



Palisades Charter High School

Board Meeting

Date and Time

Tuesday February 12, 2019 at 5:00 PM PST

Location

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

REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY: Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting of the Governing Board of Palisades Charter High School may request assistance by contacting the Main Office at (310) 230-6623 at least 24 hours in advance.

SUPPORTING DOCUMENTATION:

Supporting documentation is available at the Main Office of the School, located at 15777 Bowdoin Street, Pacific Palisades, CA 90272, (Tel: 310- 230-6623) and may also be accessible on the PCHS website at <http://palihigh.org/boardrecords.aspx>.

ALL TIMES ARE APPROXIMATE AND ARE PROVIDED FOR CONVENIENCE ONLY:

Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice. All items may be heard in a different order than listed on the agenda.

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

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

Agenda

I. Opening Items

Opening Items

- A. Call the Meeting to Order
- B. Record Attendance and Guests
- 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 (1/15/19)

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

- Approve Academic Accountability Members - Steve Klima, Michael Friedman, Monica Iannessa, Chris Lee, Paul Mittelbach, Larry Weiner, Malika Mirkasymova, Randy Tenansnow, Tami Christopher, Keri Kraft

B. Budget & Finance Committee Updates

C. Charter Committee Updates

D. Election Committee Updates

- Approve Election Committee Members- Brooke King (Chair), Dara Williams, Reeve Chudd, Jeanne Saiza, Rob King, Kevin Lorick, Christian Clark & Student Rep - Halie McRae (non voting)

E. Post-Retirement/Lifetime Healthcare Benefits

IV. Board Committees (Board Members Only)

A. Audit Committee Updates

B. Grade Appeal Committee Updates

C. Survey Committee Updates

V. Academic Excellence

Academic Excellence

A. Department Presentations/Initiatives

- Pali Academy

B. Resolution: Santa Monica City College Enrollment Classes for the 2018-2019 School Year

C. Update on School-wide Goals

VI. Facilities/Operations

A. Update - Bus Transportation

- B.** Update - Facilities Safety/Security

VII. Finance

Finance

- A.** Consolidated Application for Federal Funding (CONAPP)

- Authorize Dr. Magee to sign off

- B.** 2018 - 2019 New Grant Budget for the Low Performing Student Block Grant

VIII. Governance

- A.** Public Hearing :PESPU Initial Proposal for Bargaining Unit

- A collective bargaining proposal: PESPU and PCHS (Sunshining)

- B.** Form 700 Annual Completion

- The Board to fill out their annual 700 forms - due to LAUSD by (4/1/19)

IX. Consent Agenda: Non-Finance Items

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

- B.** Approval of Field Trips

X. New Business / Announcements

- A.** Announcements / New Business

- Date of next Board Meeting is Tuesday, March 19th, 2019

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

XI. Closed Session

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

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

B. United Teachers of Los Angeles-PCHS Negotiations - Update

C. Public Employee Discipline/Dismissal/Release

- (Govt. Code section 54957)

D. Public Employee Discipline/Dismissal/Release

- (Education Code section 44929.21)

XII. Open Session

A. Return to Open Session

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

XIII. Closing Items

A. Adjourn Meeting

Coversheet

Approve Minutes (1/15/19)

Section: I. Opening Items
Item: D. Approve Minutes (1/15/19)
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Board Meeting on January 15, 2019

APPROVED



Palisades Charter High School

Minutes

Board Meeting

Date and Time

Tuesday January 15, 2019 at 5:00 PM

Location

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

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Trustees Present

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

Trustees Absent

None

Ex Officio Members Present

Dr. Pam Magee, Greg Wood

Non Voting Members Present

Dr. Pam Magee, Greg Wood

Guests Present

Abby Fisher, Amy Nguyen, Shelby Ladnier

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 Jan 15, 2019 at 5:11 PM.

B. Record Attendance and Guests

C. Public Comment

D. Approve Minutes (12/11/18)

p. 11 Motion did carry

p. 12 Motion did carry

p. 14 Motion did carry

p. 13 \$674,000 cash basis (approximately \$700,000)

p. 12 discussed (article attached)

Dara Williams made a motion to approve minutes from the Board Meeting on 12-11-18 with the noted corrections Board Meeting on 12-11-18.

Camille Schoenberg seconded the motion.

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

Roll Call

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

II. Organizational Reports

A. Student Report

Another blood drive on January 23rd.

February planning another community day for Valentine's Day along with a memorial for the Parkland shootings

Spring semester dance attendance has been dropping so leadership is planning other spring semester events.

For the blood drive, students, parents, and staff can participate. Only students have to sign up ahead of time and those under 17 need parental consent. The drive is in the small gym.

B. Parent Report

Nothing to report.

C. Classified Staff Report

Nothing to report.

D. Faculty Report

Some teachers are going to Marquez in support of the teachers there. Some are going to other local schools as well.

Some are picketing and some are helping with donations in solidarity.

Going on their own time.

E. Human Resources Director (HR) Report

Report stands as submitted.

F. Director of Operations Report

Report stands as submitted.

G. Director of Development Report

Mike Rawson presented

Wants to highlight a couple of items for clarification purposes:

Restricted donations \$5000 up

Mara Breech Foundation \$5000 for professional development

Cathay \$5000 for ESL program

Another \$5000 for scholarship

Applying for the CTE Center grant - focus to maintain the delivery of CTE programs

Strong Workforce program grant is another grant we are applying for that is completely new.

Looking at the potential to fund health sciences

The state has really changed our dashboard

Soon we will need to show our career results because they want kids to be career and college ready

Financial literacy/readiness as part of the Economics class; about 8 hours of financial readiness

Looking as special groups; kids who may have physical or learning disabilities and training them while making the special adjustments they need

Looking to increase internships

Tremendous support from our local groups including the Rotary Club with a focus on career readiness and the local Optimists Club, which is helping with science career pathways

Alumni pizza party had about 30 attendees, including some faculty/staff who are alumni

April 24th Career Day and Fair with opportunities for students to speak with as well as a speaker panel

Susan Ackerman inquired about some of the grants that we didn't receive

They grantors were looking at details on outcomes and we didn't have that information

We have an application for a grant with the Los Foundation for a digital lightboard and

John Vieira has provided materials for that and we are now in the second round

We did receive a \$1000 grant for soccer equipment

For these grants, we really need the teacher input

Financial literacy part of the course is part of what Reeve Chudd suggested.

H. Chief Business Officer (CBO) Report

Greg Wood presented. Governor Newsome will be making statements tomorrow about the funding of education. The state may help out with STRS. Less sure about his intent with giving one-time funding to school districts. So that could give us more funding. Any funding for pensions would help us but no expectation of assistance with the lifetime health benefits. There will be another set of updates in May that will include what the legislature has passed. The legislature has proposals to provide more monies to education and to raise per-pupil spending. So if the governor wants to increase education funding, the legislature is likely to go along with it.

I. Executive Director/Principal (EDP) Report

The report stands as submitted.

We have great attendance even with the rain.

Pam Magee discussed that she finds herself explaining to people what it means to be a charter school. And that she mentions it is important to note that there are different types of charter school.

All charter schools are not created equal. We do contribute monies toward LAUSD that help to pay for their overhead. So we are not contributing to their money problem.

III. Board Committees (Stakeholder Board Level Committees)

A. Academic Accountability Committee Updates

Meeting scheduled for January 31st. Looking at the instructional time and how it can be organized to make it the most effective.

Lesley Wooley asked about instructional time addressed in the audit report. The instructional time we are missing is due to the emergency days. But we could be sanctioned for instructional minutes if we don't have sufficient instructional minutes.

B. Budget & Finance Committee Updates

Sarah Margiotta presented

Committee met yesterday.

Financials are on target.

Conversations on IMA (instructional materials) and textbooks.

Freeze date for textbooks and IMA was implemented. Textbook freeze is February 11th because everything should be have purchased by that date. There is \$57,000 now in the textbook budget

IMAs should be submitted by April 1st.

No exception to these freeze dates, the only exception is book purchases for the library.

ASB is operating in the red and is down about \$16,000. Looking at how to remedy.

Student store sales were down (but cafeteria sales are up).

C. Charter Committee Updates

Draft minutes were included with the materials.

The charter committee would like to be tasked with addressing changes to the governance rules as well.

Dara Williams made a motion to to task the charter committee with addressing changes in governance policies and by-laws.

Emily Hirsch seconded the motion.

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

Roll Call

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

D. Election Committee Updates

We did not have a quorum so we did not hold the meeting on December 14th.

Meeting January 25th at 2:15 in the pool office.

We could use additional members but not anyone who is running.

E. Post-Retirement/Lifetime Healthcare Benefits

There has not been a meeting. We now have the actuarial report and a meeting will be scheduled.

Dara Williams will provide some Los Angeles articles that she brought up that address issues of lifetime health benefits in California.

IV. Board Committees (Board Members Only)

A. Audit Committee Updates

Board members are concerned that the audit report was late.

Dara Williams raised the fact that the actuarial report was only received a week prior to the due date for the audit report and this was a significant financial liability that had to be addressed.

Auditors did send a draft of the report to comply with the state due date.

LAUSD was vague about whether we had an extension. LAUSD asked for the report by January 11th and knew it was being turned in that day and we received the notice to cure on January 10th.

B. Grade Appeal Committee Updates

16 grade appeals for the spring semester last year, and 2 grades were changed.

Students have 5 weeks to submit appeals for this past semester.

V. Academic Excellence

A. School Calendar Update

We have typically coincided with the LAUSD start date. LAUSD is reconsidering their start date but we voted on a three-year calendar and we are sticking with the three-year calendar was voted on. We will not change it even if LAUSD changes their start date.

B. School-wide Goals Update

Working on different matrices to track the school-wide goals. This year we adopted goals for several years. Pam Magee will be doing a webinar with Board on Track, which may help with the metrics for our goals.

We have 2 school nurses as well as psychological counseling services, which the administration believes are very important for the health and well being of the students and to provide the best learning environment.

Our multi-year technology program is something that has to be figured out and incorporated into our budget plan.

Peer mediation and conflict resolution class is transcendent. Focusing on these strategies have changed the discussion and brought things to a new level.

Link crew for new students is a very structured program to help new students adjust and navigate.

More parent meetings are scheduled for the second semester, including AP readiness and other issues that parents would like to be more informed about.

Working on adopting consistent policies academics.

Will be able to end the contract with Schoolzilla for academic data.

PCHS Did meet the goal of adding students for the second semester.

A ten minute break was taken at 7:03.

VI. Facilities/Operations

A. Update - Bus Transportation

Registration for the bus is now in line with the enrollment period so that everyone is aware of the transportation costs. This is being advertised. Metro added a second bus late in the semester because the one bus we had could not handle all the students who needed it. The bus already went by here but now stops here.

Big Blue is going to run a Pali express bus that will start from the train station at 4th street in Santa Monica. It will come directly to Pali without stopping. And there will be an express bus from here back to the train station. It will cut the time approximately in half. If we did need a second bus that we could fill they might be willing to designate one.

B. Update - Social Media - Social Sentinel

Operational. Needs to be optimized. Expect it to be fully configured and operational by February. Need to input terms that are unique to Pali in order to optimize it. One hit so far but it was a false positive.

VII. Finance

A. 2017-2018 - Audit Report

Michael Klein presented. The report was provided to all board members and is attached to the materials.

Overview of audit process. (1) Getting an understanding of school organization - process and procedures; (2) Verify balances to make sure that they are materially accurate and that there are no material misstatements or omissions and (3) compliance testing.

Reeve Chudd asked him to explain a yellow book letter - what government auditing requires

Independent Auditor's Report - what the report covers

Yellow Book is actually a yellow book that details auditing procedures and must be followed

Able to obtain enough evidence through their procedures that substantiates the balances we have.

The second page of the Independent Auditor's Report has the opinion.

Combined Statement of Financial Position as of June 30, 2018, included in the report on page 3.

Includes unrestricted, temporarily restricted, and permanently restricted funds

The Post-Employment benefit long-term liability increased and caused our long-term liabilities to increase

Combined Statement of Activities is essentially a statement of income and expenses

There was an increase of about \$1.3 million in revenue

Loss of \$2 million in 2017-2018 total

Combined Statement of Cash Flows, shows where the cash is going

Substantial equipment purchase was primarily the track and field

Combined Statement of Functional Expenses

Expenses by type.

2017-2018 about \$35 million in total expenditures

Rents include equipment related expenses (like Chrome Books, per Greg Wood).

Charter Schools are usually between 75 and 80% of costs are program services.

Donors want to see more going to programs, as opposed to administrative costs.

CSAM - coding manual so there is a standardized way to code these things for accounting purposes.

Reeve asked if he was comparing our financials to those of other charter schools in the area.

With charter schools, there is a bit more of an emphasis on local fundraising, with state aid started to flatten but personnel costs are on the rise. Reeve Chudd asked where we compare in the financials with other charter schools with regard to our expenditures

Want to pay attention to our assets and our liabilities - our liquidity is good because we have a 2.5 to 3 ratio

But need to look at the long-term as well, but that is more of a solvency question. So the issue is tackling the long-term debt.

Our unique challenge is the post-retirement liability which most other charters do not have.

There are some schedules attached to the report, which are state required.

ADA is close to our enrollment number, depends on attendance. Most of the state funding is dependent on these ADA figures.

We have some non-classroom based programs, Virtual Academy.

Page 25 Schedule of Instructional Time

Our state required minutes for instructional time are below the state standards but we have 3 emergency days so we have a waiver for that.

Page 27 details by Federal Program what was spent, lays it out by program number and the amount spent

Page 34 Statement of Financial Position - Other Postemployment Benefits Adjustment

This shows that the long-term negative effect on financials is due to the Other Postemployment benefits

Pages 43 to 47: No findings is a good thing.

Letter at the end, these are not related to findings, it simply discusses areas for improvement for best practices.

With fundraisers, there should be an item for what is the expected amount that the student group expects to raise

Best practices with payroll and personnel files. Look to make sure that changes in pay are verified as far as authorization. There were just a couple of instances where it couldn't be verified but management did confirm the change in pay. So the administration just needs to make sure that all of these things are verified and documented.

Leslie Woolley inquired as to why the report was late because we received a notice to cure from LAUSD.

Letter to the Board explains some difficulties that they did have with the audit.

