Discount Rate</b>	<b>\$21.8 Million</b>

### Fiscal Year 2017/2018 Net Periodic Postretirement Benefit Cost (Expense)

The results of the valuation including a reconciliation of the funded status of the plan at July 1, 2017 and projected to July 1, 2018 along with the development of the fiscal year 2017/2018 net periodic postretirement welfare benefit cost (expense) are presented in Section II of the report.

The fiscal year 2017/2018 net periodic postretirement welfare benefit cost is \$2,039,643. The postretirement welfare benefit cost is the amount PCHS expenses as the cost of the retiree health program on its income statement each fiscal year and is calculated independent of any cash contributions or actual welfare benefit payments.

A projection for the fiscal year ending June 30, 2019 is also provided.

### Funding

PCHS has not informed us of any funds eligible as plan assets under FAS 106. Under FAS 106, assets cannot be considered as employer contributions or plan assets unless they are segregated and restricted (usually in a trust) to be used for postretirement benefits. Currently, PCHS funds for retiree health benefits on a pay-as-you-go basis but has annually set aside monies earmarked for the payment of future retiree health benefits. The reported value of the assets set aside at June 30, 2018 is \$6,383,360.

Section IV of the report shows the funded status reflecting the assets set aside at June 30, 2018. The funded status of the plan is 35% (assets set aside at June 30, 2018 divided by the projected APBO at June 30, 2018 = \$6,383,360/\$18,463,950). PCHS is currently contributing \$691,000 per year for the payment of current and future retiree health benefits. The expected 2018/19 PCHS cost for health benefits for its current retirees is approximately \$344,748. The excess over actual payments will be set aside for the payment of future retiree health benefits. If PCHS continues to contribute \$691,000 per year, the contribution is estimated to exceed actual retiree health benefit payments in around 10 years. At that time, if PCHS continues to contribute \$691,000 and uses the accumulated assets to pay future benefit amounts the accumulated assets will be depleted during the 2037/2038 fiscal year. This assumes that little or no earnings are allocated to the accumulated PCHS contributions in future years. PCHS has commenced investing the set aside assets and future earnings, depending on the investment strategy, may extend this date.

Section IV of the report provides sample funding strategies determined assuming different asset return rates, different payment patterns and different payment periods.

### Actuarial Basis

The actuarial valuation is based on the assumptions and methods outlined in Section VII of the report. To the extent that a single or a combination of assumptions is not met the future liability may fluctuate significantly from its current measurement. As an example, the healthcare cost increase anticipates that the rate of increase in medical cost will be at moderate levels and decline over several years. Increases higher than assumed would bring larger liabilities and expensing requirements. The impact of a 1% higher and 1% lower healthcare trend rate is provided in Section II-E.

Another key assumption used in the valuation is the discount rate which is based on the expected rate of return of plan assets. The valuation is based on a discount (interest) rate of 5%. A 1% decrease in the discount rate would increase the APBO by 22%. A 1% increase in the discount rate would decrease the APBO by 16%.

ASC 715 requires that implicit rate subsidies be considered in the valuation of medical costs. An implicit rate subsidy occurs when the rates for retirees are the same as for active employees. Since pre-Medicare retirees are typically much older than active employees, their actual medical costs are almost always higher than for active employees. The valuation results were determined using the higher expected costs associated with retired employees assuming that the underlying morbidity is similar to other similarly situated California-based plans.

Scheduled to take effect in 2022, the "Cadillac Tax" is a 40% non-deductible excise tax on employer-sponsored health coverage that provides high-cost benefits. For insured plans, the insurance company is responsible for payment of the excise tax. For self-funded plans, the employer is responsible for payment of the excise tax. The valuation assumes that the PCHS premiums for covered health benefits remain below the projected dollar thresholds in all future years.

The valuation is based on the census information provided by PCHS. To the extent that the data provided lacks clarity in interpretation or is missing relevant information, this can result in liabilities different than those presented in the report. Often missing or unclear information is not identified until future valuations.



## SECTION II. FINANCIAL RESULTS

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### A. Valuation Results as of July 1, 2017

The table below presents the employer liabilities associated with PCHS's retiree health benefits determined in accordance with FAS 106. The expected postretirement benefit obligation (EPBO) is the present value of all benefits projected to be paid under the program. The accumulated postretirement benefit obligation (APBO) reflects the amount attributable to the past service of current employees and retirees. The service cost reflects the accrual attributable for the current period.

1. Expected Postretirement Benefit Obligation (EPBO)	
Actives Not Fully Eligible	\$14,302,304
Actives Fully Eligible	3,132,943
Retirees	<u>4,398,008</u>
Total EPBO	\$21,833,255
2. Accumulated Postretirement Benefit Obligation (APBO)	
Actives Not Fully Eligible	\$ 9,674,541
Actives Fully Eligible	3,132,943
Retirees	<u>4,398,008</u>
Total APBO	\$17,205,492
3. Service Cost	\$ 602,993
No. of Active Employees	105
Average Age	51
Average Past Service	18
No. of Retired Employees	27
Average Age	70

B. Reconciliation of Funded Status at July 1, 2017, Projected to June 30, 2018 and June 30, 2019

	<u>Actual</u> <u>6/30/2017</u>	<u>Projected</u> <u>6/30/2018</u>	<u>Projected</u> <u>6/30/2019</u>
1. Accumulated Postretirement Benefit Obligation (APBO)			
Actives Not Fully Eligible	(\$ 9,674,541)	(\$10,791,411)	(\$11,995,782)
Actives Fully Eligible	( 3,132,943)	( 3,289,590)	( 3,370,560)
Retirees	<u>( 4,398,008)</u>	<u>( 4,382,949)</u>	<u>( 4,332,240)</u>
Total APBO	(\$17,205,492)	(\$18,463,950)	(\$19,698,581)
2. Plan Assets*	<u>0</u>	<u>0</u>	<u>0</u>
3. Funded Status	(\$17,205,492)	(\$18,463,950)	(\$19,698,581)
4. Unrecognized Transition Obligation	7,727,382	7,175,426	6,623,470
5. Unrecognized Prior Service Cost	0	0	0
6. Unrecognized Net (Gain)/Loss	<u>( 95,806)</u>	<u>( 95,806)</u>	<u>( 95,806)</u>
7. (Accrued)/Prepaid Postretirement Benefit Cost	(\$ 9,573,916)	(\$11,384,330)	(\$13,170,917)

C. Net Periodic Postretirement Benefit Cost for Fiscal Year Ending

	<u>6/30/2018</u>	<u>6/30/2019</u>
1. Service Cost	\$ 633,143	\$ 664,800
2. Interest Cost	854,544	914,579
3. Expected Return on Assets	0	0
4. Amortization of Net (Gain)/Loss	0	0
5. Amortization of Prior Service Cost	0	0
6. Amortization of Transition Obligation	<u>551,956</u>	<u>551,956</u>
7. Net Periodic Postretirement Benefit Cost	\$2,039,643	\$2,131,335

D. Benefit Payments for Fiscal Year Ending

	<u>6/30/2018</u>	<u>6/30/2019</u>
1. Actual/Projected Benefit Payments	\$ 229,229	\$ 344,748

\* PCHS has not reported any FASB eligible plan assets but has set aside assets and has commenced investing these assets for the future payment of retiree health benefits. The amount of set aside assets at June 30, 2018 is \$6,383,360.

E. Sample Disclosure for Fiscal Year Ending June 30, 2018

	<u>Projected 6/30/2018</u>
1. Change in Benefit Obligation	
Benefit Obligation at Beginning of Year	\$17,205,492
Service Cost	633,143
Interest Cost	854,544
Change Due to Plan Amendments	0
Change Due to (Gain)/Loss	0
Projected Benefits Paid	<u>( 229,229)</u>
Benefit Obligation at End of Year	\$18,463,950
2. Change in Plan Assets	
Fair Value of Plan Assets at Beginning of Year	\$ 0
Expected/Actual Return of Plan Assets	0
Employer Contributions	229,229
Actual Benefits Paid	<u>( 229,229)</u>
Fair Value of Plan Assets at End of Year	\$ 0
3. Funded Status (2. minus 1.)	(\$18,463,950)
Unrecognized Net (Gain)/Loss	( 95,806)
Unrecognized Prior Service Cost	0
Unrecognized Transition Obligation	<u>7,175,426</u>
Net Amount Recognized	(\$11,384,330)
4. Amount Recognized in Unrestricted Assets	
Net Actuarial (Gain)/Loss	( 95,806)
Prior Service Cost	0
Unrecognized Net Transition Obligation	<u>7,175,426</u>
Net Amount Recognized	\$ 7,079,620
5. Weighted Average Assumptions for Disclosure	
Discount Rate	5.0%
Initial Healthcare Trend Rate	7.0%
Ultimate Healthcare Trend Rate	5.0%
6. Components of Net Periodic Benefit Cost	
Service Cost	\$ 633,143
Interest Cost	854,544
Expected Return on Assets	( 0)
Amortization of Net (Gain)/Loss	0
Amortization of Prior Service Cost	0
Amortization of Transition Obligation	<u>551,956</u>
Net Periodic Postretirement Benefit Cost	\$2,039,643
7. Effect of a 1% Increase in Healthcare Trend	
Benefit Obligation	\$3,639,330
Total Service Cost and Interest Cost	\$ 362,331

	Projected <u>6/30/2018</u>
8. Effect of a 1% Decrease in Healthcare Trend Benefit Obligation	(\$2,831,969)
Total Service Cost and Interest Cost	(\$ 278,125)
9. Estimated Future Benefit Payments	
2017/2018	\$ 229,229
2018/2019	\$ 344,748
2019/2020	\$ 393,809
2020/2021	\$ 451,284
2021/2022	\$ 508,563
2022/2023	\$ 556,405
2023/2024	\$ 638,344
2024/2025	\$ 698,948
2025/2026	\$ 762,198
2026/2027	\$ 845,532

### **SECTION III. PROJECTED CASH FLOWS**

---

The valuation process includes the projection of the expected benefits to be paid under the Plan. This expected cash flow takes into account the likelihood of each employee reaching age for eligibility to retire and receive health benefits. The projection is performed by applying the turnover assumption to each active employee for the period between the valuation date and early retirement date. Once the employees reach the earliest retirement date, a certain percent are assumed to enter the retiree group each year. Once reaching the maximum retirement age all remaining employees are assumed to have retired. Employees already over the maximum retirement age as of the valuation date are assumed to retire immediately. The per capita cost as of the valuation date is projected to increase at the applicable healthcare trend rates both before and after the employee's assumed retirement. The projected per capita costs are multiplied by the number of expected future retirees in a given future year to arrive at the cash flow for that year. Also, a certain number of retirees will leave the group each year due to expected deaths and this group will cease to be included in the cash flow from that point forward. Because this is a closed-group valuation, the number of retirees dying each year will eventually exceed the number of new retirees, and the size of the cash flow will begin to decrease and eventually go to zero.

The expected employer cash flows for selected future years are provided in the following table:

## Projected Employer Cash Flows – Representative Years

<u>Fiscal Year</u>	<u>Future Retirees</u>	<u>Retired Employees</u>	<u>PCHS Total</u>
2017/18	\$ 0	\$ 229,229	\$ 229,229
2018/19	\$ 81,473	\$ 263,275	\$ 344,748
2019/20	\$ 120,323	\$ 273,486	\$ 393,809
2020/21	\$ 166,186	\$ 285,098	\$ 451,284
2021/22	\$ 215,603	\$ 292,960	\$ 508,563
2022/23	\$ 257,123	\$ 299,282	\$ 556,405
2023/24	\$ 334,470	\$ 303,874	\$ 638,344
2024/25	\$ 391,170	\$ 307,778	\$ 698,948
2025/26	\$ 447,446	\$ 314,752	\$ 762,198
2026/27	\$ 528,518	\$ 317,014	\$ 845,532
2027/28	\$ 630,134	\$ 318,262	\$ 948,396
2028/29	\$ 703,182	\$ 318,386	\$ 1,021,568
2029/30	\$ 780,213	\$ 317,275	\$ 1,097,488
2030/31	\$ 875,218	\$ 303,532	\$ 1,178,750
2031/32	\$ 978,039	\$ 299,765	\$ 1,277,804
2032/33	\$ 1,051,456	\$ 294,556	\$ 1,346,012
2033/34	\$ 1,156,194	\$ 287,848	\$ 1,444,042
2034/35	\$ 1,254,317	\$ 279,608	\$ 1,533,925
2035/36	\$ 1,322,949	\$ 269,828	\$ 1,592,777
2036/37	\$ 1,391,371	\$ 258,534	\$ 1,649,905
2037/38	\$ 1,476,417	\$ 245,795	\$ 1,722,212
2038/39	\$ 1,557,585	\$ 231,725	\$ 1,789,310
2039/40	\$ 1,616,667	\$ 216,489	\$ 1,833,156
2040/41	\$ 1,670,404	\$ 200,309	\$ 1,870,713
2041/42	\$ 1,716,007	\$ 183,458	\$ 1,899,465
2042/43	\$ 1,781,724	\$ 166,235	\$ 1,947,959
2043/44	\$ 1,820,644	\$ 148,940	\$ 1,969,584
2044/45	\$ 1,842,180	\$ 131,871	\$ 1,974,051
2045/46	\$ 1,870,758	\$ 115,299	\$ 1,986,057
2050/51	\$ 1,958,661	\$ 47,359	\$ 2,006,020
2055/56	\$ 1,826,341	\$ 12,412	\$ 1,838,753
2060/61	\$ 1,555,706	\$ 1,833	\$ 1,557,539
2065/66	\$ 1,177,068	\$ 136	\$ 1,177,204
2070/71	\$ 772,299	\$ 0	\$ 772,304
2075/76	\$ 427,654	\$ 0	\$ 427,654
2080/81	\$ 195,683	\$ 0	\$ 195,683
2085/86	\$ 73,930	\$ 0	\$ 73,930
2090/91	\$ 21,629	\$ 0	\$ 21,629
2095/96	\$ 3,953	\$ 0	\$ 3,953
2100/01	\$ 328	\$ 0	\$ 328
All Years	\$71,954,311	\$8,060,903	\$80,015,214

## SECTION IV. FUNDING ANALYSIS

---

There are multiple ways to approach funding a retiree health plan. The net periodic benefit cost (expense) determined under FAS 106 is one method, of many, that could be used to pre-fund benefits. The annual expense amount will fluctuate from year to year based on the asset performance and as the population matures. The FAS 106 expense amortizes the initial accumulated postretirement benefit obligation (also referred to as the actuarial accrued liability) over 20-years on a straight-line basis (with a separate interest component) and defers any recognition of actuarial gains and losses until the amount exceeds a 10% corridor.

