



Palisades Charter High School

Board Meeting

Date and Time

Tuesday April 20, 2021 at 5:00 PM PDT

Location

Please click the link below to join the webinar:

<https://go.palihigh.org/BoardOfTrusteesLive>

Or One tap mobile :

US: +16699009128,,84703967532# or +12532158782,,84703967532#

Or Telephone:

Dial (for higher quality, dial a number based on your current location):

US: +1 669 900 9128 or +1 253 215 8782 or +1 346 248 7799 or +1 301 715 8592 or +1 312 626 6799 or +1 64 6 558 8656

Webinar ID: 847 0396 7532

International numbers available: <https://palihigh-org.zoom.us/j/khqz6E026>

As per Executive Order N-29-20 from Governor Newsom, the Palisades Charter High School Board of Trustees meeting scheduled for Tuesday, April 20, 2021, at 5:00p.m. will move to a virtual/teleconferencing environment.

Calling into the meeting may incur a charge and PCHS is not responsible for any charges.

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.

Agenda

I. Opening Items

Opening Items

- A.** Call the Meeting to Order
- B.** Record Attendance and Guests
- C.** Closed Session Item (Moved from item VIII. A on the agenda)
 - Conference with Legal Counsel
(Significant exposure to litigation: Govt. Code § 54956.9(d)(2))
- D.** Public Comment

Public Comment Procedure for Zoom/Teleconference Board of Trustees Meeting:

General Public Comment via Zoom is available to all audience members who wish to speak on any *non-agenda* item at the beginning of the meeting, which is limited to 30 minutes. Public Comment may also be made on any *agenda* item when that item is addressed. To make a Public Comment via Zoom using a computer or cell phone, please use the “raise hand” function during the public comment section and the Chair will unmute you when it is your turn to speak. If you are using a Chromebook, please join the meeting from your browser. If you are dialing into the meeting, dial *9 to raise your hand and you will be prompted to unmute when it is your turn. Your Zoom username will be visible on screen during the meeting.

A Google form is available 24 hours prior to meeting for Public Comment if you are unable to join via Zoom.

Please refer to the Dewey Dolphin email or copy/paste this link

<https://forms.gle/xfsnzwRJJNJosyyY37>. Your comment will be read aloud by the Board Chair.

General public comments not read after 30 minutes will be included in the meeting minutes. Due to public meeting laws, the Board can only listen to your comment, not respond or take action.

Comments are limited to two (2) minutes, per person and one cannot cede their time to another. 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).

E. Approve Minutes

Approve minutes for Board Meeting on March 16, 2021

II. Academic Excellence

A. Changes/Updates in Response to COVID-19

B. PCHS Reopening Plan - COVID 19 Task Force

“Board Motion to Approve Recommendation for Full Fall 2021 School Reopening”

C. Summer Program Update

- Summer School - Randy Tenansnow and Dr. Chris Lee
- Dolphin Leadership Academy - Mystic Thompson

III. Organizational Reports

A. Student Report

- Potential Reopening - Student Survey Results
- Senior Class Activity Schedule

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

IV. Board Committees (Stakeholder Board Level Committees)

- A. Budget & Finance Committee
 - B&F Meeting Recap
- B. Post Retirement/Lifetime Healthcare Benefits Committee
- C. Election Committee
 - “Motion to Approve BOT Election Results”
- D. Academic Accountability

V. Finance

- A. 2021-22 PCHS School Bus Scholarship
 - "Motion to approve the proposed 2021-22 PCHS School Bus Scholarship funding of \$182,000."
- B. 2020-2021 Budget vs. Actuals
- C. 2021-2022 Cafeteria Contract Extension
- D. Consolidated Application (CARS Application)
- E. Update on Federal/State Relief Funds
- F. 2019-2020 Audit: Corrective Action

VI. Governance

- A. Grade Appeal Policy and Procedures
 - “Motion to approve Board Policy & Procedures Concerning Student Grade Appeals”
- B. Sunshine of UTLA Initial Proposal to PCHS 2020- 21

VII. New Business

- A. Converting PCHS to energy efficiency, 100% clean renewable energy sources with focus on environmental justice and equity by 2025

B. Announcements

- Date of the next Board Meeting is Tuesday, May 18, 2021 at 5pm

C. Announce Items for Closed Session, If Any.

VIII. Closed Session

A. Conference with Legal Counsel

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

B. Public Employee Discipline/Dismissal/Release

- (Govt. Code section 54957) (Education Code section 44929.21)

IX. Open Session

A. Return to Open Session

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

X. Closing Items

A. Adjourn Meeting

Coversheet

Approve Minutes

Section: I. Opening Items
Item: E. Approve Minutes
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Board Meeting on March 16, 2021

APPROVED



Palisades Charter High School

Minutes

Board Meeting

Date and Time

Tuesday March 16, 2021 at 5:00 PM

Location

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join. <https://go.palihigh.org/BoardOfTrusteesLive>

Passcode: dolphins

Or iPhone one-tap:

+16699009128,,83688325577#,,,,*14089091# US (San Jose)

+13462487799,,83688325577#,,,,*14089091# US (Houston)

Or join by phone:

Dial (for higher quality, dial a number based on your current location):

US: +1 669 900 9128 or +1 346 248 7799 or +1 253 215 8782 or +1 312 626 6799 or +1 646 558 8656 or +1 301 715 8592

Webinar ID: 836 8832 5577

Passcode: 14089091

International numbers available: <https://palihigh-org.zoom.us/j/kTLvx4O3>

*As per Executive Order N-29-20 from Governor Newsom, the Palisades Charter High School Board of Trustees meeting scheduled for Tuesday, March 16, 2021, at 5:00p.m. will move to a virtual/teleconferencing environment. **Calling into the meeting may incur a charge and PCHS is not responsible for any charges.***

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.

Trustees Present

Adam Glazer, Andrew Paris, Brenda Clarke, Brooke King, Emily Hirsch, James (Jim) Wells, Jewlz Fahn, John Rauschuber, Leslie Woolley, Paula Anderson, Sara Margiotta

Trustees Absent

None

Trustees who arrived after the meeting opened

Andrew Paris

Ex Officio Members Present

Dr. Pam Magee, Juan Pablo Herrera

Non Voting Members Present

Dr. Pam Magee, Juan Pablo Herrera

Guests Present

Amy Nguyen, Amy Okafar, Arleta Ilyas, Chris Lee, Don Parcell, Isabel Gill, Jeff Ropel, Michael Rawson, Monica Ianessa, Russ Howard, Steve Klima

I. Opening Items

A. Call the Meeting to Order

Brooke King called a meeting of the board of trustees of Palisades Charter High School to order on Tuesday Mar 16, 2021 at 5:00 PM.

B. Record Attendance and Guests

C. Public Comment

Kenneth Erlick - Wanted to encourage Board to allow limited crowds (parents/friends) to Pali football games. They are happy to socially distance, sign waivers, etc. New openings in LA County was cited as reason for allowing limited socially distanced groups.

It is very important to the players and players parents. Also encouraged expanded hours to the public pool. Thanked the Board for their service.

Michael Brent IV - Speaking on behalf of the Senior Class and student body. Seniors are in dire need of events and activities on campus. Looking for clarification about on campus activities for Seniors. Looking for more transparency about what the plans are for Senior events. He also discussed busing. He stressed that it was important for this to be confronted and stated that it was an equity issue. Urges the Board to stand up for busing.

Peter Garff - Co-headed student survey on a return to campus. In reviewing the survey results, the top 5 concerns are:

1. Students not taking precautions/hanging out with others outside their cohorts.
2. Getting COVID/spreading the virus and sanitation
3. Transitioning to in person from eLearning
4. Who will be in student cohorts?
5. Access to transportation and safety of transportation.

Board must address these issues and transparency is key. What is the plan to address these and students need to understand this process to make this as seamless as possible to reduce stress.

Yale Berukin - Commented about Administration transparency and lack of if over the last few weeks. with things opening up. The only updates they have had are from teachers who are communicating different things. What is happening, what is being discussed re: reopening. Sr. Class is also hoping for activities and events for Sr. Class. Prom or Senior Graduation if possible.

MK Mitchell - Discussed busing and an MOU as it pertains to events. She has been bused since Kindergarten and stressed that busing is important. Busing brings diversity to the school. She mentioned several years ago when routes were cut and prices increased and stated that the school lost students as a result of this. Stressed that students should have the opportunity to get to campus when and if allowed and transportation should be available to ensure all students who might wish to return to campus this year have access. Also looking for more clarification about the plan for getting kids back on campus.

Rachel Jeck - Looking at LA County reports, etc. with the county opening thinks that the cohort model is not effective and it is important to get kids back on campus not only for clubs/sports but for in person learning. Expressed concern about the stress that online learning has been for students. urged Administration to be creative in using our school's vast outdoor space to get kids back on campus for inperson learning and teacher interaction. Students are truly isolated and stressed the negative impact that online learning has had on students. Once teachers are vaccinated there is no reason why we are not working actively to get kids back in school for in person learning and interaction with their teachers.

Erin Degenaro - Echo comments heard and has added to the google doc. Doesn't feel like there has been any transparency in a plan to return. Stressed the importance to get kids back on campus for in person learning. The COVID numbers are dropping and if other things are going back then they should be able to get kids into more normal school plan. Discussed the openness of the campus as a reason to be able to return to school. Stated that the cohort model with students zooming from their classrooms is unacceptable. Expressed frustrating that there has been so much time and there is no plan for a return to campus. Also thanked everyone for working really hard during this time.

Kate MacIntosh - Echo the last 2 speakers. It is inconcievable that the solution which is being presented. Being in LA was the worst place her daughter could have been with regards to access to in person education. She asked why there is at least a 1 day delay once all the teachers have been vaccinated. Referenced other locations and stated we are the only area where kids haven't been in school for an entire year. She is very upset and stated that students mental health and well being has not been prioritized in creating in person learning. She feels like she has let her daughter down.

Rustin Karazi - Freshman representative. Worked on survey. Believes his Freshman class doesn't have the same connections as a class. The class needs something to provide bonding and they need to have Pali pride which hasn't happened because of the online platform. Feels like they deserve the opportunity to create that bond. He feels that his class deserves that connection.

Nina Kiraman - Has son who is part of the football program. Is interested in having spectators allowed for football games to help spread Pali Pride. Also echoed the need to have in person learning. She has been frustrated/anxious and is upset that there isn't communication and a return to campus plan. In person learning is crucial and has concern about lack of plan for learning in the spring as well as for the summer and the fall. Everyone needs to understand the schools plans.

Shira Birka - Freshman at Pali. Stated that she doesn't feel connected to Pali and her Freshman class. There hasn't been a large event to make this happen. Looking for more clarification about the plan for the rest of the school year and the fall.

Kim Avila - Board of Trustees - Congratulations on the work of this Board and the Administration and staff to get Pali athletes back on campus! The LAUSD UTLA agreement gives us parents and our students hope for some classroom time with teachers in a plan that maximizes classroom face time for those students desperate to return. One day a week in one classroom without changing seats and with online learning is not acceptable. We urgently request that at a minimum you consider immediate implementation of a hybrid model that brings students together with their classmates and teachers with odd and even schedules rotating each week. This way the students can see their subject classmates and teachers in these last two months of the school year. Bringing one class on campus per day is 25% occupancy. Monday, LA County theaters and indoor dining reopened at 25% occupancy. We parents are willing to volunteer to assist with between class sanitization, hall monitoring, and any other way that you need us. We can mobilize volunteers immediately upon identifying a return to class in March(?!?) or early April. We are here Pali Administrators, teachers and staff. Use us parents to get these kids back on campus at the earliest possible date.

Anonymous - I am a student at Pali. I need school to reopen. Anybody who chooses not to vote for school to reopen does not mind that students are struggling with mental health.

Anonymous - I think that students finally got used to all of the online format, and although it's understandable that some students want or have the need to get back to campus as soon as they can, we should still leave the option available for students that have adapted to the online format and believe that they will have trouble adapting back to the in person format. Especially since it's past half way through the semester.

Anonymous - Why are some teacher(s) marking are work habits grade down if we come to class 1 or more minutes late, for example, if I come to class later than 8:30, such as at 8:31 or 8:32 my teacher said she will mark our work habits grade down to a S or a U. I completely agree that if you come like 50 minutes late its ok to do that, but like coming 1-5 minutes late is a completely ridiculous idea. I think that is a completely absurd idea because some students have wifi issues and if they come to class late because of that, they will get their work habits grade mark down.

Anonymous - (PCHS Reopening Plan) As the mother of two seniors I'm expecting Pali High to organize some same event that can take place in very small groups. So far nothing has been done for our seniors. This is very disappointing. Safety measures are important that's why Pali should look at what other districts in other cities are doing. They should look how private schools have successfully re-opens. UTLA does not have our students interest in mind. I know it very well because I'm one of the teachers they represent.

Anonymous - I want to commend the administration on their creativity and attention to returning to school with a focus on enrichment, social emotional learning, re-visiting social skills, and finding the joy in school.

Anonymous - (PCHS Re-Opening plan) I want to make sure that transportation for traveling students is an integral part of the reopening plan

Brynn Green - (Director of Operations) Dear Board of Trustees, I am a sophomore at Pali, and I live 11 miles away. It would not be possible for me to attend Pali without the bus. Pali is a mosaic of a hundred different zip codes, and to maintain that geographic diversity, it is vital that Pali continues the bussing program. So many students, including myself, would not be able to complete the commute to Pali for so many reasons- time, parental flexibility, accessibility, just to name a few. Pali's provided bussing allows for parents to know that their children are safe, and it is convenient for so many students. Additionally, many relationships are fostered by the daily bus rides. So many people that I don't share classes with or traditionally would not cross paths with are on my bus, and we've created lasting and meaningful friendships that I would not have attained without the Pali bus. That said, it is important to discuss the overcrowding of the busses. Busses are packed to the brim, with occasional students having to ride either 3 to a seat or on the floor. Three adult high school students in one tiny seat after a long day is not ideal. This problem would only get worse with the cutting of the bus system, and it is your job as the board to not let that happen. The bussing system is necessary for so many people to maintain scholarship at Palisades Charter High, and it would be detrimental to cut off even one route.

Anonymous - When are the kids returning to school - it's best for their mental health

Anonymous - We want a in person graduation

Anonymous - We want cheer to be at the few games that we will play - seniors deserved to have their time

Kalea Martin - Hello everyone! The Mindfulness Messengers know that these times, including Board meetings, can be very stressful. To ease some of the stress, we would like to take a mindful minute together. So, everyone sit with your back straight, relaxed in your chair with both feet firmly planted on the floor. Place your hands on your knees. Feel free to close your eyes, or gaze down at a fixed point if you choose to keep your eyes open – whatever feels comfortable to you. To aid your focus, bring your awareness to how your feet feel on the ground. In order to activate the relaxation response we are going to take three deep breaths all together, so... everyone take a deep inhale through your nose one, two, three, and slowly and gently let all the air out three, two, one. Again, everyone take another full deep inhale one, two, three and release all stress and anxiety completely out with the exhale three, two, one ... one more time, everyone inhale one,

two, three and allow any tension to slowly ease out with a long gentle exhale three, two, one ... when you are ready, open your eyes, look up and remember to smile.

Anonymous - Parents want their seniors to experience senior activities to enjoy

Anonymous - Parents would like to be able to see their kids play sports - especially those with seniors and other schools are allowing 4 people per athletes

Anonymous - (Transportation) It seems that Pali is constantly trying to downsize the busing and raising cost - it is an equity issue and it appears that Pali may be trying to reduce the minority population, as they are the main students using the buses to get to Pali and when you make it out of reach or hard for parents - you force parents to seek out other schools.

Anonymous - It's been a year and Pali should not still be pondering what the plan is - they should already have the plan and just be awaiting the go ahead to let students return. If Pali wants to live up to being a charter - step up. Other school districts that we mimic such as Santa Monica - have had things in place - returned their schools and it's frustrating to continuously still be saying that Pali is trying to figure it out. We are now in the red tier - lets get as much back as possible and not drag it out.

Lee Ann Daly - Implement an outdoor school plan together immediately. The current approach is unacceptable. You time is up.

Stefania Picconi -

Please answer at the comments !!! What have you been planning? Please open the schools. No more excuses.

D. Approve Minutes

Paula Anderson made a motion to approve the minutes from Board Meeting on 02-09-21.

Adam Glazer seconded the motion.