The main issue was the actuarial report because it affected the post-employment figures. The actuarial report was received a week before the audit was due. So that was the main reason for the delay.

An extension was requested because we knew that the report was coming in late.

This firm has requested an extension before and it is not uncommon.

This was the first year that they did our audit so it does take additional time when it is the first year.

Reeve Chudd made a motion to approve the audit report as presented.
Camille Schoenberg seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

VIII. Governance

A. Public Hearing on Initial Proposal from PESPU for 2018-19 School Year Negotiations

Postponed this so this is tabled until February meeting.

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

A. Update - Evaluation Committee

Meeting is scheduled for February 4th for all the non-interested board members.

X. Consent Agenda 1: Non-Finance Items

A. Approval of Field Trips

Dara Williams made a motion to approve the field trip to California Adventure.
Emily Hirsch seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Larry Wiener	Aye
Leslie Woolley	Aye
Brooke King	Aye
Dara Williams	Aye
Emily Hirsch	Aye
Reeve Chudd	Aye
Jeanne Saiza	Aye
Shawn McClellan	Aye
Susan Ackerman	Aye

Roll Call

Camille Schoenberg Aye

Andrew Paris Aye

XI. New Business / Announcements

A. Announcements / New Business

Survey committee meeting this Thursday, January 17th at 3:15

Next board meeting is February 12th.

B. Announce items for closed session, if any.

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 7:33 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_Part 2_Nyhart Lifetime Health Benefits Study Results PCHS 2018 - Draft 1.9.2019.pdf
II_E_Part 1_HR Board Report_02_12_19.pdf

**DRAFT**

January 9, 2019

PRIVATE

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

RE: Palisades Charter High School Benefit Study

Dear Mr. Wood:

Palisades Charter High School (PCHS) sponsors a retiree health benefits program for eligible employees at retirement. PCHS recently had Nyhart complete an actuarial valuation to provide the information necessary to comply with accounting requirements applicable to its program. PCHS is currently reviewing possible changes to their retiree health benefits program and has requested assistance from Nyhart in order to measure the financial impact of various scenarios proposed by PCHS. The proposed scenarios include the following:

- Scenario 1 (baseline scenario): Existing eligible employees and retirees will continue to receive a PCHS contribution for retiree and/or dependent coverage.
- Scenario 2: Existing eligible employees (excludes currently retired) will continue to receive a PCHS contribution for retiree and/or dependent coverage but must pay 20% of the premium cost. Current retirees' benefits remain unchanged.
- Scenario 3: All existing employees (excludes currently retired) will receive an HRA account with a notional balance at retirement based on \$2,000 times years of service after January 1, 2019. All employees, except PESPU employees, hired prior to July 1, 2009 and PESPU employees hired prior to July 1, 2012 will receive retroactive contributions of \$2,000 for each year employed prior to January 1, 2019. Retirees will be able to use the account balance to reimburse healthcare costs. Once the account balance reaches \$0 or the retiree dies, there are no further benefits and PCHS is no longer responsible for retiree health benefits to the retiree. Under this scenario, future retirees will be required to purchase healthcare coverage elsewhere and are not allowed to participate in PCHS sponsored health plans. Current retirees' benefits remain unchanged.
- Scenario 4: All existing employees (excludes currently retired) will receive an HRA contribution to their portable account. Employees will receive a \$2,000 contribution for every year they are employed with PCHS beginning on January 1, 2019. All employees, except PESPU employees, hired prior to July 1, 2009 and PESPU employees hired prior to July 1, 2012 will receive retroactive contributions of \$2,000 for each year employed prior to January 1, 2019. Under this scenario,

Greg Wood

January 9, 2019

Page 2

future retirees will be required to purchase healthcare coverage elsewhere and are not allowed to participate in PCHS sponsored health plans. Current retirees' benefits remain unchanged.

- Scenario 5: Scenario 5 is similar to Scenario 4, but is based on the employee population remaining at 216 in all future years.
- Scenario 6: Existing eligible employees (excludes currently retired) will no longer receive PCHS contributions. Current retirees' benefits remain unchanged.

In order to measure the impact of the above scenarios, we updated the valuation as necessary. We have assumed that the \$6,383,360 earmarked for retiree health benefits will be applied towards the benefits under each scenario. We have also assumed that PCHS will invest the assets in a trust earning an annual return of 5%. Contributions are made until the trust is sustainable without further contributions. In addition, PCHS has informed us that it is preferable to maintain contributions under \$700,000, and we have incorporated this budgetary constraint into our analysis whenever possible. Additional administrative fee requirements, such as trust audits, Form 5500 for the trust, and 990T tax filings are not included in the projections. For Scenario 3, the HRA benefit payments are based on estimated annual reimbursements of \$6,000. Reimbursements cease once the notional balance reaches \$0 or the retiree dies. All other plan provisions, assumptions, and methods remain the same as those used in the June 30, 2017 valuation. For purposes of the proposed scenarios, we have only included the explicit liability. Implicit liabilities are not included in the projected benefit payments.

Exhibits 1 through 6 show the proposed scenarios and the estimated contributions needed to fund the trust under each scenario. Exhibit 7 provides the expected cost to retirees if they are allowed to participate in PCHS's plan but are required to pay the entire cost of coverage. It is important to note that for all of the proposed scenarios, future actuarial valuations would be required. However, under Scenarios 4 and 5, there would be no actuarial liability for future retirees. The results are estimates and may vary significantly if assumptions are modified or actual experience is different than assumed. Reasonable actuarial techniques and assumptions were used to produce the estimates. Depending on the use of this information, additional cost projections may be necessary to quantify the sensitivity of the results.

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

Sincerely,
Nyhart

Luis Murillo, ASA, MAAA
Consulting Actuary

Randy Gomez, FSA, MAAA
Principal & Consulting Actuary

Scenario 1 - Benefits remain the same as current plan

Year	Asset Market Value Beginning of Year (7/1)	PCHS Contributions	Benefit Payments	5% Return on Investment	Asset Market Value End of Year (6/30)
2019	6,383,360	700,000	(366,347)	327,509	7,044,522
2020	7,044,522	700,000	(411,353)	359,442	7,692,611
2021	7,692,611	700,000	(461,007)	390,605	8,322,209
2022	8,322,209	700,000	(516,125)	420,707	8,926,791
2023	8,926,791	700,000	(588,670)	449,123	9,487,244
2024	9,487,244	700,000	(642,936)	475,789	10,020,097
2025	10,020,097	700,000	(701,298)	500,972	10,519,771
2026	10,519,771	700,000	(773,004)	524,163	10,970,930
2027	10,970,930	700,000	(858,975)	544,572	11,356,527
2028	11,356,527	700,000	(921,298)	562,294	11,697,523
2029	11,697,523	700,000	(998,983)	577,402	11,975,942
2030	11,975,942	700,000	(1,077,209)	589,367	12,188,100
2031	12,188,100	700,000	(1,155,237)	598,024	12,330,887
2032	12,330,887	700,000	(1,223,042)	603,468	12,411,313
2033	12,411,313	700,000	(1,302,735)	605,497	12,414,075
2034	12,414,075	700,000	(1,386,089)	603,552	12,331,538
2035	12,331,538	700,000	(1,451,544)	597,788	12,177,782
2036	12,177,782	700,000	(1,514,918)	588,516	11,951,380
2037	11,951,380	700,000	(1,603,062)	574,992	11,623,310
2038	11,623,310	700,000	(1,673,154)	556,837	11,206,993
2039	11,206,993	700,000	(1,728,638)	534,634	10,712,989
2040	10,712,989	700,000	(1,789,283)	508,417	10,132,123
2041	10,132,123	700,000	(1,837,652)	478,165	9,472,636
2042	9,472,636	700,000	(1,886,023)	443,981	8,730,594
2043	8,730,594	700,000	(1,912,648)	406,214	7,924,160
2044	7,924,160	700,000	(1,940,453)	365,197	7,048,904
2045	7,048,904	700,000	(1,963,993)	320,845	6,105,756
2050	1,666,388	700,000	(1,990,039)	51,068	427,417
2055	519,527	1,838,753	(1,838,753)	25,976	545,503
2060	663,062	1,557,539	(1,557,539)	33,153	696,215
2065	846,254	1,177,204	(1,177,204)	42,313	888,567
2070	1,080,058	772,304	(772,304)	54,003	1,134,061
2075	1,378,458	427,654	(427,654)	68,923	1,447,381
2080	846,287	0	(195,683)	37,422	688,026
2085	274,806	0	(73,930)	11,892	212,768
2090	66,377	0	(21,629)	2,778	47,526
2095	10,211	0	(3,953)	412	6,670
2100	1,522	0	(328)	68	1,262
2105	1,135	0	(13)	56	1,178

Under Scenario 1, contributions of \$700,000 are made through 2050 and then contributions equal annual benefit payments until 2076. The trust becomes self-sustaining by 2077, and no further contributions are needed. Total contributions amount to \$54,802,000. Under this scenario, PCHS still has an OPEB liability under ASC 715.

Scenario 2 - Benefits remain the same as current plan, and future retirees must pay 20% of premium cost

Year	Asset Market Value Beginning of Year (7/1)	PCHS Contributions	Benefit Payments	5% Return on Investment	Asset Market Value End of Year (6/30)
2019	6,383,360	700,000	(347,600)	327,978	7,063,738
2020	7,063,738	700,000	(385,418)	361,051	7,739,371
2021	7,739,371	700,000	(426,691)	393,801	8,406,481
2022	8,406,481	700,000	(472,031)	426,023	9,060,473
2023	9,060,473	700,000	(530,972)	457,249	9,686,750
2024	9,686,750	700,000	(575,153)	487,459	10,299,056
2025	10,299,056	700,000	(622,454)	516,891	10,893,493
2026	10,893,493	700,000	(680,254)	545,168	11,458,407
2027	11,458,407	700,000	(749,268)	571,689	11,980,828
2028	11,980,828	700,000	(799,144)	596,563	12,478,247
2029	12,478,247	700,000	(861,070)	619,886	12,937,063
2030	12,937,063	700,000	(922,474)	641,291	13,355,880
2031	13,355,880	700,000	(984,143)	660,690	13,732,427
2032	13,732,427	700,000	(1,037,345)	678,188	14,073,270
2033	14,073,270	700,000	(1,099,758)	693,670	14,367,182
2034	14,367,182	700,000	(1,164,793)	706,739	14,609,128
2035	14,609,128	700,000	(1,215,201)	717,576	14,811,503
2036	14,811,503	700,000	(1,263,641)	726,484	14,974,346
2037	14,974,346	700,000	(1,331,609)	732,927	15,075,664
2038	15,075,664	700,000	(1,384,868)	736,662	15,127,458
2039	15,127,458	700,000	(1,426,208)	738,218	15,139,468
2040	15,139,468	700,000	(1,471,488)	737,686	15,105,666
2041	15,105,666	700,000	(1,506,813)	735,113	15,033,966
2042	15,033,966	700,000	(1,542,065)	730,647	14,922,548
2043	14,922,548	700,000	(1,559,906)	724,630	14,787,272
2044	14,787,272	700,000	(1,578,737)	717,395	14,625,930
2045	14,625,930	700,000	(1,594,254)	708,940	14,440,616
2050	13,497,048	700,000	(1,601,503)	652,315	13,247,860
2055	12,379,295	700,000	(1,473,485)	599,628	12,205,438
2060	10,076,700	0	(1,246,398)	472,675	9,302,977
2065	6,435,074	0	(941,790)	298,209	5,791,493
2070	3,583,525	0	(617,844)	163,730	3,129,411
2075	1,702,364	0	(342,123)	76,565	1,436,806
2080	678,101	0	(156,546)	29,991	551,546
2085	221,213	0	(59,144)	9,582	171,651
2090	54,846	0	(17,303)	2,310	39,853
2095	10,396	0	(3,162)	441	7,675
2100	4,060	0	(262)	196	3,994
2105	4,534	0	(10)	226	4,750

Under Scenario 2, contributions of \$700,000 are made through 2056 (\$421,000 in 2057), and the trust becomes self-sustaining with no further contributions needed. Total contributions amount to \$27,021,000. Under this scenario, PCHS still has an OPEB liability under ASC 715.

Exhibit III**Scenario 3 - Future retirees receive a notional HRA Balance at retirement, and current retirees' benefits remain unchanged**

Year	Asset Market Value Beginning of Year (7/1)	PCHS Contributions	HRA Benefit Payments	Current Retirees Benefit Payments	5% Return on Investment	Asset Market Value End of Year (6/30)
2019	6,383,360	98,800	(103,267)	(272,614)	312,241	6,418,520
2020	6,418,520	98,800	(138,600)	(281,679)	312,889	6,409,930
2021	6,409,930	98,800	(138,941)	(289,427)	312,257	6,392,619
2022	6,392,619	98,800	(161,106)	(295,656)	310,682	6,345,339
2023	6,345,339	98,800	(169,895)	(300,178)	307,985	6,282,051
2024	6,282,051	98,800	(173,127)	(304,019)	304,644	6,208,349
2025	6,208,349	98,800	(203,410)	(307,079)	300,125	6,096,785
2026	6,096,785	98,800	(205,682)	(309,254)	294,436	5,975,085
2027	5,975,085	98,800	(205,370)	(310,440)	288,329	5,846,404
2028	5,846,404	98,800	(194,512)	(310,529)	282,164	5,722,327
2029	5,722,327	98,800	(204,023)	(309,416)	275,750	5,583,438
2030	5,583,438	98,800	(197,744)	(303,532)	269,110	5,450,072
2031	5,450,072	98,800	(209,676)	(299,765)	262,238	5,301,669
2032	5,301,669	98,800	(209,485)	(294,556)	254,952	5,151,380
2033	5,151,380	98,800	(211,339)	(287,848)	247,559	4,998,552
2034	4,998,552	98,800	(212,364)	(279,608)	240,098	4,845,478
2035	4,845,478	98,800	(199,725)	(269,828)	233,005	4,707,730
2036	4,707,730	98,800	(218,568)	(258,534)	225,929	4,555,357
2037	4,555,357	98,800	(239,094)	(245,795)	218,116	4,387,384
2038	4,387,384	98,800	(241,490)	(231,725)	210,009	4,222,978
2039	4,222,978	0	(253,442)	(216,489)	199,401	3,952,448
2040	3,952,448	0	(245,761)	(200,309)	186,471	3,692,849
2041	3,692,849	0	(257,459)	(183,458)	173,620	3,425,552
2042	3,425,552	0	(259,394)	(166,235)	160,637	3,160,560
2043	3,160,560	0	(237,551)	(148,940)	148,366	2,922,435
2044	2,922,435	0	(246,664)	(131,871)	136,658	2,680,558
2045	2,680,558	0	(257,498)	(115,299)	124,708	2,432,469
2050	1,581,984	0	(216,063)	(47,359)	72,514	1,391,076
2055	767,231	0	(129,305)	(12,412)	34,819	660,333
2060	320,224	0	(76,903)	(1,833)	14,043	255,531
2065	80,621	0	(24,598)	(136)	3,413	59,300
2070	10,635	0	(4,154)	(5)	428	6,904
2075	1,866	0	0	0	93	1,959
2080	2,381	0	0	0	119	2,500
2085	3,039	0	0	0	152	3,191
2090	3,880	0	0	0	194	4,074
2095	4,953	0	0	0	248	5,201
2100	6,322	0	0	0	316	6,638
2105	8,069	0	0	0	403	8,472

Under Scenario 3, contributions of \$98,800 are made for 20 years (through 2038), and the trust becomes self-sustaining with no further contributions needed. Total contributions amount to \$1,976,000. Under this scenario, PCHS still has an OPEB liability under ASC 715.