Our recommended funding approach is to amortize the remaining unfunded actuarial accrued liability over a reasonable period to represent the average remaining period for the active employees since this is a frozen group. A determination of the annual funding requirement of the current period is presented below:

1. Development of Unfunded Actuarial Accrued Liability	
Projected Actuarial Accrued Liability at 7/1/2018	\$18,463,950
Reported Value of Plan Funds at 6/30/2018*	<u>( 6,383,360)</u>
Unfunded Actuarial Accrued Liability (UAAL)	\$12,080,590
15 Year Fixed Dollar UAAL Payment (principal & interest)	\$ 1,108,449
2. Recommended Funding Contribution	
Normal Cost (Current Fiscal Year Accrual)	\$ 633,143
15 Year Fixed Dollar UAAL Payment (principal & interest)	<u>1,108,449</u>
Recommended Contribution Payable at Beginning of Fiscal Year	\$ 1,741,592
Interest at 5% to End of Fiscal Year	<u>87,080</u>
Recommended Contribution Payable at End of Fiscal Year	\$ 1,828,672

\* PCHS has set aside funds earmarked for the payment of future retiree health benefits. The reported value of set aside funds at June 30, 2018 is \$6,383,360.

The development of the recommended contribution is consistent with funding methods that might be used to pre-fund pension benefits. The normal cost component of the recommended funding contribution will tend to decrease over time as the group is frozen. The amortization of the UAAL will stay constant and then drop to zero after 15 years; however, future experience gains and losses will result in decreases or increases as additional amortization bases are added.

A more simplified approach to pre-fund the postretirement health benefits could be adopted by PCHS. Presented below are our best estimate to pre-fund the entire PCHS obligation (the present value of projected payments) for its current active employees and retirees using the level-dollar method over varying periods of time and assuming varying asset return rates on the liability. PCHS may want to use these as parameters for a minimum or maximum funding amount.

	Expected Long Term Asset Rate of Return		
	<u>5.0%</u>	<u>6.0%</u>	<u>4.0%</u>
Present Value of Projected Benefits (PVPB)	\$22,689,958	\$18,665,677	\$28,055,819
Reported Value of Plan Funds	<u>( 6,383,360)</u>	<u>( 6,383,360)</u>	<u>( 6,383,360)</u>
Unfunded PVPB	\$16,306,598	\$12,282,317	\$21,672,459
Level Dollar Funding			
20 Year PVPB Payment	\$1,239,740	\$998,133	\$1,531,516
25 Year PVPB Payment	\$1,096,208	\$895,579	\$1,332,332
30 Year PVPB Payment	\$1,005,038	\$831,722	\$1,203,664

We have listed below some financial advantages that may be achieved by pre-funding retiree health benefits. Of course, pre-funding will have to be weighed against alternative uses of the contribution amounts.

- The earlier contributions are made, the less PCHS contributions in aggregate will have to be made to fulfill its obligations.
- Pre-funding can mitigate any resulting adverse impact on credit rating that could result from disclosure of liabilities.
- Pre-funding may provide additional benefit security to current and future retirees.



## **SECTION V. SUMMARY OF PLAN PROVISIONS**

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This study analyzes the post-retirement health benefit program provided by PCHS.

PCHS provides health benefits to certain eligible employees at retirement. The retiree health benefits provided are a continuation of the medical including prescription drugs, dental and vision benefits provided to active employees. The retiree health coverage is paid for entirely by PCHS for the lifetime of the retiree except retirees electing the higher PPO plans must pay the difference in cost. Survivors of deceased retirees may continue health coverage, at their own expense. Eligibility for retiree health benefits requires the following:

- \* Future retiree must be enrolled in health plan prior to retirement date
- \* Future retiree must be in receipt of monthly payment from STRS or PERS
- \* Active employees must meet the following years of service requirements at retirement
  - Hired before 3/12/84 must have 5 consecutive years of service just prior to retirement
  - Hired after 3/11/84 but before 7/1/87 - must have 10 consecutive years of service just prior to retirement
  - Hired after 6/30/87 but before 6/1/92 - must have 15 consecutive years of service just prior to retirement or 20 years of service with 10 years of consecutive years of service just prior to retirement
  - Hired after 5/31/92 age + consecutive years of qualifying service at retirement greater than or equal to 80
  - Hired after 2/28/07 age + consecutive years of qualifying service at retirement greater than or equal to 80 & at least 15 consecutive years of qualifying service at retirement
  - Hired after 6/30/09 age + consecutive years of qualifying service at retirement greater than or equal to 85 & at least 25 consecutive years of qualifying service at retirement
- \* Retiree must be enrolled in Medicare Part A if eligible; and must enroll in Part B

All employees except PESPU employees hired on or after July 1, 2009 are not eligible for PCHS-paid health benefits at retirement. PESPU employees hired after June 30, 2012 are not eligible for PCHS-paid health benefits at retirement. Employees who defer their retirement after separation from service with PCHS are not eligible for PCHS-paid health benefits.

Premium Rates

PCHS provides retiree health coverage through health plans available through SISC. The following table summarizes the current monthly premiums for the health benefit coverage provided by PCHS.

## Medical Plans:

<b>10/1/2017 to 9/30/2018</b>	<b>Kaiser HMO/ Sr. Adv.</b>	<b>California Care HMO</b>	<b>BC/ Medco 90/\$10</b>	<b>BC/ Medco 90/\$20</b>	<b>BC/ Medco 80/\$20</b>	<b>Companion Care</b>
Retiree Only	\$ 551	\$ 807	\$1,015	\$ 941	\$ 816	NA
Retiree Plus Spouse	\$1,102	\$1,147	\$1,425	\$1,325	\$1,152	NA
Retiree Plus Family	\$1,558	\$1,459	\$1,812	\$1,684	\$1,465	NA
Retiree Only - Medicare	\$ 205	\$ 544	\$ 544	\$ 542	\$ 538	\$437
Retiree Plus Spouse - Medicare	\$ 410	\$1,088	\$1,088	\$1,084	\$1,076	\$874

:

<b>10/1/2018 to 9/30/2019</b>	<b>Kaiser HMO/ Sr. Adv.</b>	<b>California Care HMO</b>	<b>BC/ Medco 90/\$10</b>	<b>BC/ Medco 90/\$20</b>	<b>BC/ Medco 80/\$20</b>	<b>Companion Care</b>
Retiree Only	\$ 551	\$ 815	\$1,026	\$ 951	\$ 824	NA
Retiree Plus Spouse	\$1,102	\$1,158	\$1,440	\$1,338	\$1,164	NA
Retiree Plus Family	\$1,559	\$1,473	\$1,831	\$1,702	\$1,480	NA
Retiree Only - Medicare	\$ 225	\$ 574	\$ 506	\$ 506	\$ 490	\$419
Retiree Plus Spouse - Medicare	\$ 450	\$1,148	\$1,012	\$1,012	\$ 980	\$838

## Dental &amp; Vision Plans:

<b>10/1/2017 to 9/30/2018</b>	<b>Delta Premier Incentive Plan</b>	<b>Delta PPO Plan</b>	<b>VSP Vision Plan</b>
Retiree Only	\$ 53	\$ 60	\$12.30
Retiree Plus Spouse	\$106	\$120	\$24.60
Retiree Plus Family	\$139	\$158	\$36.90

<b>10/1/2018 to 9/30/2019</b>	<b>Delta Premier Incentive Plan</b>	<b>Delta PPO Plan</b>	<b>VSP Vision Plan</b>
Retiree Only	\$ 53	\$ 60	\$12.30
Retiree Plus Spouse	\$106	\$120	\$24.60
Retiree Plus Family	\$139	\$158	\$36.90

## SECTION VI. VALUATION DATA

The valuation was based on the census furnished to us by PCHS. The following tables display the age distribution for retirees, and the age/service distribution for active employees.

### Age Distribution of Eligible Retired Participants & Beneficiaries

<b>All Retirees</b>	
<55	0
55-59	0
60-64	2
65-69	11
70-74	10
75+	<u>4</u>
Total:	27
Average Age:	70.3
Average Retirement Age:	65.1

### Age/Service Distribution of All Benefit Eligible Active Employees

Age	Service									Total
	0-4	5-9	10-14	15-19	20-24	25-29	30-34	35-39	40-44	
20-24	0									0
25-29	0									0
30-34	1	2	1							4
35-39	0	4	4	1						9
40-44	0	1	8	3	1	1				14
45-49	0	1	7	4	5	4				21
50-54	0	3	5	0	3	5				16
55-59	0	3	6	5	2	1	2	1		20
60-64	0	0	5	3	1	4	1	0	1	15
65-69	0	0	1	0	2	0	0	0	0	3
70+	<u>0</u>	<u>1</u>	<u>1</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>3</u>
Total:	1	15	38	16	15	15	3	1	1	105
Average Age:			51.4							
Average Service:			17.7							
Average Hire Age:			33.8							

## **SECTION VII. SUMMARY OF ACTUARIAL ASSUMPTIONS & METHODS**

The liabilities set forth in this report are based on the actuarial assumptions described in this section.

Fiscal Year: July 1<sup>st</sup> to June 30<sup>th</sup>

Measurement Date: July 1, 2017

Applicable Accounting Standards: ASC 715

Discount Rate: 5.0%

Return on Assets: Not applicable

Pre-retirement Turnover: Termination rates are based on the most recent rates used by CalPERS and the California State Teachers Retirement System (STRS) for the pension valuation. Sample rates are in the following tables:

Service	Entry Age			
	20	30	40	50
0	17.30%	15.25%	13.19%	11.14%
5	10.94%	8.70%	6.46%	1.07%
10	8.01%	5.72%	0.74%	0.25%
15	6.52%	4.18%	0.32%	0.02%
20	4.93%	0.38%	0.02%	0.02%
25	3.28%	0.10%	0.02%	0.02%
30	0.15%	0.02%	0.02%	0.02%

Termination rates for Certificated employees and Management employees in STRS are based on the most recent rates used by the California State Teachers Retirement System (STRS) pension valuation. Sample rates for male and females are as follows:

Service	Male	Female
0	16.0%	15.0%
5	3.5%	3.0%
10	1.8%	1.8%
15	1.2%	1.2%
20	0.9%	0.9%
25	0.7%	0.7%
30	0.6%	0.6%

*[Prior valuation used following tables:]*

Service	Male	Female
0	16.0%	15.0%
5	3.9%	3.9%
10	1.8%	1.8%
15	0.9%	0.9%
20	0.5%	0.5%
25	0.3%	0.3%
30	0.2%	0.2%

Mortality Rates:

RPH2014 mortality table with generational projection scale MP-2017

*[Prior valuation used following tables:]*

Mortality rates are based on the following rates:

Age	Actives		Retirees*	
	Males	Females	Males	Females
25	0.023%	0.013%		
30	0.033%	0.014%		
35	0.034%	0.018%		
40	0.057%	0.034%		
45	0.076%	0.041%		
50	0.103%	0.063%		
55	0.143%	0.093%	0.164%	0.118%
60	0.238%	0.179%	0.300%	0.254%
65	0.435%	0.368%	0.596%	0.468%
70			1.095%	0.864%
75			1.886%	1.451%
80			3.772%	2.759%

\* Rates applicable to future retirees include a 2 year setback.

Retirement Rates:

Age	Male	Female
55	2.7%	4.5%
56	1.8%	3.2%
57	1.8%	3.2%
58	2.7%	4.1%
59	4.5%	5.4%
60	6.3%	9.0%
61	6.3%	9.0%
62	10.8%	10.8%
63	13.5%	16.2%
64	10.8%	13.5%
65	10.8%	14.4%
66	10.0%	13.5%
67	10.0%	13.5%
68	10.0%	13.5%
69	10.0%	13.5%
70	100.0%	100.0%

\* Of those having met eligibility to receive pension benefits. The percentage refers to the probability that an active employee who has reached the stated age will retire within the following year.

Retirement Eligibility Age:

The earliest retirement age assumed for employees who participate in STRS is age 55. The earliest retirement age assumed for employees who participate in PERS is age 50. The last retirement age is assumed to be age 70 or age first eligible, if greater than age 70.

Participation Rates:

100% of future active employees are assumed to elect retiree health coverage at retirement – 50% are assumed to elect HMO coverage and 50% are assumed to elect PPO coverage. Of those electing coverage approximately 50% are assumed to elect coverage for their spouse. Female spouses are assumed to be three years younger than male spouses.

Claim Cost Development:

The valuation claim costs are based on the premiums paid for medical insurance coverage. The District participates in a community rated plan. An implicit rate subsidy can exist when the non-Medicare rates for retirees are the same as for active employees. Since non-Medicare eligible retirees are typically much older than active employees, their actual medical costs are typically higher than for active employees. The current valuation contains an estimate of the implicit rate subsidy.

Medical Trend Rates:

Year	Trend
2018/19	Actual
2019/20	7.0%
2020/21	6.5%
2021/22	6.0%
2022/23	5.5%
2023/24+	5.0%

Dental & Vision Trend Rates:

Year	Trend
2017/18+	3.0%

**Actuarial Cost Method:** The actuarial cost method used was Projected Unit Credit with service prorate. Under this method, the Actuarial Accrued Liability is the present value of projected benefits multiplied by the ratio of benefit service as of the valuation date to the projected benefit service at first full retirement eligibility age. The Normal Cost for a plan year is the expected increase in the Accrued Liability during the plan year.