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

Roll Call

James (Jim) Wells	Aye
Adam Glazer	Aye
John Rauschuber	Aye
Brooke King	Aye
Jewlz Fahn	Aye
Paula Anderson	Aye
Brenda Clarke	Aye
Leslie Woolley	Aye
Emily Hirsch	Aye
Sara Margiotta	Aye

II. Organizational Reports

A. Student Report

Izzy presented and appreciated parent and student input and comments. She hopes that this Board meeting will provide some clarifications and is hopeful we will get answers tonight. How can ASB hosts events in person, what is the protocol for this? What is the protocol for in person events and provide the guidelines for these events?

ASB hosted teacher panel discussing sentiments about returning to school, hosted an International Women's Day event with powerful speakers and fundraising stickers. Successful See's Candy Fundraiser. There have been grade level events to engage students. Hosted an event re: taking AP exams and having a feminine hygiene products fundraiser currently.

B. Parent Report

Jewlz commented on 15 minutes is how long her son had chemistry class this morning and then the class was dismissed. Her son appreciated the shortened class but she did not. It has been 12 months of distance learning. It is frustrating, struggling, aggravation, anger, isolation, etc. Distance learning is not working. Kids roll out of bed, attempt to do online school. Students are expected to teach themselves the lessons for their courses. Parents want their kids back in school in person now and full time in the fall. She created a google doc to keep track of the issues/concerns of parents.

Sports: Parents want younger students to participate. Parents also want to be allowed to watch the games. What about indoor sports that can be played outside. Pali should allow this as businesses open up.

In person learning is essential and kids need peer interaction and teacher interactions.

Keeping kids out of school is causing irreparable harm. Parents also wants to know what will happen for the fall so that they can make alternative plans if the fall will not be in person. There were concerns regarding the current cohort model and it was suggested to use Pali's space for outdoor teaching. LAUSD cohort plan is horrible.

Has the administration spoken to other schools to look at the models that they are using.

It was also expressed that a parent does not want school to run into the summer. They also wanted to make sure that Pali opens as soon as the school is allowed.

John Rauschuber made a motion to vote for continued dialogue regarding Jewlz parent report.

Brenda Clarke seconded the motion.

The parent report ran over the 5 minutes allotted and therefore John made a motion to extend time. Brenda clarified that we are at a turning point and it would be helpful to hear additional information. It was also discussed that the comments are reiterating the same themes and therefore we should move on. Board discussed the above and Izzy stated that she was in support of hearing the rest of the parent comments Jewlz had compiled. Everyone expressed their understanding of the difficult situation parents and students are in.

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

Roll Call

Leslie Woolley	No
Andrew Paris	Absent
Brooke King	No
James (Jim) Wells	Aye
John Rauschuber	Aye
Jewlz Fahn	Aye
Paula Anderson	Aye
Adam Glazer	Aye
Emily Hirsch	No
Sara Margiotta	Aye
Brenda Clarke	Aye

We need to balance harms and risks. Harms are the mental health, children's education and future. If these were a central concern, a way would have been found to send our children back to school. Children are suffering and a parent doesn't feel like the administration at the forefront of the discussions regarding reopening school.

There were discussions re: support of the Senior class and graduation. And Freshman parents are looking for more communication. All parents are looking for better communication on the plans to re-open the school and move forward.

Parents are looking for adult tutors as parents don't feel that their children might not reach out to peer tutors for fear of embarrassment.

Jim is glad sports is coming back and there is a concern that only Varsity baseball coming back. Parents are interested in knowing the reason for this. There is also an issue with a math teacher who is not responding to emails and not grading work and exams.

Sara commented that she has been hearing similar comments and what to know what the plans are moving forward. Parents are concerned about the Senior class and their experience, and how to plan for the fall if they want in person instruction and need to make alternative arrangements. Parents are frustrated.

C. Classified Staff Report

None at this time

D. Faculty Report

Report stands as submitted. Reviewed by J Rauschuber.

B Clarke - Concern about comprehensive academic support because of learning loss. There are substantial number of students with D's and no credits due to eLearning and students getting lost in the digital divide. How are we going to help students in the future to retrieve credits. How will graduation requirements change moving forward for younger grades due to gaps in learning. Discrepancy re: transportation and ensuring equity. Concerns about underfunded lifetime health benefits and looking for answers on how to handle this. Academic accountability discussion about reduced class sizes due to COVID and to improve learning, graduation requirements (reduced), bell schedules, new start time at 8:30, alternative activities and supports for students and other adjustments to support students. Looking for feedback from all stakeholders to help guide the Academic Accountability Committee.

P Anderson - Stressed how wonderful it has been to have students back on campus. It has lightened their hearts and it has been a joy. She understands that it is challenging but it has been so worth it just to see kids back on campus.

S Klima - Members are currently voting on ratification of in person MOU. There was a technical glitch so he is working on resolving this. Due to the technical issue, the vote will be due Friday at midnight. There was a meeting on Monday with quite a few questions but it looks like ratification is something that the members will approve.

E. Human Resources Director (HR) Report

Reviewed and stands as submitted. She noted that many of their staff members have chosen to and have received vaccines. This will continue throughout the week. Testing is open and will be available Mon-Thurs 10 am to 5 pm to receive COVID testing. There was a question re: student athletes. Can students take advantage of this testing site? Yes, the turn around is 24-48 hours and appointments are not currently necessary. It was further clarified that this is a cheek swab vs the nasal swab. It is located in the stadium parking lot. The availability of testing will be shared with student athletes. S Klima asked about costs of the COVID testing. It was clarified that it is covered by insurance. Is it possible to make testing free for everyone who needs it. A Nguyen clarified that the physician on site does need to be reimbursed. For any uninsured person, reimbursement can be submitted under the CARES Act. So regardless of insurance all students and staff should be able to get tested through the on campus testing site. The COVID testing option will be shared with PCHS students.

F. Director of Operations Report

Stands as submitted. Clarified that the contract for discussion begins with the 2021/2022 school year. D Parcell clarified that the # of buses in this contract can be adjusted up or

down based on ridership. He also clarified that next year's costs increase from this year to next year has no real cost increase. Clarified that multiple vendors were vetted

Leslie Woolley made a motion to approve the proposed 2021/2022 to 2023/2024 ATS Busing Contract.

Adam Glazer seconded the motion.

J Rauschuber commented on the Senior who spoke about busing and was concerned about the scholarships. Wanted clarification on that subject before voting on the busing contract. D Parcell clarified that the scholarships are vetted by B&F Committee and recommended to the Board. He clarified that the discussions at B&F had begun but the committee felt that the contract could still be put in place while the scholarships continued to be vetted. The scholarship application is already in process.

It was also clarified that the contract allows us to suspend service due to catastrophe/act of god without penalty to the school. It also allows to upscale and downscale as needed based upon ridership, funding, etc. D Parcell clarified that we are allowed to scale down to 1 bus if needed and can be used as a Special Ed bus if needed.

S Margiotta clarified that the B&F Committee started an indepth conversation re: scholarships. It is a little difficult to make these decisions independent of the overall budget information for the next school year but the committee does try to do this early so busing organization can occur earlier than the rest of the school year budget is vetted and recommended to the Board. Committee decided to table the scholarship discussions until their April meeting so that we can ensure that we are aligning with LCAP and LTSP. Monica and Dr. Magee will refocus those issues for us and will bring this to the April meeting so we can finish making these decisions. We wanted to make sure the committee was being consistent with the goals and values of the school.

I Gil commented that cutting back the stops making it more difficult for the students. We want people to have an easy way to get to school. She noted that the # of buses has been cut back and was that the correct decision. D Parcell clarified that no decisions have been made yet. This is determined by the ridership, where students lives, etc. before determining the routes and what will be best for the greatest population of riders. She also expressed the need to work with Big Blue Bus to ensure that the public transportation buses facilitate getting kids back to school. D Parcell did clarify that the Big Blue Bus had added a second bus running and are big advocates of PCHS in helping students get to and from school.

Izzy is in favor to approve contract.

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

Roll Call

Adam Glazer Aye

Roll Call

Brenda Clarke Abstain
 Brooke King Aye
 Jewlz Fahn Aye
 James (Jim) Wells Aye
 Leslie Woolley Aye
 Sara Margiotta Aye
 Paula Anderson Abstain
 Emily Hirsch Aye
 Andrew Paris Abstain
 John Rauschuber Aye

J Rauschuber questioned what oversight LAUSD has over the school facilities. When Charter was started it was intended for the school to have oversight over what is allowed to be done on the school campus. Noted that there has been a shift in culture and questioned whether LAUSD really has the ability to dictate every activity which is undertaken on the school campus if it doesn't involve the actual hardscape of the campus.

G. Director of Development Report

Report reviewed and stands as submitted. He clarified that monies donated to PCHS fund can be designated by families for transportation, teachers, tutors, IMA, Albert IO, etc. Banner program has been very successful. After Spring Break he will begin working on Pali's 60th Anniversary celebration. He has also organized a Career Panel for students in conjunction with the Rotary Club.

H. Chief Business Officer (CBO) Report

Report discussed and stands as submitted. He also highlighted the presentation given to B&F Committee on February 22, 2021 and encouraged everyone to watch the presentation if you were not able to attend the meeting.

I. Executive Director/Principal (EDP) Report

Report discussed and stands as submitted. P Magee assured everyone that administration hears public comments. Clarified that they are learning how to work together. Noted that the "fix" for PCHS won't be the same for SAMO and other high schools due to the diverse nature of the students that we serve. The school is talking to and interacting with other schools and PCHS is looking at every possible option and solution to coming back to school. She clarified that she understands the frustration but stressed the intention of presenting your comments in a positive mindset which is the way they encourage students to do. Looking at consensus building and Pali is working very hard to do this and with consensus comes compromise. Everyone is going to have to give some things up, students, parents, teachers and administration. We are going to have to find ways that will work the best for the majority. The Administration is listening to all stakeholders. She clarified that the agreement re: what the rest of the school year

is in process and coming soon. The MOU referenced earlier in the meeting is an agreement with teachers about a safe return to campus. Once this is done the school can have greater transparency as plans continue to get worked out. She also stressed the need to continue to be vigilant with safety protocols so the school can provide opportunities to the Senior Class, students, teachers and administration. Students want to have the opportunity to have interaction with others and this a priority in everything that the administration is doing. She also suggested to parents that they come and join PCHS meetings to feel involved and get information LTSP is a great committee where they are looking for parent participation and a good place where your voices can be heard. She also encouraged people and students to reach out with the administrators with any of your questions or concerns. They are very accessible and want to hear from you.

Current planning is for Spring and is waiting for additional updates so that they can prepare for the fall. The school doesn't feel like they have adequate information to finalize that decision. She also encouraged parents to complete the surveys as this is another way to share your voice. She also encouraged people to attend the B&F Committee meetings as we continue to discuss big budget items and we need your input and feedback to help the school make decisions.

Andrew Paris arrived.

III. Board Committees (Stakeholder Board Level Committees)

A. Budget & Finance Committee

S Margiotta encouraged everyone to look at the presentation presented by Juan Pablo Herrera and Arleta Ilyas.. She also encouraged everyone to come to the B&F Committee meetings as we are looking for stakeholder input as we work to make decisions regarding OPEB, transportation, technology, etc. She noted that the committee vetted the items which will be presented by CBO. In addition, the committee thoroughly vetted the busing contract to ensure that it had flexibility with busing numbers in both directions, scaling up and/or scaling down. We also ensured that the contract did not have a penalty for "acts of god" where we would need to continue to pay for these costs if we were not utilizing the busing services. Busing scholarships were vetted but as mentioned was tabled for the April meeting where this can be examined in conjunction with the school's LCAP and LTSP. Committee also started looking into the school's refund policy fee to ensure that it is fair/consistent across all reimbursable items.

B. Post Retirement/Lifetime Healthcare Benefits Committee

Committee has made a lot of progress and actuarial report is final. This is the expanded report with additional scenarios which included extending benefits to everyone, costs of dissolving the fund, the benefits offered by LAUSD, etc. This will be presented at the Post Retirement/Lifetime Healthcare Benefits Committee. He will also begin surveying faculty for input regarding the various scenarios. If the school chooses to make this a

priority then we will need to commit to additional monies annually to make this a viable option for retirees.

C. Election Committee

Meeting on Friday 3/19/21 to verify candidate packets.

D. Grade Appeals Committee

B King reported 2 grade appeals have held and 1 grade appeal was overturned.

IV. Academic Excellence

A. Changes/Updates in Response to COVID-19

LA County is showing great improvement in COVID cases. All teachers and staff members who are interested in vaccinations have had their first injections. Administration and staff continue to share information about availability of vaccinations. Dr. Magee thanked teachers and administrators working on MOU and this academic plan which is not yet complete. School is working on bringing back as many students as they can as quickly as they can but there are limited numbers. The plan looks like students will be able to be back on campus very soon after spring break. LA County developments appear to be very encouraging.

B. PCHS Reopening Plan

Dr. Magee stated that if conditions continue as they are now, we will be able to safely have some form of in person activities and graduation. She appreciates the loss of the senior class and wants to really help celebrate the senior class. Working with Mr. Rauschuber and students to see what they would like to see. Also understands Freshman concerns and will be working possibilities to bring Freshman back on campus in the afternoons to begin to do this. She expressed difficulty of high schools because of the schedules with students traveling from room to room. Hearing from students and teachers that they would like to stay in eLearning for the rest of the semester but would like to have more enrichment on campus, in person activities. The school is also working on academic activities on campus but per the student and parent responses even enrichment activities where desirable. The school is working on a plan to send out a questionnaire to parents to determine their interest in participating in these activities so that the school can plan accordingly.

D Parcell confirmed that all safety protocols are in place. COVID testing on site and is anticipating extending hours in the next week+. Results guaranteed within 48 hours. School is planning on adding security as kids come back on campus to ensure social distancing, mask wearing, etc. Cleaning protocols were reviewed and additional restrooms are being brought in to reduce bathroom crowding. Other safety protocols were reviewed as well as the supplies of PPE. As classrooms begin to be used, teachers will receive kits with PPE, cleaning supplies etc. There will be health and temperature

checks for students on campus at access points. Contact tracing, etc.in place and managed by the Health Office. The ventilation systems have been addressed and updated with the appropriate COVID appropriate filters and ventilation systems are running constantly. All ventilation system issues have been addressed.

There was a question as to whether there was any re-keying done. D Parcell will confirm whether this had been done and will provide any necessary staff with new keys.

Team thanked for all of their hard work in preparation.

D Parcell also responded to a Board question regarding only Varsity teams clarifying that there is a facilities challenges.

Izzy stated that students should have the opportunity to have a say regarding the groupings in which they are placed. Dr. Magee clarified that the Administration has been thinking about this and will work to prioritize this for the students.

V. Finance

A. 2019-2020 Audit Report

Vanessa Pineda with Christy White shared and reviewed the audit results. In summary, 1st opinion for Financial Statements was clean (best opinion), 2nd opinion for Federal Awards was (unmodified or clean, and 3rd opinion for State Awards was unmodified/clean although there was 1 deficiency noted which was detailed in the audit report and reviewed with the Board.

Adam Glazer made a motion to approve the 2019/2020 Audit Report.

Emily Hirsch seconded the motion.

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

Roll Call

Andrew Paris	Aye
Jewlz Fahn	Aye
James (Jim) Wells	Aye
Leslie Woolley	Aye
Sara Margiotta	Aye
Brooke King	Abstain
Emily Hirsch	Aye
Paula Anderson	Aye
Brenda Clarke	Aye
Adam Glazer	Aye
John Rauschuber	Aye

B. 2020-2021 2nd Interim Report

Juan Pablo Herrera & Arleta Ilyas reviewed the presentation and report stands as submitted.

Leslie Woolley made a motion to approve 2020-2021 2nd Interim Report.

Emily Hirsch seconded the motion.

There was a question regarding Fund 62 which required an exception and it was clarified that the exception was requested because our OPEB (Other Post Employee Benefits) Liability is part of the beginning balance.

There were also some questions regarding depreciation and cash flow. A Ilyas stated that since we are a 501c3, the organization is required to report depreciation for reports filed with the state.

It was also clarified that the new state/federal funding was not included because at the time the report was completed the Finance Office didn't know the funding schedule nor did they know the funding amounts.

Juan Pablo Herrera also clarified that the school has not heard back regarding the forgiveness of the PPP loan and therefore it is the Finance Office's stance is that we need to continue to assume that it has to be paid back.

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

Roll Call

Paula Anderson	Abstain
Sara Margiotta	Aye
Jewlz Fahn	Aye
John Rauschuber	Aye
Leslie Woolley	Aye
Andrew Paris	Abstain
James (Jim) Wells	Aye
Brooke King	Abstain
Emily Hirsch	Aye
Adam Glazer	Aye
Brenda Clarke	Abstain

Izzy Gil weighed in and was in support of of item V.A. and V.B.