Exhibit IV**Scenario 4 - Future retirees receive an annual contribution to a portable HRA account, and current retirees' benefits remain unchanged**

Year	Asset Market Value Beginning of Year (7/1)	PCHS Contributions	HRA Benefit Payments	Current Retirees Benefit Payments	5% Return on Investment	Asset Market Value End of Year (6/30)
2019	6,383,360	491,650	(4,540,000)	(272,614)	211,144	2,273,540
2020	2,273,540	491,650	(388,000)	(281,679)	109,226	2,204,737
2021	2,204,737	491,650	(382,000)	(289,427)	105,742	2,130,702
2022	2,130,702	491,650	(368,000)	(295,656)	102,235	2,060,931
2023	2,060,931	491,650	(362,000)	(300,178)	98,783	1,989,186
2024	1,989,186	491,650	(346,000)	(304,019)	95,500	1,926,317
2025	1,926,317	491,650	(334,000)	(307,079)	92,580	1,869,468
2026	1,869,468	491,650	(324,000)	(309,254)	89,933	1,817,797
2027	1,817,797	491,650	(312,000)	(310,440)	87,620	1,774,627
2028	1,774,627	491,650	(300,000)	(310,529)	85,759	1,741,507
2029	1,741,507	491,650	(290,000)	(309,416)	84,381	1,718,122
2030	1,718,122	491,650	(280,000)	(303,532)	83,609	1,709,849
2031	1,709,849	491,650	(266,000)	(299,765)	83,640	1,719,374
2032	1,719,374	491,650	(252,000)	(294,556)	84,596	1,749,064
2033	1,749,064	491,650	(240,000)	(287,848)	86,548	1,799,414
2034	1,799,414	491,650	(232,000)	(279,608)	89,472	1,868,928
2035	1,868,928	491,650	(220,000)	(269,828)	93,492	1,964,242
2036	1,964,242	491,650	(210,000)	(258,534)	98,790	2,086,148
2037	2,086,148	491,650	(192,000)	(245,795)	105,654	2,245,657
2038	2,245,657	491,650	(180,000)	(231,725)	114,281	2,439,863
2039	2,439,863	0	(168,000)	(216,489)	112,381	2,167,755
2040	2,167,755	0	(158,000)	(200,309)	99,430	1,908,876
2041	1,908,876	0	(150,000)	(183,458)	87,107	1,662,525
2042	1,662,525	0	(138,000)	(166,235)	75,520	1,433,810
2043	1,433,810	0	(126,000)	(148,940)	64,817	1,223,687
2044	1,223,687	0	(118,000)	(131,871)	54,938	1,028,754
2045	1,028,754	0	(98,000)	(115,299)	46,105	861,560
2050	363,951	0	(50,000)	(47,359)	15,764	282,356
2055	82,755	0	(20,000)	(12,412)	3,327	53,670
2060	7,816	0	0	(1,833)	345	6,328
2065	4,825	0	0	(136)	238	4,927
2070	5,825	0	0	(5)	291	6,111
2075	7,424	0	0	0	371	7,795
2080	9,475	0	0	0	474	9,949
2085	12,092	0	0	0	605	12,697
2090	15,434	0	0	0	772	16,206
2095	19,698	0	0	0	985	20,683
2100	25,140	0	0	0	1,257	26,397
2105	32,086	0	0	0	1,604	33,690

Under Scenario 4, contributions of \$491,650 are made for 20 years (through 2038), and the trust becomes self-sustaining with no further contributions needed. Total contributions amount to \$9,833,000. Under this scenario, PCHS has an OPEB liability under ASC 715 for current retirees only.

Exhibit V

Scenario 5 – Future retirees receive an annual contribution to a portable HRA account (based on employee population remaining at 216 in all years), and current retirees’ benefits remain unchanged

Year	Asset Market Value Beginning of Year (7/1)	PCHS Contributions	HRA Benefit Payments	Current Retirees Benefit Payments	Return on Investment	Asset Market Value End of Year (6/30)
2019	6,383,360	575,500	(4,540,000)	(272,614)	213,240	2,359,486
2020	2,359,486	575,500	(432,000)	(281,679)	114,520	2,335,827
2021	2,335,827	575,500	(432,000)	(289,427)	113,143	2,303,043
2022	2,303,043	575,500	(432,000)	(295,656)	111,348	2,262,235
2023	2,262,235	575,500	(432,000)	(300,178)	109,195	2,214,752
2024	2,214,752	575,500	(432,000)	(304,019)	106,725	2,160,958
2025	2,160,958	575,500	(432,000)	(307,079)	103,958	2,101,337
2026	2,101,337	575,500	(432,000)	(309,254)	100,923	2,036,506
2027	2,036,506	575,500	(432,000)	(310,440)	97,652	1,967,218
2028	1,967,218	575,500	(432,000)	(310,529)	94,185	1,894,374
2029	1,894,374	575,500	(432,000)	(309,416)	90,571	1,819,029
2030	1,819,029	575,500	(432,000)	(303,532)	86,951	1,745,948
2031	1,745,948	575,500	(432,000)	(299,765)	83,391	1,673,074
2032	1,673,074	575,500	(432,000)	(294,556)	79,877	1,601,895
2033	1,601,895	575,500	(432,000)	(287,848)	76,486	1,534,033
2034	1,534,033	575,500	(432,000)	(279,608)	73,299	1,471,224
2035	1,471,224	575,500	(432,000)	(269,828)	70,403	1,415,299
2036	1,415,299	575,500	(432,000)	(258,534)	67,889	1,368,154
2037	1,368,154	575,500	(432,000)	(245,795)	65,850	1,331,709
2038	1,331,709	575,500	(432,000)	(231,725)	64,380	1,307,864
2039	1,307,864	432,000	(432,000)	(216,489)	59,981	1,151,356
2040	1,151,356	432,000	(432,000)	(200,309)	52,560	1,003,607
2041	1,003,607	432,000	(432,000)	(183,458)	45,594	865,743
2042	865,743	432,000	(432,000)	(166,235)	39,131	738,639
2043	738,639	432,000	(432,000)	(148,940)	33,208	622,907
2044	622,907	432,000	(432,000)	(131,871)	27,849	518,885
2045	518,885	432,000	(432,000)	(115,299)	23,062	426,648
2050	168,813	432,000	(432,000)	(47,359)	7,257	128,711
2055	36,835	432,000	(432,000)	(12,412)	1,531	25,954
2060	6,457	432,000	(432,000)	(1,833)	277	4,901
2065	3,090	432,000	(432,000)	(136)	151	3,105
2070	3,609	432,000	(432,000)	(5)	180	3,784
2075	4,594	432,000	(432,000)	0	230	4,824
2080	5,863	432,000	(432,000)	0	293	6,156
2085	7,482	432,000	(432,000)	0	374	7,856
2090	9,549	432,000	(432,000)	0	477	10,026
2095	12,186	432,000	(432,000)	0	609	12,795
2100	15,553	432,000	(432,000)	0	778	16,331
2105	19,850	432,000	(432,000)	0	993	20,843

Under Scenario 4, contributions of \$575,500 are made for 20 years (through 2038). Contributions of \$432,000 are required every year thereafter. Under this scenario, PCHS has an OPEB liability under ASC 715 for current retirees only.

Exhibit VI**Scenario 6 – Future retirees are allowed to remain on PCHS plan but do not receive an employer contribution, and current retirees’ benefits remain unchanged**

Year	Asset Market Value Beginning of Year (7/1)	PCHS Contributions	Current Retirees Benefit Payments	5% Return on Investment	Asset Market Value End of Year (6/30)
2019	4,206,000	0	(272,614)	203,485	4,136,871
2020	4,136,871	0	(281,679)	199,802	4,054,994
2021	4,054,994	0	(289,427)	195,514	3,961,081
2022	3,961,081	0	(295,656)	190,663	3,856,088
2023	3,856,088	0	(300,178)	185,300	3,741,210
2024	3,741,210	0	(304,019)	179,460	3,616,651
2025	3,616,651	0	(307,079)	173,156	3,482,728
2026	3,482,728	0	(309,254)	166,405	3,339,879
2027	3,339,879	0	(310,440)	159,233	3,188,672
2028	3,188,672	0	(310,529)	151,670	3,029,813
2029	3,029,813	0	(309,416)	143,755	2,864,152
2030	2,864,152	0	(303,532)	135,619	2,696,239
2031	2,696,239	0	(299,765)	127,318	2,523,792
2032	2,523,792	0	(294,556)	118,826	2,348,062
2033	2,348,062	0	(287,848)	110,207	2,170,421
2034	2,170,421	0	(279,608)	101,531	1,992,344
2035	1,992,344	0	(269,828)	92,872	1,815,388
2036	1,815,388	0	(258,534)	84,306	1,641,160
2037	1,641,160	0	(245,795)	75,913	1,471,278
2038	1,471,278	0	(231,725)	67,771	1,307,324
2039	1,307,324	0	(216,489)	59,954	1,150,789
2040	1,150,789	0	(200,309)	52,532	1,003,012
2041	1,003,012	0	(183,458)	45,564	865,118
2042	865,118	0	(166,235)	39,100	737,983
2043	737,983	0	(148,940)	33,176	622,219
2044	622,219	0	(131,871)	27,814	518,162
2045	518,162	0	(115,299)	23,026	425,889
2050	167,891	0	(47,359)	7,211	127,743
2055	35,658	0	(12,412)	1,473	24,719
2060	4,955	0	(1,833)	202	3,324
2065	1,173	0	(136)	55	1,092
2070	1,164	0	(5)	58	1,217
2075	1,475	0	0	74	1,549
2080	1,882	0	0	94	1,976
2085	2,402	0	0	120	2,522
2090	3,065	0	0	153	3,218
2095	3,911	0	0	196	4,107
2100	4,992	0	0	250	5,242
2105	6,371	0	0	319	6,690

Under Scenario 6, no contributions are needed if PCHS allocates \$4,206,000 into the trust. Under this scenario, PCHS has an OPEB liability under ASC 715. Current retirees will have both an explicit and implicit liability, while future retirees will only have an implicit liability.

Exhibit VII

Expected Number of Retirees and Benefit Payments under Scenario 6

Year	Number of Total Retirees	Benefit Payments	Average Cost Per Retiree
2019	32	366,347	11,448
2020	34	411,353	12,099
2021	36	461,007	12,806
2022	39	516,125	13,234
2023	41	588,670	14,358
2024	45	642,936	14,287
2025	48	701,298	14,610
2026	50	773,004	15,460
2027	52	858,975	16,519
2028	56	921,298	16,452
2029	57	998,983	17,526
2030	60	1,077,209	17,953
2031	62	1,155,237	18,633
2032	63	1,223,042	19,413
2033	64	1,302,735	20,355
2034	65	1,386,089	21,324
2035	66	1,451,544	21,993
2036	67	1,514,918	22,611
2037	67	1,603,062	23,926
2038	67	1,673,154	24,972
2039	67	1,728,638	25,801
2040	67	1,789,283	26,706
2041	66	1,837,652	27,843
2042	65	1,886,023	29,016
2043	64	1,912,648	29,885
2044	62	1,940,453	31,298
2045	60	1,963,993	32,733
2050	50	1,990,039	39,801
2055	37	1,838,753	49,696
2060	25	1,557,539	62,302
2065	16	1,177,204	73,575
2070	8	772,304	96,538
2075	3	427,654	142,551
2080	1	195,683	195,683
2085	0	73,930	0
2090	0	21,629	0
2095	0	3,953	0
2100	0	328	0
2105	0	13	0



PALISADES

CHARTER HIGH SCHOOL

Human Resources Board Report

February 12, 2019

Election/New Hire:

Name	Classification/Position	Funding	Effective Date
Kia Green	Study Center Coordinator	General	February 19, 2019
Kalei Pipczynski	Permit Liaison	General	February 19, 2019
Lisa Saxon	Assistant Athletic Director	General	February 1, 2019
Mike Voelkel	Coach – Baseball	General	February 1, 2019
Peter Gunny	Coach – Baseball	General	February 1, 2019
Sean Brown	Coach – Baseball	General	February 1, 2019
Matt Silvera	Coach – Baseball	General	February 1, 2019
Claudius Shropshire 3rd	Coach – Track	General	February 1, 2019
Bob Macias	Coach – Track	General	February 1, 2019
Darryl Taylor	Coach – Track	General	February 1, 2019
Robert Hockley	Coach – Track	General	February 1, 2019
Gwen Twist	Coach – Track	General	February 1, 2019
Victoria Dario	Coach – Softball	General	February 1, 2019
Manuel Flores	Coach – Softball	General	February 1, 2019
Amber Flores	Coach – Softball	General	February 1, 2019
Ray Marsden	Coach – Softball	General	February 1, 2019
Shawn Gettins	Coach – Softball	General	February 1, 2019

Our Mission:

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



PALISADES

CHARTER HIGH SCHOOL

Bud Kling	Coach – Tennis	General	February 1, 2019
Ray Hugil	Coach – Tennis	General	February 1, 2019
Maggie Nance	Coach – Swim	General	February 1, 2019
Kevin Donovan	Coach – Boys Lacrosse	General	February 1, 2019
Kellen Ware	Coach – Boys Lacrosse	General	February 1, 2019
Katlyn Duffey	Coach – Girls Lacrosse	General	February 1, 2019
Carlos Gray	Coach – Boys Volleyball	General	February 1, 2019
Dustyn Woropay	Coach – Boys Volleyball	General	February 1, 2019
Dave Suarez	Coach – Boys Volleyball	General	February 1, 2019
James Paleno	Coach – Golf	General	February 1, 2019

Retirement/Resignation/Leaves/Release:

Name	Classification/Position	Funding	Effective Date
Lauren DeNoia	School Psychologist	General	June 7, 2019
David Dandridge	Teacher – Social Science	General	June 7, 2019
Alysha Hacker	Teacher – Social Science	General	June 7, 2019
Kim Proctor	Teacher – English	General	June 7, 2019
Daniel Lee	Teacher – Math	General	June 7, 2019
Shawn Gettins	Teacher – PE	General	June 7, 2019
Maria E. Rodriguez	HR Specialist	General	January 11, 2019
Peter Gunny	Teacher – PE	General	June 7, 2019

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



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Victor Casas	Teacher – Tech Ed	General	June 7, 2019
Cherlyn Fernandez	Teacher – Math	General	June 7, 2019
Chris Barton	Teacher – VAPA, CTE	General	June 7, 2019

Staffing and Recruitment:

Amy Nguyen will run a recruitment booth at the Los Angeles Diversity Employment Day on March 6th, 2019. HR continues to promote Palisades Charter High School as an outstanding educational that offers the best place of employment for faculty. In turn, we will be seeking a strong diverse faculty through recruitment. The best candidates search for open positions in March and April. HR will continue to seek timely notice from current employees regarding their own retirement plans by offering retirement information sessions.