All employees eligible as of the measurement date in accordance with the provisions of the Plan listed in the data provided by PCHS were included in the valuation.

**Actuarial Value of Assets:** As of the valuation date there are no eligible plan assets.

## **SECTION VIII. ACTUARIAL CERTIFICATION**

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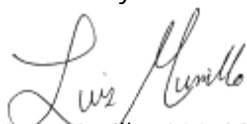
The results set forth in this report are based on the actuarial valuation of the retiree health benefit plans of Palisades Charter High School (PCHS) as of July 1, 2017.

The valuation was performed in accordance with generally accepted actuarial principles and practices and in accordance with FASB statements No. 106 and 158. We relied on census data for active employees and retirees provided to us by PCHS. We also made use of plan information, premium information, and enrollment information provided to us by PCHS.

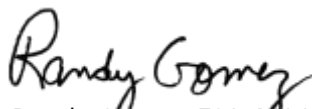
The assumptions used in performing the valuation, as summarized in this report, and the results based thereupon, represent our best estimate of anticipated experience and actuarial cost of the retiree health benefits program. The discount rate, expected return on assets, and other economic assumptions were selected by PCHS.

I am a member of the American Academy of Actuaries and believe I meet the Qualification Standards of the American Academy of Actuaries to render the actuarial opinion contained herein.

Certified by:



Luis Murillo, ASA, MAAA  
Consulting Actuary



Randy Gomez, FSA, MAAA  
Consulting Actuary

December 6, 2018

Date



# Coversheet

## 2018-2019 - 1st Interim Report

**Section:** VIII. Finance  
**Item:** B. 2018-2019 - 1st Interim Report  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** VIII\_B\_Part\_4\_LAUSD 1st INTERIM 2018-2019.pdf  
VIII\_B\_Part\_3\_ALTERNATIVE FORM 1st INTERIM 2018-2019.pdf  
VIII\_B\_Part\_2\_2018-2019 1st Interim Budget Presentation.pdf  
VIII\_B\_Part\_1\_1st INTERIM BUDGET DETAIL\_MYP 2018-2019.pdf

Cost Center PALISADES CHARTER HIGH SCHOOL				0.00	THIS SHOULD BE ZERO, PLS ZERO OUT BEFORE SUBMISSION
FY19 1ST INTERIM REPORT					
FI CHARTER SCHOOL - FUND 62					
DUE DATE November 26, 2018 (Monday)					
BALANCE SHEET - FULL ACCRUAL					
				June 30, 2019 Estimated Actuals	
<b>A) ASSETS</b>				<b>Object Codes</b>	
1)	Cash				
	a) in County Treasury	9110	6,648,929.41	CHECK:	
	1) Fair Value Adjustment to Cash in County Treasury	9111	-	-	-
	b) in Banks	9120	975,839.93	-	-
	c) in Revolving Fund	9130	-	-	-
	d) with Fiscal Agent	9135	-	-	-
	e) collections awaiting deposit	9140	-	-	-
2)	Investments	9150	379,086.43	-	-
3)	Accounts Receivable	9200	700,444.77	-	-
4)	Due from Grantor Government	9290	401,993.10	-	-
5)	Due from Other Funds	9310	-	-	-
6)	Stores	9320	-	-	-
7)	Prepaid Expenditures	9330	140,940.58	-	-
8)	Other Current Assets	9340	1,126,539.07	-	-
9)	Fixed Assets:				
	a) Land	9410	-	-	-
	b) Land Improvements	9420	-	-	should more than Accum dep
	c) Accumulated Depreciation - Land Improvements	9425	-	-	input negative number
	d) Buildings	9430	11,733,209.32	-	should more than Accum dep
	e) Accumulated Depreciation - Buildings	9435	(4,354,059.16)	-	input negative number
	f) Equipment	9440	2,398,287.40	-	should more than Accum dep
	g) Accumulated Depreciation - Equipment	9445	(1,356,290.58)	-	input negative number
	h) Work in Progress	9450	-	-	-
10)	<b>TOTAL ASSETS</b>		18,794,920.27		
<b>B. DEFERRED OUTFLOWS OF RESOURCES</b>					
1)	Deferred Outflows Of Resources	9490	-	-	-
2)	<b>TOTAL DEFERRED OUTFLOWS</b>		-	-	-
<b>C. LIABILITIES</b>					
1)	Accounts Payable	9500	3,734,553.30	-	-
2)	Due to Grantor Governments	9590	18,875.56	-	-
3)	Due to Other Funds	9610	-	-	-
4)	Current Loans	9640	338,888.00	-	-
5)	Unearned Revenue	9650	91,209.42	-	-
6)	Long-Term Liabilities:				
	a) Net Pension Liability	9663	-	-	-
	b) Net OPEB Obligation	9664	-	-	-
	c) Compensated Absences	9665	80,848.00	-	-
	d) COPS Payable	9666	-	-	-
	e) Capital Leases Payable	9667	-	-	-
	f) Lease Revenue Bonds Payable	9668	-	-	-
	g) Other General Long-Term Liabilities	9669	17,871,486.04	-	-
7)	<b>TOTAL LIABILITIES</b>		22,135,860.32		
<b>D. DEFERRED INFLOWS OF RESOURCES</b>					
1)	Deferred Inflows of Resources	9690	-	-	-
2)	<b>TOTAL DEFERRED INFLOWS</b>		-	-	-
<b>E. NET POSITION, June 30</b>					
<b>Net Position, June 30</b>				(3,340,940.05)	
(must agree with line F2) (A10+B2) - (C7 +D2)					
<b>DIFF BET. NET POSITION &amp; FUND EQTY ( this should be zero)</b>				0.00	-



Cost Center PALISADES CHARTER HIGH SCHOOL				0.00	THIS SHOULD BE ZERO, PLS ZERO OUT BEFORE SUBMISSION
FY19 1ST INTERIM REPORT					
FI CHARTER SCHOOL - FUND 62					
DUE DATE November 26, 2018 (Monday)					
				June 30, 2019	Oct 31, 2018 Actuals
Revenues (DETAILS)				Estimated Actuals	Actuals
	SACS Object	Resource Code	(12 months)	(4 months)	
1)	LCFF Sources				
	Principal Apportionment				
	State Aid - Current Year	8011 0000	16,327,203.00	4,642,570.00	
	State Aid - Prior Years	8019 0000			
	Education Protection Account State Aid (EPA) - CY	8012 1400	5,061,334.00	1,265,334.00	
	LCFF Transfers				
	Unrestricted LCFF Transfers - Current Year	8091 0000			
	All Other LCFF Transfer- Current Year	8091 0000			
	Transfers to Charter Schools in lieu of Property Taxes	8096 0000	6,917,354.00	2,385,985.36	
	In Lieu of PropTax - Prior Year	8096 0000			
	Property Taxes Transfers	8097 0000			
	LCFF/Revenue Limit Transfers - Prior Years	8099 0000			
	<b>TOTAL LCFF SOURCES</b>		<b>28,305,891.00</b>	<b>8,293,889.36</b>	
2)	Federal Revenue				
	Maintenance and Operations	8110			
	Special Ed: IDEA Basic Local Assistance - CY	8181 3310			
	Special Ed: IDEA Basic Local Assistance - PY adjustment	8181 3310			
	Special Education Discretionary Grants	8182 3310			
	Child Nutrition Programs	8220 5310	323,851.00	23,319.70	
	Donated Food Commodities	8221 5310			
	Interagency Contracts Between LEAs	8285 9010	568,813.00	196,199.15	
	NCLB: T1, Part A Basic Grts Low-Inc & Neglected	8290 3010	308,894.00		
	NCLB: T1, Part A Basic School Support	8290 3020			
	NCLB: Title I, Part D, Local Delinquent Programs	8290 3025			
	Vocational and Applied Technology Education	8290 3500-3699	29,570.00		
	Other No Child Left Behind	8290 3012,3030,4126,5510			
	Safe and Drug Free Schools	8290 3700-3799			
	NCLB:TII, Part A, Teacher Quality	8290 4035	64,848.00	1,131.00	
	NCLB:TII, Part A, Administrator Training	8290 4036			
	NCLB:TII, Part D, Enhancing Education Through Technol	8290 4045			
	NCLB:TII, Part D, Enhancing Education Through Technol	8290 4046			
	NCLB:TIII, Immigrant Education Program	8290 4201			
	NCLB:TIII, Limited English Proficient (LEP) Student Progr	8290 4203			
	NCLB:TitleV, Part B, Public Charter Schools Grant Program (PCSGP)	8290 4610			
	Med-Cal Billing Option (Medical Assistance Program)	8290 5640	-	-	
	All Other Federal Revenues:	8290 5810	38,335.00	-	
	Others (please insert description below)				
	Title IV - Student Support and Academic Enrichment	8290 4127	18,335.00		
	Dept of Rehab (DOR)	8290 5810	20,000.00		
	<b>TOTAL FEDERAL REVENUE</b>		<b>1,334,311.00</b>	<b>220,649.85</b>	
3)	Other State Revenue				
	Other State Apportionments				
	Special Education Master Plan				
	Special Education AB602 - Current Year	8311 6500			
	Special Education AB602 - Prior Years	8311 6500			
	All Other State Apportionments - Current Year	8311 6500			
	All Other State Apportionments - Prior Years	8319 6500			
	Child Nutrition: School Program	8520 5310	28,380.00	1,899.14	
	Mandated Costs Reimbursement	8550 0000	666,855.00	240.00	
	Lottery:Unrestricted (Non Prop 20)	8560 1100	457,723.00	9,540.77	
	State Lottery- Instructional Materials-Prop 20	8560 6300	172,964.00	14,861.62	
	After School Education and Safety (ASES)	8590 6010			
	Charter School Facility Grant	8590 6030			
	California Clean Energy Jobs Act (Prop 39)	8590 6230			
	Educator Effectiveness	8590 6264			
	Career Technical Education Incentive Grant Program (CT	8590 6387			
	Drug/Alcohol/Tobacco Funds	8590 6690			
	School Based Coordination Program	8590 7250			
	College Readiness Block Grant	8590 7338	11,032.00		

<b>Cost Center PALISADES CHARTER HIGH SCHOOL</b>				<b>0.00</b>	<b>THIS SHOULD BE ZERO, PLS ZERO OUT BEFORE SUBMISSION</b>
<b>FY19 1ST INTERIM REPORT</b>					
<b>FI CHARTER SCHOOL - FUND 62</b>					
<b>DUE DATE November 26, 2018 (Monday)</b>					
		Specialized Secondary	8590	7370	
		Quality Education Investment Act	8590	7400	
		Common Core Standards Implementation Funds	8590	7405	
		All other State Revenues:	8590	7810	102,198.00
		Others (please insert description below)			-
		Low-Performing Students Block Grant	8590	7510	75,089.00
		Classified School Employees Professional Development Block Grant	8590	7311	13,998.00
		Student ID/CAHSSEE			13,111.00
		<b>TOTAL OTHER STATE REVENUE</b>			<b>1,439,152.00</b>
	4)	<b>Other Local Revenues</b>			<b>26,541.53</b>
		<b>Sales</b>			
		Sale of Equipment/Supplies	8631	0000	
		Sale of Publications	8632	0000	
		Food Service Sales	8634	5310	269,255.00
		Other Sales	8639	0000	83,776.41
		Leases & Rentals	8650	0000	1,101,400.00
		Interest	8660	0000	369,445.00
		Net Increase (Decrease) in the Fair Value of Investments	8662	0000	112,932.00
		19,606.53			
		<b>Fees and Contracts</b>			
		Child Development Parent Fees	8673	0000	
		Transportation Fees from Individuals	8675	0000	
		Interagency Services	8677	9010	1,687,258.00
		581,981.65			
		<b>All Other Fees &amp; Contracts</b>	8689	0000	
		<b>Other Local Revenues</b>	8689	0000	488,004.00
		134,629.89			
		Others (please insert description below)			
		Grants			
		Fund Raising/Others			488,004.00
		Prior Year			134,629.89
		<b>All Other Local</b>			
		Tuition	8710	0000	
		All Other Transfers In	8781-8783	0000	
		Transfers of Apportionments			
		Special Education SELPA Transfers			
		From Districts or Charter Schools	8791	6500	163,850.00
		From County Offices	8792	6500	77,212.69
		From JPAs	8793	6500	
		<b>Other Transfers of Apportionments</b>			
		From Districts or Charter Schools	8791	0000	
		From County Offices	8792	0000	
		From JPAs	8793	0000	
		All Other Transfers in from All Others	8799	0000	
		<b>TOTAL OTHER LOCAL REVENUE</b>			<b>3,822,699.00</b>
					<b>1,266,652.17</b>
		<b>TOTAL REVENUES</b>			<b>34,902,053.00</b>
					<b>9,807,732.91</b>
				<b>June 30, 2019</b>	<b>Oct 31, 2018 Actuals</b>
				<b>Estimated</b>	
		<b>Expenses by Sub-object</b>	<b>SACS Object</b>	<b>FUNC</b>	<b>(4 months)</b>
	1)	<b>Certificated Salaries</b>			
		Teachers' Salaries	1100	1000	12,507,083.00
		3,102,156.21			
		Librarians	1200	2420	129,463.00
		32,540.48			
		Guidance, Welfare, & Counseling Services	1200	3110	723,633.00
		180,509.15			
		Pupil Support Salaries	1200	3140	
		Supervisors' and Administrators' Salaries	1300	2700	916,313.00
		230,083.52			
		Other Certificated Salaries	1900	2100	-
		-			
		<b>TOTAL CERTIFICATED SALARIES</b>			<b>14,276,492.00</b>
					<b>3,545,289.36</b>
	2)	<b>Classified Salaries</b>			
		Classified Instructional Salaries	2100	1000	971,377.00
		137,007.66			
		Classified Supervisors' and Administrators' Salaries	2300	2100	412,863.00
		103,215.81			
		Clerical, Technical and Office Salaries	2400	2700	2,104,726.00
		456,952.73			
		Classified Transportation Salaries	2200	3600	-
		-			
		Classified Food Services Salaries	2200	3700	46,410.00
		8,907.46			