C. Board Resolution: Interfund Transfer Request

Juan Pablo Herrera discussed the cash volatility that the school is anticipating as a result of the state deferrals. He is proposing an Interfund Transfer from the Fund 20, Lifetime Health Benefits Fund, to cover costs through June 30, 2021. He further clarified that only the amount needed to cover expenses through that date would be transferred. Once the school begins receiving its deferrals in July 2021, the school would replenish any amount that was transferred through June 30, 2021, including any lost interest.

Sara Margiotta made a motion to approve the Interfund Transfer Request.

Leslie Woolley seconded the motion.

S Margiotta clarified that this was reviewed at Budget and Finance. Although it is not that committee's position to approve this, it was vetted and the committee didn't have issue with this request.

J Rauschuber thanked the Finance Office for their transparency with this item.

Izzy Gil states that student response is to support this request.

J Rauschuber further clarified that since this item was directly tied to his Lifetime Health Benefits, he is going to abstain from voting on this Interfund Transfer Request although he would like to support Izzy Gil and the student body.

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

Roll Call

John Rauschuber	Abstain
Jewlz Fahn	Aye
Sara Margiotta	Aye
Leslie Woolley	Aye
Paula Anderson	Abstain
Emily Hirsch	Aye
Adam Glazer	Aye
Brenda Clarke	Abstain
James (Jim) Wells	Aye
Brooke King	Abstain
Andrew Paris	Abstain

D. 2020-2021 Audit Engagement

Reviewed by Juan Pablo Herrera. We have a 3 year option with Christy White and this would be our 3rd year. The cost is consistent with other auditors so the recommendation is to extend our option with Christy White for our 3rd year.

Leslie Woolley made a motion to approve the 2020/2021 Audit Engagement with Christy White to retain for a 3rd year.

Emily Hirsch seconded the motion.

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

Roll Call

Leslie Woolley	Aye
Andrew Paris	Abstain
Sara Margiotta	Aye
Brooke King	Abstain
Brenda Clarke	Abstain
Jewlz Fahn	Aye
Adam Glazer	Aye
James (Jim) Wells	Aye
John Rauschuber	Aye
Emily Hirsch	Aye

Roll Call

Paula Anderson Abstain

VI. Governance

A. UTLA-PCHS MOU 2020-21

A Nguyen - MEMORANDUM OF UNDERSTANDING FOR NECESSARY CONDITIONS TO PHYSICALLY REOPEN PALISADES CHARTER HIGH SCHOOL FOR IN-PERSON INSTRUCTION reviewed. It was clarified that the MOU which covers the Spring of the 2020/2021 school year.

Emily Hirsch made a motion to approve the UTLA-PCHS MOU for the 2020-21 as outlined.

Adam Glazer seconded the motion.

J Rauschuber shared that it would be crossing the line if he was to participate in this conversation. But want the Board to consider that we need to have consensus building as it relates to financials and the B&F Committee. Trying to create a template so that employees can know what their salaries will be based upon revenue annually. B King reminded everyone that they are invited to come and participate in the B&F Committee meetings.

It was noted that UTLA was involved with this process so the faculty was being represented in these discussions.

Izzy Gil supports the MOU as outlined above.

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

Roll Call

Brooke King Abstain

Emily Hirsch Aye

Brenda Clarke Abstain

Andrew Paris Abstain

John Rauschuber Abstain

Adam Glazer Aye

Leslie Woolley Aye

James (Jim) Wells Aye

Sara Margiotta Aye

Paula Anderson Abstain

Jewlz Fahn Aye

B. Sunshine of PCHS Initial Proposal to UTLA 2021-22

Amy Nguyen reviewed and stands as submitted.

Leslie Woolley made a motion to approve the PCHS Initial Proposal to UTLA 2021/2022.

Adam Glazer seconded the motion.

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

Roll Call

Sara Margiotta	Aye
Emily Hirsch	Aye
Brooke King	Abstain
Paula Anderson	Abstain
Leslie Woolley	Aye
John Rauschuber	Abstain
Andrew Paris	Abstain
Brenda Clarke	Abstain
Jewlz Fahn	Aye
James (Jim) Wells	Aye
Adam Glazer	Aye

C. Sunshine of UTLA Initial Proposal to PCHS 2020-21

This item will be tabled until the April 2021 Board of Trustees meeting

D. Form 700 Reporting

Form was reviewed which has been sent to all Board of Trustee members. Juan Pablo Herrera noted that there was confusion because the address listed is the physical location of Palisades Charter Elementary School vs. PCHS. He clarified that contacted the LA County Board of Supervisor re: Form 700 and their response was the address was not material and therefore Board of Trustee members should still complete this form as is. The form is due by April 1st.

Paula Anderson also noted that she took exception with UTLA (subsequently clarified as the LA County Board of Supervisors by Juan Pablo Herrera) saying it was ok to use without PCHS's address. She does not like that they made that statement in deference to her personally.

VII. New Business / Announcements

A. Announcements / New Business

Next Board meeting is on April 20, 2021 at 5 pm.

B King also requested to be advised as to the length of individual reports be shared in advance to assist with agenda setting.

B. Announce Items for Closed Session, If Any.

VIII. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:00 PM.

Respectfully Submitted,
Sara Margiotta

Documents used during the meeting

- Faculty Board Report_03_16_2021.pdf
- HR Board Report_03_16_2021.pdf
- Operations Board Report_03_16_2021.pdf
- Motion to Approve Bus Contract Coversheet_03_16_2021.pdf
- Development Board Report_03_16_2021.pdf
- II.H - Credit Card Feb 2021.pdf
- CBO Board Report_03_16_2021.pdf
- EDP Board Report_03_16_2021.pdf
- Budget Com Meeting Minutes_03_08_2021.pdf
- Special Budget Com Meeting Minutes_02_22_2021.pdf
- Parent Survey Results_Return to Campus.pdf
- UTLA-PCHS Survey Results_Return to Campus.pdf
- V.A - Board Motion Coversheet_2019-20 Audit.pdf
- Palisades Charter Audit Report Draft 19-20 - Updated as of 3_15_21.pdf
- V. B - Presentation_b_a_2ndinterim.pdf
- V.B - 2nd Interim Report -SACS report.pdf
- V.B - budget vs. actuals_2nd interim report.pdf
- V.B - Board Motion Coversheet_2nd Interim.pdf
- V.C - Interfund Transfer Materials.pdf
- V.D - 2020-21 Audit Engagement Materials.pdf
- UTLA-PCHS Coversheet_03_16_2021.pdf
- PCHS- UTLA MOU for In-Person Instruction_03_12_2021.pdf
- Initial PCHS Proposal to UTLA_03_16_2021.pdf

Coversheet

PCHS Reopening Plan - COVID 19 Task Force

Section: II. Academic Excellence
Item: B. PCHS Reopening Plan - COVID 19 Task Force
Purpose: Vote
Submitted by:
Related Material: Board Motion School Reopening 2021.pdf
PCHS Reopening Progress Plans 2021.pdf

EXECUTIVE DIRECTOR/PRINCIPAL

**MOTION TO APPROVE RECOMMENDATION
FOR FULL FALL 2021 SCHOOL REOPENING**

April 20, 2021

TOPIC/ AGENDA ITEM:

PCHS plans to fully reopen on August 18, 2021 for the 2021-22 school year without any restrictions on volume of students, physical distancing or bell schedules, as long as permitted to do so by our governing entities (CDE/LACOE, CDPH/LACDPH and LAUSD as our Charter Authorizer & Landlord). PCHS is committed to addressing any potential obstacles within the control of the Board and Charter School to ensure a full reopening.

PERSONNEL INVOLVED:

Board of Trustees, Executive Director/Principal, Administration, Collective Bargaining Units: UTLA and PESPU

ISSUES INVOLVED/FISCAL IMPLICATIONS (IF ANY):

PCHS will continue to provide PPE/Supplies and daily disinfecting throughout the 2021-22 school year as recommended by LACDPH Guidance. Other potential fiscal implications include costs related to the expansion of virtual learning options for families that need to continue distance learning during the coming school year.

IMPACT ON SCHOOL MISSION, VISION OR GOALS, (IF ANY):

Reopening school fully in August 2021 is critical to meeting the academic and socio-emotional needs of PCHS students following a year of quarantine and distance learning due to the COVID-19 pandemic.

EXECUTIVE DIRECTOR/PRINCIPAL'S RECOMMENDATION:

The PCHS Reopening Plan for Fall 2021 is recommended for approval.

RECOMMENDED MOTION:

The PCHS Board of Trustees approves the PCHS Reopening Plan to fully return to in-person instruction on August 18, 2021 for the 2021-22 school year without any restrictions on volume of students, physical distancing or bell schedules, as long as permitted to do so by our governing entities (CDE/LACOE, CDPH/LACDPH and LAUSD as our Charter Authorizer & Landlord).



Pamela Magee, Ed. D.
Executive Director/Principal



PALISADES CHARTER HIGH SCHOOL

PCHS REOPENING PROGRESS & PLANS

PCHS REOPENING PLAN FOR 2021-22 School Year

PCHS is planning to fully reopen on August 18, 2021 for the 2021-22 school year without any restrictions on volume of students, physical distancing or bell schedules, as long as we are permitted to do so by our governing entities (CDE/LACOE, CDPH/LACDPH and LAUSD as our Charter Authorizer & Landlord).

PCHS will continue to provide PPE/Supplies and daily disinfecting throughout the 2021-22 school year as recommended by LACDPH Guidance.

2020-21 ON CAMPUS PROGRAMS

Programs are designed to provide students with a gradual return to campus, activities to support mental wellness and the opportunity to interact with faculty, staff and peers in a safe, supportive atmosphere.

Support for High-Needs Students – Began March 8th – Ongoing

32 Students Enrolled

AM Sessions:

Mon/Tue: 8:30am – Noon

Wed/Thu: 8:30am – Noon

AM sessions provide consistent internet access, assistance signing in to classes, structure and support to complete work for their virtual classes.

PM Sessions: Mon/Tue/Thu 12:30pm – 3:00pm

PM Sessions support students with prioritization of assignments, time management, and work completion.

Athletics/Sports Programs – Began March 8th – Ongoing

B2C/Enrichment – Began April 12th – Ongoing

497 Students Enrolled

Mon/Wed - 9th & 10th Grade Students: 2:15pm – 4:15pm

Tue/Thu - 11th & 12th Grade Students; 2:15pm – 4:15pm

Enrichment classes designed by teachers offer students the opportunity to gradually return to campus and interact with faculty, staff, and peers. Students were given the opportunity to choose a friend and to select their top three choices of enrichment topics. This is to address students' socio-emotional needs, promote safety and comfort in their school environment, and connection to their Pali community.



PALISADES CHARTER HIGH SCHOOL

PCHS REOPENING PROGRESS & PLANS

On Campus Virtual Classes – To Begin May 3rd

Mon/Tue: 8:30am - Noon

Wed/Thu: 8:30am - Noon

Students will attend their virtual classes on campus in an assigned classroom with socially distanced peers. Program is designed to provide a gradual return to campus and the opportunity to interact with peers.

Senior Activities: All dates/times TBD in collaboration with Senior Advisor and Seniors Leadership Students

5/14 – Senior Picnic

6/4 – Pali Prom

6/9 – Sunset Yearbook Signing

In-Person Graduation – Thu 6/10

2021 SUMMER PROGRAMS

Pali Academy Extended Opportunity for Course Completion - Tentative Start Date 6/11

This program is designed for Pali Academy students to complete courses required for graduation.

Summer Credit Recovery – Acellus / Virtual

June 21 – July 22

Courses will be offered through our traditional credit recovery program. Virtual students will have the opportunity to receive on campus support.

Summer Option for Course Completion

June 21 – July 22

This program is designed to give students the opportunity to complete Spring Semester English and Math courses and be on track for courses in the Fall Semester 2021-22.

Special Education ESY (Provided through LAUSD at Paul Revere MS)

6/28 through 7/23 - Hours TBD

This program is for students in the Special Education Extended School Year Program who have been designated as eligible for ESY by the IEP Team.



PCHS REOPENING PROGRESS & PLANS

Preparation for Opening the 2021-22 School Year

Dolphin Leadership Academy (for returning 10th graders and incoming 9th graders)

July 21 – August 4

DLA has a new design! The program this year will focus on mental wellness and prepare students for the return to in-person/on-campus learning in the fall. Students will participate in activities designed to promote positive socio-emotional functioning, promote safety and comfort in their school environment, and connection to their Pali community.

Orientation: 8/5 – 8/12

Aug. 5 th	11 th graders
Aug. 6 th	12 th graders
Aug. 9 th & 10 th	10 th graders (hosted by Link Crew)
Aug. 11 th & 12 th	9 th graders (hosted by Link Crew)

First Day of School: Wednesday, August 18, 2021

Coversheet

Student Report

Section: III. Organizational Reports
Item: A. Student Report
Purpose: FYI
Submitted by:
Related Material: Student Survey Results_Potential Reopening.pdf

Link to the Survey:

https://docs.google.com/forms/d/e/1FAIpQLScXU2xgt70Bm-6cyy4R-lqc66GzFhjOkY5S21Jx119EEbSmOg/viewform?usp=sf_link

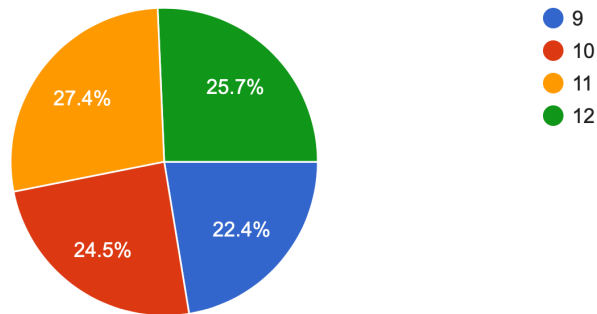
Responses Received: 915 (over a 7-day period)

Below each graph there is a highlighted sentence which summarizes the survey results

Question #1: What grade are you in?

What grade are you in?

915 responses

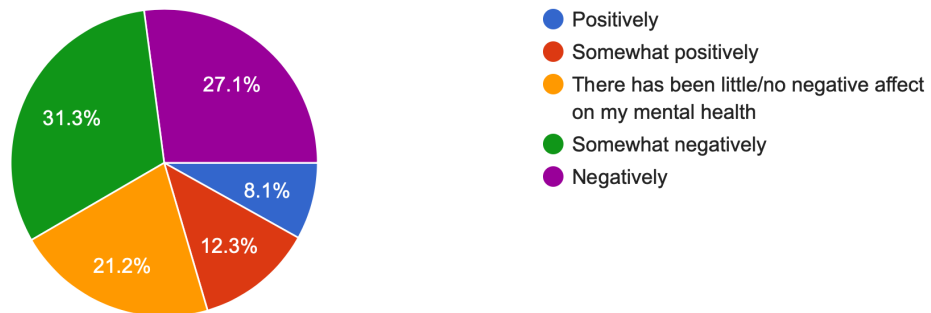


Generally there is an even split between grades

Question #2: How has distanced learning affected your mental health?

How has distanced learning affected your mental health?

915 responses

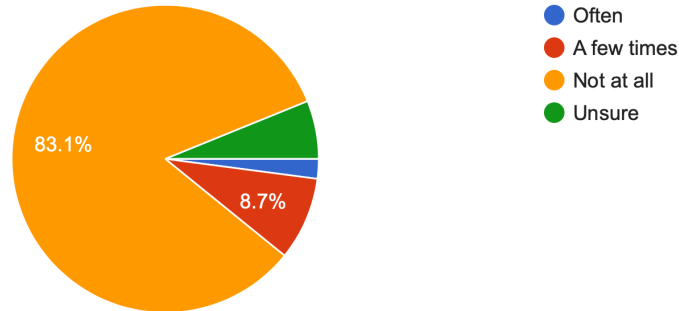


Most students who took the survey found that online school negatively affected their mental health.

58.4% negatively (somewhat negatively 31.3% and negatively 27.1%)
20.4% positively (somewhat positively 12.3% and positively 8.1%)
21.2% no affect

Question #3: How often have you accessed any of Pali's mental health resources?