Ms. Nguyen attended an updated two day training seminar on ADA Disability Compliance.

Benefits:

On Friday, February 1st, 2019 SISC held a Health and Wellness screening in the staff cafeteria. The wellness checks were available to all staff members and over 75 people participated in the program. In addition to standard cholesterol, blood and health screenings employees received a \$25 Amazon spending code for participation.

Benefit bidding process: We continue to have brokerages work on bids for medical coverage for our employees. The bid process takes several months of preparation and then introduction to the staff. Once we have firm bids returned to us we will begin holding Health & Welfare committee meetings to review the offers made to PCHS.

Lifetime Health Benefits: The actuarial firm that PCHS currently employs, Nyhart, was asked to submit a report regarding our Lifetime Health Benefit program. We had submitted several different options and asked Nyhart to estimate the costs associated with each option. The report is attached in the board materials.

Negotiations:

PCHS continues negotiations with the UTLA-PCHS union.

PCHS is beginning negotiations with the PESPU union. Both the PCHS administration and the PESPU union outline of topics to be discussed are attached in the sunshine documents.

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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 BOT_2_12_19.pdf



PALISADES

CHARTER HIGH SCHOOL

Board of Trustees Meeting Operations Report February 12, 2018

Security/Safety:

- PCHS fundraising campaign for Safety & Security is needed for 2018-19 and beyond to build up the necessary funds to implement the #1 Safety Priority as determined via a multiple Stakeholder & 3rd-Party expert process – Fencing.
- Unfunded and Currently Not Being Pursued, but Desired:
 - Fence Breach Detection/Alerting System
 - Contracting with a locally patrolling security company for on-call emergency support
 - Additional Security Cameras
 - Additional Emergency Exit Gates
 - Intrusion Detection System
- 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.
- The next two scheduled Safety Drills are the 2/28 Safe Kids HERO Recap, and then the 3/5 Active Intruder drill. Preparations are underway.
- Our Board approved social media alerting vendor Social Sentinel's (www.SocialSentinel.com) system has been setup and initially configured (Thank You PTSA for the Year 1 funding!). PCHS is considering adding email to be processed/reviewed by the system as well.
- PCHS is being more diligent on ensuring adults are visibly wearing their PCHS IDs/Badges during school days/hours.
- PCHS Safety 1 Category Update:
 - **Fix/Improve General Public Address System:** Classroom PA speakers added, fixed or replaced. Additional work done on the main system is waiting for LAUSD.
 - **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.



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Permits & Setups:

- Permit Revenue for Jan 2019 was ~\$46,300:
 - ~\$32,800 from Facility Rentals
 - ~\$1,400 from Banner Rentals
 - ~\$10,000 from Filming
 - \$2,100 from Misc. Events

- Jan 2019 Revenue very healthy, especially considering the Baseball Field and Large Gym were out of commission for some time in January for annual maintenance (Baseball field for 3 weeks), and the first week of January is usually pretty slow.
- Permit Revenue for Feb 2019 will be available at the next board meeting
- Steady volume of filming request calls continue with 3 pending shoots in February – One of them potentially another Modern Family shoot, and another a HBO Series shoot
- Banner demand continues strong
- Winter sports/permits wrapping up and Spring sports/permits starting up
- Jan/Feb 2019 Already Occurred Set-Ups/Events:
 - PD Day – 1/7
 - BSU Rehearsals (1/8-1/30) and Performances 1/31 – 2/2
 - Activity Drill changed to Drop-Cover-Hold due to heavy rains on scheduled day – 1/15
 - Senior Panorama Picture – Rescheduled to Feb 7th due to heavy rains – Original 1/17
 - Board Meeting – 1/15
 - Fuerza Unida Parent Meeting – 1/19
 - PPWC Parking Event (rescheduled due to Woosley Fires) – 1/20
 - Coach Todd's Football Camp – 1/21
 - Blood Drive – 1/23
 - Advanced Drama Scene Night – 1/24
 - Counseling Office Symposium – 1/25
 - Girl Scout Cookie Distribution – 1/26
 - School Tours – 1/16 and 1/24
 - Wellness Clinic – 2/1
 - Junior Class College Presentations – 2/4, 2/5 & 2/8
 - Basketball Bash (and playoffs) – 2/8

- Feb 2019 Coming Soon Set-Ups/Events:
 - Freshman 4 Year Planning Starts (Mercer Hall Periods 1-6)—2/11-2/19
 - Budget and Finance Meeting – 2/11 and Board Meeting – 2/12
 - CIF Playoffs for Winter Sports – Various Dates
 - Filming on Stadium Track and Field (Pending but scheduled) – 2/16
 - PTSA Meeting— 2/21
 - Choral Theme Concert (Mercer) – 2/22 & 2/23, In-School Performance 2/25
 - Senior Opportunities Fair (Mercer) – 2/27
 - Teen Court – 2/27



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Transportation:

- All buses operating as usual. Timing of morning arrivals has been fairly consistent and timely even in the two major rain weeks we had.
- PCHS Transportation Department has continued to allocate available donation funds. A small reserve of donations are being allocated as needed to newly enrolled spring semester students, and others who have requested additional assistance. All scholarship funds were previously fully allocated.
- 2019-20 PCHS School Bus Program Registration and Financial Assistance Applications expected to open in March 1, 2019 and be open for 2+ weeks (closing March 17th) in correlation with PCHS Student Enrollment for 2019-20. Heads up notifications have been going out since Mid-January.
- 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 for school bus registration are at a \$2,250/year per student (\$225/mo./student) cost for bus riders in 2019-20.
- Effective 2/25/2019, 3 weeks earlier than previously reported, the Big Blue Bus (BBB) company have agreed to run a Pali Express public transportation bus from the Santa Monica 4th Street train station to Pali High with no in-between stops. The bus's route will be from the train station to PCH to Sunset and 1st Stop is at the corner of El Medio & Sunset at the top of our back staircase, 2nd Stop at Temescal & Sunset corner before continuing along Sunset. This should cut the transit time for PCHS students in half from the current "local" route that has 10+ stops before reaching PCHS. A BBB express bus from PCHS to the station will exist in the afternoon soon after our first dismissal as well. Details on the specific schedule coming soon from BBB.
- Late last semester, the Metro Bus organization agreed to add a second bus to pre-existing Metro Bus Route 206 just after Pali's first dismissal time so that more students could take the Metro 206 Bus route since the single bus at about that time was frequently full or near full. Details are on the Metro web pages in the Transportation section of PCHS's website



PALISADES

CHARTER HIGH SCHOOL

Information Technology:

- IT Team Applauds Cody Wilcox - During a recent team meeting each team member took a moment to recognize Cody for going above and beyond for the last couple of weeks in his support of the campus and fellow team. Way to go Cody!
- The Team have been working on deployments, tickets, testing and AV setups, Study Center OS updates, and Chromebook inventory migration from our existing checkout system to Destiny.
- Gathering quotes to make a small Chromebook purchase with approved funds.
- The LACOE Internet Cutover scheduled for 1/18 was successful in that we migrated our internet connection to a new and higher capacity line. Unfortunately, there were some issues with our internal device cutovers. Due to the hard-stop time, we had to defer and reschedule the internal cutover portion to 2/8, which successfully happened.
- Submitted to Boosters a grant proposal to overhaul our main quad sound system. The proposal requests funding to update the components and related materials that drive the existing speakers, providing options for better management, control, and usage of the system. The goals are to have fully functioning for safety drill/event needs and increase student and school event utilization of the sound system while greatly reducing the human resources required for typical quad setups.
- Social Sentinel's social media alerting service started-up the first week in January. Additional refinements made in January. Additional refinements continue to be made as feedback/input received.
- The Microsoft Single Sign-On (SSO) integration between Infinite Campus and Active Directory went into effect at the start of this semester and was a very welcome upgrade. A few hiccups along the way may occur, but this is a giant step forward for PCHS and its users. Schoology has been working with us to resolve an issue with our SSO integration and their system. We are intending to go live with them via SSO immediately after the issue is identified and corrected.
- Copy Center Repairs – The two Duplo devices we own have reached practical end-of-life. Manufactured in 2003, the machines have lost the ability to print lengthwise along the first few inches of the left hand side of paper. Unfortunately, this is not a repairable problem and the machines will need to be replaced. We are hopeful that the issue does not progress further before the end of the year. As we approach the start of our budget planning cycle, we will be submitting different models from multiple vendors to replace or augment both the Duplo and Konica printing devices



PALISADES

CHARTER HIGH SCHOOL

Information Technology (Continued):

- A new faculty device assignment model is being considered/analyzed – Utilizing a desktop computer in every classroom for teacher/substitute use, while also issuing a Chromebook to each teacher for the frequently asked for teacher mobility within the classroom and device availability outside the classroom for meetings and professional development. This model could also reduce cost as the two items together typically cost less than the average faculty laptop purchase.
- Continuing to work with Impero, our classroom device management tool, for a Spring Semester rollout. At this time, the software is working well with school owned devices but there are a few issues overall that still need to be ironed out. 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.
- The E-Rate infrastructure project – The company that was awarded the contract reached out to us and said that their eRate consultants said that we can proceed with our portion of the funding, allowing them to perform a percentage of the work until the Federal portion of the funding becomes available. We will be sending this information with our eRate consultants and if correct, work with the Administrative Team to determine the best course of action. Project highlights are:
 - 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

Facilities/Projects:

1. Latest main heating line leak near G-Bldg. mechanical room now been repaired. Heat flowing to classrooms again.
2. LAUSD set to start bringing/storing materials in our Plant/Boiler Room for the long-term temporary heating system to be installed soon.
3. Annual LAFD Inspection occurred and we passed without any issues.
4. Repaired and addressed roof leaks stemming from last rain storm for rooms W120; U102 and U107
5. Identified and addressed new gutter leaking/clogging issues
6. Identified and addressed fallen trees from last rain storm
7. Sealing/Securing animal entry points in and around Mercer Hall



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CHARTER HIGH SCHOOL

Facilities/Projects (Continued):

8. We are finishing our review of smoke sensor locations for M-Bldg., Mercer and Cafeteria to update the Location Descriptions in the system to display a more intuitive location to ID in the event of a fire alarm. While reviewing sensors discovered and replaced a faulty heat detector in the Stadium Sports Shack.
9. Kitchen class washer/dryer leak has been addressed and now operational
10. LAUSD completed the short-term temporary HVAC "Bypass" into the main line to complete the Winter Break heating line project. Concrete to be poured and fencing removed "soon".
11. LAUSD conducted a school wide assessment of HVAC system infrastructure for preventative maintenance purposes and in selected problematic classrooms. Remediation of issues found started during Winter Break. Strike and rains delayed completion, but they are back working on those items now.
12. Rotated/Changed exterior hallway locker combinations as needed for new/incoming spring semester students.

Larger Scale Projects:

- **Security Fencing (Unfunded)** – LAUSD mandated Architectural & Structural Engineering plans created by Breen Engineering Inc. - Funding needed for fence purchase/installation.
- **Short-Term Temporary Heating System Repair (Primarily LAUSD Funded)** – Project design and execution completed by LAUSD. Phase 1 completed over Thanksgiving Break. Phase 2 completed over Winter Break. Cleanup and removal of fencing expected in Feb 2019. Funding provided by LAUSD - Any cost to PCHS still TBD.
- **Long-Term Temporary Heating System Repair (Primarily LAUSD Funded)** – Project re-design believed to be completed by LAUSD. Phase 1 was anticipated to be done over Thanksgiving through Winter Breaks, but has been postponed until Spring 2019. Supposedly will be voted on at the March 2019 LAUSD Board Meeting. 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 2021 and completion Spring/Summer 2022 (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 "summer" 2019, but further start date delays are possible.



PALISADES

CHARTER HIGH SCHOOL

Facilities/Projects (Continued):

- **Student Restroom Renovation Project (Donor Funded)** – Project planning underway for full interiors execution Summer 2019. Exterior Entrance improvements completed over 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 was started with an expected start date 12/17/2018. However, vendor (Liliput) backed out in Mid-December. Secondary bidder re-engaged and job-walk meeting conducted. Boosters & PCHS awaiting their revised bid.