Cost Center PALISADES CHARTER HIGH SCHOOL						0.00	THIS SHOULD BE ZERO, PLS ZERO OUT BEFORE SUBMISSION
FY19 1ST INTERIM REPORT							
FI CHARTER SCHOOL - FUND 62							
DUE DATE November 26, 2018 (Monday)							
Classified Maintenance & Operations 2200 8100 107,014.00 29,660.34							
Other Classified 2900 2100 1,156,461.00 295,229.27							
<b>TOTAL CLASSIFIED SALARIES 4,798,851.00 1,030,973.27</b>							
3) Employee Benefits							
EE Ben - STRS - Certificated 2,324,212.90 565,348.20							
EE Ben - STRS - Certificated - Instruction 3101 1000 2,324,212.90 565,348.20							
EE Ben - STRS - Certificated - Instructional Library, Media 3101 2420							
EE Ben - PERS - Certificated 15,000.00 2,197.54							
EE Ben - PERS - Certificated - Instruction 3201 1000 15,000.00 2,197.54							
EE Ben - PERS - Certificated - Instructional Library, Media 3201 2420 - -							
EE Ben - PERS - Classified 851,672.49 159,340.12							
EE Ben - PERS - Classified - Instruction 3202 1000 851,672.49 159,340.12							
EE Ben - PERS - Classified - Instructional Supv and Adm 3202 2100 - -							
EE Ben - OASDI Reg - Certificated 15,000.00 2,834.87							
EE Ben - OASDI Reg - Certificated - Instruction 3301 1000 15,000.00 2,834.87							
EE Ben - OASDI Reg - Certificated - Instructional Library, 3301 2420 - -							
EE Ben - OASDI Reg - Classified 297,528.76 62,408.62							
EE Ben - OASDI Reg - Classified - Instruction 3302 1000							
EE Ben - OASDI Reg - Classified - Instructional Supervisi 3302 2100 - -							
EE Ben - OASDI Reg - Classified - School Administration 3302 2700 297,528.76 62,408.62							
EE Ben - OASDI Reg - Classified - Pupil Transportation 3302 3600 - -							
EE Ben - OASDI Medicare - Certificated 207,009.13 50,674.60							
EE Ben - OASDI Medicare - Certificated - Instruction 3301 1000 207,009.13 50,674.60							
EE Ben - OASDI Medicare - Certificated - Instructional Lib 3301 2420 - -							
EE Ben - OASDI Medicare - Classified 69,583.34 14,718.50							
EE Ben - OASDI Medicare - Classified - Instruction 3302 1000 - -							
EE Ben - OASDI Medicare - Classified - Instructional Supv 3302 2100 - -							
EE Ben - OASDI Medicare - Classified - School Administr 3302 2700 69,583.34 14,718.50							
EE Ben - OASDI Medicare - Classified - Pupil Transportat 3302 3600 - -							
EE Ben - Health & Welfare Benefits - Certificated 2,335,548.00 766,659.85							
EE Ben - Health & Welfare Benefits - Cert - Instruction 3401 1000 2,335,548.00 766,659.85							
EE Ben - Health & Welfare Benefits - Cert - Instructional L 3401 2420							
EE Ben - Health & Welfare Benefits - Classified 1,181,164.00 375,793.45							
EE Ben - Health & Welfare Benefits - Class - Instruction 3402 1000							
EE Ben - Health & Welfare Benefits - Class - Instructional 3402 2100							
EE Ben - Health & Welfare Benefits - Class - School Adm 3402 2700 1,181,164.00 375,793.45							
EE Ben - Health & Welfare Benefits - Class - Pupil Transp 3402 3600							
EE Ben - Unemployment Insurance - Certificated 11,716.00 5,068.41							
EE Ben - Unemployment Insurance - Cert - Instruction 3501 1000 11,716.00 5,068.41							
EE Ben - Unemployment Insurance - Cert - Instructional L 3501 2420							
EE Ben - Unemployment Insurance - Classified 4,879.00 2,172.18							
EE Ben - Unemployment Insurance - Class - Instruction 3502 1000							
EE Ben - Unemployment Insurance - Class - Instructional 3502 2100							
EE Ben - Unemployment Insurance - Class - School Adm 3502 2700 4,879.00 2,172.18							
EE Ben - Workers' Compensation - Certificated 143,191.00 85,205.72							
EE Ben - Workers' Compensation - Cert - Instruction 3601 1000 143,191.00 85,205.72							
EE Ben - Workers' Compensation - Classified 64,082.00 27,475.24							
EE Ben - Workers' Compensation - Class - Instruction 3602 1000							
EE Ben - Workers' Compensation - Class - Instructional S 3602 2100							
EE Ben - Workers' Compensation - Class - School Admin 3602 2700 64,082.00 27,475.24							
EE Ben - Workers' Compensation - Class - Pupil Transpc 3602 3600							
EE Ben - Other Employment Benefits - Certificated 256,730.70 85,576.90							
EE Ben - Other Emp Benefits - Cert - Instruction 3901 1000 256,730.70 85,576.90							
EE Ben - Other Employment Benefits - Classified 48,000.00 20,430.60							
EE Ben - Other Emp Benefits - Class - Instruction 3902 1000							

Cost Center PALISADES CHARTER HIGH SCHOOL				0.00		THIS SHOULD BE ZERO, PLS ZERO OUT BEFORE SUBMISSION
FY19 1ST INTERIM REPORT						
FI CHARTER SCHOOL - FUND 62						
DUE DATE November 26, 2018 (Monday)						
		EE Ben - Other Emp Benefits - Class - Instructional Super	3902	2100		
		EE Ben - Other Emp Benefits - Class - School Administra	3902	2700	48,000.00	20,430.60
		<b>TOTAL EMPLOYEE BENEFITS</b>			<b>7,825,317.32</b>	<b>2,225,904.80</b>
	4)	<b>Books &amp; Supplies</b>				
		Approved Textbooks and Core Curricula Materials	4100	1000	99,583.00	39,395.57
		Books and Other Reference Materials	4200	1000		
		Materials and Supplies	4300	1000	240,000.00	59,175.84
		Noncapitalized Equipment	4400	1000	335,547.00	74,134.41
		Other Supplies	4300	2700	165,000.00	41,906.33
		Food Service Supplies	4700	3700	247,776.00	41,494.94
		<b>TOTAL BOOKS AND SUPPLIES</b>			<b>1,087,906.00</b>	<b>256,107.09</b>
	5)	<b>Services and Other Operating Expenses</b>				
		Personal Services- School Administration	5800	2700		-
		Personal Services- Other Gen Administration	5800	7200	4,060.00	749.79
		Travel and Conference - School Administration	5200	2700		
		Travel and Conference - Other Gen Administration	5200	7200	43,534.00	15,386.10
		Due and Memberships - School Administration	5300	2700		
		Due and Memberships - Other Gen Administratin	5300	7200	386,160.00	235,632.74
		Insurance-School Administration	5400	2700		
		Insurance - Other General Administration	5400	7200	173,678.00	91,089.00
		Operation and Housekeeping Services	5500	8100	683,850.00	98,910.48
		Rentals/Leases/Repairs&Noncapitalized Improvements	5600	8700	578,254.00	168,642.13
		Professional Consulting Services& Operating Exp	5800	2100	2,430,680.00	820,339.20
		Pupil Transportation	5800	3600	712,651.00	262,910.34
		Communications - School Administration	5900	2700		-
		Communications - Other General Administration	5900	7200	279,837.00	24,587.89
		<b>TOTAL SERVICES AND OTHER OPERATING EXPENSES</b>			<b>5,292,704.00</b>	<b>1,718,247.67</b>
	6)	<b>Depreciation</b>				
		Depreciation Expense - Instruction	6900	1000		
		Depreciation Expense - Instructional Superv & Admin	6900	2100	860,000.00	286,666.00
		<b>TOTAL DEPRECIATION</b>			<b>860,000.00</b>	<b>286,666.00</b>
	7)	<b>Other Outgo (excluding Transfers of Indirect Costs)</b>				
		Tuition				
		Tuition for Intruction Under Interdistrict Attendance Agree	7110	9200		
		Tuition, Excess Costs, and/or Deficit Payments				
		Payments to Districts or Charter School	7141	9200		
		Payments to County Offices	7142	9200		
		Payments to JPAs	7143	9200		
		Other Transfers Out				
		All Other Transfers	7281-7283	9200		
		All Other Transfers Out to All Others	7299	9200	283,058.91	91,180.01
		Debt Service				
		Debt Service-Interest	7438	9100	52,932.00	18,832.67
		<b>TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)</b>			<b>335,990.91</b>	<b>110,012.68</b>
	8)	<b>OTHER OUTGO-TRANSFERS OF INDIRECT COSTS</b>				
		Transfers of Indirect Cost	7310			
		Transfers of Indirect Cost-Interfund	7350			
		<b>TOTAL, OTHER OUTGO-TRANSFERS OF INDIRECT COSTS</b>			<b>-</b>	<b>-</b>
		<b>Direct Support/Indirect Costs/All Other Financing Uses</b>				
		Indirect Cost ( total supervisorial oversight fees only)	5800	2700		
		Indirect Cost ( total supervisorial oversight fees only)	5800	7200		
		<b>TOTAL Direct Support/Indirect Costs/All Other Financing Uses</b>			<b>-</b>	<b>-</b>
		<b>All Other Financing Uses</b>	7699	9100		
		<b>TOTAL EXPENSES</b>			<b>34,477,261.23</b>	<b>9,173,200.87</b>
		CHECK: DETAILS OF REVENUE = TOTAL REVENUE- SUMMARY; SHOULD BE ZERO			<b>-</b>	<b>-</b>

<b>Cost Center PALISADES CHARTER HIGH SCHOOL</b>						<b>0.00</b>	THIS SHOULD BE ZERO, PLS ZERO OUT BEFORE SUBMISSION
FY19 1ST INTERIM REPORT							
FI CHARTER SCHOOL - FUND 62							
DUE DATE November 26, 2018 (Monday)							
CHECK: DETAILS OF EXPENSES = TOTAL EXPENSES - SUMMARY; SHOULD BE ZERO ; OR \$							
IN OTHER FINANCING USES						-	-



**CHARTER SCHOOL  
INTERIM FINANCIAL REPORT - ALTERNATIVE FORM  
First Interim Report**

**Charter School Name: Palisades Charter High School**  
 (continued)  
**CDS #: 1.96473E+13**  
**Charter Approving Entity: Los Angeles Unified**  
**County: Los Angeles**  
**Charter #: 037**  
**Period Covered: 7/1/2018 - 6/30/2019**

This charter school uses the following basis of accounting:

**Accrual Basis** (Applicable Capital Assets / Interest on Long-Term Debt / Long-Term Liabilities objects are 6900, 7438, 9400-9499, and 9660-9669)

**Modified Accrual Basis** (Applicable Capital Outlay / Debt Service objects are 6100-6170, 6200-6500, 7438, and 7439)

Description	Object Code	Actuals to	1st Interim Projection		
		10/31/2018	Unrestricted	Restricted	Total
<b>A. REVENUES</b>					
1. LCFF/Revenue Limit Sources					
State Aid - Current Year	8011	4,642,570.00	16,327,203.00		16,327,203.00
Education Protection Account State Aid - Current Year	8012	1,265,334.00	5,061,334.00		5,061,334.00
State Aid - Prior Years	8019				-
Charter Schools Funding in lieu of Property Taxes	8096	2,385,985.36	6,917,354.00		6,917,354.00
Other LCFF/Revenue Limit Transfers	8091, 8097				-
Total, LCFF/Revenue Limit Sources		8,293,889.36	28,305,891.00	-	28,305,891.00
2. Federal Revenues					
Every Student Succeeds Act (Title I-V)	8290	1,131.00		441,647.00	441,647.00
Special Education - Federal	8181, 8182				-
Child Nutrition - Federal	8220	23,319.70		323,851.00	323,851.00
Donated Food Commodities	8221				-
Other Federal Revenues	8110, 8260-8299	196,199.15		568,813.00	568,813.00
Total, Federal Revenues		220,649.85	-	1,334,311.00	1,334,311.00
3. Other State Revenues					
Special Education - State	StateRevSE	-	-	-	-
All Other State Revenues	StateRevAO	26,541.53	1,137,689.00	301,463.00	1,439,152.00
Total, Other State Revenues		26,541.53	1,137,689.00	301,463.00	1,439,152.00
4. Other Local Revenues					
All Other Local Revenues	LocalRevAO	1,266,652.17	1,971,591.00	1,851,108.00	3,822,699.00
Total, Local Revenues		1,266,652.17	1,971,591.00	1,851,108.00	3,822,699.00
5. TOTAL REVENUES		9,807,732.91	31,415,171.00	3,486,882.00	34,902,053.00
<b>B. EXPENDITURES</b>					
1. Certificated Salaries					
Certificated Teachers' Salaries	1100	3,102,156.21	10,557,050.14	1,950,032.86	12,507,083.00
Certificated Pupil Support Salaries	1200	213,049.63	853,096.00	-	853,096.00
Certificated Supervisors' and Administrators' Salaries	1300	230,083.52	791,668.10	124,644.90	916,313.00
Other Certificated Salaries	1900	-	-	-	-
Total, Certificated Salaries		3,545,289.36	12,201,814.24	2,074,677.76	14,276,492.00
2. Non-certificated Salaries					
Non-certificated Instructional Aides' Salaries	2100	137,007.66	-	971,377.00	971,377.00
Non-certificated Support Salaries	2200	38,567.80	105,773.75	47,650.25	153,424.00
Non-certificated Supervisors' and Administrators' Sal.	2300	103,215.81	412,863.00	-	412,863.00
Clerical and Office Salaries	2400	456,952.73	2,104,726.00	-	2,104,726.00
Other Non-certificated Salaries	2900	295,229.27	1,067,246.03	89,214.98	1,156,461.00
Total, Non-certificated Salaries		1,030,973.27	3,690,608.77	1,108,242.23	4,798,851.00
3. Employee Benefits					
STRS	3101-3102	565,348.20	1,986,455.36	337,757.54	2,324,212.90
PERS	3201-3202	161,537.66	666,523.94	200,148.55	866,672.49
OASDI / Medicare / Alternative	3301-3302	130,636.59	474,257.88	114,863.36	589,121.24
Health and Welfare Benefits	3401-3402	1,142,453.30	3,516,712.00	-	3,516,712.00
Unemployment Insurance	3501-3502	7,240.59	16,595.00	-	16,595.00
Workers' Compensation Insurance	3601-3602	112,680.96	207,273.00	-	207,273.00
OPEB, Allocated	3701-3702		-	-	-