How often have you accessed any of Pali's mental health resources?
915 responses

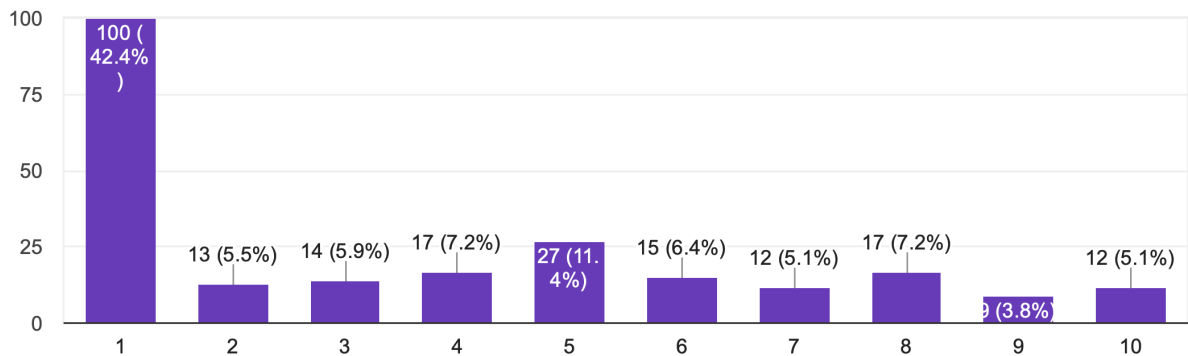


Most people (83.1%) have not accessed Pali High Mental Health Resources.

Question #4: If you have accessed any of Pali's mental health resources, how much have they helped you? (1-Not at all /// 10-Very much)

We had only 236 responses for this question

If you have accessed any of Pali's mental health resources, how much have they helped you?
236 responses

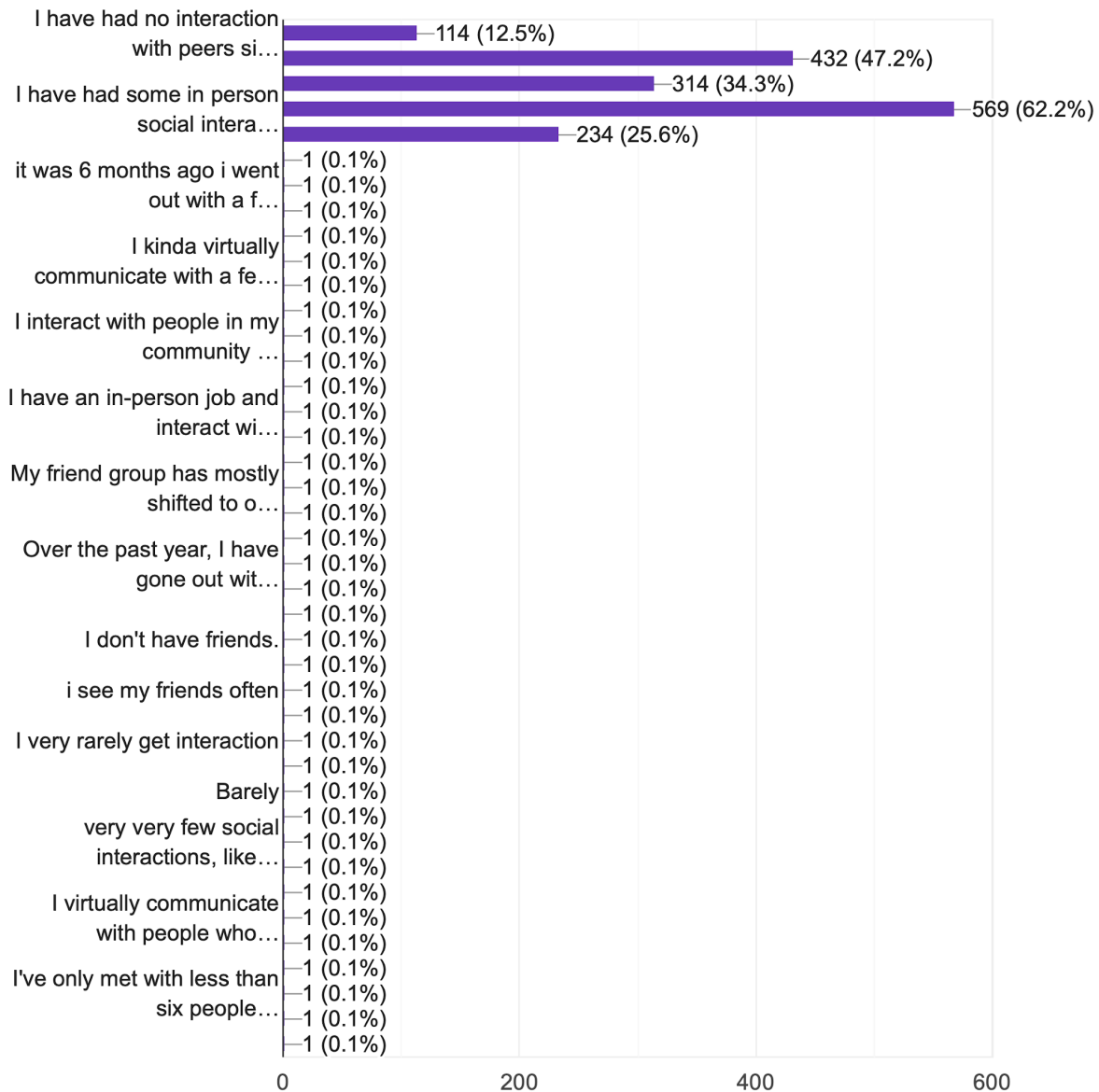


Most students who utilize Pali's mental health resources generally do not find them very helpful.

Question #5: How would you describe your social interactions? Check all that apply.

How would you describe your social interactions? Check all that apply.

915 responses

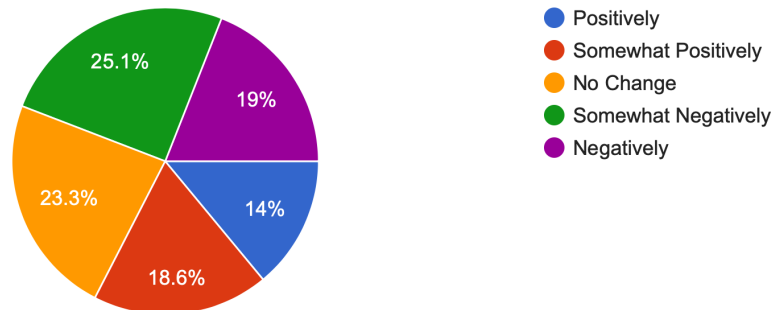


Most students who participated in the survey have had little to no peer interactions.

Question #6: How has your academic performance been impacted as a result of virtual instruction?

How has your academic performance been impacted as a result of virtual instruction?

915 responses



Among the students that took the survey, most believed that their academic performance was overall affected negatively as a result of virtual instruction.

44.1% negatively (somewhat negatively 25.1% and negatively 19%)

32.6% positively (somewhat positively 18.6% and positively 14%)

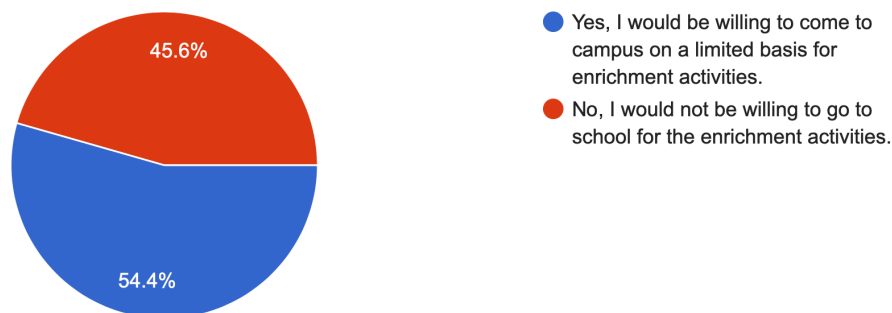
23.3% no change

Question #7: One transitional option may be that classes remain virtual and any on-campus in person interaction will ONLY be for social, athletic, and/or academic

enrichment activities in the afternoon on a limited basis. (See Sample Schedule). This could mean that students will remain in small groups/cohorts for the on-campus activities two (2) days a week every other week. Each student can ONLY be in one group/cohort. A cohort is currently defined as a predetermined group of 14 students (either by grade level or athletic sport). Students must remain in the same cohort. Each cohort will be assigned to a specific group day. WOULD YOU BE WILLING TO COME TO CAMPUS FOR AFTERNOON EXTRA-CURRICULAR ENRICHMENT ACTIVITIES? (The schedule will accommodate students traveling to campus).

One transitional option may be that classes remain virtual and any on-campus in person interaction will ONLY be for social, athletic, and/...will accommodate for students traveling to campus).

915 responses

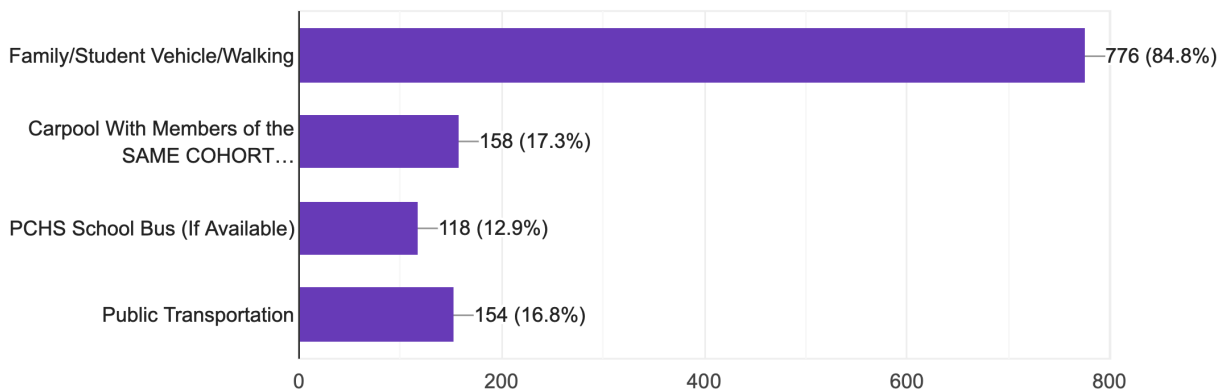


Although there is a pretty even split, most people would be willing to return to campus.

Question #8: If you choose to be on campus in any capacity, by what means will you travel to campus? Check all that apply.

If you choose to be on campus in any capacity, by what means will you travel to campus? Check all that apply.

915 responses



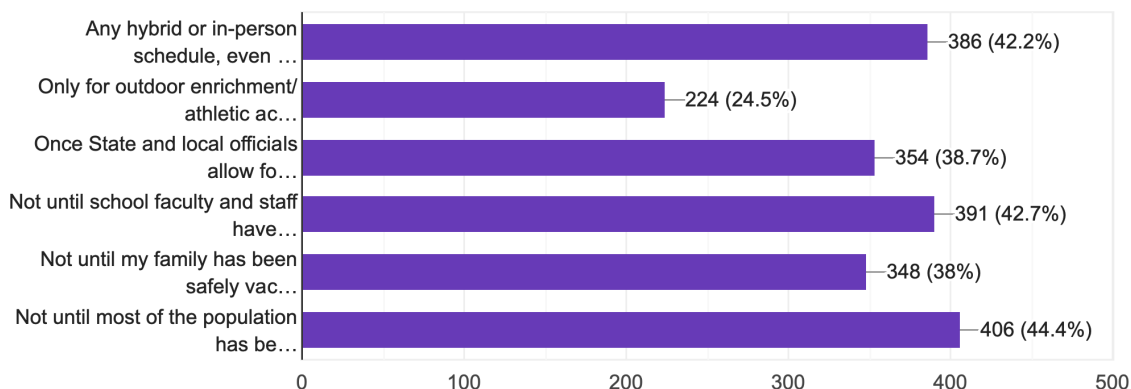
Among the students that filled out the survey, most of them would take a vehicle from a family member or student, or choose to walk.

Note: 12.9% of the students who answered the survey are planning to take the bus

Question #9: Under what circumstances would you be willing to go back to school? Check all that apply.

Under what circumstances would you be willing to go back to school? Check all that apply.

915 responses



Circumstances that are top priority to least priority:

1. Not until most of the population has been vaccinated and/or Covid-19 treatments have been fully developed

2. Not until school faculty and staff have been safely vaccinated
3. Any hybrid or in-person schedule, even if on a limited basis
4. Once State and local officials allow for schools to fully (100%) reopen safely
5. Not until my family has been safely vaccinated
6. Only for outdoor enrichment/athletic activities

Question #10: What are your main concerns regarding a hybrid schedule and school safety? (Open ended question)

Main Takeaways:

1. Students not taking precautions/ hanging out with others outside of their cohort.
2. Getting covid /Spreading the virus/ Sanitation policies
3. Transitioning into in person school after being online all year
4. Who will be in my cohort? How are they chosen? Will I be with random people?
5. Access to transportation especially if a cohort is in the middle of the day/ Safety of transportation

Coversheet

Parent Report

Section: III. Organizational Reports
Item: B. Parent Report
Purpose: FYI
Submitted by:
Related Material: Parent Board Report 04_20_2021.pdf

Comments from parents for parent report

Below are a list of comments and concerns from various parents that have been compiled together for the parent report for the April 20 Board Meeting.

Seniors

- When and where is senior prom. When will we get details?
- How are they handling graduation? Will it be broken into various days? What are the details?
- When will we be getting more information about dates/times/places for senior activities?

Resuming School

- Full-time normal back to school should be the #1 priority. When will we see what the final back-to-school-plan? Parents want a visual of the plan. Back up plans should be presented for red and purple tiers.
- Parents want to see a unified commitment to being in the classroom whenever possible, observing CDC and state/county guidelines, as well as a collaborative commitment to flexibility
- Why aren't the kids back in school now when SAMO and other schools are full-time, in person? At the very least, the teachers should be teaching from their classrooms. The ability to have parents seeing the teachers providing instruction from their classrooms would be perceived favorably by those who have lost faith in the school and the teachers.
- Will students be able to do "zoom in a room" at Pali?
- For the 2021-2022 school year and subject to the agreement of Pali UTLA, parents believe that PCHS should request a waiver from any Los Angeles Unified School District (LAUSD) COVID-19 school reopening health and safety procedures and requirements that are more restrictive than those of the State of California and Los Angeles County. The goals are for PCHS to be able to reopen and operate 1) to the fullest extent possible under state and county requirements and 2) as fully as other local secondary school districts throughout the 2021-2022 school year.

*Red – Most frequently mentioned

*Purple – Frequently mentioned

*Orange – Somewhat mentioned

Coversheet

Faculty Report

Section: III. Organizational Reports
Item: D. Faculty Report
Purpose: FYI
Submitted by:
Related Material: Faculty Board Report 04_20_2021.pdf



PALISADES

CHARTER HIGH SCHOOL

Faculty Report Board of Trustees Meeting April 20, 2021

Teacher Agreement & Faculty Feedback

- Currently, the Board Grade Appeal Policy is waiting for administration feedback. The faculty is interested in completing this policy and making a recommendation at the Board meeting in March.
- There are still questions about the possible hybrid model and when to expect a tentative plan about the fall. We need to begin examining how best to open the school next year. It has been suggested we explore asynchronous schedules for intervention, department testing, professional development, etc.
- There are also concerns about the bell schedule and coming back fulltime. Should that schedule be adjusted to the later start time (8:30 am) and a limited day schedule with supports to fill in the learning gaps during the afternoon hours (12:30 to 3:00).
- Teachers are continuing to incur added expenses for supplies and materials used at home and are asking about reimbursement and additional compensation for their efforts. School districts around the state are paying teachers more from the learning loss mitigation funds during this time and going forward to redesign curriculum and their classrooms. What is available in the budget for teacher incentives?
- Faculty would like clarity of new funding Pali is receiving and what will be budgeted for the coming year with the increases in funding. They want to be part of this discussion and work to set priorities going forward including continued PD training and development time to align with the ever-changing teaching methods.
- The teachers' commitment is far above and beyond, and they are routinely doing 8–14-hour workdays to help students catch up and keep up with work as well as support parents and families in the educational process.
- Teachers continue to plan for and be sensitive to the needs of the students including mental health problems, digital divide, workload, diverse learning styles, and parent concerns. Teachers are working individually, and in their PLCs, to address these issues.
- The unConference and Techapalooza Professional Development sessions were a smashing success. The teacher feedback has been terrific, and teachers are requesting more PD like these sessions. The teachers appreciate their colleagues planning these sessions and sharing their expertise.
- Because of the types of trainings mentioned above teachers have developed very creative, more personalized, increasing sophisticated and technologically savvy curriculum and assessments that will prove to be a silver lining of this pandemic and will be used going forward in our development of best teaching practices.
- Re-open with SPED students continues to go smoothly and improve. Reopening with the B2C program is a huge success with teachers and students very appreciative to be back



PALISADES

CHARTER HIGH SCHOOL

on campus and involved in exciting opportunities. The participating teachers who we have spoken to have all said they were excited and please to see students. The students have also commented they are very happy to be on campus.