MGAC/Pool:

- Pool Winter Hours in effect
- Regular PCHS and Club Teams Activities Continuing
- Competition Scoreboard Repaired/Updated
- Lifeguard Training/Testing Ongoing
- 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)

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_02_12_19.pdf

Board of Trustees Meeting
Development Report

2/7/2019

TOTAL FUNDS RAISED TO DATE:	Fund	Prior Report	YTD	Inc.	Budget
The PCHS Fund	General	\$153,132	\$154,435	\$1,303	
The Pali GO Fund	Pali GO	\$31,942	\$32,166	\$224	
Campus Safety & Security	General	\$2,150	\$2,150	\$0	
Donor Brick Campaign	General	\$1,276	\$1,276	\$0	
Donations to Athletic Teams	ASB	\$1,930	\$3,778	\$1,848	
Donations to Classroom Teachers	ASB	\$16,279	\$16,793	\$514	
Donations to Extra-Curriculars	ASB	\$9,063	\$10,612	\$1,549	
Donations to Pali Cares	ASB	\$0	\$0	\$0	
TOTAL UNRESTRICTED FUNDS RAISED		\$215,772	\$221,210	\$5,438	
Rest. Donations/Pledges - Recd	General	\$54,098	\$54,098	\$0	
Rest. Donations/Pledges	General	\$100,043	\$100,043	\$0	
TOTAL RESTRICTED FUNDS RAISED		\$154,141	\$154,141	\$0	
TOTAL FUNDS RECEIVED		\$369,913	\$375,351	\$5,438	\$488,000

TOTAL EXPENSES TO DATE:

Bacio Design	\$3,240	\$5,100
L.A. Press Printing	\$3,721	\$6,900
American Direct Mail	\$2,329	\$5,000
Postage	\$339	\$250
Subscriptions	\$4,642	\$10,000
California Consulting	\$12,041	\$12,041
SafeSave service fees	\$4,343	\$6,232
Salaries & Benefits (Campus Unification/Development Dir)	\$117,952	\$176,928
Office supplies	\$256	\$200
Videography	\$0	\$1,500
Young Alumni Pizza Lunch	\$199	\$190
Career Day & Fair Breakfast/Lunch	\$0	\$0
Donor Reception	\$0	\$1,500
Awards	\$0	\$200
New Parent Welcome Breakfast	\$1,162	\$1,162
TOTAL EXPENSES FOR UNRESTRICTED FUNDS	\$150,224	\$227,203

TOTAL NET FUNDS**\$225,127****\$260,797**

Board of Trustees Meeting
Development Report

Submitted Grant Proposals:

<i>Date Submitted</i>	<i>Found./ Grantor</i>	<i>Request Amt.</i>		<i>Award/Receipt Date</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
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	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
9/17/2018	Craigslist Charitable	\$5,000	Transportation Assistance - Submitted	None
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
1/25/2019	CTE Incentive Grant	\$450,000	Career Technical Education	4/1/19
3/15/2019	K12SWP Grant		Career Technical Education	4/30/19

Grants Received:

3/31/2018	PP Optimist Found.	\$1,500	Received - Surveillance camera	7/1/18
6/1/2018	Lewis A. Kingsley	\$10,000	Received - General program funds	7/3/18
10/15/2018	Mara Breech Found.	\$5,000	Received \$5,000 for professional dev.	12/31/18
10/15/2018	Cathay Bank Found.	\$5,000	Received \$5,000 for ELL program	11/20/18
10/22/2018	PP Women's Club	\$1,500	Library Renovation project	3/12/19
11/26/2018	Target Foundation	\$1,000	Approved - Soccer grant	12/15/18

Grants Denied:

4/28/2018	Motorola Solutions	\$30,000	Denied - PCHS lacked proven eval. proc.	7/15/18
7/12/2018	A & E Borchard Fdn	\$10,000	Not accepting uninvited proposals	None
7/16/2018	Jewett & Chandler	\$10,000	Denied - not a funding priority	Twice/yr
8/1/2018	American Honda	\$30,000	Denied - PCHS lacked proven eval. proc.	12/1/18
8/2/2018	William H. Hannon	\$10,000	Denied - already allocated funds for yr.	None
8/2/2018	Leonardt	\$5,000	Denied - already allocated funds for yr.	None
9/1/2018	Joseph Drown	\$25,000	Denied - do not fund for transportation	1/31/19
9/18/2018	T & D Leavey	\$10,000	Denied - already allocated funds for yr.	Varies
10/15/2018	Wm. Bannerman Fdn	\$10,000	Denied - transportation not a priority	3/15/19

Grants to be Submitted:

January	Bank of America Fdn.	\$5,000	Entrepreneurship/Leadership Developme	31-Jan
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Board of Trustees Meeting
Development Report

February	Armand Hammer Fdn.		Arts/Mental health	1-Feb
	Partner for Dev. Futures		Charter School Educaiton	1-Feb
	W.M. Keck Found.	\$100,000	Mathematics/Science/Technology Equip	1-Feb
	Sydney Stern Trust	\$5,000	Tech Equity	1-Feb
	Crail-Johnson Fdn.	\$9,500	Academic Equity (Albert I.O.)	5-Feb
	Amgen Foundation	\$10,000	Science probes for labs	15-Feb
	Joseph Stanley Leeds	\$5,000	Professional Development	28-Feb
	Semel Charitable Fdn		Performaing Arts/Dance/Econ. Disadv.	28-Feb
March	Motorola Solutions	\$30,000	STEM/Robotics/Science/Mathematics	2-Mar
	MUFG Union Bank	\$5,000	Transportation Assistance/Scholarships	5-Mar
	Chartwell Charitable	\$10,000	Performing Arts/Program Development	5-Mar
	S. Mark Taper Fdn.		Performing Arts	10-Mar
	AT&T Foundation	\$5,000	Tech Equity	15-Mar
	K12 Strong Workforce		Career Technical Education	15-Mar
	J.P. Morgan Found.	\$5,000	Entrepreneurship	30-Mar
April	California Arts Council		Arts	5-Apr
	U.S. Bank Foundation	\$5,000	Entrepreneurship	5-Apr
	M.B. Seretean Fdn.	\$5,000	Arts Education	5-Apr
	Willametta Day Fdn.		Performing Arts/General Support	15-Apr
	Eisner Foundation		Performing Arts	15-Apr
May	Mazda Foundation		Cross-Cultural Understanding	1-May
	David Bohnett Fdn.	\$5,000	Anti-discrimination/Human rights	1-May
	Bill Hannon Found.	\$10,000	Transportation Assistance/Scholarships	1-May
June	Ahmanson Found.			15-Jun
	Annenberg Found.	\$20,000	Tech Equity	15-Jun
	Carrie Estelle Doheny	\$20,000	Transportation Assistance/Scholarship	15-Jun



**Board of Trustees Meeting
Development Report**

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_02_12_19.pdf



**CBO REPORT
BOARD OF TRUSTEES MEETING
FEBRUARY 12, 2019**

2018-2019

Cash Balances for PCHS at the end of December was \$6.7 million (\$6.5 million unrestricted) November Balance (\$5.8 Million total). December Cash flow includes the benefit from increases due to the EPA Prop 30 Funding (\$1.3 million) which occurs quarterly. We are in the middle of closing for the month of January 2019.

Attendance

Current enrollment through 01/11/19 was 2,967. Given the winter break, there are no changes to report for ADA from prior month (The Cumulative ADA to Month 4 was 2,864.1 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 (currently 26 students) to meet the full year 2018-2019 ADA Budget.

2018-2019 Budget

We are currently working on the 2nd interim budget report. The Summary 2018-2019 Budget with 2017-2018 Unaudited Actuals attached shows a budget update as of 1/15/19 which reflects a projected loss in 5 ADA and additional expenses in Certificated and Classified salaries. Finance will be reviewing Revenue and Expenditures made through the end of January 2019 to compare to the prior projections made. Updated salary, auxiliary, ADA and other expenses will be utilized to prepare this information.



**CBO REPORT
BOARD OF TRUSTEES MEETING
FEBRUARY 12, 2019**

Cafeteria

The Free & Reduced population at PCHS remains largely unchanged at 31.1% of the total Enrollment (921 students) at the date of this report.

Audit

We are currently awaiting the preparation of the 17/18 FY Tax return by our audit firm.

ASB

ASB is continuing to address their budget shortfall from the 17/18 school year. They have developed a draft of a fundraising policy pertaining to clubs who are governed by the student body.

2019-2020

The CBO, Executive Director/Principal, & Finance Manager recently attended the School Services of CA meeting which discussed the preliminary forecast of the state's education budget by Gov. Newsom. Major updates include LCFF funding by COLA (cost of living adjustment) only at 3.46%, no new one-time discretionary funding, a 1% decrease in the STRS rate (from what was previously projected), and the requirement of LEAs to prepare a budget that ties with the LCAP goals. During what the state refers to as the May Revise, the State will release the final revenue numbers.

**PALISADES CHARTER HIGH SCHOOL
2017-2018 UNAUDITED ACTUALS AND 2018-2019 BUDGET UPDATES**

	Unaudited Actuals	Adopted	Re-Adopted	2018-2019 1st Interim	2018-2019 1/15 Updates	Updated 17/18 vs. 18/19 Incr./(Decr.)	
	2017-2018 Updated 8/31	2018-2019 Budget	2018-2019 Budget				
ADA	2,905.08	2,881.50	2,867.00	2,867.00	2,865.00		ADA budgeted
LCFF Revenue	26,816,219	28,277,877	28,305,891	28,256,491	28,256,491	5.4%	Higher COLA%
Federal Revenue	1,321,289	1,391,636	1,389,976	1,334,311	1,334,311	1.0%	Received new federal grants
Other State Revenue	3,944,232	3,568,933	3,206,174	3,290,260	3,290,260	-16.6%	decrease in one-time revenue
Local Revenue	1,779,367	1,842,590	1,892,591	1,971,591	1,971,591	10.8%	increase in permit & fundraising projections
Total Revenue	33,861,107	35,081,036	34,794,632	34,852,653	34,852,653	2.9%	

Expenses	2017-2018	18/19 original adoption	18/19 re- adoption	18/19 1st interim	18/19 01/15 updates	2017-2018 % OF Total	2018-2019 % OF Total	
	Certificated Salaries (Excl. Admin)	13,802,448	13,610,179	13,360,179	13,360,179	13,660,179	39.7%	38.5%
Certificated Salaries-Admin	900,745	916,313	916,313	916,313	916,313	2.6%	2.6%	
Classified Salaries (Excl. Admin)	4,156,480	4,385,989	4,385,988	4,385,988	4,145,988	12.0%	12.6%	
Classified Salaries -Admin	435,684	412,863	412,863	412,863	412,863	1.3%	1.2%	
Benefits	7,107,370	8,231,979	7,835,308	7,816,803	7,816,803	20.4%	22.5%	
Total Salaries & Benefits	26,402,727	27,557,322	26,910,651	26,892,146	26,952,146	75.9%	77.5%	
Books & Supplies	1,452,174	1,165,906	1,087,906	1,087,906	1,087,906	4.2%	3.1%	
Services & Other Operating	5,960,039	5,158,203	5,243,204	5,542,704	5,542,704	17.1%	16.0%	transportation/legal costs
Interest	44,961	52,932	52,932	52,932	52,932	0.1%	0.2%	
Depreciation	637,921	860,000	860,000	860,000	860,000	1.8%	2.5%	
District Oversight	268,177	282,779	284,528	282,565	282,565	0.8%	0.8%	
Total Expenses	34,765,997	35,077,142	34,439,221	34,718,253	34,778,253	100.0%	100.0%	
Fund Balance-Excess/(Deficit)	(904,890)	3,894	355,411	134,400	74,400			

Palisades Charter High School
 Credit Card Reconciliation Form
 For the Period of: 01/01/19 - 01/31/19

PLEASE COMPLETE

For finance use only

Date	Vendor	Description of Expense	Cardholder	Requested By	Amount	Board Approval Required?	Resource	Budget Category
1/3/2019	MAILCHIMP *MONTHLY - MAILCHIMP.COM, GA	Monthly Communications System	P. MAGEE	S. LADINIER	150.00		GENERAL	SUBSCRIPTIONS
1/8/2019	STAPLES 00101287 - 800-3333330, CA	Pali Acronym Banner	P. MAGEE	G. STEWART	558.45		PCHS FUND	SUPPLIES
1/11/2019	WPY*Young Minney Corr LLP - 855-4693729, CA	Charter Law Training	P. MAGEE	P. MAGEE	250.00		GENERAL	PD
1/11/2019	VE VIRTUAL ENTERPRISES - 212-769-2710, NY	VEI Booth	P. MAGEE	B. KOLAVO	566.25		ASB	VEI
1/11/2019	VE VIRTUAL ENTERPRISES - 212-769-2710, NY	VEI Booth	P. MAGEE	B. KOLAVO	566.25		ASB	VEI
1/15/2019	DOMINO'S 8546 - 310-473-6575, CA	Curriculum Council Meeting	P. MAGEE	P. MAGEE	30.44		GENERAL	HOSPITALITY
1/15/2019	U-HAUL OF SANTA MONICA - SANTA MONICA, CA	Truck Rental	P. MAGEE	O. CABRERA	62.54		GENERAL	RENTAL
1/15/2019	Amazon Prime - Amzn.com/bill, WA	AmazonPrime Membership	P. MAGEE	P. MAGEE	14.22		GENERAL	SUBSCRIPTIONS
1/18/2019	SOUTHWES 5262428019346 - 800-435-9792, TX	flight to sacramento - Dr. Magee	P. MAGEE	P. MAGEE	121.96		GENERAL	PD
1/18/2019	SOUTHWES 5262428014249 - 800-435-9792, TX	flight to sacramento - M. Bush	P. MAGEE	P. MAGEE	121.96		GENERAL	PD
1/18/2019	VISTAPR*VistaPrint.com - 866-8936743, MA	Business Cards - R. Gonzalez	P. MAGEE	R. GONZALES	35.23		GENERAL	SUPPLIES
1/25/2019	IKEA.COM 319949408 - 888-434-4532, MD	Tables for Pool	P. MAGEE	B. KING	331.31		POOL	SUPPLIES
1/29/2019	PAVILION #2231 - SANTA MONICA, CA	Admin Meeting Supplies	P. MAGEE	P. MAGEE	13.13		GENERAL	HOSPITALITY
1/29/2019	JOTFORM INC. - HTTPSWWW.JOTF, CA	Online form building tool	P. MAGEE	J. VIEIRA	9.50		GENERAL	SUBSCRIPTIONS
1/31/2019	GROUP TICKETING - D - ANAHEIM, CA	DECA Convention	P. MAGEE	B. KOLAVO	3,360.00		ASB	DECA

Grand Total **6,191.24**

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_EDP bdrpt 2_12_19.pdf



PALISADES CHARTER HIGH SCHOOL

PALISADES CHARTER HIGH SCHOOL BOARD OF TRUSTEES MEETING EXECUTIVE DIRECTOR AND PRINCIPAL REPORT FEBRUARY 12, 2019

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

Schoolwide Goal: PCHS will commit to equitable policies and practices to ensure Pali's diverse student population has access to academic opportunities.