**CHARTER SCHOOL  
INTERIM FINANCIAL REPORT - ALTERNATIVE FORM  
First Interim Report**

**Charter School Name: Palisades Charter High School**  
 (continued)  
**CDS #: 1.96473E+13**  
**Charter Approving Entity: Los Angeles Unified**  
**County: Los Angeles**  
**Charter #: 037**  
**Period Covered: 7/1/2018 - 6/30/2019**

This charter school uses the following basis of accounting:

**Accrual Basis** (Applicable Capital Assets / Interest on Long-Term Debt / Long-Term Liabilities objects are 6900, 7438, 9400-9499, and 9660-9669)

**Modified Accrual Basis** (Applicable Capital Outlay / Debt Service objects are 6100-6170, 6200-6500, 7438, and 7439)

Description	Object Code	Actuals to	1st Interim Projection		
		10/31/2018	Unrestricted	Restricted	Total
OPEB, Active Employees	3751-3752				-
Other Employee Benefits	3901-3902	106,007.50	304,730.70	-	304,730.70
Total, Employee Benefits		2,225,904.80	7,172,547.88	652,769.44	7,825,317.32
<b>4. Books and Supplies</b>					
Approved Textbooks and Core Curricula Materials	4100	39,395.57	-	99,583.00	99,583.00
Books and Other Reference Materials	4200		-	-	-
Materials and Supplies	4300	101,082.17	331,619.00	73,381.00	405,000.00
Noncapitalized Equipment	4400	74,134.41	335,547.00	-	335,547.00
Food	4700	41,494.94	-	247,776.00	247,776.00
Total, Books and Supplies		256,107.09	667,166.00	420,740.00	1,087,906.00
<b>5. Services and Other Operating Expenditures</b>					
Subagreements for Services	5100		-	-	-
Travel and Conferences	5200	16,135.89	-	47,594.00	47,594.00
Dues and Memberships	5300	235,632.74	386,160.00	-	386,160.00
Insurance	5400	91,089.00	173,678.00	-	173,678.00
Operations and Housekeeping Services	5500	98,910.48	683,850.00		683,850.00
Rentals, Leases, Repairs, and Noncap. Improvements	5600	168,642.13	561,053.23	17,200.77	578,254.00
Transfers of Direct Costs	5700-5799				-
Professional/Consulting Services and Operating Expend.	5800	1,083,249.54	1,092,838.60	2,050,492.40	3,143,331.00
Communications	5900	24,587.89	279,837.00	-	279,837.00
Total, Services and Other Operating Expenditures		1,718,247.67	3,177,416.83	2,115,287.17	5,292,704.00
<b>6. Capital Outlay</b> (Objects 6100-6170, 6200-6500 for modified accrual basis only)					
Land and Land Improvements	6100-6170				-
Buildings and Improvements of Buildings	6200				-
Books and Media for New School Libraries or Major Expansion of School Libraries	6300				-
Equipment	6400				-
Equipment Replacement	6500				-
Depreciation Expense (for accrual basis only)	6900	286,666.00	860,000.00	-	860,000.00
Total, Capital Outlay		286,666.00	860,000.00	-	860,000.00
<b>7. Other Outgo</b>					
Tuition to Other Schools	7110-7143				-
Transfers of Pass-through Revenues to Other LEAs	7211-7213				-
Transfers of Apportionments to Other LEAs - Spec. Ed.	7221-7223SE				-
Transfers of Apportionments to Other LEAs - All Other	7221-7223AO				-
All Other Transfers	7281-7299	91,180.01	283,058.91		283,058.91
Transfers of Indirect Costs	7300-7399		(89,993.00)	89,993.00	-
Debt Service:					
Interest	7438	18,832.67	52,932.00		52,932.00
Principal (for modified accrual basis only)	7439				-
Total, Other Outgo		110,012.68	335,990.91	-	335,990.91
<b>8. TOTAL EXPENDITURES</b>		9,173,200.87	28,105,544.64	6,371,716.59	34,477,261.23
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPEND. BEFORE OTHER FINANCING SOURCES AND USES (A5-B8)</b>		634,532.04	3,309,626.36	(2,884,834.59)	424,791.77
<b>D. OTHER FINANCING SOURCES / USES</b>					

**CHARTER SCHOOL  
INTERIM FINANCIAL REPORT - ALTERNATIVE FORM  
First Interim Report**

**Charter School Name: Palisades Charter High School**  
 (continued)  
**CDS #: 1.96473E+13**  
**Charter Approving Entity: Los Angeles Unified**  
**County: Los Angeles**  
**Charter #: 037**  
**Period Covered: 7/1/2018 - 6/30/2019**

This charter school uses the following basis of accounting:

**Accrual Basis** (Applicable Capital Assets / Interest on Long-Term Debt / Long-Term Liabilities objects are 6900, 7438, 9400-9499, and 9660-9669)

**Modified Accrual Basis** (Applicable Capital Outlay / Debt Service objects are 6100-6170, 6200-6500, 7438, and 7439)

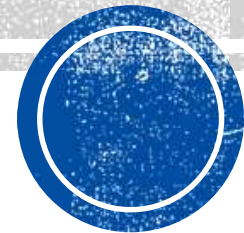
Description	Object Code	Actuals to 10/31/2018	1st Interim Projection		
			Unrestricted	Restricted	Total
1. Other Sources	8930-8979				-
2. Less: Other Uses	7630-7699				-
3. Contributions Between Unrestricted and Restricted Accounts (must net to zero)	8980-8999		(2,600,000.00)	2,600,000.00	-
4. TOTAL OTHER FINANCING SOURCES / USES		-	(2,600,000.00)	2,600,000.00	-
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>		634,532.04	709,626.36	(284,834.59)	424,791.77
<b>F. FUND BALANCE, RESERVES</b>					
1. Beginning Fund Balance					
a. As of July 1	9791		(4,426,910.69)	661,178.87	(3,765,731.82)
b. Adjustments to Beginning Balance	9793, 9795				-
c. Adjusted Beginning Balance		-	(4,426,910.69)	661,178.87	(3,765,731.82)
2. Ending Fund Balance, June 30 (E + F.1.c.)		634,532.04	(3,717,284.33)	376,344.28	(3,340,940.05)
Components of Ending Fund Balance :					
a. Nonspendable					
Revolving Cash (equals object 9130)	9711				-
Stores (equals object 9320)	9712				-
Prepaid Expenditures (equals object 9330)	9713		140,940.58		140,940.58
All Others	9719				-
b. Restricted	9740			376,344.28	376,344.28
c. Committed					
Stabilization Arrangements	9750				-
Other Commitments	9760				-
d. Assigned					
Other Assignments	9780				-
e. Unassigned/Unappropriated					
Reserve for Economic Uncertainties	9789				-
Unassigned/Unappropriated Amount	9790		(3,858,224.91)	-	(3,858,224.91)



# 2018-2019 1<sup>ST</sup> INTERIM BUDGET REPORT

Palisades Charter High School

By: Greg Wood & Arleta Ilyas



# PRESENTATION

- Summary of Actuals
  - Revenue & Expenditure Variances
- Re-Adoption vs. 1<sup>st</sup> Interim
  - Revenue & Expenditures
- Multi-Year Projection
  - Budget Planning Worksheet
- Looking Ahead



# REVENUE/EXPENSE ACTUALS UNTIL OCTOBER 2018

Revenue Type	Actuals as of 10/31/18	Actuals as of 10/31/17	Difference
LCFF	8,293,889	7,569,288	724,604
Federal	220,650	300,273	-79,623
State	685,736	583,967	101,769
Local	607,458	573,649	33,809
<b>Total</b>	<b>9,807,733</b>	<b>9,027,177</b>	<b>780,556</b>

Expense Type	Actuals as of 10/31/18	Actuals as of 10/31/17	Difference
Certificated Salaries	3,545,289	3,586,978	-41,689
Classified Salaries	1,030,973	1,046,820	-15,847
Benefits	2,225,905	2,041,886	184,019
Books/Supplies	256,107	386,810	-130,703
Other Services	1,718,248	1,540,449	177,799
Capital (Depreciation)	286,666	225,000	61,666
Indirect/Debt Service	110,013	96,694	13,319
<b>Total (Financial Reporting)</b>	<b>9,173,201</b>	<b>8,924,636</b>	<b>248,565</b>



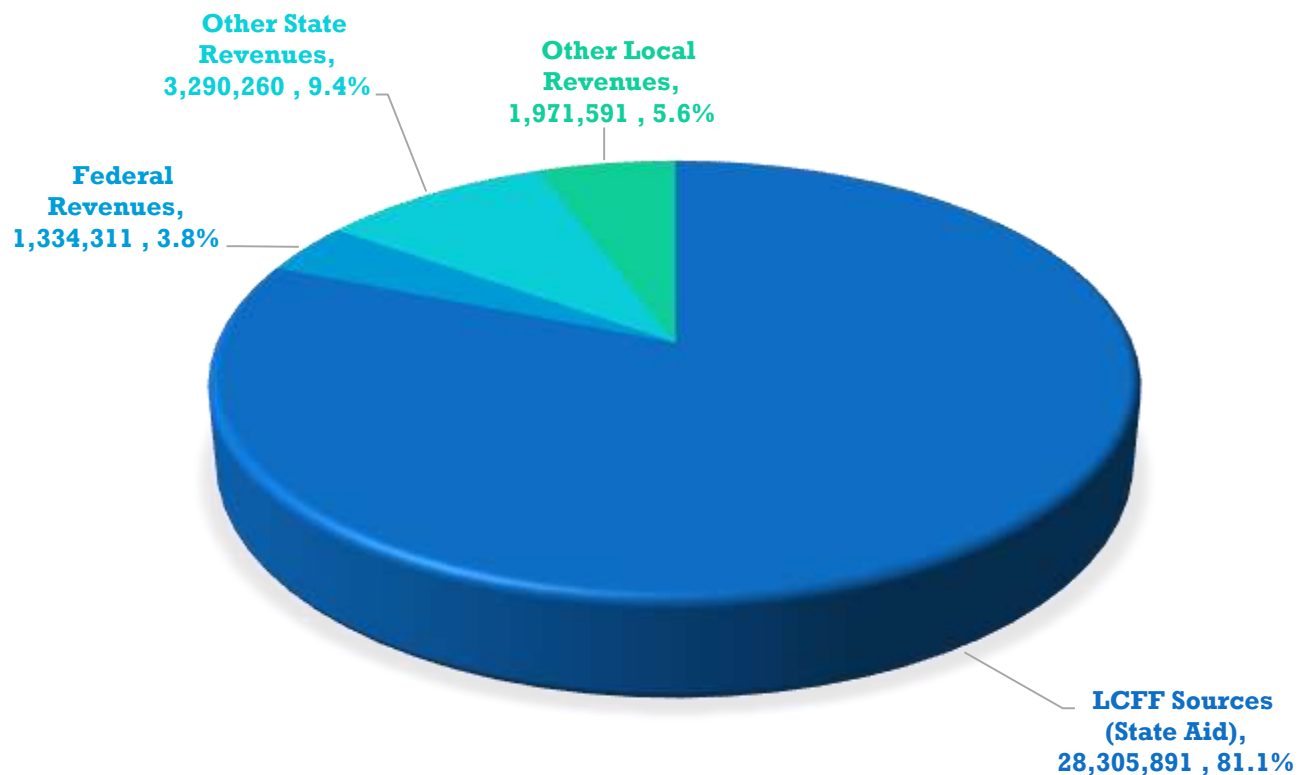
# Re-Adoption vs. First Interim





# 1<sup>ST</sup> INTERIM REVENUE PROJECTIONS

## 1<sup>ST</sup> INTERIM REVENUE



Revenue	Amount
LCFF	28,305,891
Federal	1,334,311
State	3,290,260
Local	1,971,591
<b>Total</b>	<b>34,902,053</b>

■ LCFF Sources (State Aid) 
 ■ Federal Revenues 
 ■ Other State Revenues 
 ■ Other Local Revenues







# REVENUE VARIANCES (WHAT CHANGED?)

Revenue Type	Adopted	Re-Adoption	1 <sup>st</sup> Interim	1 <sup>st</sup> vs re-adoption
LCFF	\$28,277,877	\$28,305,891	\$28,305,891	-
Federal	\$1,391,636	\$1,389,976	\$1,334,311	-\$55,665
State	\$3,568,933	\$3,206,174	\$3,290,260	\$84,086
Local	\$1,842,590	\$1,892,591	\$1,971,591	\$79,000
<b>Total</b>	<b>\$35,081,036</b>	<b>\$34,794,632</b>	<b>\$34,902,053</b>	<b>\$107,422</b>