Compliance Issues

- The faculty and the student body patiently wait for a response from regulators to guide us on how best to proceed with conflict of interest and committee board representation.
- All stakeholders are looking forward to the clarification of the committee members, and who is responsible for setting up the meetings and the meeting agendas.

Cash Reserves and Lifetime Benefits

- Questions regarding when and how the Lifetime Benefits and the cash reserves are being invested to preserve the Lifetime Benefits and insure they become self-sustaining and that the cash reserves contribute to the financial stability of the school. Teachers appreciated the last update and are looking forward to a resolution to the funds being invested and properly managed.

UTLA-PCHS

- UTLA representatives will provide further teacher input as gathered by them.

Coversheet

Human Resources Director (HR) Report

Section: III. Organizational Reports
Item: E. Human Resources Director (HR) Report
Purpose: FYI
Submitted by:
Related Material: HR Board Report 04_20_2021.pdf



PALISADES CHARTER HIGH SCHOOL

Human Resources Board Report

April 20, 2021

Retirement/Resignation/Leaves/Term:

Name	Classification/Position	Funding	Effective Date
Ian Miller	Teacher-Social Science	General	June 10, 2021

Benefits:

Amy Nguyen and Juan Pablo Herrera met with Armando Cabrera, the Regional Representative from SISC. SISC presented their programs for 2021 and the renewal rates. If PCHS continues with the current plans the renewal rates are just slightly higher for next year. The rates increases are between 1% and 4% depending on the plan. There was no rate increase for the Delta Dental or VSP vision plans.

Human Resources and the Finance department met with a representative from Paycom to discuss a possible transition from ADP. This program would offer a more centralized system that would streamline resources for Human Resources and payroll. Rates and services for the Paycom system will be presented at a future Budget & Finance meeting.

Staffing and Recruitment:

Due to the COVID19 event HR will only be hiring replacement positions for classes and departments that have a demonstrated need for 2021/2022

OPEN POSITIONS

Faculty

Teacher – Social Science
 Counselor- Currently holding interviews
 Teacher – Special Education mod/severe
 Teacher – Special Education RSP

Classified

Campus Aide
 IT Team Lead - interviewing.
 Education Technology Coordinator

Our Mission:

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

Coversheet

Director of Operations Report

Section: III. Organizational Reports
Item: F. Director of Operations Report
Purpose: FYI
Submitted by:
Related Material: Operations Board Report 04_20_2021.pdf



PALISADES

CHARTER HIGH SCHOOL

Board of Trustees Meeting Operations Report April 20, 2021

Transportation: 2020-21 Busing

- 2020-21 Busing Down-Payment deadline of 3/8/2021 passed to finalize Ridership for this semester. The down-payment was the last contingency to finalize Ridership for this year. Unfortunately, 100 students did not make their required down-payments and were removed from the 2020-21 PCHS School Bus program, leaving ~300 students in the program.
- If regular morning bell schedule on-campus learning were to resume and officially utilize the PCHS School Bus Program, assuming all students opted-in for the on-campus learning program, this drop in ridership for spring semester 2020-21 would require a Bus Rightsizing of moving from 8-Buses to 6-Buses for the remainder of this semester. PCHS and ATS have already created the modified Route/Stops/Schedule for a 6-Bus program. If fewer students sign-up for the on-campus learning program, we will adjust/rightsize the morning bus program accordingly.
- 2020-21 Morning On-Campus Buses are ready to start as early as Mon 4/26/2021, though PCHS has not yet determined when/if this program would start.
- 4 Buses have been implemented to help students who signed up for the B2C Program (Back-to-Campus / Enrichment). The bus schedules start after the end of the Morning Remote Learning Bell Schedule to enable Period 1-6 classes to be attended by students remotely before having to leave for a bus for on-campus B2C.
- B2C ridership has been lighter than expected, with only 42 Students of the ~300 in the 2020-21 PCHS Bus Program having signed up for B2C/Enrichment. Additional invitations to B2C Enrollees that indicated they would need to take Public Transportation, and to the students part of the 100 that were removed from the program as of the 3/8 deadline, have been extended invitations to ride the B2C Buses. Some families are taking advantage of the opportunity, and additional students in the B2C program will be invited if available seats remain.



PALISADES

CHARTER HIGH SCHOOL

Transportation: 2021-22 (Next Year) Busing

- Registration for 2021-22 PCHS School Bus Program is ongoing. Current deadline of 4/19/2021 is being extended until 5/3/2021 at 7:00am to coincide with the Admission Departments deadline a few days earlier. The school bus registration process is embedded in the Admissions OLR process, so the two are procedurally linked timing wise.
- Corresponding deadline associated with the annual PCHS School Bus Program calendar will be pushed back the two-week equivalent, making the deadline for down-payments, and therefore finalizing ridership, 6/15/2021.
- Applications are being submitted to the FAST-Aid system for PCHS to determine each student/family's Demonstrated Financial Need, which is used as the basis of allocating Bus Scholarships. Scholarship award offers to be sent to families in the first half of May.
- The PCHS Transportation Dept. and B&FC have discussed the setting of the School Bus Scholarship funding for 2021-22 and are recommending funding of \$182,000. The Board of Trustees is being asked to approve this proposed funding allocation so that scholarship offers can be made in early May.

Security/Safety:

- Security staff has been increased to accommodate the start of B2C, Phase 1 Academics & Athletics as of early March and commensurately as these programs increase in numbers
- Security is helping ensure LACDPH Health & Safety protocols are following by conducting the 3-Part PCHS Health Check for Symptoms, Temperature and COVID Testing at all perimeter entry/access checkpoints.
- All Students, Faculty/Staff, and regular full-time contract workers are required to show proof of weekly negative PCR COVID Tests upon campus entry each day.
- PCHS continues to offer covered PCR COVID Testing to Students, Faculty/Staff, and regular full-time contract workers via the Hilton Testing Center at the Stadium Parking Lot Mon-Thu 10:00am-7:00pm.
- Security staff is also on patrol to help make sure all Students & Staff are adhering to mask wearing and physical distancing requirements throughout campus.
- Campus Aide Team to be commended for their scheduling flexibility throughout the Pandemic!



PALISADES

CHARTER HIGH SCHOOL

Permits & Setups:

- **Permit Revenue for March 2021 is ~\$3,150:**
 - ~\$500 from Facility Rentals (Bay City Trees on Top Tier of Main Campus Lot)
 - ~\$1,950 from Banner Rentals - Banner demand starting to pick up.
 - ~\$700 from Filming
- Filming inquiries hopefully to pick-up now that we are in the Orange Tier and LA County moving in a more positive direction.
- Potential Filming – American Horror Story Spin-Off (late April), Disney Feature Film (Cheaper by the Dozen reboot – moved more towards late June), Viacom Production (40 day shoot, got pushed due to production changes—just had a meeting with their location manager so the talks are still happening).
- Other than the Pool, which is under special circumstances and a waiver with LAUSD, LAUSD still not allowing Non-Filming Permit Groups back on campuses. PCHS has requested permission from LAUSD to allow permit groups/teams back on campus – We waiting for a response.
- Frequent requests from many permit groups/teams. We are hoping Non-Filming Permit groups/teams will be allowed to come back to campus.
- Major setup events planned for Senior Activities on 5/14, 6/4, 6/9 and Graduation on 6/10. In addition, major setups needed for the Year-End Collection Process (YECP) in May/June.
- Significant setups planned for Outdoor Classroom space as needed.

MGAC/Pool:

- Currently operating per LACDPH Protocol for Reopening Public Swimming Pools-2/12/21 Update, with additional restrictions i.e. 1 swimmer per lane reservation lap swim, up to 4 swimmers per lane permit (when entire pool is permitted)
- MGAC offering early AM Lap swim for Community & Permit Groups Mon/Tues/Thurs
- Operating hours now increasing to Mon-Thurs 5:45-7pm, Fri 7-6:30, Sat 7:30-3:00pm
- PCHS Aquatics Conditioning and Westside Aquatics programming resumed 3/8
- MGAC hosting annual Jr Lifeguard Tryouts in May
- Fiscal Status – Mar 2021 Revenue \$50,000
- Several mechanical issues (result of age of equipment) required closure this month - mitigated to 2 days total. All repairs completed.
- PCHS should continue accruing/saving for major repairs in the 1-3 year timeframe as major pool components start to reach their useful life of 8-10 years.
 - 1. Re-Plaster Both Pools (~\$250k)
 - 2. Replacement/Backup Competition Pool Pump (~\$35-\$50k)
 - 3. Small Pool Coping Repair and Concrete Deck Repair (~\$25k)



PALISADES

CHARTER HIGH SCHOOL

Information Technology:

- Technology Team continues to support Faculty/Staff, Students/Parents and PCHS Governance Groups in 100% Remote/Virtual mode and on-campus.
- In preparation for and support of on-campus Zoom In a Room and the B2C Enrichment Program, IT has worked with Facilities to revisit and certify all rooms as operationally ready for students and faculty needs.
- IT continuing work on budget-approved purchases/projects.
- Faculty/Staff Laptops: 84 Ordered, 84 Received, 72 Deployed, 12 Waiting for Faculty Pick-Up. Common reasons for deployment delays are lack of recipient response and refusal to come on campus prior to COVID full vaccinations.
- The Summer 2020 order of student devices have arrived (3/11). Inventory and prep required prior to distribution for students is ongoing.
- IT continues to work with the Deans and other stakeholders on Student Code of Conduct and Responsible Use Policy violations that may lead to disruption of the eLearning classroom.
- IT is working with the Academic Achievement Office for the 2020-21 CAASPP testing. This year's test presents some significant logistical and compliance issues for remote testing. Testing begins Friday, 4/16.
- Working with the Library, we have finalized fine/delinquency notices for \$24,766.26 of Textbooks, Library Books and Tech Devices. Letters have been sent home to Families/Students. To date we have received \$613.50 in damaged textbook fines and \$1,067.84 in damaged student device fines. Outstanding fines for the 2019-20 year are now \$23,084.92.
- Worked with Operations and the Nursing Office to evaluate vendor apps that support efficient contact tracing and symptom checking. Vendor StopIt Solutions was chosen and the application SafeScreen has been rolled out to all PCHS Faculty/Staff & Students. The first day in production use was Monday, 4/12.
- IT and Communications worked together to produce the Informational Town Hall Meeting held on Wednesday, April 7th.
- The annual BrightBytes Technology Survey was conducted between 3/19 and 3/26. Participating stakeholders included 721 parents, 5 educational administrators, 1,653 students, and 85 faculty. Results of the survey are still being analyzed and will be made available in a future report.
- Once again a BIG Thank You to the Technology Team for all their efforts!



PALISADES

CHARTER HIGH SCHOOL

Facilities/Projects - Ongoing Day-to-Day Operations/Facilities Support:

- **General:**

- Regular Disinfecting/Cleaning of Used Spaces & High-Touch Areas: Classrooms, Offices, Bathrooms, A-Bldg., Knobs/Handles/Railings, etc.
- Electrostatic & RYOBI Disinfecting of larger spaces as/when needed
- MGAC/Pool – Regular Janitorial Services plus Disinfecting between user groups. Pool hours expanded with the re-introduction of Permit Groups and now PCHS Teams, so added Janitorial scheduled times to Disinfecting Schedule.
- Custodial staff cleaning/disinfecting hourly for all areas in use, tables, chairs, tents, barricades, rooms, etc. with nightly cleaning/disinfecting completed in PM prior to next day use. Notable areas in regular usage but not limited to the below:
 - A-Bldg. 1st floor offices, Library, AA Office, Loading Dock, Tech Office, Academic Phase 1 rooms, Rooms where teachers work daily, B2C Classrooms, Athletic Facilities, MGAC, Cafeteria, Finance Office, Teachers' lounge, Copy Room, Gym Coach Offices/AD Office, School Psychologist
- Back-to-Campus/B2C (Enrichment) Program (2:15p – 4:15p): Started as of Monday 04/12 with 35 classrooms - Custodial staff cleaning/disinfecting rooms after usage is completed. In addition custodial staff is cleaning/disinfecting all areas in use, tables, chairs, tents, barricades, rooms, etc. corresponding to the various stations set up for cafeteria grab n go, transportation, security check points, etc. prior to Permits Dept. breaking down nightly in PM prior to next day use.

- **PPE/Supplies:**

- Ongoing ordering/replenishment of PPE & Supplies/Materials as needed.
- Provided 35 "Teacher Kits" for Enrichment Program classes. Kits include but are not limited to the following: Surgical/Medical Masks, Face Shields, Packages of Disinfecting Wipes, 16oz Hand-Sanitizer Bottles, Bottle of Disinfectant/Purple Spray, Boxes of Paper Towels, Rubber Gloves, Facial Tissue - Available upon request are disposable gowns.
- Provided "Bus Kits" for Enrichment Program Buses. Kits include but are not limited to the following: Hand-Held Thermometers, Boxes of Batteries for Hand-Held Thermometers, Surgical/Medical Masks (for Student use if/as needed), and Disinfecting Wipes. Available upon request are disposable gowns and Driver Face Shield.
- Installed additional Public Area touch-less hand-sanitizer dispensers to: Baseball Field; A-Bldg. by staircase to 2nd floor, on 1st/2nd Floors for Elevator entrances bringing overall total to (29) around campus, plus (12) of the free-standing touch-less units to which the needed are deployed.



PALISADES

CHARTER HIGH SCHOOL

Facilities/Projects - Ongoing Day-to-Day Operations/Facilities Support (Continued):

- **PPE/Supplies (Continued):**

- Installed stations with boxes of plastic touchless sheets for those whom wish to use prior to opening and touching doorknobs/handles/etc. Installed for: A-Bldg. Hallway; Gilbert entrance; Mercer entrance; A-Bldg. entrance and Library entrance. More set to be installed for: Copy Room; Cafeteria Entrances; Gym Entrances; Stadium Visiting & Home side Restroom Bldgs.
- Additional Walk-Up Thermometers purchased and deployed for additional entry/access points for full PCHS Health Checks as campus access for students and staff grows. Currently have Seven (7) Active Entry/Access Checkpoints, and can add 3-5 more as needed.
- Installed additional Plexi-Glass barriers between office workers where needed as more Staff come back to campus to work regularly.
- Stock is in great shape at moment with plenty of but not limited to: Face Masks, Face Shields, Gloves, Gowns, Hand-Sanitizer Bottles, Hand-Sanitizer Refills, Disinfecting Wipes, Disinfecting Spray, Paper Supplies, Soap, electrostatic sprayers and disinfecting chemicals, etc.
- Put up additional signage campus wide to indicate "DO NOT USE" over all water fountains as per LAUSD requirement, and in restrooms where selected sinks and toilets/urinals are Out-of-Service to ensure physical distancing. Fixtures in most cases have water shut off in addition to signs to prevent usage where designated "Do Not Use".

Facilities/Projects - Ongoing Day-to-Day Operations/Facilities Support (Continued):

- **HVAC:** Continued Evaluation of HVAC Ventilation System even more to ensure working as well as possible.
 - **Boiler Room** – Current in-use Boilers Annual Preventative Maintenance completed. No additional repairs needed at this time.
 - **Bldg. Mechanical Rooms** - Inspected all supply & return motors. All maintenance done as needed. Replaced any worn out belts and tightened belts to the max permitted by fan motor to maximize speed of fans. All air-intake grates/grills cleaned of any dust/debris to enable maximum outside fresh airflow entering system via mechanical room exterior louvers.
 - **Dampers/Actuators/Thermostats:** identified, assessed and repaired as needed for all Classroom Buildings. Dampers & Actuators operating as expected/normally. All Dampers & Actuators operating as expected/normally for Classrooms. Thirty-One (31) Classroom thermostats replaced.



PALISADES

CHARTER HIGH SCHOOL

Facilities/Projects - Ongoing Day-to-Day Operations/Facilities Support (Continued):

- **HVAC (Continued):**
 - **D - Bldg. Mechanical Room** - Replacement of Return Fan bearings and shaft completed.
 - **U-Bungalows** – Several contactors and capacitors replaced where identified.
 - **Window Fans** – Two 16” Air King reversible intake/exhaust (supply/return) installed in 13 Classrooms where needed for B2C utilization.
 - **Grates** – Removed/Uninstalled Window Grates for 15 Classrooms to maximize the opening of two operable windows to help with ventilation.