Schoolwide Goal: PCHS will continue to improve consistency in instructional curriculum, policies, and practices and increase student centered learning.

INFORMATIONAL AND FEEDBACK MEETINGS

Voluntary staff meetings will be held during each class period on **February 19 and 20** for teachers and staff to learn more about and provide input on **1) proposed policies and 2) charter renewal revisions**. Draft policies to be reviewed include policies addressing Advanced Placement, Concurrent Enrollment, and Grading. The proposed policies have been discussed previously in Curriculum Council/Department Chair meetings, department meetings, and Long Term Strategic Planning Committee meetings. The charter renewal dialogue is an ongoing one. The PCHS Board Charter Committee has begun meeting monthly. An informational workshop during the second semester professional development day introduced the topic of charter renewal. The current PCHS Charter extends through June 20, 2020.

FEBRUARY MEETINGS WITH A GROWTH MINDSET FOCUS

- New teacher and student teacher meetings.
- Math Department PLC pull out meetings
- Math Success Task Force
- Curriculum Council/Department Chair meeting

GRADE LEVEL MEETINGS

PCHS has initiated grade level meetings this year. The purpose of these meetings is to build class identity and connection as well as to share pertinent information. Each class will meet for their semester meeting during February and March. All grade level meetings will incorporate presentations from the Counseling Department to help students prepare for spring scheduling and state testing requirements. **Positivity Aspiration Learning Integrity** are ongoing themes for these meetings.



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CHARTER HIGH SCHOOL

COLLECTIVE BARGAINING meetings with PCHS UTLA and Management continue. The site teams last met on February 7 to discuss goals and priorities. Discussions have been positive and productive. The teams have calendared dates to continue discussions in March. The current contract expires in June 2019.

PCHS and PESPU representing classified staff will also be meeting. The PESPU proposal is included in the meeting materials.

SCHOOL ACCOUNTABILITY REPORT CARD (SARC)

Every K-12 public school in California is required by state law to publish a School Accountability Report Card (SARC) each year. The SARC contains information about the condition and performance of each school. For more information about SARC requirements, visit the [California Department of Education \(CDE\) SARC web page](#). A final copy of the 2017-18 PCHS SACR report will be presented for Board approval at the March meeting. The report can be viewed on the CDE website: <http://sarconline.org/Sarc/About/19647331995836>

COLLEGE CENTER

College Center Meetings with Juniors

The PCHS College Center Counselors met with all 11th graders/class of 2020 to share information about the college application process. Students received a “To Do” list for the College Center and learned about a variety of related topics such as Naviance, ACT/SAT test dates and practice programs, tutoring, college admissions statistics, common application prompts, and financial aid. Juniors will also receive information in their English classes regarding the upcoming CAASPP (CA Assessment of Student Performance and Progress) and College Readiness.

College application updates for the class of 2019

Total college applications submitted: 5804

Number of Colleges: 526

Total number of acceptances to date: 198

Posse Scholars

The Posse Foundation identifies, recruits and trains individuals with extraordinary leadership potential. Posse Scholars receive full-tuition leadership scholarships from Posse’s partner colleges and universities. PCHS is extremely proud to have five Posse scholars this year.

Bailey Ball – Tulane University

Jasmin Flores – Northwestern University

Rebecca Hochman-Fisher – Middlebury College

Brooke Messaye – University of Wisconsin

Tnsae Mulu – Bucknell University

College Acceptances - Early Decisions

Several members of the Class of 2019 have accepted offers to the following prestigious schools:



PALISADES

CHARTER HIGH SCHOOL

Carnegie Mellon
 Colgate University
 Cornell University
 Dartmouth College
 Duke University
 George Washington University
 New York University
 New York University
 Southern Methodist University
 Tufts University
 Vassar

STUDENT SUPPORT SERVICES AND SPECIAL EDUCATION UPDATES

Charter Operated Programs Option 3 - The mission of the Charter Operated Programs (COP) team is to empower a community of charter schools to work together to build innovative, high-quality educational programs and services for students with unique needs. To solidify this mission, a Memorandum of Understanding defines the relationship between the charter and LAUSD Division of Special Education. District authorized charter schools have the option to apply for membership in Option 1, Option 2 or Option 3. PCHS is a member of Option 3. As an **Option 3 member school**, PCHS operates independently for the purposes of special education. Option 3 charter schools are housed within the LAUSD SELPA and have access to District-wide special education supports. There are **three governing councils** with representatives from each participating school on each council: Coordinating Council - Mary Bush; Financial Council- Greg Wood; Executive Board - Pam Magee.

Through COP funding and coordination, Mary Bush and Pam Magee recently traveled to Oakland, CA to attend tours of the **Seneca family of agencies** and schools with which they are partnering within Oakland USD. A central Seneca theme is unconditional care to ensure students' academic and emotional needs are being met through community partnerships. COP charters are exploring applying for a **COP Impact Grant** to contract with Seneca to assess and make recommendations to strengthen our programs such as Response to Intervention (RtI) and Restorative Justice and provide consultative services to assist us to develop stronger programs. PCHS also applied to COP to request fiscal assistance for unanticipated costs this school year – costs such as the administrative team while Mary Bush was on medical leave and unanticipated services for students entering Pali this year, i.e. BID & BII services.

The PCHS **District Validation Review (DVR)** was completed on 1/29/19. The DVR is the District's internal monitoring process mandated by the District's Modified Consent Decree. DVR's are routinely conducted every 5 years though the District may conduct one at any time. The DVR team commended Pali on being well-prepared for the District Validation Review and providing a positive and supportive educational environment for students.

PCHS is working with a new test coordinator and the Academic Achievement team to look at variables impacting CAASP scores. Professional Development is planned for Special Education teachers this month to educate them on CAASP accommodations and test strategies.



PALISADES

CHARTER HIGH SCHOOL

An increasingly challenging issue is the school's inundation with the assessment of District students in our residency area. We have approached the Charter Operated Programs Unit to advocate for the removal of this obligation from conversion charter schools. Each assessment/IEP takes an inordinate amount of time both for administrative personnel and service providers who must assess, observe at the private school, develop and attend IEP team meetings. To date, PCHS has ten district cases to manage.

Our Mental Health team is working hard to support students struggling with emotional issues. We'll be sending out photos of our team to assist teachers in recognizing these staff members when students are summoned from class.

The Student Support Services/Special Education Department will be presenting more detailed information at the March 19 Board Meeting.

Coversheet

Academic Accountability Committee Updates

Section: III. Board Committees (Stakeholder Board Level Committees)
Item: A. Academic Accountability Committee Updates
Purpose: Vote
Submitted by:
Related Material: III_A_Academic Accountability_ 2-07-19 MINUTES_DRAFT.pdf



PALISADES CHARTER HIGH SCHOOL

More Than 50 Years of Innovation and Excellence

ACADEMIC ACCOUNTABILITY COMMITTEE – REGULAR MEETING AGENDA

February 07, 2019

3:30pm

PCHS – Academic Achievement Room

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.

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.

I. PRELIMINARY:

A. CALL TO ORDER at 3:42pm

B. ROLL CALL:

Members: Steve Klima, Michael Friedman, Monica Iannessa, Chris Lee, Paul Mittelbach, Larry Weiner (Board Member)

Student Liaisons: 2 Representatives from leadership per meeting on a rotation basis- Abby Fisher, Saba Johnson

Ex Officio: Pam Magee

Others in Attendance: Malika Mirkasymova, Randy Tenansnow, Tami Christopher, Minh Ha Ngo, Keri Kraft

II. APPROVAL OF THE MINUTES:

- February 22, 2018 Regular Meeting
 - Motion to approve the amended minutes: Steve Klima
 - Seconded: Monica Iannessa
 - Motion passes 5-0-1 (L. Weiner abstained)

III. PUBLIC COMMENT:

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

IV. DISCUSSION AND ACTION ITEMS:

A. Election of New Members- All listed will be offered for Board approval to join the Academic Accountability: Steve Klima, Michael Friedman, Monica Iannessa, Chris Lee, Paul Mittelbach, Larry Weiner, Malika Mirkasymova, Randy Tenansnow, Tami Christopher, Minh Ha Ngo, Keri Kraft

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

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PALISADES CHARTER HIGH SCHOOL

More Than 50 Years of Innovation and Excellence

- a. Motion to approve: Monica
 - b. Seconded: Paul
 - c. Motion passes 5-0-1 (L. Weiner abstained)
- B. Instruction Time:**

Chris explained the genesis of why instructional time is brought up at the Academic Acc. Meeting. He explained that there is a need for students to receive academic support/extra-curricular opportunities/enrichment opportunities. Traveling students don't often have after school opportunities for academic support and are often those the most in need for academic support or enrichment opportunities. LTSP has begun extensive research on different options on bell schedules. Many students are requesting study hall periods.

Steve brought up that bell schedule is contractually an item for negotiation.

Larry mentioned research that the long periods is too long and that WASC has recommended that we look at better usage of our instructional minutes.

The committee discussed the advantages of the block schedule.

Paul reminded that the focus is to support the students, not necessarily changing the schedule. The achievement gap is real and persistent.

Randy promoted the idea of flex schedules

Steve mentioned that the need for a schedule change needs to be extremely clear and transparent.

The rationale for a change in schedule needs to be sold to teachers, parents, and students, as well.

He also raised the idea that some teachers use the full time academically.

Randy reminded that this meeting is just a discussion.

Paul stated Latino and Black students need equity in access for academic support career and College Readiness needs could be discussed for example in a freshman seminars.

Minh Ha stated that we need to prioritize specific needs. For ex: she liked to have gestation time in math classes which block schedules facilitate

Monica stated the need for both teachers and students have a break- many students and teachers work during lunch. Intentionally create a break time in a schedule as we have a culture currently which has many working during time. Schedule should also facilitate to meet as PLCs or other meetings such as IEPs and professional development.

Mike mused what activities might be considered a break in terms of instructional minutes.

Tami and Minh Ha mentioned that professional development could help teachers use

Abby stated she hears the need for more academic support to lower the achievement gap. Other students could do homework or explore other courses with a flexible schedule.

Paul mentioned Helix has a flex schedule with late start days to be used for Prof Dev/tutoring. Also allows for a senior project.

Larry and Monica stated it doesn't have to be wide-sweeping change, just small tweaks here and there- baby-steps.

Monica shared that the Equity Study states that the students in need for support often don't access services like Math Lab because it requires students to go out. Pali may want to look at embedding the support within the class setting, as Tami stated they have relationships with teachers.

Steve suggested looking at ingraining students that school ends at 3:08. Perhaps all Freshman do and it could be a luxury at 2:06.

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PALISADES CHARTER HIGH SCHOOL

More Than 50 Years of Innovation and Excellence

V. NEW BUSINESS

- A.** Vote of Committee Positions
- B.** Goal Setting and How Instructional Minutes Can Meet these needs
- C.** Next meeting is March 7, 2019 @ 3:30pm.

Meeting adjourned at 5:03.

DRAFT

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

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Coversheet

Charter Committee Updates

Section: III. Board Committees (Stakeholder Board Level Committees)
Item: C. Charter Committee Updates
Purpose: FYI
Submitted by:
Related Material: III_C_Charter Committee Meeting Minutes DRAFT_1_25_19.pdf



PALISADES CHARTER HIGH SCHOOL

Charter Committee Meeting January 25, 2019

Attendees:

Committee Members

Pam Magee
Dara Williams
Susan Ackerman

Attendees Volunteering for Committee Membership

Paul Mittlebach
Larry Wiener
Tami Christopher
Daphne Gronich
Monica Iannesa
Keri Craft

Guests

Angelica Pereyra
Jeanne Saiza
Ruth Mills
Hallie McRae (Student Leadership)
Maddie Stein (Student Leadership)

Dara Williams moves to approve minutes
Susan Ackerman 2nds the motion
Unanimously Minutes approved

Discussion with faculty about the various elements we are looking at in the Charter.

Tami Christopher
Admissions data
Residents,
Siblings of current, continuing students
Students graduating from Revere Charter and Magnet
Family members of faculty and staff
LAUSD
All other applicants in State
Usually only get down to #4



PALISADES CHARTER HIGH SCHOOL

Another possibility is adding children of alumni (legacies) and Tami thinks this would increase diversity

Looked at student population of Palms, Paul Revere and Pali

Palms

Latino 42%

Black 24%

Asian 16%

White 13%

Revere

Latino 18%

Black 11%

Asian 6.5%

White 57%

Webster

Latino 67%

Black 25%

Asian 1%

White 6%

Emerson

Latino 38%

Black 20%

Asian --

White 28%

PCHS

Latino 19%

Black 13%

Asian 9%

White 58%

Need to make sure that the kids are actually graduating from Paul Revere otherwise their offer is being rescinded; need to put in the Charter that the student has to culminate

Most kids on the westside send their kids to Revere so that they can go to Pali

Still under the Crawford consent decree but we don't get any funding for compliance
Paul thinks that LAUSD would object to having us add other schools



PALISADES CHARTER HIGH SCHOOL

Keri Craft thinks that everyone gets into Revere anyway so that it won't change anything
Revere is a big enough school that they are accepting anyone

But we get a lot of applications so there must be kids who want to go here who do not go to Revere

Angelica said that the demographics at Palms seem to be more in line with the demographics of Pali in the 1990s

Goal was having enrichment programs that were worth the sacrifice of traveling a great distance

It would be interesting to find out if Palms would be a great feeder school than Hamilton
What do we have that Uni and Hamilton don't have

For instance, do other schools have ceramics and other enrichment classes that these other schools offer.