## REVENUE VARIANCES EXPLAINED (FROM RE-ADOPTION)

### Federal:

- Received new grant (Title IV: Student Support & Academic Achievement): **\$18,335**
- Lowered projection for Federal Child Nutrition funds: **(\$74,000)**

### State:

- Received new state grants (Low-Performing Students Block Grant - **\$75,089** & Classified School Employees Professional Development Block Grant - **\$13,998**)
- Lowered projection for State Child Nutrition funds: **(\$5,000)**

### Local:

- Increased projection for food service sales: **\$79,000**

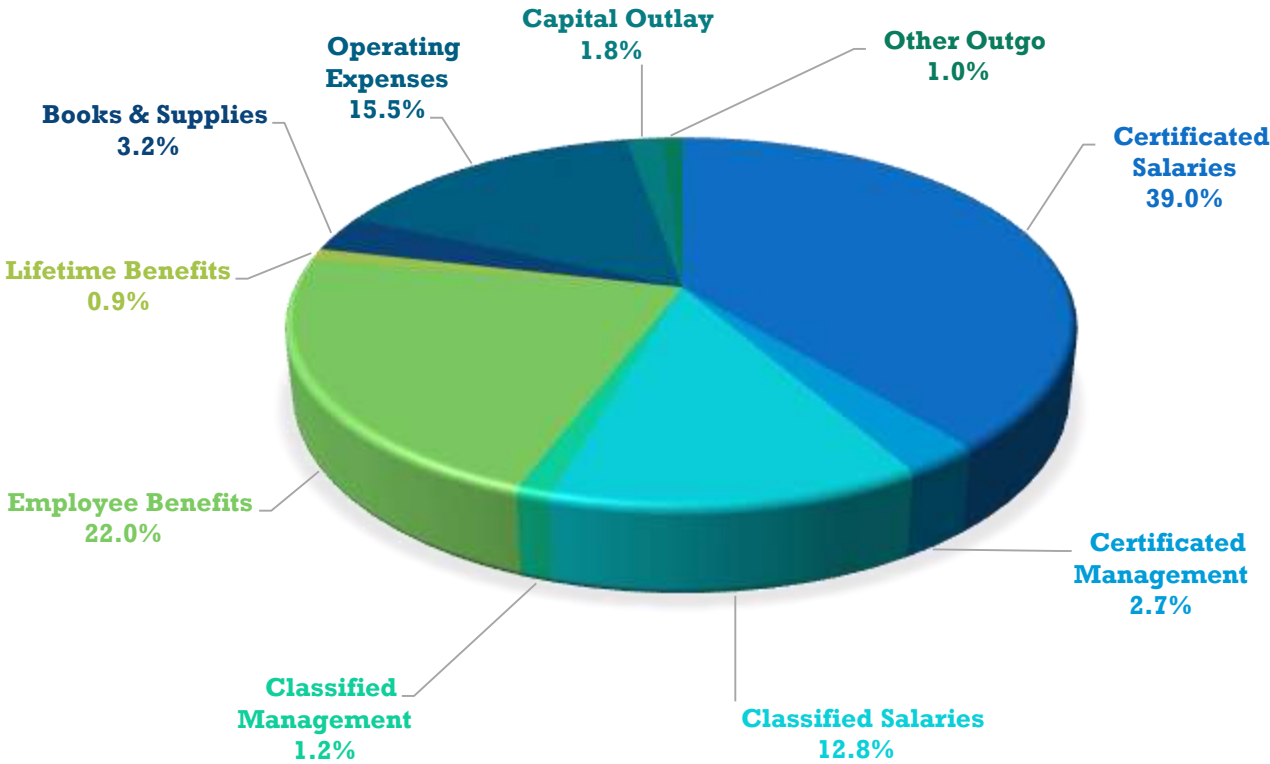
**Total change in revenue: \$107,422**





# 1ST INTERIM EXPENDITURE PROJECTIONS

## 1ST INTERIM EXPENDITURES



Expense	Amount
Certificated Salaries	14,276,492
Classified Salaries	4,798,851
Benefits	7,825,317
Books & Supplies	1,087,906
Services	5,292,704
Depreciation	860,000
Interest/Indirect	335,991
<b>Total</b>	<b>34,228,151</b>





# EXPENDITURE VARIANCES (WHAT CHANGED?)

Expense Category	Adopted	Re-Adoption	1 <sup>st</sup> Interim	1 <sup>st</sup> vs re-adoption
Certificated Salaries	\$14,526,492	\$14,276,492	\$14,276,492	-
Classified Salaries	\$4,798,852	\$4,798,851	\$4,798,851	-
Benefits	\$8,231,979	\$7,835,308	\$7,825,317	-\$9,991
Books & Supplies	\$1,165,906	\$1,087,906	\$1,087,906	-
Services	\$5,158,203	\$5,243,204	\$5,292,704	\$49,500
Depreciation	\$860,000	\$860,000	\$860,000	-
Interest/Indirect	\$335,711	\$337,460	\$335,991	-\$1,469
<b>Total</b>	<b>\$35,077,142</b>	<b>\$34,439,221</b>	<b>\$34,477,261</b>	<b>\$38,040</b>





# EXPENDITURE VARIANCES EXPLAINED

## INCREASES:

- - Increased professional development line to account for classified PD grant (\$7,500)
- - Increased consulting line to account for Special Education and Legal (\$60,000)

## DECREASES:

- - Decreased Lifetime benefits contribution for certificated staff (\$6,269)
- - Decreased subscriptions line (\$18,000)
- - Decreased indirect/debt service line (LAUSD 1% oversight fee tied to LCFF revenue) (\$1,469)

**Total additions: \$67,500**

**Total decreases: \$25,738**



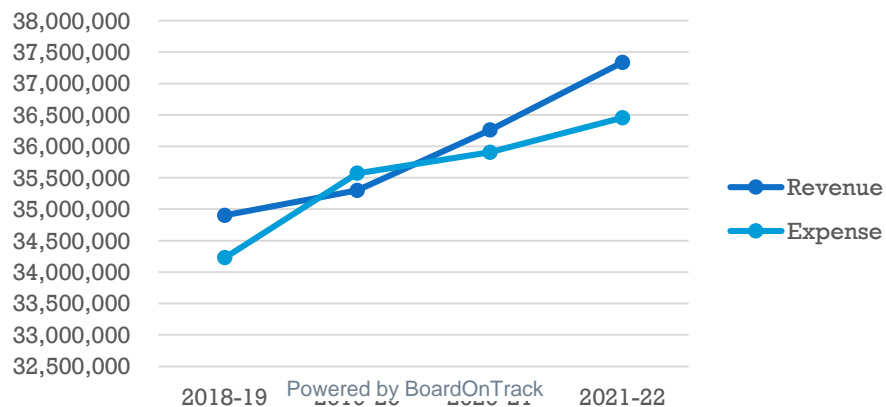
# ENDING FUND BALANCE

Category	Adopted	Re-Adoption	1 <sup>st</sup> Interim	1 <sup>st</sup> vs re-adoption
Total Revenue	\$35,081,036	\$34,794,632	\$34,902,503	\$107,871
Total Expense- Financial Reporting	\$35,077,142	\$34,439,221	\$34,477,261	\$38,040
Financial Reporting Basis (Adj. for Depreciation)	\$3,894	\$355,411	\$424,792	\$69,381
Total Expense – Cash Reporting	\$34,978,032	\$34,190,111	\$34,228,151	\$38,040
Net Reserve Fund Increase (Reduction) – Cash Basis	\$103,004	\$604,521	\$673,902	\$69,381

# MULTI-YEAR PROJECTION

	2018-19	2019-20	2020-21	2021-22
<b>Revenues</b>	\$34,902,053	\$35,299,186	\$36,258,460	\$37,336,179
<b>Total Expenditures: Cash Reporting Basis</b>	\$34,228,151	\$35,571,611	\$35,905,689	\$36,454,875
<b>Fund Balance (Cash Reporting Basis)</b>	\$673,902	(\$272,425)	\$352,771	\$881,304
<b>Total Expenditures: Financial Reporting Basis</b>	\$34,477,261	\$34,926,141	\$36,765,689	\$37,314,875
<b>Fund Balance (Financial Reporting Basis)</b>	\$424,792	(\$626,955)	(\$507,229)	\$21,304
<b>Additional OPEB Requirement (Lifetime Health Benefits)</b>	\$749,445	\$749,445	\$749,445	\$749,445
<b>Fund Balance w/OPEB Reporting (using financial reporting basis)</b>	(\$324,653)	(\$1,376,400)	(\$1,256,674)	(\$728,141)

Revenue vs. Expense



# Budget Planning Dartboard



**FIRST INTERIM ASSUMPTION GUIDELINES (AS OF NOVEMBER 2018)  
PROJECTIONS FOR FISCAL YEARS 2019-20 THROUGH 2021-22**

The guidelines below are provided to assist you with projections for fiscal years 2018-19, 2019-20, 2020-21 and 2021-22.

<b>LCFF REVENUE</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>
Statutory COLA / Net Funded COLA	3.70% (1)	2.57%	2.67%	3.42%
Gap Funding	100.00%	100.00%	100.00%	100.00%
<b>SPECIAL EDUCATION AND CATEGORICAL PROGRAMS</b>				
COLA for Special Ed and Other Categorical Programs Outside of LCFF (on state and local share only)	2.71%	2.57%	2.67%	3.42%
<b>LOTTERY REVENUE</b>				
Unrestricted	\$151.00/ADA	\$151.00/ADA	\$151.00/ADA	\$151.00/ADA
Restricted for Instructional Materials	<u>53.00/ADA</u>	<u>53.00/ADA</u>	<u>53.00/ADA</u>	<u>53.00/ADA</u>
Total Lottery Revenue	\$204.00/ADA	\$204.00/ADA	\$204.00/ADA	\$204.00/ADA
<b>OTHER FACTORS</b>				
CalSTRS Employer Rates (2)	16.28%	18.13%	19.10%	18.60%
CalPERS Employer Rates (2)	18.062%	20.80%	23.50%	24.60%
Interest Rate for 10-year Treasuries	3.17%	3.38%	3.50%	3.40%
California Consumer Price Index (CPI)	3.66%	3.50%	3.23%	2.94%
Other Expenses (4000s – 6000s)	2018-19+CPI	2019-20+CPI	2020-21+CPI	2021-22+CPI

(1) Includes statutory COLA of 2.71 percent plus an additional 0.99 percent appropriated for the LCFF target for 2018-19

(2) CalSTRS rates set by statute; CalPERS rate projections from Legislative Analyst Office and School Services

**- State Law says we must use these assumptions to project out-years.**

**- Assumptions subject to may revise for funding levels**

Attachment No. 2 to:  
Informational Bulletin No. 4913





# LOOKING AHEAD — ONGOING CONCERNS

- Lifetime Benefits/OPEB obligation
- Transportation
- Deferred Maintenance
- Special Education
- PERS/STRS rate increases
- Health Benefits premium increases
- Increase cash fund balances/reserves



# QUESTIONS?



PALISADES CHARTER HIGH SCHOOL  
2017-2018 Unaudited Actuals 2018-2019 1st Interim Updates