- **Other:**
 - **One-Way Directional Arrows** – Painted campus wide for East/West & North/South directional one-way traffic per LACDPH guidance for reopening.
 - **Blue Arrows:** Point toward the Ocean – They’re on the (O)dd side of the Classroom Bldgs. and head toward the O(cean)
 - **Green Arrows:** Point toward the Mountains (or Baseball Field) – The Gr(E)en arrows are on the (E)ven side of Classroom Bldgs.
 - **Orange Arrows:** Point toward the Parking Lot where Orange Cones are often used
 - **Purple Arrows:** Go toward the Pool/Gym
 - **Whiteboard Installations** – Another (18) whiteboards installed in addition to the previous (16) whiteboards installed earlier this semester to bring overall total for new whiteboards installed to 34. Thank you Boosters!
 - **Baseball Field** – Dirt brought in and applied to infield for optimal performance.
 - **LAUSD Survey** – Submitted proposal for “repair” of Baseball Scoreboard pole. Awaiting to hear back re approval of said proposal.
 - **Baseball/Tennis-Court Drainage Gutter** – Maintaining sweeping/cleaning routine.
 - **Stadium Turf** – With return of sports teams weekly field maintenance re-started and will continue as normal every Friday AM
 - **Set Ups** - Enrichment classes for proper socially distanced spacing
 - **Set Ups in Athletic Facilities:** Setups for start of Athletic Teams conditioning/practicing
 - **Safety:** Checking that all spaces have properly working Secure-the-Door Kits (ropes, cleats, rings), help with verification of emergency escape maps and emergency food and water supplies



PALISADES

CHARTER HIGH SCHOOL

Facilities/Projects:

Items set to begin and/or in progress with expected completion soon

- **Mercer Hall Safety Zones** – Cleanup continues and Safety Zones taped off to be maintained clear as school activities pickup
- **Cafeteria Storage Room** – Repainted.
- **Mercer Hall** – Replace constantly breaking Pocket Doors to A/V Closet with Standard Swing Doors. Paint Stage Floor. Black out shades to be installed for Main Entrance Windows
- **Music Class Secure Instrument Storage Door Servicing** – Awaiting vendor to schedule.
- **Gilbert Hall Stage Extension** – Replace Front floor tile damaged during project.
- **Large Gym** – Sourcing New Manufacture for replacement lightbulbs as current manufacture went out of business.
- **Boosters Water Fountain Project** - Install Elkay Fountains with Bottle Fillers. LAUSD has finally given us the Notice-to-Proceed. Kick-Off meeting held in early March and additional ADA considerations were identified to be further inspected.
- **Painting:** Library Walls
- **J-Bldg. Exterior Arcade Light** - Replacement of damaged fixture.

Facilities/Projects - Larger Scale Projects:

- **Long-Term Underground Utilities Infrastructure Replacement Project (LAUSD Bond Funded).**
 - Phase 1 – Completed
 - Phase 2 of 5 being planned by LAUSD now. Work is not to be starting until Summer 2021.
 - LAUSD had a moratorium on new construction/projects on campuses until Mid-March. Even so, this project not expected to re-start until Summer 2021.
- **Gym A/C Project (LAUSD Bond Funded)** – Delayed until at least Summer 2022

Coversheet

Director of Development Report

Section: III. Organizational Reports
Item: G. Director of Development Report
Purpose: FYI
Submitted by:
Related Material: Development Board Report 04_20_2021.pdf



PALISADES

CHARTER HIGH SCHOOL

Development Report Board of Trustees Meeting April 20, 2021

TOTAL FUNDS RAISED TO DATE:	Fund	Prior Report	YTD	Inc/Dec.	Budget
The PCHS Fund	General	\$340,442	\$354,406	\$13,964	\$500,000
Pali Alumni Fund	General	\$253	\$253	\$0	
TOTAL UNRESTRICTED FUNDS RAISED		\$340,695	\$354,659	\$13,964	\$500,000
CTE Incentive Grant	General	\$173,107	\$173,107	\$0	\$0
Perkins V Grant	General	\$34,746	\$34,746	\$0	\$0
Foundation Grants	General	\$0	\$0	\$0	\$0
Rest. Donations/Pledges - Recd	General	\$35,607	\$35,607	\$0	0
Rest. Donations/Pledges	General	\$0	\$0	\$0	0
TOTAL RESTRICTED FUNDS RAISED		\$243,460	\$243,460	\$0	\$0
TOTAL FUNDS RECEIVED		\$584,155	\$598,119	\$13,964	\$500,000

TOTAL EXPENSES TO DATE:

Bacio Design	\$3,530	\$5,000
L.A. Press Printing	\$3,049	\$5,500
American Direct Mail	\$3,216	\$6,900
Postage	\$1,728	\$3,800
Subscriptions	\$8,129	\$6,000
SafeSave service fees	\$5,030	\$7,500
Salaries & Benefits (Campus Unification/Development Dir)	\$132,700	\$159,235
Office supplies	\$0	\$200
Videography	\$0	\$1,500
Family Donor Banners	\$709	\$675
Career Day & Fair Breakfast/Lunch	\$0	\$0
Donor Bricks	\$3,586	\$1,500
Donor Reception	\$0	\$0
Chamber Expo	\$0	\$0
Pali High Booster Club (split donation)	\$1,053	
New Parent Welcome Breakfast	\$0	\$0
TOTAL EXPENSES FOR UNRESTRICTED FUNDS	\$162,730	\$197,810



PALISADES

CHARTER HIGH SCHOOL

TOTAL NET FUNDS **\$435,389** **\$302,190**

GIVING SUMMARY BY DESIGNATION:

	# of Donors	Ave. Amt.	Total Amt.
Campus Safety - COVID-19	13	\$780	\$10,137
Classroom Instructional Materials	46	\$706	\$32,459
Faculty & Staff Development	11	\$833	\$9,159
College Center	11	\$384	\$4,224
Greatest Need	256	\$993	\$254,331
Math Aides and Tutors	7	\$244	\$1,711
Technology and Innovation	16	\$769	\$12,300
Transportation Assistance	3	\$96	\$1,375
Visual an Performing Arts	13	\$884	\$11,497

CTE Incentive Grant Budget to Date:

	Budget	Actual	Balance
CTEIG Funds received		\$173,107.00	
CTEIG Funds rolled over from 2019-20		\$63,893.00	\$237,000.00
Jakus - Film/Media	\$50,000.00	\$29,999.91	\$20,000.09
Kolavo - Entrepreneurship/VEI/Sports Management	\$50,000.00	\$5,450.00	\$44,550.00
Stoyanovich - Music	\$32,330.00	\$20,792.99	\$11,537.01
Steil - Photography	\$32,330.00	\$5,572.39	\$26,757.61
Fracchiolla - Drama	\$32,330.00	\$18,875.73	\$13,454.27
Kuper - Computer Programming	\$10,010.00	\$1,647.49	\$8,362.51
Set aside	\$30,000.00	\$0.00	\$30,000.00
	<u>\$237,000.00</u>	<u>\$82,338.51</u>	<u>\$154,661.49</u>

Comments and Campaigns initiated to date:

- 1.) Joint Appeal with Booster Club sent 8/6/20
- 2.) New Parent Welcome Webinar was heavily attended on 8/17/20 but had major technical difficulties
- 3.) PCHS Fund comparison: \$354,406 this year/\$362,510 last year
- 4.) PCHS Fund donor comparison: 359 this year/379 last year
- 5.) Follow-up Email blast to all families sent 10/9 (\$6,287.50)
- 6.) Working on Virtual Major Donor Reception for the first week of January
- 7.) Working on funding campaign for Pali TV and creating a broadcasting pathway with SMC



PALISADES

CHARTER HIGH SCHOOL

- 8.) A fundraising committee of students and parents was formed to create a fundraising plan for teams and all extra-curriculars using the school approved fundraising platforms.
- 9.) Working on #GivingTuesday Campaign (Tuesday, Dec. 1st). Board members will be involved in this peer-to-peer campaign.
- 10.) Year-end campaign to take place during the last week of December
- 11.) Received a gift of \$30,607 from Debbie Williams to support Special Ed
- 12.) #Giving Tuesday campaign brought in \$45,124.40. Goal was \$25,000
- 13.) A mailing to 1,700 families who gave last year but not this year will be sent Dec. 9th
- 14.) Holiday Mailing brought in \$19,333.00.
- 15.) Year End Campaign brought in \$27,450. Last year brought in \$28,546. Goal was \$30,000.
- 16.) Donor Appreciation Video to be produced and set out to all constituents (TBD).
- 17.) Students to send Thank You note cards to all donors.
- 18.) Letter/email campaign to major donors who have not given to the PCHS Fund this year.
- 19.) End of the year campaign to reach goal will take place first week of June.

Grants Submitted to date:

Grantor:	Amount	Purpose	Date Submit
Steinmetz Foundation	\$5,000.00	Academic Equity	12/9/2019
Hugh & Hazel Darling Foundation	\$2,500.00	Vernier Science proves	3/13/2020
CTE Incentive Grant	\$173,107.00	CTE Funds for 2020-21	11/15/2020
Perkins V Grant	\$34,747.00	Perkins Funds for 2020-21	7/15/2020
FEMA 4482 DR	\$71,315.00	FEMA Disaster Relief Fund	4/1/2020
Lewis A. Kingsley Foundation	\$10,000.00	Program Support	8/11/2020
William C. Bannerman Found.	\$7,000.00	Albert.IO	10/6/2020
Mara W. Breech Foundation	\$10,000.00	Teacher Professional Development	10/12/2020
Calif. Com. Schools Partnership	\$100,000.00	Expand strategies during Coronavirus	12/4/2020
Calif. Dept. of Ed. Mini-Grant	\$25,000.00	Improving academic achievement	1/8/2021
Mara W. Breech Foundation	\$10,000.00	Teacher Professional Development	10/12/2020
GRAMMY Museum Grant	\$10,000.00	Storage Unit for musical instruments	10/29/2020
Calif. Com. Schools Partnership	\$100,000.00	Expand strategies during Coronavirus	12/4/2020
<i>Calif. Dept. of Ed. Mini-Grant</i>	<i>\$25,000.00</i>	<i>Improving academic achievement</i>	<i>1/8/2021</i>
<i>Ahmanson Foundation</i>	<i>\$25,000.00</i>	<i>Disruptive Innovations</i>	<i>2/17/2021</i>



PALISADES

CHARTER HIGH SCHOOL

Ronald W. Burkle Foundation	\$25,000.00	Disruptive Innovations	2/17/2021
Dorrance Family Foundation	\$25,000.00	Disruptive Innovations	2/17/2021
Van Konynenburg Foundation	\$25,000.00	Disruptive Innovations	2/17/2021
Eli & Edythe Broad Foundation	\$25,000.00	Disruptive Innovations	2/17/2021
<i>Eisner Foundation</i>	<i>\$25,000.00</i>	<i>Disruptive Innovations</i>	<i>2/17/2021</i>
M.B. Seretean Foundation	\$25,000.00	Disruptive Innovations	2/17/2021
Lawrence Foundation	\$5,000.00	Disruptive Innovations	2/17/2021
<i>Carol & James Collins Foundation</i>	<i>\$10,000.00</i>	<i>Disruptive Innovations</i>	<i>2/17/2021</i>
Joseph Stanley Leeds Foundation	\$10,000.00	Sony FX6 Camera for live streaming	4/16/2021
	<u>\$783,669.00</u>		

*Red italic represents grant was not approved

Grants Received to date:

Grantor:	Amount	Purpose	Date Rec'd
CTE Incentive Grant	\$173,107.00	CTE Funds for 2020-21	6/30/2020
Perkins V Grant	\$34,747.00	Perkins Funds for 2020-21	9/15/2020
Lewis A. Kingsley Foundation	\$10,000.00	Program Support	8/18/2020
Mara W. Breech Foudnation	\$5,000.00	Teacher Professional Development	1/8/2021
Hugh & Hazel Darling Foundation	\$2,500.00	Vernier Science proves	3/13/2020
	<u>\$225,354.00</u>		

Coversheet

Chief Business Officer (CBO) Report

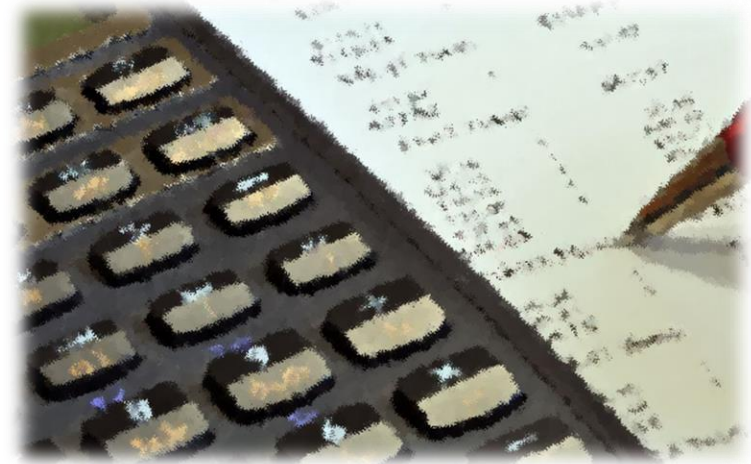
Section: III. Organizational Reports
Item: H. Chief Business Officer (CBO) Report
Purpose: FYI
Submitted by:
Related Material: III.H - Credit Card - March 2021.pdf
CBO Board Report 04_20_2021.pdf

Palisades Charter High School
 Credit Card Reconciliation Form
 For the Period of: 03/01 - 03/31

PLEASE COMPLETE

Date	Vendor	Description of Expense	Cardholder	Requested By	Amount	Board Approval Required?	Resource	Budget Category
2/26/2021	CUSTOMINK LLC 800-293-4232 VA	Tutoring sweatshirts	JP HERRERA	M IANNESSA	406.03		LCAP	IMA
3/23/2021	WINIX INC. 847-551-9900 IL	HEPA Air Purifer	JP HERRERA	D PARCELL	98.53		COVID 19	OPS SUPPLIES
3/1/2021	MAILCHIMP *MONTHLY MAILCHIMP.COM GA	monthly communications blast	P MAGEE	P MAGEE	87.99		GENERAL	SUBSCRIPIONS
3/16/2021	QUIZLET.COM HTTPSQUIZLET. CA	interactive teaching software	P MAGEE	P MAGEE	35.99		GENERAL	SUBSCRIPIONS
3/22/2021	THUMBPRINT 805-5279491 CA	DISPLAY BOARD	P MAGEE	P MAGEE	242.91		GENERAL	OTHER SUPPLIES

Grand Total **871.45**



CBO REPORT

Juan Pablo Herrera

Board of Trustees Meeting
April 20, 2021

Cafeteria Updates

■ Cafeteria Audit

- *CDE Nutrition audit began in Feb. Review still in progress. Currently pending feedback.*
- *In-depth audit which covers nutrition sales/revenue, meal counts/claims, food safety, income verification, etc.*

■ Cafeteria Operations:

- *Still operating under the Seamless Summer Option (SSO) program, which allows for free meals for all.*
- *Currently distributing and making free meals/water available to all students on-site*

■ Cafeteria Contract Renewal

- *Option to extend for the final year in our contract with ChartWells (food service vendor).*
- *Contract renewal calls for a ~4.4% increase in meal prices (due to CPI index)*
- *Budget & Finance committee is aligned with staying with this vendor.*
- *Contract renewal details will be discussed as a separate agenda item.*

Business Compliance Updates

■ 2019-2020 Tax Return Update

- *Form 990 initially due on 3/1. PCHS filed for a 6-month extension (Form 8868). New deadline is 5/17.*
- *Working with Christy White Accounting Firm to finalize the Form 990.*
- *Will present Form 990 at May B&F and BOT meetings.*

■ CARS Application – Consolidated Application Reporting System (Formerly ConApp)

- *CDE requirement to certify and submit application by 3/31.. Will be discussed later as a separate agenda item.*

■ LAUSD Charter Schools Division (CSD) Oversight

- *Financial reports, internal control process & data submitted to LAUSD in early March*
- *Fiscal oversight meeting (segregation of duties) took place on 4/12.*
- *Preliminary questions received regarding (1) OPEB liability, (2) relief funding and (3) 2019-20 audit finding.*
- *Specifically, LAUSD has asked for additional information regarding our audit finding and the corrective action plan in place. Item to be discussed in more detail as a separate agenda item.*

Business Updates

■ Cash Flow

- *Cash ending balance for the month ending 03/31/21 was \$11,402,758.44. We are monitoring our cash closely.*
- *At last month's BOT meeting, an interfund transfer was approved, allowing PCHS to transfer funds from LTHB fund to the General Fund (short term transfer to be repaid in July 2021 with any lost interest)*
- *We have NOT transferred any of the funds and will only do so if we foresee a cash shortage in May/June 2021.*

■ 2021-2022 Budget Development

- *The plan was to bring textbook and IMA recommendations to the April BOT meeting. However, not all department budgets were received.*
- *Will bring textbook/IMA budget recommendations to the May B&F committee & BOT meetings for review/approval.*

■ PPP loan

- *Application requires proof of a utility bill to match our PPP utility expense amount. Submitted a 2nd request to LAUSD to obtain our May 2020 utility bill.*
- *First payment date will be Sept 2021, OR when the SBA provides a decision on forgiveness eligibility (following month)*
- *We are planning on working with our bank to extend the repayment terms for any remaining balance from 2 years to 5 years (1% interest rate).*

Business Updates Continued...