Need to make it clear that at the Magnet Schools that they do not get transportation here
Monica Iannesa brought up that LAUSD is already a preference

LAUSD Bulletin # Ref-383.6 that Monica Iannesa found references some of the issues that we are talking about

Now is the best time to go to LAUSD to argue as to what our strengths are and that we want to work with LAUSD and share it with the district. Now there are board members on the LAUSD Board that are more charter friendly.

Model of how it works for schools that are single site and have more flexibility

In speaking to alumni from Pali, they mention that they have been able to easily integrate into a diverse workforce because of the diversity here

This has a positive and even financial impact on the alumni when they enter the workforce
Tap into the local population to invest in the diversity because there is an investment that is worth

Brought up that parents don't understand this but others brought up that parents do think about this

Transportation Go Fund Me has about \$28k and it has been given out in scholarship form
Parking passes will also be going up and half of it will go to transportation.

Tours are packed with parents and diversity is front and center of those discussions.

Would like to see language in the Charter that diversity is beneficial post-graduation.

Plan B would be that LAUSD would be the preference

Suggestion that the transportation be a percentage of our budget



PALISADES

CHARTER HIGH SCHOOL

Need to try to find other sources of funds for transportation

LAUSD has always found that Pali seeks to have diversity

Wanted to make sure that we are outreaching for diversity

Economic enrichment from diversity but do we have the statistics to support that?

LAUSD will likely see the budgetary issues are our biggest financial challenges.

Element 1

PLC – Professional Learning Communities

Basis for our Charters for coordination among the members of the learning communities to develop lessons plans.

Teachers were asked to write about for the benefits of PLCs for students and teachers.

Allows for consistency for students.

For teachers being able to collaborate and share best practices and materials.

Wanted to see if this was still a cornerstone of our school and from the teachers' comments, it still is.

18 different points

- Equity plan
- Diverse learners and diverse learning styles
- Multi-lingual program (700 at our school are reclassified ELL, 400 of which we are required to provide support for)
- Technology
- Graduation requirements
- Science and STEM
- Professional Learning Communities
- Mathematical Mindsets – growth mindsets
- Mathematical concepts and practices
- Career Tech Ed
- VAPA
- Alternative Programs
- Educational innovation and pilots
- College and career
- Social and emotion
- Health and wellness
- Grades and homework
- Diversity



PALISADES CHARTER HIGH SCHOOL

Governance Section

The slide from training based on the Attorney General Opinion on conflict of interest - Government Code section 1090.

Work closely with Lisa Corr from YM&C to ensure that we are towing the line, making it necessary for staff members to recuse themselves from votes and discussions when they have an interest.

Strong AG opinion means that we might want to come up with a plan for employee stakeholder input without having employees on the board.

Governance language from Charters from other schools is included in the materials.

There have been some things that have resulted in an issue with the Charter with having faculty on the board.

A possibility is that faculty and staff would not have a limit on their time to speak so even if they cannot be on the Board they would at least have a voice.

Could have retired teachers.

Problem with getting retired teachers to want to be on the Board.

We can do a switch with other schools so that our teachers serve on their board and their teachers serve on ours.

Next meeting is scheduled for February 22nd at 3:30 in the library

Coversheet

Election Committee Updates

Section: III. Board Committees (Stakeholder Board Level Committees)
Item: D. Election Committee Updates
Purpose: Vote
Submitted by:
Related Material: Election Committee MeetingMinutes1.25.2019 V2.pdf

Election Committee Meeting Minutes from January 25, 2019

Attendees

Committee Members

Brooke King
Dara Williams
Reeve Chudd (via phone)

Committee Members Subject to Board Approval

Rob King
Jeanne Saiza

Students

Ali Zafar-Khin
Taylor Smith
Saba Johnson
Vida Keyvanfar

The minutes from the September 21, 2018 meeting were reviewed. Dara moved to approved the minutes and Rob King seconded the motion. The minutes were unanimously approved.

Brooke King noted that she has been approached by potential candidates and there are candidates interested in all of the open seats with the exception of one open seat.

Future proposed meeting dates and a proposed timeline for the elections was discussed. Revisions were made to the meeting dates based upon the availability of the current committee and proposed committee members. Adjustments were made to the proposed timeline based upon the adjustments to the meeting dates. Dara Williams moved to approve the adjusted proposed election time lines as follows:

Election Committee Timeline:

3/25/2019: Deadline for candidate applications due via email to Shelby Ladnier, PCHS Administrative Staff by 4:00 pm
3/29/2019 Election Committee Meeting to verify candidate application
4/01/2019 Parent Voter Information Verification closes. Parents need to register via Infinite Campus
4/15/2019 8:00 AM PST Voting Window Opens. Ballots sent out via Election Buddy (start of spring break)
4/22/2019 11:59 PM PST Voting Window Closes (Easter is on 21st)
5/03/2019 Election Committee Meeting (Verify Election Results) (Back from Spring Break)

5/04/2019 Candidates notified of election results pending Board approval
5/6/2019 – 5/13/2019: Run-off window (if necessary)
5/17/2019 Special Election Committee Meeting (if necessary due to run-off)
5/20/2019 Run-Off Election results posted
5/21/2019 Board Meeting (Board vote on approval of winning candidates)

Rob King seconded the motion to approve the proposed election time lines. The motion passed unanimously. The students concurred in the vote

Dara Williams moved to approve the adjusted meeting times as follows:

Meeting Dates:

Friday, 2/15/2019 meeting at 2:15 pm
Friday, 3/29/2019 meeting at 2:15 pm
Friday, 5/03/2019 meeting at 3:30 pm

Rob King seconded the motion to approve the adjusted meeting times. The motion passed unanimously. The students concurred in the vote

DRAFT

Coversheet

Post-Retirement/Lifetime Healthcare Benefits

Section: III. Board Committees (Stakeholder Board Level Committees)
Item: E. Post-Retirement/Lifetime Healthcare Benefits
Purpose: FYI
Submitted by:
Related Material: III_E_PRLHC Benefites Minutes from_11_1_19 for BOT_02_12_19.pdf



PALISADES

CHARTER HIGH SCHOOL

LIFETIME HEALTH BENEFITS COMMITTEE MEETING – November 1, 2018

Attendees: Ruth Mills, Jennifer Peeks, Pam Magee, Susan Darvish, Sara Margiotta, Leslie Woolley, Emily Hirsch, Greg Wood, Adelina Aleman, Dominique Vincent, Randy Tenansnow, Stephanie Chew, Nicole Newble, Susan Ackerman, Patricia Kuper, Paul Mittlebach, Stephen Klima, Andrea King, Don Parcell, Roya Saghafi

3:27 call meeting to order

Approve minutes – Emily Hirsch made a motion to approve, Nicole Newble seconded the motion. Meeting minutes approved.

Greg Wood – Presented history of LTHB.

- 2010 is the first year we paid out LTHB which was \$5500.00.
- there are 27 active retirees now

Granada Hills High does not offer LTHB. Birmingham High decided at Right of Return not to offer LTHB. Their employees set aside 3% in a 401 3B account and they are vested after 5 years.

Paul Mittlebach asked if CALPERS/CALSTERS or someone like that could help us with this. Amy N said that they are also underfunded.

Patricia K asked given our situation could we invest the \$ and get higher return, and bring those who are not eligible into the program.

Steve K asked if those who are retired could be touched. Amy N confirmed that they couldn't.

Steve also said that in 2004-2009 PCHS was putting \$50K into LTHB account. In 2009 the Board made a resolution to put \$1.25 million into LTHB account.

Andrea K wondered if we say we can't touch benefits if one retires, more and more will retire and we won't have \$ for those who stay. Andrea suggested maybe we offer those who retire a bit less to help with funding.

Ruth M mentioned that when she helped write the initial Charter she thought all employees would be eligible for LTHB. Feels we should put LTHB fund in a "lock box".



PALISADES

CHARTER HIGH SCHOOL

Steve K said that a couple of years ago, the LTHB committee talked about investing the \$ and then started talking about buy-outs. Steve sent the committee info on AARP.

Ruth M wants to put a committee together for investing.

Patricia K would go ahead with this but wants a 1 page report on where \$ is now and how much interest we are earning. She wants to meet with Hong who is negotiating the PCHS/UTLA contract.

Greg W confirmed that approximately \$1.3 million has a 4 ½ % return and the approximately \$4.7 million is earning 2% interest in the County Treasury.

Steve K wondered if some employees would go for buy-outs. Paul M said he heard buy outs “don’t get you there”.

Stephanie C mentioned that we could look into tiered benefits. Wondered what Kaiser, LACOA and the County have set up.

Sara M asked if the non-eligible employees would get \$ in a tiered system. As the Budget & Finance Committee chair she would want to know what this would cost and wants to ensure any program is sustainable. Those in the corporate world do not receive LTHB

Andrea K – the first tier might have to pay something.

Paul M – asked if employees would have to contribute something to make fund sustainable.

Leslie W – Upon retirement, spouses and children cost PCHS more. Maybe we can look at that for savings.

Patricia K – Didn’t know PCHS pay for employees supplemental insurance beyond Medicare.

Greg W – Actuarial report was presented to this meeting and is going to B & F Committee and then the Board.

Meeting adjourned at 5:15 PM

Coversheet

Resolution: Santa Monica City College Enrollment Classes for the 2018-2019 School Year

Section: V. Academic Excellence
Item: B. Resolution: Santa Monica City College Enrollment Classes for the
2018-2019 School Year
Purpose: Vote
Submitted by:
Related Material: V_B_SMCC Resolution Enrollment_BOT_02_12_19.pdf



PALISADES

CHARTER HIGH SCHOOL

Resolution: Santa Monica City College Concurrent Enrollment Classes for the 2018-2019 School Year

WHEREAS, the practices and policies of Palisades Charter High School (PCHS) and California Education Code require that PCHS is to remain a closed campus during normal school hours, AND

WHEREAS, PCHS requires that all visitors first check in to its Main Office for identification and safety purposes, AND

WHEREAS, PCHS desires to offer its students dual enrollment opportunities to earn both high school and college credit on its campus by partnering with Santa Monica City College (SMCC), AND

WHEREAS, the PCHS Board of Trustees, understands that to offer such dual enrollment classes on its campus, non-PCHS students enrolled at SMCC would be afforded the opportunity to enroll in such classes on the PCHS campus.

NOW, THEREFORE BE IT RESOLVED, that the PCHS Board of Trustees will allow non-PCHS students enrolled at SMCC with a valid and current SMCC Identification Card on its campus for the purpose of attendance and completion of the SMCC course(s).

Adopted by the PCHS Board of Trustees on February 12, 2019

Coversheet

Consolidated Application for Federal Funding (CONAPP)

Section: VII. Finance
Item: A. Consolidated Application for Federal Funding (CONAPP)
Purpose: Vote
Submitted by:
Related Material: CONAPP Doc - Board Meeting Materials - 2_12_19.htm

Notice

The following file is attached to this PDF. You will need to open this packet in an application that supports attachments to pdf files, e.g. [Adobe Reader](#):

CONAPP Doc - Board Meeting Materials - 2_12_19.htm

Coversheet

2018 - 2019 New Grant Budget for the Low Performing Student Block Grant

Section: VII. Finance
Item: B. 2018 - 2019 New Grant Budget for the Low Performing Student Block Grant
Purpose: Vote
Submitted by:
Related Material: VII_B_LOW PERFORMING STUDENTS BLOCK GRANT_VOTE.pdf

**Palisades Charter High School
 Low Performing Students Block Grant
 2018-2019 & 2019-2020**

Revenue: \$ 75,000.00

Expense:

		<u>18/19</u>
Salaries/Benefits	Math Paraprofessionals	\$ 30,000.00
Salares/Benefits	1 Period of ELA/ELL Time	\$ 7,500.00
		<u>TOTAL 18/19</u>
		\$ 37,500.00
		<u>19/20</u>
Subscriptons	Scholastic Reading	\$ 5,000.00
Salares/Benefits	1 Period of ELA/ELL Time	\$ 12,500.00
Salares/Benefits	Math Paraprofessionals	\$ 20,000.00
		<u>TOTAL 19/20</u>
		\$ 37,500.00
TOTAL EXPENSE		\$ 75,000.00

Coversheet

Public Hearing :PESPU Initial Proposal for Bargaining Unit

Section: VIII. Governance
Item: A. Public Hearing :PESPU Initial Proposal for Bargaining Unit
Purpose: FYI
Submitted by:
Related Material:
VIII_A_Part 2_Initial Proposal to PESPU February 9 2019.pdf
VIII_A_Part 1_PESPU Sunshine Letter 2019 for BOT meeting February 12 2019.pdf

INITIAL PROPOSAL
OF THE
PALISADES CHARTER HIGH SCHOOL
TO PALISADES EDUCATIONAL SUPPORT PERSONNEL UNITED

February 12, 2019

The Palisades Charter High School presents the following initial proposal to PESPU for upcoming negotiations on a successor agreement that commences July 1, 2019.

PCHS looks forward to productive, collaborative negotiations ending in an agreement serving the best interests of students, staff, parents and the community, on the following topics:

1. Article 9 — Hours and Overtime
2. Article 10 — Leaves
3. Article 12 — Wages and Salaries, Pay Allowances, Differentials and Special Salary Practices
4. Article 13 — Health & Welfare
5. Article 14 — Discipline Procedure
6. Article 20 — Term of Agreement and Renegotiation

January 25, 2019

Dr. Pamela Magee
Executive Director/Principal
Palisades Charter High School
15777 Bowdoin St.
Pacific Palisades, CA 90272

Re: Initial Proposal for 2019 Successor Contract Negotiations

Dear Dr. Magee:

This proposal is submitted for purposes of informing the public pursuant to the Government Code 3547. The Palisades Educational Support Personnel United requests that the Palisades Charter High School Board present this proposal at the next scheduled Board meeting.