	2017-2018 Unaudited Actuals (6/30/18)	2018-2019 Budget (Admin/RF committee Recommended 6/4/18)	Board Approved 2018/19 Budget Updates (10/16/18)	Actuals to 10/31/18	1st Interim Budget Updates	Comments/ Changes
ADA ESTIMATES/ACTUAL FUNDED	2,905	2,882	2,867	2,867	2,867	ADA Concerns- Need to increase (lower ADA # to be more realistic, by 15) Target 2nd Semester Enrollment
LCFF FUNDING PER ADA		9,814	9,873	9,873	9,873	
EPA Funding-Prop 30	4,657,544	4,277,299	5,061,334	1,265,334	5,061,334	
LCFF Entitlement - State Aid - <b>Current Year</b>	15,142,505	17,497,951	16,327,203	4,642,570	16,327,203	
High Needs Grant (Included in LCFF)						
LCFF PY Adjustments	(265,161)					
C S Funding In Lieu of PropTax -	7,281,331	6,502,627	6,917,354	2,385,985	6,917,354	
C S Funding In Lieu of PropTax - PY adjustments	-					
LCFF Funding-Total	26,816,219	28,277,877	28,305,891	8,293,889	28,305,891	
NCLB:T1,Basic School Support	281,972	285,028	308,894	-	308,894	
Special Ed: IDEA Basic Local Assistance Entitlement	565,541	583,296	568,813	196,199	568,813	\$198.4/ADA (Actual Sp Funding-9/18)
NCLB:TII, Teacher Quality/ESSA	57,519	57,891	64,848	1,131	64,848	Updated Funding 7/18/18
ESSA:TIV,Student Support and Academic Enrichment	-	-	-	-	18,335	
MAA-Medical Reimbursements	16,925	18,000	-	-	-	
Perkins	24,736	29,570	29,570	-	29,570	
DOR-Rehab	8,550	20,000	20,000	-	20,000	
AP Fees	3,359	-	-	-	-	
Child Nutrition Program	362,687	397,851	397,851	23,320	323,851	
Federal Revenues-Total	1,321,289	1,391,636	1,389,976	220,650	1,334,311	(24,130)
Prop. 39 energy	220,105	-	-	-	-	
State Lottery:Non Prop 20 - <b>Current Year</b>	461,509	420,699	448,182	-	448,182	New Lottery Est 9/18 (\$151/Enrolled)
State Lottery:Non Prop 20 - <b>PY adjustments</b>	-	-	9,542	9,541	9,541	
Child Nutrition: School Programs	30,495	33,380	33,380	1,899	28,380	
Mandated Costs Reimbursement	125,271	130,330	131,554	240	131,554	
Classified School Employees Professional Development Block Grant	-	-	-	-	13,998	
One Time Discretionary Grant	419,051	991,236	535,301	-	535,301	revised @\$184/ADA per CDE (as a result of P-2 ADA PY)
State Lottery:Prop 20 Inst Matls- <b>Current Year</b>	176,959	138,312	157,746	-	157,746	New Lottery Est 9/18 (\$53/Enrolled)
State Lottery:Prop 20 Ins Matls- <b>PY adjustments</b>	-	-	15,218	14,862	15,218	
Special Education- AB602	1,681,851	1,698,015	1,687,258	581,982	1,687,258	\$588.51/ADA (Actual P-1 Funding) 9/18
Student ID/CAHSEE	4,860	13,111	13,111	-	13,111	
CTE Grant	527,117	-	-	-	-	
College Readiness Block Grant	124,016	-	11,032	-	11,032	revenue recognized from 17/18
Low-Performing Students Block Grant	-	-	-	-	75,089	per CDE 9/18
LAUSD-Sp Ed Grants (Option 3)	172,997	143,850	163,850	77,213	163,850	Recover Extra SpED Transportation Costs with COP Grant
Other State Revenues-Total	3,944,232	3,568,933	3,206,174	685,736	3,290,260	
Food Service Sales	202,852	190,255	190,255	83,776	269,255	
Leases & Rentals (POOLS/PERMIT/CIVIC CENTER ETC.)	1,116,993	1,051,400	1,101,400	369,445	1,101,400	
Interest	115,788	112,932	112,932	19,607	112,932	
Encroachment	0	-	-	-	-	
Lease Revenue- iPad Rentals	-	-	-	-	-	
Fundraising	343,734	488,004	488,004	134,630	488,004	
Other Local Revenues-Total	1,779,367	1,842,590	1,892,591	607,458	1,971,591	
Total Revenue	33,861,107	35,081,036	34,794,632	9,807,733	34,902,053	
Teachers	12,976,082	12,757,083	12,507,083	3,052,212	12,507,083	
School Admin	900,745	916,313	916,313	230,084	916,313	
Librarians	127,764	129,463	129,463	32,540	129,463	
Guidance,Welfare	698,603	723,633	723,633	180,509	723,633	
Other Support/Impact of / Step and Column	-	-	-	-	-	Teacher Savings from 17/18 not returning 2018/19
New Periods & Teachers (Master Budget- Other - SUBS)	-	-	-	49,944	-	Placeholder :Savings on Teaching Efficiencies- Small Classes close or combining classes (including possible auxillaries, eff. 2nd semester)
Certificated Salaries	14,703,193	14,526,492	14,276,492	3,545,289	14,276,492	
Inst'l Aides	905,595	971,377	971,377	137,008	971,377	
Admin. Sal	435,684	412,863	412,863	103,216	412,863	
Clerical/Office	1,829,675	1,968,726	1,968,726	456,953	1,968,726	
Maint./Oper (incl. in Clerical/Office)	107,143	107,014	107,014	29,660	107,014	
Food Services	46,488	46,410	46,410	8,907	46,410	
Math Paraprofessionals	84,181	170,000	170,000	29,426	170,000	
Other Classified	1,183,398	986,461	986,461	265,803	986,461	
Impact Step and Column	-	56,000	56,000	-	56,000	
Proposed New Positions/Hours	-	80,000	80,000	-	80,000	
Classified Salaries	4,592,164	4,798,852	4,798,851	1,030,973	4,798,851	
Total Salaries	19,295,357	19,325,343	19,075,343	4,576,263	19,075,343.00	
STRS - Certificated (ER 16.28%)	2,059,405	2,364,913	2,324,213	565,348	2,324,213	
PERS - Classified (ER 18.06%)	609,158	866,673	866,768	161,538	866,672	
OASDI Regular - Certificated	14,330	15,000	15,000	2,835	15,000	
OASDI Regular - Classified	277,840	297,529	297,529	62,409	297,529	
OASDI Medicare - Certificated	209,576	210,634	210,634	50,675	207,009	
OASDI Medicare - Classified	67,090	69,583	69,583	14,719	69,583	
Health & Welfare Benefits - Certificated	2,302,720	2,335,548	2,335,548	766,660	2,335,548	
Health & Welfare Benefits - Classified	1,115,968	1,181,164	1,181,164	375,793	1,181,164	

PALISADES CHARTER HIGH SCHOOL  
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ADA ESTIMATES/ACTUAL FUNDED						ADA Concerns- Need to increase (lower ADA # to be more realistic, by 15) Target 2nd Semester Enrollment
LCFF FUNDING PER ADA	2,905	2,882	2,867	2,867	2,867	
Unemployment Insurance - Certificated	11,188	7,263	11,716	5,068	11,716	Adjust 18/19 to PY levels
Unemployment Insurance - Classified	4,795	2,399	4,879	2,172	4,879	Adjust 18/19 to PY levels
Workers' Compensation - Certificated	146,742	133,191	143,191	85,206	143,191	Worker's Comp Audit
Workers' Compensation - Classified	59,333	57,082	64,082	27,475	64,082	Worker's Comp Audit
Other Employment Benefits - Certificated (LT Benefits)	203,094	483,000	263,000	85,577	256,731	Maximum Benefits/no "Extra Fund Payments
Other Employment Benefits - Classified (LT Benefits)	26,134	208,000	48,000	20,431	48,000	Maximum Benefits/no "Extra Fund Payments
Employee Benefits	7,107,370	8,231,979	7,835,308	2,225,905	7,825,317	
Total Salary & Benefits	26,402,727	27,557,322	26,910,651	6,802,167	26,900,660	
Textbooks	156,447	99,583	99,583	39,396	99,583	
Instructional Materials	303,557	240,000	240,000	59,176	240,000	
Non-capitalized Equipment	540,471	413,547	335,547	74,134	335,547	Freeze Furniture or other non Cap items (Incl. VAPA Board & Science Venier)
Other Supplies	220,386	165,000	165,000	41,906	165,000	Paper/Schoolwide supply cuts needed
Food Service Supplies	231,314	247,776	247,776	41,495	247,776	
Books & Supplies	1,452,174	1,165,906	1,087,906	256,107	1,087,906	
Personnel Services-Mileage	6,817	4,060	4,060	750	4,060	
Travel/Conference	101,280	36,034	36,034	15,386	43,534	
Due/Memberships (Subscriptions)	299,208	404,160	404,160	235,633	386,160	Subscriptions under review
Insurance	183,815	173,678	173,678	91,089	173,678	
Operation and Housekeeping Services	308,389	683,850	683,850	36,724	683,850	Operations needed to reduce 18-19/Prior Year LAUSD billing issue NOTE:Utilities combined with Ops & Housekeeping
Utilities	459,712		-	62,187	-	Review needed-Further Savings possible (Leases lowered)
Rentals/Leases/Repairs & Noncapitalized Improvements	510,828	598,254	578,254	168,642	578,254	
Professional Consulting Services& Operating Exp (5800, 5810, 5821, 5850, 5860)	3,097,378	2,370,680	2,370,680	771,557	2,430,680	Lower use of Consultants. Concerns re: SpED consultants & legal
Pupil Transportation	689,084	607,651	712,651	262,910	712,651	Transportation issues-Add \$20k for SpEd Buses/\$85k for 6 extra buses
Other Expenses	233,213			48,783		NOTE: Expenses combined below
Communications	70,315	279,837	279,837	24,588	279,837	Expenses combined above
Services, Other Operating Exp	5,960,039	5,158,203	5,243,204	1,718,248	5,292,704	
Capital Outlay (6100-6500) -Total (Detail Below)	-	760,890	610,890	284,414	610,890	Capital Reduction in spending
Sites & Improvement (6100)	-	-	-	18,916	-	No Prop 39 funding
Bldgs & Improvement (6200)	-	525,890	375,890	230,254	375,890	Safety 1 & Safety 2 Projects to Freeze/Defer
Equipment-Technology (6400)	-	235,000	235,000	-	235,000	
Equipment/Furniture Replacement (6500)	-	-	-	35,245	-	
Depreciation Expense	637,921	860,000	860,000	286,666	860,000	
Interest	44,961	52,932	52,932	18,833	52,932	
Indirect Cost (Total charter school supervisory oversight fees only)	268,177	282,779	284,528	91,180	283,059	Indirect cost = 1% of LCFF
Total Expenses-Financial Reporting Basis	34,765,997	35,077,142	34,439,221	9,173,201	34,477,261	
Total Expenses-Cash Reporting Basis	34,128,077	34,978,032	34,190,111	9,170,949	34,228,151	
Financial Reporting Basis-Adjusted for Depreciation (before L/T Benefit accrual)	(904,890)	3,894	355,411	634,532	424,792	Board approved restoration of deficit at \$1.3M, 18/19 ending balance must be at \$904K, total of 17/18 deficit
			549,479	270,358	480,098	Additional funding to meet board approved restoration
			904,890	(3,894)	160,698	Board goal of restoring deficit
Additional Financial Lifetime Benefit Accrual Needed to Comply with FASB		(749,445)				
Revised Financial Reporting		(745,551)				
Net Reserve Fund Increase(Reduction)-Cash Basis	(266,969)	103,004	604,521	636,784	673,902	

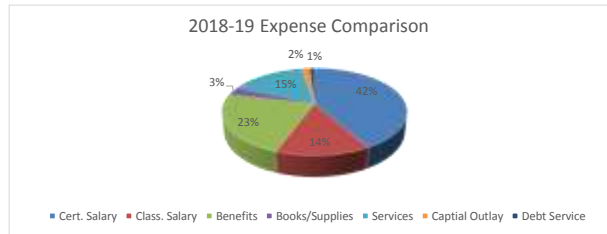
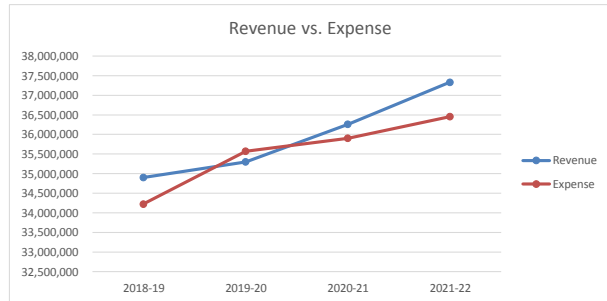
Palisades Charter High School - 2018-2019 1st Interim Multi-Year Projection

Revenues		2018-2019 1st interim updates		2019-20		2020-21		2021-22	
		Totals	% change	Totals	% change	Totals	% change	Totals	
LCFF		\$ 28,305,891	3.11%	\$ 29,185,253	2.67%	\$ 29,964,500	2.94%	\$ 30,845,456	
Federal Revenue	8100-8299	1,334,311	2.57%	1,368,603	2.67%	1,405,144	2.94%	1,446,455.74	
Other State	8300-8599	2,654,840	2.57%	2,723,069	2.67%	2,795,775	2.94%	2,877,971.14	
One time/New revenue - assumes no add'l one-time mandates in 18/19 & beyond									
8300-8599		635,420	-100.00%		0.00%		0.00%		
Local	8600-8799	1,971,591	2.57%	2,022,261	3.50%	2,093,040	3.50%	2,166,296	
<b>Total Revenue</b>		<b>\$ 34,902,053</b>	<b>1.14%</b>	<b>\$ 35,299,186</b>	<b>2.72%</b>	<b>\$ 36,258,460</b>	<b>2.97%</b>	<b>\$ 37,336,179</b>	
<b>Change in Revenue</b>				\$ 397,133		\$ 959,274		\$ 1,077,719	
<b>Expenditures</b>									
Certificated Salaries			Increase Factor		Increase Factor		Increase Factor		
Teachers		\$ 13,360,179	100.0%	\$ 13,360,179	100.0%	\$ 13,446,980	100.0%	\$ 13,534,441	
Admin		916,313	100.0%	916,313	100.0%	938,013	100.0%	959,878	
step & column			0.8%	108,501	0.8%	109,326	0.8%	110,157	
<b>Total Certificated</b>	1000-1999	<b>\$ 14,276,492</b>		<b>\$ 14,384,993</b>	0.76%	<b>\$ 14,494,319</b>	0.76%	<b>\$ 14,604,476</b>	
Classified									
Base		4,385,988	100.00%	4,385,988	100.00%	4,414,013	100.00%	4,442,243	
Admin		412,863	100.00%	412,863	100.00%	419,869	100.00%	426,927	
step & column		-	0.7%	35,032	0.7%	35,287	0.7%	35,545	
<b>Total classified</b>	2000-2999	<b>\$ 4,798,851</b>	0.73%	<b>\$ 4,833,883</b>	0.73%	<b>\$ 4,869,170</b>	0.73%	<b>\$ 4,904,715</b>	
Stat. benefits - Cert									
STRS		2,324,213	12.21%	2,607,999	6.15%	2,768,415	-1.88%	2,716,433	
Other Certificated Benefits		376,916	25.94%	474,705	0.76%	478,313	0.76%	481,948	
Stat. benefits - Class									
PERS		866,672	16.01%	1,005,448	13.81%	1,144,255	5.45%	1,206,560	
Other Classified Benefits		436,073	5.31%	459,219	0.73%	462,571	0.73%	465,948	
lifetime benefits		304,731	100.0%	691,000	100.0%	691,000	100.0%	691,000	
Medical benefits		3,516,712	104.1%	3,660,897	104.5%	3,825,638	104.5%	3,997,791	
<b>Total Benefits</b>	3000-3999	<b>\$ 7,825,317</b>	13.72%	<b>\$ 8,899,268</b>	5.29%	<b>\$ 9,370,191</b>	2.02%	<b>\$ 9,559,679</b>	
Books & Supplies	4000-4999	1,087,906	3.50%	1,125,983	3.23%	1,165,392	2.94%	1,203,034	
Services	5000-5999	5,292,704	3.50%	5,477,949	3.23%	5,669,677	2.94%	5,852,807	
Capital Outlay	6000-6999	610,890		505,470					
Other Outgo	7100-7299								
Indirect	7300-7399	283,059		291,853		299,645		308,455	
Interest/Debt Service	7400-7499	52,932		52,213		37,294		21,709	
other uses	7610-7699								
<b>Total Expenditures, Cash Reporting Basis</b>		<b>\$ 34,228,151</b>	<b>3.93%</b>	<b>\$ 35,571,611</b>	<b>0.94%</b>	<b>\$ 35,905,689</b>	<b>1.53%</b>	<b>\$ 36,454,875</b>	
<b>Change in Expenditures - Cash Basis</b>				1,343,460		334,078		549,186	
<b>Total Expenditures, Financial Reporting Basis</b>		<b>34,477,261</b>		<b>35,926,141</b>		<b>36,765,689</b>		<b>37,314,875</b>	
<b>Change in unrestricted fund balance-Cash basis</b>		<b>\$ 673,902</b>		<b>\$ (272,425)</b>		<b>\$ 352,771</b>		<b>\$ 881,304</b>	
<b>Change in expenditures, financial reporting basis</b>				<b>1,448,880</b>		<b>839,548</b>		<b>549,186</b>	
Depreciation		\$ 860,000		\$ 860,000		\$ 860,000		\$ 860,000	
Fund Balance Change (financial reporting basis, including fixed assets)		\$ 424,792		\$ (626,955)		\$ (507,229)		\$ 21,304	
<b>Additional OPEB Reporting Requirement (as required by GASB 75)</b>		<b>\$ 749,445</b>		<b>\$ 749,445</b>		<b>\$ 749,445</b>		<b>\$ 749,445</b>	
<b>Fund Balance with OPEB obligation reported</b>		<b>\$ (324,653)</b>		<b>\$ (1,376,400)</b>		<b>\$ (1,256,674)</b>		<b>\$ (728,141)</b>	
salary		\$ 19,075,343		\$ 19,218,876		\$ 19,363,489		\$ 19,509,191	
benefit		\$ 7,825,317		\$ 8,899,268		\$ 9,370,191		\$ 9,559,679	
% benefit to salary		41.02%		46.30%		48.39%		49.00%	