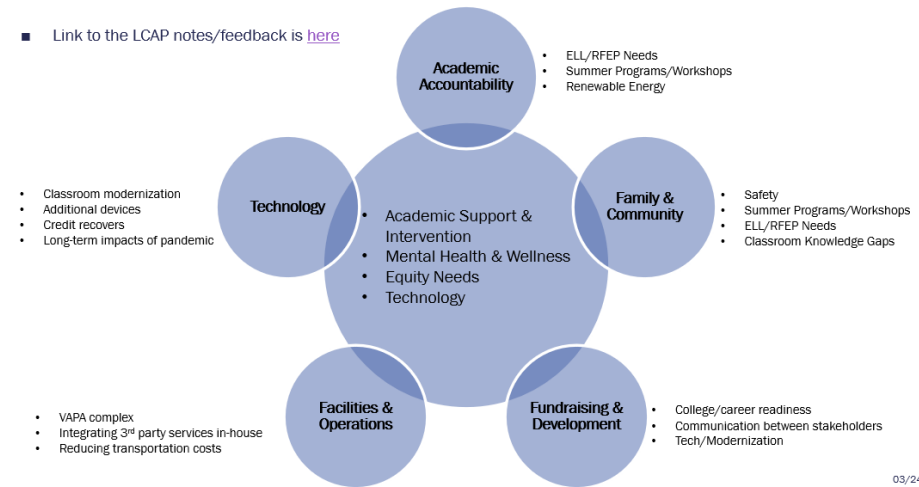
LCAP Development

- Excellent feedback from prior 2 LTSP meetings, which were focused on goal development (see presentation materials [here](#))
 - *Preliminary focus areas: academic support/intervention, college/career readiness, mental health.*
 - *Technology and equity are key focus areas. Not stand-alone goals, but should be integrate into each goal/action*

- Upcoming meeting on 4/21 will share output of top 3-5 goals and the focus will be on **action items**.
 - *Discussing potential action items to support overall LCAP goals*
 - *Assigning expenditures to action items*
 - *Brainstorming new action items that can add value and support our LCAP goals (using one-time relief funds)*

- **Attend LTSP and ensure your voice is heard!**

Feb LTSP: Preliminary LCAP Goal Development



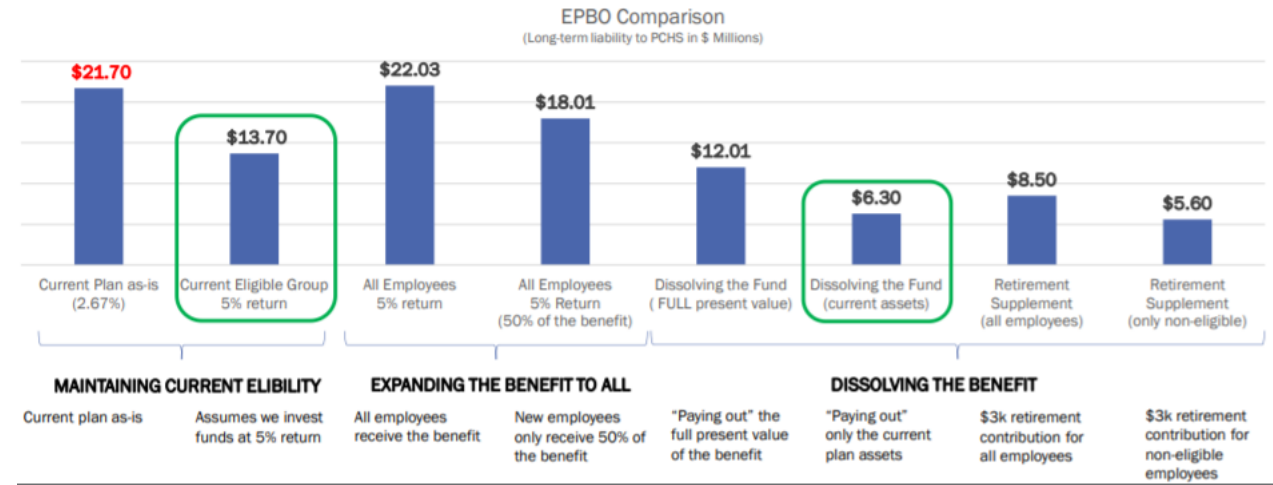
Business Updates Continued...

■ OPEB Scenarios

- *The expanded actuarial scope is complete. Presented report at the 3/26 LTHB committee meeting.*
- *Watch the meeting video and review the presentation materials (click [here](#))!*
- *As I have communicated before, regardless of what scenario we pursue, PCHS will need to significantly increase the annual contribution level.*
- *Currently operating on the pay-as-you go plan, but actuary recommends contributions of **2X-3X** what we are currently contributing*

The EPBO (long-term liability) or impact of each scenario is shown below

- The chart below shows the Expected Post-Retirement Benefit Obligation (total liability to PCHS)
- Maintaining the current eligibility or dissolving the benefit are the recommended approaches



Looking Ahead

- State Budget deferrals currently underway
 - *We are closely monitoring our cash!*
- Relief funding to be received in May 2021 (approximately \$1.5 Million)
 - *50% of the allocation of the (1) In-person Incentive Grant and (2) Expanded Learning Opportunity Grant*
- Extended Learning Opportunity Grant – Required CDE Template (click [here](#))
 - *Required CDE template due 6/1 (board approved), outlining how we will spend the funds*
 - *Required as a condition of receiving the funds*
 - *Initial feedback will be solicited at upcoming LTSP meeting*
- 2021-2022 Budget Development & LCAP
 - *In progress*

Contact: Juan Pablo Herrera

- 310-230-7238 or jherrera@palihigh.org

Coversheet

Executive Director/Principal (EDP) Report

Section: III. Organizational Reports
Item: I. Executive Director/Principal (EDP) Report
Purpose: FYI
Submitted by:
Related Material: EDP Board Report 04_20_2021.pdf



PALISADES

CHARTER HIGH SCHOOL

Executive Director/Principal Report Board of Trustees Meeting April 20, 2021

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.

PCHS Schoolwide Goals:

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

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

Schoolwide Goal: PCHS will utilize communication systems currently in place to convey PCHS's strengths, needs, data, and opportunities for participation so that all stakeholders are well-informed and understood.

COVID-19 Safety and School Reopening Task Force

- The purpose of the COVID-19 Safety and School Reopening Task Force is to monitor safety mandates, campus safety protocols/procedures and identify/address potential critical needs to ensure a full school reopening for Fall 2021.
- The Task Force meets weekly.
- Task Force Members:

Mary Bush – Director of Student Support Services

Stephanie Boyd – School Nurse

Steven Cuenco – PESPU Representative

Jewlz Fahn – Board of Trustees/Parent

Kale Futterman – Covid-19 Coordinator

Steve Klima – UTLA/Faculty

Kevin Lorick – PESPU/Classified

Pam Magee – Executive Director/Principal

Sara Margiotta – Board of Trustees/Parent

Don Parcell – Director of Operation

Antoinette Stewart – Communications Coordinator

Dave Suarez – UTLA/Faculty

Dawn Umemoto - Parent

James Wells – Board of Trustees/Parent



PALISADES

CHARTER HIGH SCHOOL

Back to Campus (B2C) Program

- The B2C afternoon program launched Monday, April 12 with 257 9th and 10th graders participating in Monday/Wednesday classes and 239 11th and 12th graders in Tuesday/Thursday classes.
- Courses are available for all PCHS students in grades 9-12.
- Programming is designed to provide academic support and enrichment, as well as in-person on-campus activities with a socio-emotional and mental health/wellness focus.
- Participating teachers received training on safety protocols prior to returning to classrooms.

Saturday School

- The current Saturday School program is designed for students who are in danger of not passing 9th and 12th grade English, 9th grade math, as well as Government and Economics, courses required for graduation.
- The program began April 17th and continues for 7 Saturdays.
- Parents of students identified as needing intervention support received an e-mail with links to classes.

On Campus Virtual Classes

- Program begins Monday, May 3.
- Students will continue following current distance learning schedules from classrooms with a PCHS teacher or certificated staff rather than learning from home.
- Participants will attend classes on Monday/Tuesday or Wednesday/Thursday.

Graduation and Events for the Class of 2021

- May 14 - Senior Picnic @ PCHS
- June 4 - Semi-Formal Prom: Pali Style @ PCHS
- June 9 - Sunset Yearbook Signing @PCHS
- June 10 - Senior Graduation Ceremony

PCHS is planning an in-person commencement ceremony adhering to health and safety protocols. The event will also be live-streamed. PCHS is closely monitoring social-distancing requirements to determine the most appropriate format for PCHS. Special thanks to John Rauschuber – Senior Class Advisor, Chris Lee – Senior Class Administrator, Michael Brandt IV – Senior Class President, and the Senior Class Caucus for planning and coordinating events for the Class of 2021.



PALISADES

CHARTER HIGH SCHOOL

Grading for Equity

The PCHS *Grading for Equity* Book Study Group recently met with author, researcher, and educator Joe Feldman to discuss grading practices and concepts in his book. The *Grading for Equity* Study Group will host the next Professional Development opportunity later this month, which will focus on individual teacher practices and ideas identified as being the most pertinent for PCHS. This dialogue will begin the planning steps for the coming school year. All faculty will have the opportunity to learn more about *Grading for Equity* concepts and participate in 2021-22 planning and program pilots.

Communications Focus

PCHS is working closely with parent representatives to learn more about what information is valued and needed, as well as how stakeholders want to receive information. PCHS is focused on providing timely, meaningful communication, especially during these challenging times.

Steps taken to improve and increase communication include:

1. Meetings with parent representatives to learn more about concerns and needs
2. School Reopening Informational Meeting/Town Hall – 4.7.21 Recording posted [HERE](#)
3. School Reopening FAQ section on the PCHS website developed from questions submitted by stakeholders
4. COVID-19 Safety and School Reopening Task Force formed and meeting weekly
5. [PCHS COVID-19 Case Rates Dashboard](#) and other COVID-19 updates prominently featured on the PCHS website
6. Going forward, PCHS is working to provide recorded reopening updates with the weekly newsletter.

Coversheet

Budget & Finance Committee

Section: IV. Board Committees (Stakeholder Board Level Committees)
Item: A. Budget & Finance Committee
Purpose: FYI
Submitted by:
Related Material: Budget Com Meeting Minutes 04_12_2021.pdf



PALISADES CHARTER HIGH SCHOOL

REGULAR MEETING AGENDA - BUDGET/FINANCE COMMITTEE

MONDAY, APRIL, 2021

3:30-5:00 PM, via ZOOM

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.

Zoom Meeting: <https://palihigh-org.zoom.us/j/82240503595?pwd=bVQ2QjM5dE5rTGtYeGpDa1drbmN6Zz09>

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 & Roll Call S Margiotta

1. In attendance: S Margiotta, R Rodman, D Gronich, J Asgar, I Greene

Non-Voting Members: P Magee, J Herrera, A Ilyas

Guests: A Nguyen, M Rawson, Jill, R Tenan-Snow, B Clarke

B. Public Comments – None made

C. Approval of Minutes – Meeting Minutes from the following meetings were reviewed by the B&F Committee: February 3, 2020, April 20, 2020, May 11, 2020, May 28/29&June 3, 2020, August 3&17&21, 2021, February 22, 2021, March 8, 2021, March 25, 2021 and April 1, 2021. Minor, non-substantive corrections were made (ie. Spelling/typos/notations for clarity). After review, I Greene made a motion to approve meeting minutes as outlined with noted revisions. D Gronich seconded the motion. Motion passed unanimously.

III. REPORTS (5 minutes each):

A. Executive Director - P Magee reported that schools in LA County are opening in all types of capacities. PCHS B2C started today and the school is working to get kids back on campus safely. The current focus is on re-opening next year. June 15, 2021 is currently the date when tiers are scheduled to end which would allow a fully reopened fall. The COVID Task Force is meeting weekly to address full reopening to ensure plans are in place to move forward in a healthy, positive place. B&F will need to start looking at expenses needed for Fall re-opening.

B. CBO Report- J Herrera – report was reviewed/discussed and stands as submitted.

C. Fundraising & Development - M Rawson reviewed Fundraising & Development report and stands as submitted. He did note that there was a discussion/decision to not continue to push fundraising for the 2020/2021 school year due to the current tenor of parents but will be focusing on reopening with enthusiasm in the fall. Currently, the PCHS fund is at 71% of its goal. He is also working on new alumni network in order to engage them for future involvement. PCHS 60th Anniversary is also coming.

D. ASB Treasurer Report – J Asgar reported that Jr. Class is having a fundraiser at Kay 'n Dave's on 4/12-4/19/2021. See's Candy fundraiser raised approximately \$400. Red Bubble also raised a little money. However, ASB has decided to freeze any potential expenses except CIF dues do to a lack of fundraising income this year (which was caused by COVID).

E. Booster Club - R Rodman reported that Booster Club continues to meet and review/approve grant requests. She noted that there were a few more for sports now which they were happy to see. She reiterated M

(310) 230 – 6623

15777 Bowdoin Street, Pacific Palisades, CA 90272

www.palihigh.org



PALISADES

CHARTER HIGH SCHOOL

Rawson's report that there is a halt on the fundraising push with the PCHS Fund for 2020/2021 school year. No auction update at this time. D Gronich reported that Booster Club received \$20,000 Legion grant to be used for the water fountains. Masons are not giving out grants this year but there is a possibility of some monies from the Optimist Club.

- F. Lifetime/Health Benefits - A Nguyen noted that the committee had met to review options and next meeting is scheduled for April 23, 2021.
- G. Credit Card Purchases- A Ilyas presented purchases as submitted. These were reviewed/discussed by committee.

IV. **NEW BUSINESS** (DISCUSSION & POSSIBLE ACTION ITEMS):

- A. 2020-2021 Budget vs. Actuals - A Ilyas/J Herrera – reviewed and stands as submitted.
- B. Textbook/IMA Recommendation - A Ilyas/J Herrera reviewed current requests however not all departments have submitted for the 2021/2022 school year and therefore these will be revisited at the B&F Committee May meeting for recommendations.
- C. Cafeteria Update/Contract Renewal - J Herrera reviewed the cafeteria contract which is up for renewal. They are currently quoting a price increase of 4.4% although January's CPI Food Away was 3.1%. Finance office is continuing to negotiate contract price increase with hopes of bringing increase down to 3.1%. Committee also noted that cost increases could be passed along to paying customers if needed to keep Cafeteria cost neutral. S Margiotta made a motion to approve Chartwell Food Service Contract with up to a 4.4% cost increase with the understanding that this continues to be negotiated with a goal of agreeing to a lower % increase. R Rodman seconded motion. Motion passed unanimously.
Seamless Summer was also discussed and it was noted that all students on campus have access to free breakfast and lunch through this program. This will continue through September and is a source of cafeteria revenue. These meals are being distributed safely via Grab n Go option along with bottled water.
- D. Update on Federal/State Relief Funds - J Herrera reviewed and stands as submitted. Committee questioned how all relief funds have been spent and whether all expenses have gone through B&F. For clarity, committee asked to see a break out of all of the COVID relief monies have been/will be spent. This will help provide transparency to stakeholders. J Herrera agreed to do this and to share with committee. He also noted that relief funds are vetted at LTSP, which then makes recommendations to B&F to review/address and then ultimately to the Board for approval. It was suggested that LTSP loop in the COVID Taskforce to make sure all available monies are allocated appropriately in order to re-open school in the fall 2021.
- E. 2019-2020 Financial Audit Report - A Ilyas/J Herrera reviewed and stands as submitted. It was noted that this was submitted to the CDE by March 31, 2021 as required. It was reported that the audit went well with 1 material finding as outlined in the report. A corrective action plan is in place with the Independent School Coordinator and the Attendance Office to ensure future compliance.
- F. 2021/2022 Transportation Scholarships - D Parcell reported that there will be approximately \$12,500 savings next year as the Senior Class will be the only group in the top tier with scholarship money. He also noted that Admissions Dept. has extended their deadline until May 4, 2021 to process all applications. Scholarship application has been extended to the same date as the 2 processes are linked. D Parcell noted that current ridership is at 285 but believes that this correlates to the fact that not all PCHS applications have been processed. Scholarship requests are also very low (27) but expects that to increase with increased communication. Committee discussed keeping scholarship monies consistent with last year so as not to set a precedent that PCHS will not be able to potentially fund in future years. Boosters is also expecting a Transportation request and an amount of \$10,000 was noted. Given the transportation cost savings of \$12,500 next school year (and potential of \$10,000 from Booster Club) a scholarship amount of \$182,000 was discussed. R Rodman made a motion to approve 2021/2022 Transportation Scholarships in the amount of \$182,000. D Gronich seconded the motion. Motion passed unanimously.