The Agreement is subject to negotiations at this time. The union proposes to negotiate the following Articles and related Appendices:

~~8.4 — Agency Fee Obligation: Those employees who are currently members of PESPU, and who have a dues deduction in effect, shall continue to have such dues deducted from their salary payments. Each employee (as defined in this Agreement) after thirty (30) days of initial employment, is required as a condition of continued employment either: (a) to be a member in good standing of PESPU, or (b) to satisfy the agency fee financial obligations set forth in Section 8.4.1 below, unless qualified for religious exemption as set forth in Section 8.4.2 below.~~

~~8.4.1 — Unless the employee has (a) voluntarily submitted to the School an effective dues deduction request, or (b) individually made direct financial arrangements satisfactory to PESPU as evidenced by notice of same by PESPU to the School, or (c) qualified for exemption based upon religious grounds as provided in Section 8.4.2 below, the School shall process a mandatory agency fee payroll deduction in the appropriate amount, and forward that amount to PESPU. The amount of agency fee to be charged shall be determined by PESPU subject to applicable law; it shall therefore be an amount not to exceed the normal periodic membership dues, initiation fee and general assessments applicable to PESPU members. As to non-members who object to PESPU spending their agency fee on matters unrelated to collective bargaining and contract administration, the amount of agency fee charged shall not reflect expenditures which the courts or PERB had determined to be non-chargeable, including political contributions to candidates and parties, members-only benefits, charitable contributions and ideological expenditures and, to the extent provided by law, shall not reflect expenditures for certain aspects of lobbying, ballot measures, publications, organizing and litigation. PESPU shall~~

~~comply with applicable law regarding disclosure and allocation of its expenses, notice to employees of their right to object, provision for agency fee payers to challenge PESPU's determinations of amounts chargeable to the objecting non-members, and appropriate escrow provisions to hold contested amounts while the challenges are underway. The foregoing description of permissible agency fee charges and related procedures is included herein for informational purposes as a statement of applicable law, and is not intended to change applicable law or to provide any contractual terms or enforcement procedures under this Agreement. The School will promptly remit to PESPU all monies deducted, accompanied by a list of employees for whom such deductions have been made.~~

~~8.4.2 Religious Exemption from Agency Fee Obligations:~~

~~a. Any employee who is a member of a religious body whose traditional tenets or teachings include objections to joining or financially supporting employee organizations shall not be required to meet the above agency fee obligations, but shall pay in lieu thereof (by means of mandatory payroll deduction) an amount equal to the agency fee, to a non-religious, non-labor charitable organization exempt from taxation under Section 501(c) (3) of the Internal Revenue Code, as designated by the employee. Board of Education approved examples of such organizations are:~~

~~American Red Cross
American Cancer Society
United Way~~

~~b. To qualify for the religious exemption, the employee must provide to the School, with a copy to PESPU, a written statement of objection, along with verifiable evidence of membership in a religious body as described in a. above.~~

~~c. An employee utilizing this religious exemption status who requests PESPU to utilize the grievance/arbitration provisions on the employee's behalf, shall be subject to charges by PESPU for the reasonable cost of using such procedures.~~

~~8.4.3 Implementation Dates: Any of the above described payment obligations applicable to employees shall be processed by the School with the payroll immediately following the effective date of the payment requirement, provided that the information is on file with the Payroll Services Branch by the deadline for filing time reports.~~

~~8.4.4 Indemnity/Hold Harmless: PESPU agrees to indemnify and hold the School harmless against any and all liabilities (including reasonable and necessary costs of litigation) arising from any and all claims, demands, suits, or other actions relating to the School's compliance or attempted compliance with either this Article or the~~

~~requests of PESPU pursuant to this Article, or relating to the conduct of PESPU in administering this Article. PESPU shall have the right to determine and decide all matters relating to settlement and conduct of litigation with respect to this Article. In no case shall School funds be involved in any remedy relating to this Article.~~

~~Any underpayments to PESPU resulting from the School's failure to make a required deduction shall be remedied by additional deductions from the affected employee(s).~~

~~Any overpayments to PESPU resulting from excessive deductions shall be remedied either by refund from PESPU to the affected employee(s) or by a credit against future payments by the affected employee(s).~~

Article 11 – Leaves of Absence

11.10 Child Care Leave

11.10.1 (Unpaid): An unpaid leave may be granted to a permanent employee to care for such employee’s own (including adopted) child of under three (3) years of age. Proper written application must be submitted to the employee’s supervisor at least ten (10) working days prior to the commencement of such leave. The leave, together with any renewal thereof, shall not exceed thirty-nine (39) calendar months in duration.

11.10.2 (Paid) A unit member may use up to twelve (12) weeks of his/her sick leave for child care leave in the first twelve (12) months of the baby birth or placement after adoption.

11.19.3 Catastrophic Incidents, such as fire, floods or other acts of nature that cause school to be closed shall be determined to be Classified Holidays and not charged to any bargaining unit members leave days.

11.19.4 Those employees who either lost pay or leave day(s) due to the Woolsey fire shall have their pay and/or leave time restored on or before June 30, 2019.

11.20 VACATION

11.20.2 Accrual of vacation shall be determined based on the factors and in the manner set forth in the following table:

Vacation Accrual (adjust factors to provide following number of days):

Years	Factor	Hours	Earned/Wk	Earned/Yr	Days/Yr
1-4		40			10.00 15.00
5-7		40			15.00 20.00
8-10		40			20.00 25.00
11-13		40			22.00 28.00
14-15		40			24.00 30.00

<u>16-17</u>	40	<u>26.00-32.00</u>
<u>18-19</u>	40	<u>28.00-35.00</u>
<u>20+</u>	40	<u>30.00-40.00</u>

11.20.5 A unit member may accumulate unused vacation up to an amount not to exceed that which the unit member earns in ~~48~~ thirty-six 36 pay periods (the employee’s “vacation cap amount”). Once the unit member has accrued vacation in an amount equal to the employee’s vacation cap amount, the unit member shall cease to accrue vacation until the unit member uses vacation in an amount sufficient to reduce the employee’s vacation balance below the employee’s vacation cap amount. All appropriate adjustments shall be made annually at the end of each fiscal year so that the employee’s earned vacation balance carried forward to the next fiscal year shall not exceed the employee’s “vacation cap amount”. Employees may be required to use accumulated vacation earned in prior years at a time convenient to the unit member which is approved by the immediate supervisor.

A unit member that is prevented or prohibited from taking vacation previously approved by the employee’s appropriate administrator, shall be permitted to exceed by that amount the vacation cap amount for the school year in question, but shall be required to reduce their vacation balance to the ~~48~~thirty-six 36 pay period cap amount by the end of the succeeding school year.

12.1 Wages and Salaries: The wages and salaries for Unit employees for the 2019-20 school years shall be as set forth in Appendix A of this Agreement.

12.1.1 The 2019-20 salary schedule will be increased by ~~three~~ six percent (6%), effective July 1, 2019.

12.12 Pay periods – there shall be two (2) pay periods per month.

20.1 Term: This Agreement shall become effective upon ratification of the parties from July 1, ~~2016~~ 2019 and shall remain in full force and effect, pursuant to its terms, to and including June 30, ~~2019~~, _____ and thereafter extended on a day-to-day basis until canceled by either party upon ten (10) days’ written notice.

- List any new position the positions that have been added to the bargaining unit in the Agreement where appropriate and to the salary schedule.
- And Related Appendices
- The Union reserves the right to bring any other issues at a later time.

For the Association,
 Kevin Lorick, President
 Palisades Educational Support Employees Union, CTA/NEA

Coversheet

Approval of reimbursements for Executive Director/Principal

Section: IX. Consent Agenda: Non-Finance Items
Item: A. Approval of reimbursements for Executive Director/Principal
Purpose: Vote
Submitted by:
Related Material: IX_A_Part 2_ EDP Expenses.pdf
IX_A_Part 1_ EDP Expenses.pdf

Coversheet

Approval of Field Trips

Section: IX. Consent Agenda: Non-Finance Items
Item: B. Approval of Field Trips
Purpose: Vote
Submitted by:
Related Material: IX_B_Part 5_Field Trip_BOT_02_12_19.pdf
IX_B_Part 4_Field Trip_BOT_02_12_19.pdf
IX_B_Part 3_Field Trip_BOT_02_12_19.pdf
IX_B_Part 2_Field Trip_BOT_02_12_19.pdf
IX_B_Part 1_Field Trip_BOT_02_12_19.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: **COACH BUD KLING** Certified Non-Cert. _____

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

1. Destination: **SABH in U NEWPORT COAST** Are admission fees charged? Yes _____ No

2. Dates of Trips: **4/5 - 4/6** 3. Number of Students: **12-19** Number of adults: **4-6**

4. Name and employee number of employee who will go on trip: **E. L. KLING 142193**

5. Substitute required? Yes No _____ How Many? **1** Source of funds _____

6. Time schedule required by school: Leave School _____ Arrive destination _____
 Leave destination _____ Return school _____

7. Duration of trip: Less than one day ___ One day ___ Overnight **(2)** (if overnight, how many days?) **1 1/2**

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

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

10. Source of funds for trip: **TEAM ACCOUNT: ^{GAS} ENTRY FEES LODGING - ATHLETES PARENTS**

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: **1/31/19**

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 Employee COACH BUD KLING Certified Non-Cert.
 School: **Palisades Charter High School** Supervising trip _____

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

1. Destination CLOVIS - PRESNO CALIFORNIA TENNIS CLASSIC Are admission fees charged? Yes _____ No

2. Dates of Trips 2/28 - 3/2/19 3. Number of Students 12-19 Number of adults 4-6

4. Name and employee number of employee who will go on trip: E. L. KLING 142193

5. Substitute required? Yes No _____ How Many? 1 Source of funds _____

6. Time schedule required by school: Leave School _____ Arrive destination _____
 Leave destination _____ Return school _____

7. Duration of trip: Less than one day ___ One day ___ Overnight (if overnight, how many days) 2 1/2 DAYS

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 _____

10. Source of funds for trip TEAM ACCOUNT : ^{GAS} ENTRY FEES LODGING - ATHLETES PARENTS

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

11. Have the locations of the nearest emergency facilities been obtained? Yes No _____

12. Have forms for parent's or guardian's permission been obtained? Yes No _____

13. If hiking or camping activity:
- a. Have the ranger, sheriff, police or other emergency personnel been notified of intent to be in the area?
 Yes _____ No _____
 - b. Has the area been checked for potential hazards? Yes _____ No _____
 - c. Has the School Police Department been notified of the trip? Yes _____ No _____

APPROVALS:
 Principal or Asst. Principal [Signature] Date: 2/31/19

Board of Trustees* _____ Date: _____

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

Submit by Email

Print Form

Palisades Charter High School

REQUEST FOR APPROVAL OF SCHOOL-ORGANIZED TRIP FOR STUDENTS

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

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

1. Destination Oakland Marriott City Center Are admission fees charged? Yes No _____
2. Dates of Trips 3/15-3/17 3. Number of Students 20 Number of adults 3
4. Name and employee number of employee who will go on trip: Brad Kolavo, Peyman Nazarian, David Carini
5. Substitute required? Yes No _____ How Many? 3 Source of funds _____
6. Time schedule required by school: Leave School Friday am 3/15 via Flight Arrive destination Friday 3/15
 Leave destination Sunday early evening Return school Sunday evening
7. **Duration of trip:** Less than one day _____ One day Overnight (if overnight, how many days?) 2
8. Method of transportation: School bus (indicate number required) _____ Walking _____ Automobile _____
 Public Carrier: airplane boat _____ bus _____ train _____ other _____ (explain) _____
9. Brief description of educational benefit to be derived from this activity. Please state specifically as an instructional objective (not required for athletic trips of Youth Services Activities) The students will participate in live competitions and student workshops. Also host a booth at the tradeshow.
10. Source of funds for trip _____

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.

Submit by Email

Print Form

Palisades Charter High School

REQUEST FOR APPROVAL OF SCHOOL-ORGANIZED TRIP FOR STUDENTS

Check the appropriate box: Field Trip School Journey Curricular Trip Athletic Trip
 Curricular Buss Tour OTHER (Describe) JSA WINTER CONGRESS

Name of Palisades Charter High School Employee _____ Certified X
 School: Palisades Charter High School Supervising trip NAZARIAN/SAIZA Non-Cert. _____
 Telephone Number (310) 230-6623 Grade levels (Circle) 9 10 11 12 OTHER ALL

1. Destination SHERATON GATEWAY LAX Are admission fees charged? Yes X No _____
2. Dates of Trips FEB 23-24 3. Number of Students 25 Number of adults 2
4. Name and employee number of employee who will go on trip: NAZARIAN/SAIZA
5. Substitute required? Yes _____ No X How Many? _____ Source of funds _____
6. Time schedule required by school: Leave School N/A Arrive destination 8:30
 Leave destination 3:00 Return school N/A
7. Duration of trip: Less than one day _____ One day _____ Overnight X (if overnight, how many days?) _____
8. Method of transportation: School bus (indicate number required) _____ Walking _____ Automobile _____
 Public Carrier: airplane _____ boat _____ bus _____ train _____ other _____ (explain) _____
PRIVATE AUTO--NO STUDENT DRIVERS PERMITTED
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 CREATING AND DEBATING BILLS IN A MOCK

10. Source of funds for trip students / Booster

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 *Ron Magee* 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.

Request for Approval of School Organized Trip Revised January 2012

Back & forth

Submit by Email

Print Form

Palisades Charter High School

REQUEST FOR APPROVAL OF SCHOOL-ORGANIZED TRIP FOR STUDENTS

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

Name of School: **Palisades Charter High School** Employee Supervising trip: Brad Kolavo Certified _____
 Non-Cert. _____

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

1. Destination Anaheim Marriott Are admission fees charged? Yes No _____

2. Dates of Trips 2/28 - 3/3 3. Number of Students 48 Number of adults 2

4. Name and employee number of employee who will go on trip: Brad Kolavo, Peyman Nazarian

5. Substitute required? Yes No _____ How Many? 2 Source of funds _____

6. Time schedule required by school: Leave School 2/28 at 12pm Arrive destination 2/28 at 2pm
 Leave destination 3/3 at 12pm Return school 3/3 at 1pm

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 live competitions, leadership training and student workshops.

10. Source of funds for trip ASB Acct. \$7783.39

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

11. Have the locations of the nearest emergency facilities been obtained? Yes _____ No _____

12. Have forms for parent's or guardian's permission been obtained? Yes _____ No _____

13. If hiking or camping activity:

a. Have the ranger, sheriff, police or other emergency personnel been notified of intent to be in the area?
 Yes _____ No _____

b. Has the area been checked for potential hazards? Yes _____ No _____

c. Has the School Police Department been notified of the trip? Yes _____ No _____

APPROVALS:

Principal or Asst. Principal [Signature] Date: 1/22/19

Board of Trustees* _____ Date: _____

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