[LINK TO DOCUMENT INDEX](#)

--->assumes no additional one time mandates in 19/20 and beyond

Assumptions made  
Subtotals/Totals





# Coversheet

## LACOE Certificate of Signatures

**Section:** IX. Consent Agenda 1: Finance Items  
**Item:** A. LACOE Certificate of Signatures  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** IX\_A\_LACOE Cert of Signatures\_12\_11\_18.pdf

**PALISADES CHARTER HIGH SCHOOL**

**SCHOOL DISTRICT**

**CERTIFICATION OF SIGNATURES**

As clerk/secretary to the governing board of the above named school district, I certify that the signatures below in Column 1 are the verified signatures of the members of the governing board. I certify that the signatures as shown in Column 2 are the verified signatures of the person or persons authorized to sign notices of employment, contracts and orders drawn on the funds of the school district. These certifications are made in accordance with the provisions of Education Code Sections:

**K-12 Districts: 35143, 42632, and 42633**

**Community College Districts: 72000, 85232, and 85233**

If persons authorized to sign orders as shown in Column 2 are unable to do so, the law requires the signatures of the majority of the governing board

These approved signatures are valid for the period of: January 1, 2019 to December 31, 2019

In accordance with governing board approval dated December 11, 2018

Signature \_\_\_\_\_

Clerk (Secretary) of the Board

NOTE: Please TYPE name under signature

**Column 1**

**Column 2**

Signatures of Personnel and/or Members of Governing Board authorized to sign Orders for Salary or Commercial Payments, Notices of Employment, and Contracts:

Signatures of Members of the Governing Board

SIGNATURE
TYPED NAME Andy Paris
Member of the Board of Trustees/Classified
SIGNATURE
TYPED NAME Dara Williams
Clerk/Secretary of the Board of Trustees/Parent
SIGNATURE
TYPED NAME Jeanne Saiza
Member of the Board of Trustees/Faculty
SIGNATURE
TYPED NAME Camille Schoenberg
Member of the Board of Trustees/Vice Chair
SIGNATURE
TYPED NAME Leslie Woolley
Member of the Board of Trustees/Chair
SIGNATURE
TYPED NAME Emily Hirsch
Member of the Board of Trustees/Community
SIGNATURE
TYPED NAME Shawn McClellan
Member of the Board of Trustees/Parent
SIGNATURE
TYPED NAME Larry Wiener
Member of the Board of Trustees/Teacher
SIGNATURE

SIGNATURE
TYPED NAME Gregory Wood
Chief Business Officer
SIGNATURE
TYPED NAME Pamela Magee
Executive Director/Principal
SIGNATURE
TYPED NAME Monica Iannessa
Assistant Principal
SIGNATURE
TYPED NAME Chris Lee
Assistant Principal
SIGNATURE
TYPED NAME
SIGNATURE
TYPED NAME
SIGNATURE
TYPED NAME
SIGNATURE
TYPED NAME
SIGNATURE
TYPED NAME

Number of Signatures required:

ORDERS FOR SALARY PAYMENTS N/A	ORDERS FOR COMMERCIAL PAYMENTS 2-Incl. LACOE Asst. Superintendent
NOTICES OF EMPLOYMENT	CONTRACTS







**CERTIFICATION OF SIGNATURES RESOLUTION**

**Date:**

**Tracy Minor  
Assistant Director  
Accounting and Financial Services  
Division of School Financial Services  
Los Angeles County Office of Education  
9300 Imperial Highway, Room 219  
Downey, CA 90242-2890**

Per LACOE Bulletin #4908, attached is the Certification of Signatures Resolution expiring on December 31, 2019 which was approved during our organizational meeting on December 11, 2018.

If you have any questions, please contact Greg Wood, CBO at (310-230-6650), and [gwood@palihigh.org](mailto:gwood@palihigh.org).

Sincerely,

**Greg Wood  
CBO, Finance Division**

# Coversheet

## Approval of reimbursements for Executive Director/Principal

**Section:** IX. Consent Agenda 1: Finance Items  
**Item:** B. Approval of reimbursements for Executive Director/Principal  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:**  
IX\_B\_Approval of Reimbursement\_12\_11\_18 - P Magee Part 1 mileage\_parking.pdf



# Coversheet

## Approval of Field Trips

**Section:** X. Consent Agenda 2: Non-Finance Items  
**Item:** A. Approval of Field Trips  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** X\_A\_Part 2\_Field Trip\_12\_11\_18.pdf  
X\_A\_Part 1\_Field Trip\_12\_11\_18.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) \_\_\_\_\_

Name of School: **Palisades Charter High School** Employee Supervising trip MIKE VOELKEL Certified  Non-Cert. \_\_\_\_\_  
 Telephone Number (310) 230-6623 Grade levels (Circle) 9 10 11 12 OTHER \_\_\_\_\_

1. Destination SAN DIEGO, CA Are admission fees charged? Yes  No \_\_\_\_\_
2. Dates of Trips APRIL 15, 16, 17, 18 3. Number of Students 20 Number of adults 3
4. Name and employee number of employee who will go on trip: MIKE VOELKEL
5. Substitute required? Yes \_\_\_\_\_ No  How Many? \_\_\_\_\_ Source of funds BASEBALL ACCOUNT
6. Time schedule required by school: Leave School MONDAY APRIL 15 Arrive destination MONDAY APRIL 15  
 Leave destination THURSDAY APRIL 18 Return school THURSDAY APRIL 18
7. Duration of trip: Less than one day \_\_\_ One day \_\_\_ Overnight  (if overnight, how many days?) 3
8. Method of transportation: School bus (indicate number required) \_\_\_ Walking \_\_\_ Automobile   
 Public Carrier: airplane \_\_\_ boat \_\_\_ bus \_\_\_ train \_\_\_ other \_\_\_ (explain) \_\_\_\_\_
9. Brief description of educational benefit to be derived from this activity. Please state specifically as an instructional objective (not required for athletic trips of Youth Services Activities) The students will PARTICIPATE IN A SPRING BREAK BASEBALL TOURNAMENT.
10. Source of funds for trip 501C AND BASEBALL ACCOUNT

NOTE: It is illegal to charge students or parents for participation in any activity for which ADA will be taken.

11. Have the locations of the nearest emergency facilities been obtained? Yes  No \_\_\_\_\_
12. Have forms for parent's or guardian's permission been obtained? Yes  No \_\_\_\_\_
13. If hiking or camping activity:
  - a. Have the ranger, sheriff, police or other emergency personnel been notified of intent to be in the area?  
 Yes \_\_\_\_\_ No \_\_\_\_\_
  - b. Has the area been checked for potential hazards? Yes \_\_\_\_\_ No \_\_\_\_\_
  - c. Has the School Police Department been notified of the trip? Yes \_\_\_\_\_ No \_\_\_\_\_

**APPROVALS:**

Principal or Asst. Principal \_\_\_\_\_ Date: \_\_\_\_\_

Board of Trustees\* \_\_\_\_\_ Date: \_\_\_\_\_

\* ONLY TRIPS INVOLVING SITES NOT ON APPROVED LIST MUST BE PROCESSED THROUGH THE PALISADES CHARTER HIGH SCHOOL BOARD OF TRUSTEES.

**Palisades Charter High School**

**REQUEST FOR APPROVAL OF SCHOOL-ORGANIZED TRIP FOR STUDENTS**

Check the appropriate box:  Field Trip       School Journey       Curricular Trip       Athletic Trip  
 Curricular Buss Tour       OTHER (Describe) \_\_\_\_\_

Name of School: **Palisades Charter High School**      Employee Supervising trip: K. NEWBIL      Certified \_\_\_\_\_  
 Non-Cert. \_\_\_\_\_

Telephone Number (310) 230-6623      Grade levels (Circle) 9 10 11 12 OTHER \_\_\_\_\_

1. Destination CATALINA ISLAND CIMI: MARINE INSTITUTE      Are admission fees charged? Yes X No \_\_\_\_\_

2. Dates of Trips FEB. 27 - MAR. 1, 2019      3. Number of Students 80      Number of adults 6

4. Name and employee number of employee who will go on trip: NEWBIL; VIETRA; AGIUS; DEWEESE

5. Substitute required? Yes X No \_\_\_\_\_      How Many? 3 → NEWBIL 3 → AGIUS      Source of funds M.S. FIELD TRIP TRUST

6. Time schedule required by school: Leave School 7 AM ON 2/27      Arrive destination 8:30 IN LONG BEACH  
 Leave destination 4 PM ON 3/1      Return school 5:30 PM

7. Duration of trip: Less than one day \_\_\_ One day \_\_\_\_\_ Overnight X (if overnight, how many days?) 3 DAYS

8. Method of transportation: School bus (indicate number required) 3 Walking \_\_\_\_\_ Automobile \_\_\_\_\_  
 Public Carrier: airplane \_\_\_\_\_ boat \_\_\_\_\_ bus 3 train \_\_\_\_\_ other \_\_\_\_\_ (explain) \_\_\_\_\_

9. Brief description of educational benefit to be derived from this activity. Please state specifically as an instructional objective (not required for athletic trips of Youth Services Activities)      The students will \_\_\_\_\_  
MARINE SCIENCE CAMP

10. Source of funds for trip PARENTS PAY

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 X No \_\_\_\_\_

12. Have forms for parent's or guardian's permission been obtained? Yes X 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  
 Transportation Office  
 15777 Bowdoin St.  
 Pacific Palisades, CA 90272



# PALISADES

## CHARTER HIGH SCHOOL

### Bus Request Form

Event Date:	2/27/19				
Destination: (Include Full Address)	CATALINA CLASSIC CRUISES 1046 QUEENS HWY LONG BEACH 90802 <span style="float: right;">* ONE WAY TRIP *</span>				
Storage Needs:	LUGGAGE & SLEEPING BAGS FOR 86 PEOPLE <del>None</del>				
Pick-Up Time:	6:45 AM	Departure Time: (From Destination)		Arrival Time: (Back to PCHS)	
No. of Students	80	No. of Adults	6	Total No. of Passengers	86

Requested by: ~~Susan Darvish~~ K. NEWBII

For: K. NEWBII

Department: ETE Ext: 6631 Email: sdarvish@palihigh.org

Requester Signature: [Signature] SUSAN DARVISH Date: \_\_\_\_\_

For Use by Transportation Office Only:

Number of Buses Needed (Including Size): \_\_\_\_\_

Base Price:	
Overtime:	
Extra Mileage:	

Total Price:  
(Approximately) \_\_\_\_\_

Bus Ordered on: \_\_\_\_\_ Requester Notified by: **Email** / Phone / Person

Request Completed by: SUSAN DARVISH Date: \_\_\_\_\_



Palisades Charter High School  
 Transportation Office  
 15777 Bowdoin St.  
 Pacific Palisades, CA 90272



# PALISADES CHARTER HIGH SCHOOL

## Bus Request Form

Event Date:	3/1/19				
Destination: (Include Full Address)	PICK UP @ CATALINA CLASSIC CRUISES 1046 QUEENS HWY LONG BEACH 90802				
Storage Needs:	LUGGAGE & SLEEPING BAGS FOR 86 PEOPLE <span style="float: right;">None</span>				
Pick-Up Time:	2:30 PM IN L.B.	Departure Time: (From Destination)		Arrival Time: (Back to PCHS)	4:30 PM
No. of Students	80	No. of Adults	6	Total No. of Passengers	86

Requested by: ~~Susan Darvish~~ K. Newhief

For: \_\_\_\_\_

Department: CTE Ext: 6631 Email: sdarvish@palihigh.org

Requester Signature: Weil ~~SUSAN DARVISH~~ Date: \_\_\_\_\_

For Use by Transportation Office Only:

Number of Buses Needed (Including Size): \_\_\_\_\_

Base Price:	
Overtime:	
Extra Mileage:	

Total Price:  
 (Approximately) \_\_\_\_\_

Bus Ordered on: \_\_\_\_\_ Requester Notified by: **Email** / Phone / Person

Request Completed by: SUSAN DARVISH Date: \_\_\_\_\_