PALISADES

CHARTER HIGH SCHOOL

B2C transportation was also reviewed and it was noted that Transportation Dept. is keeping track of students who are using the bus program for B2C. Also looking at adding additional ridership as capacity allows in the coming weeks.

DRAFT

Coversheet

Election Committee

Section: IV. Board Committees (Stakeholder Board Level Committees)
Item: C. Election Committee
Purpose: Vote
Submitted by:
Related Material: Election Committee Agenda 03_19_2021.pdf



PALISADES CHARTER HIGH SCHOOL

ELECTION COMMITTEE
MEETING AGENDA
FRIDAY, March 19th 2021
2:30pm-3:30pm, Zoom

Join Zoom Meeting:

<https://palihigh-org.zoom.us/j/83254266164?pwd=T2VtL3NHQ0tBUUdXN2RBdStGbVE5UT09>

Meeting ID: 832 5426 6164

Passcode: 662678

I. PRELIMINARY

- A. Call to Order: Kevin Lorick, 2:30pm
- B. Roll Call: Kevin Lorick
Members-Kevin Lorick, Emily Hirsch, Jewlz Fahn, Brenda Clarke

II. APPROVAL OF THE MINUTES

- A. Meeting Mar 19th, 2021 Minutes
Motion to Approve-Emily Hirsch, 2nd-Jewlz Fahn
Unanimously Approved

III. PUBLIC COMMENT:

IV. DISCUSSION AND ACTION ITEMS:

- A. Verify IC Election Results Discussion/Vote

Monica Batts-King-Parent Rep

Motion to approve Parent Rep-Jewlz Fahn, Emily Hirsch 2nd, Unanimously approved

Lisa Saxon-Faculty Rep

Motion to approve Faculty Rep-Emily Hirsch, Jewlz Fahn 2nd

Aye-Emily Hirsch, Jewlz Fahn, Kevin Lorick

Abstain-Brenda Clarke

- B. Election Committee Code of Conduct Tabled

- C. Candidate Application Update Tabled

V. NEW BUSINESS

- A. Results Announcement 4/20 BOT Meeting FYI

Election Committee is recommending the following to the BOT:

Dara Williams-Special Election, Community Seat (Leslie Woolley)

Sara Margiotta-Community Seat, All PCHS Stakeholders

Jack Seltzer-Community Seat, PCHS Employees

Maggie Nance-ASB Student Elected Representative

Monica Batts-King-Parent Rep

Lisa Saxon-Faculty Rep

ADJOURNMENT 2:41pm

Board of Trustees Election 2021-Faculty Seat

Reset Filter Choose question to show...▼

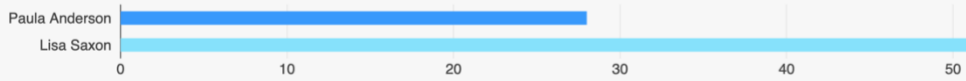
Introduction

Hide

This question type is not visualized yet

Who do you vote for?

Bar ▼ Default ▼ Hide



20-21 PCHS

Board of Trustees Election 2021-Parent Seat (v2)

Reset Filter Choose question to show...▼

Introduction

Hide

This question type is not visualized yet

Who do you vote for?

Bar ▼ Default ▼ Hide



Coversheet

2021-22 PCHS School Bus Scholarship

Section: V. Finance
Item: A. 2021-22 PCHS School Bus Scholarship
Purpose: Vote
Submitted by:
Related Material: Motion to Approve Bus Scholarship Funding Coversheet_04_20_2021.pdf

COVER SHEET FOR ATS BUSING CONTRACT

April 20, 2021

TOPIC/ AGENDA ITEM:

2021-22 PCHS School Bus Program Scholarship Funding Vote

PERSONNEL INVOLVED:

Don Parcell – Director of Operations

ISSUES INVOLVED/FISCAL IMPLICATIONS (IF ANY):

Many of our students that could utilize/benefit the PCHS Family-Paid School Bus Program each year are in challenging financial situations that make it difficult to afford the PCHS School Bus cost (\$230/Month for 2021-22). Each year in Spring Semester we have families seeking financial assistance for busing costs (bus scholarships) to apply for a scholarship to help us determine a families Demonstrated Financial Need. Based on the degree of Demonstrated Financial Need, and the available PCHS School Bus Scholarship Funding, we allocate the scholarship funds in as equity a manner as we can to the deserving applicants.

IMPACT ON SCHOOL MISSION, VISION OR GOALS, (IF ANY):

Assists in enabling some students to attend PCHS from farther away locations, or for families that have all household adults working, which often facilitates PCHS Culture and Diversity.

OPTIONS OR SOLUTIONS:

The Transportation Department, with the Budget & Finance Committee's recommendation, is seeking Board of Trustees approval of \$182,000 of funding for 2021-22 Bus Scholarships. This will allow students who otherwise may not be able to attend PCHS to do so. Greater reliance on students taking Public Transportation is an alternative option available to families/students, though not an ideal one in terms of shortening commute time or student safety.

EXECUTIVE DIRECTOR/PRINCIPAL'S RECOMMENDATION:

The Executive Director/Principal recommends the Board of Trustees approve the proposed \$182,000 of Bus Scholarship funding for the 2021-22 school year to help provide additional and safer options for students in geographically diverse locations to attend PCHS.

RECOMMENDED MOTION:

I make a motion to approve the proposed 2021-22 PCHS School Bus Scholarship funding of \$182,000.

Coversheet

2020-2021 Budget vs. Actuals

Section: V. Finance
Item: B. 2020-2021 Budget vs. Actuals
Purpose: FYI
Submitted by:
Related Material: V.B - 2020-2021 Budget to Actuals Update - 4-9-21.pdf

**Palisades Charter High School
At-a-Glance
Budget Timeline
2020-2021**

Category	Object Code	2020-2021 Board		2020-2021 Revised Budget (E-Learn/Return 2nd Semester, per CA gov 7/30/2020) 8/17/20		Actuals to Date 10/31/2020		1st Interim updates (10/31/2020)		Actuals to Date 11/30/2020 12/31/2020		Actuals to Date 01/31/2021		2nd Interim Updates (01/31/2021)		Actuals to Date 03/31/2021			
		Approved	Adopted	Budget, 6/5/20															
Revenue																			
LCFF	8011	\$	27,196,847	\$	29,539,184	\$	8,607,191	\$	29,539,379	\$	10,597,920	\$	14,228,241	\$	16,218,970	\$	29,539,379	\$	20,661,103
Federal	8200	\$	1,653,358	\$	2,673,650	\$	1,347,306	\$	2,534,912	\$	1,424,465	\$	1,479,842	\$	1,593,932	\$	2,485,095	\$	1,713,298
State	8500	\$	969,722	\$	1,203,854	\$	468,281	\$	1,204,517	\$	604,570	\$	781,398	\$	781,411	\$	1,201,361	\$	940,817
Local	8600	\$	3,842,816	\$	3,201,689	\$	916,756	\$	3,107,154	\$	1,415,536	\$	1,668,293	\$	1,905,030	\$	2,917,323	\$	2,343,405
Total		\$	33,662,742	\$	36,618,377	\$	11,339,534	\$	36,385,962	\$	14,042,491	\$	18,157,774	\$	20,499,342	\$	36,143,158	\$	25,658,622
Expense																			
Certificated Salaries	1000	\$	14,103,004	\$	14,379,666	\$	3,694,699	\$	14,921,160	\$	5,026,906	\$	6,648,731	\$	7,494,170	\$	14,997,660	\$	9,941,154
Classified Salaries	2000	\$	4,369,612	\$	4,563,058	\$	988,965	\$	4,833,155	\$	1,330,786	\$	1,685,149	\$	2,032,328	\$	4,794,155	\$	2,731,168
Benefits	3000	\$	7,844,229	\$	8,083,440	\$	2,193,704	\$	8,193,544	\$	2,819,194	\$	3,457,917	\$	4,117,974	\$	8,195,951	\$	5,370,525
Books & Supplies	4000	\$	694,027	\$	1,521,035	\$	859,501	\$	1,521,063	\$	885,943	\$	967,589	\$	1,061,014	\$	1,524,091	\$	1,116,805
Services	5000	\$	5,647,067	\$	5,381,420	\$	1,401,049	\$	5,529,549	\$	1,758,261	\$	2,116,986	\$	2,446,586	\$	5,252,458	\$	3,057,829
Depreciation	6000	\$	900,000	\$	900,000	\$	165,987	\$	900,000	\$	209,601	\$	259,935	\$	280,653	\$	900,000	\$	675,000
Interest/Other Outgo	7000	\$	330,306	\$	353,730	\$	110,420	\$	353,730	\$	136,267	\$	162,001	\$	187,622	\$	333,592	\$	252,200
Total		\$	33,888,246	\$	35,182,349	\$	9,414,325	\$	36,252,201	\$	12,166,958	\$	15,298,308	\$	17,620,347	\$	35,997,907	\$	23,144,680
Net ending balance, financial reporting		\$	(225,503)	\$	1,436,029	\$	1,925,209	\$	133,761	\$	1,875,534	\$	2,859,466	\$	2,878,995	\$	145,250	\$	2,513,941

Palisades Charter High School - 2nd Interim Report and Actuals Until 3/31/21

ADA	2907	2020-2021 Budget			2020-2021 2nd Interim Projections			2020-2021	%	Comments
		Obj Code	Adopted (6/5/2020)	Revised (1 semester hybrid, 8/17/2020)	1st Interim (3 mo hybrid, 10/31/2020)	Unrestricted	Restricted	Total	Actuals to Date 03/31/21	
A. Revenues										
LCFF/Revenue Limit Sources										
	8011	15,339,022	16,660,100	14,565,870	14,427,146		14,427,146	9,000,083	62%	P-1 Cert #s 2/19/21
	8012	4,732,251	5,139,818	6,558,368	6,777,702		6,777,702	5,080,077	75%	P-1 Cert #s 2/19/21
	8019	-	-	-	351,819		351,819	45,469	13%	
	8096	7,125,574	7,739,266	8,415,141	7,982,712		7,982,712	6,535,474	82%	
		27,196,847	29,539,184	29,539,379	29,539,379	-	29,539,379	20,661,103	70%	
Federal Revenues										
	8181	602,592	602,675	602,592		592,214	592,214	467,894	79%	\$203.79/ADA per LAUSD SELPA 2/12/21
	8220	322,006	161,003	48,301		20,000	20,000	690	3%	high risk + 2 mos hybrid @ 25%
	8290	315,175	315,175	293,836		292,616	292,616	-	0%	per cde 12/31/2020
	8290	62,303	62,303	56,571		58,610	58,610	-	0%	per cde 12/31/2020
	8290	2,526	2,526	3,546		3,546	3,546	-	0%	per cde 12/31/2020
	8290	3,535	3,535	3,560		3,560	3,560	-	0%	per cde 12/31/2020
	8290	23,337	23,337	23,410		23,809	23,809	-	0%	per cde 12/31/2020
	8290	37,102	37,102	37,102		34,746	34,746	-	0%	per cde 12/31/2020
	8290	20,000	20,000	20,000		10,000	10,000	-	0%	
	8290	264,782	261,630	261,630		261,630	261,630	131,181	50%	per CDE
	8290	-	1,076,721	1,076,721		1,076,721	1,076,721	1,076,721	100%	
	8290	-	107,643	107,643		107,643	107,643	36,812	34%	
		1,653,358	2,673,650	2,534,912	-	2,485,095	2,485,095	1,713,298	69%	
Other State Revenues										
	8520	27,050	13,525	4,104		5,000	5,000	4,098	82%	high risk + 2 mos hybrid @ 25%
	8550	136,251	136,270	136,270	136,264		136,264	136,264	100%	\$46.87/ADA
	8560	444,771	436,110	436,110	436,050		436,050	322,038	74%	\$150/ADA
	8560	156,978	142,463	142,463		142,443	142,443	10,158	7%	\$49/ADA
	8590	-	252,447	252,447		252,447	252,447	252,447	100%	State share of LLM
	8590	192,599	223,040	223,040		207,000	207,000	205,729	99%	
	8590	12,073	-	-	12,073		-	12,073	-	0%
	8590	-	-	10,084		10,084	10,084	10,084	100%	
		969,722	1,203,855	1,204,518	584,387	616,974	1,201,361	940,817	78%	
Other Local Revenues										
	8311	1,908,009	1,908,272	1,908,009		1,832,864	1,832,864	1,448,102	79%	\$630.50/ADA per LAUSD SELPA 2/12/21
	8634	269,348	134,674	40,402	-	-	-	-	-	no a la carte sales
	8560	911,000	504,284	504,284	430,000		430,000	332,060	77%	
	8660	129,459	129,459	129,459	129,459		129,459	51,445	40%	
	8679	125,000	125,000	125,000		125,000	125,000	114,830	92%	
	8699	500,000	400,000	400,000	400,000		400,000	396,968	99%	
		3,842,816	3,201,689	3,107,154	959,459	1,957,864	2,917,323	2,343,405	80%	
Total Revenues										
		33,662,743	36,618,378	36,385,963	31,083,225	5,059,933	36,143,158	25,658,622	71%	

Palisades Charter High School - 2nd Interim Report and Actuals Until 3/31/21

ADA	2907	2020-2021 Budget			2020-2021 2nd Interim Projections			2020-2021 Actuals to Date 03/31/21	% Received/ Spent	Comments
		Obj Code	Adopted (6/5/2020)	Revised (1 semester hybrid, 8/17/2020)	1st Interim (3 mo hybrid, 10/31/2020)	Unrestricted	Restricted			
B. Expenditures										
Certificated Salaries										
	1110	13,033,997	13,033,997	13,048,319	11,451,664	1,634,155	13,085,819	8,551,594	65%	(ED TECH COORDINATOR SALARY, \$22K)
	1130	129,614	136,090	139,090	139,090	-	139,090	90,568	65%	
	1160	48,200	235,410	235,410	235,410	-	235,410	101,624	43%	
	1210	722,863	805,839	805,839	805,839	39,000	844,839	564,260	67%	increased by \$39K from tutoring
	1310	905,118	905,118	905,118	764,443	140,675	905,118	633,108	70%	
	1330	117,865	117,865	117,865	117,865		117,865			
	1930	(584,486)	(584,486)	(584,486)	(584,486)		(584,486)			
		(270,167)	(270,167)	(270,167)	(270,167)		(270,167)			
		-	-	271,277	271,277		271,277			increase effective 20/21, include PD time
		-	-	252,895	252,895		252,895			2020/21 off schedule increase
		14,103,004	14,379,666	14,921,160	13,183,830	1,813,830	14,997,660	9,941,154	66%	
Classified Salaries										
	2110	930,455	783,601	783,601	-	783,601	783,601	496,460	63%	
	2210	113,204	119,204	119,204	119,204		119,204	83,414	70%	
	2310	410,452	410,452	410,452	410,452		410,452	292,436	71%	
	2410	1,906,462	1,906,462	1,906,462	1,906,462		1,906,462	1,177,193	62%	
	2430	47,682	47,682	47,682	-	47,682	47,682	33,023	69%	
	2460	34,302	34,302	34,302	34,302		34,302	-		
	2920	961,543	1,284,516	1,424,516	1,284,516	101,000	1,385,516	541,657	39%	shift \$39K to certificated
	2920	163,756	175,083	175,083	58,361	116,722	175,083	106,983	61%	
		(198,244)	(198,244)	(198,244)	(198,244)		(198,244)			
				57,974	57,974		57,974			increase effective 20/21, include PD time
				72,123	72,123		72,123			2020/21 off schedule increase
		4,369,612	4,563,058	4,833,155	3,745,150	1,049,005	4,794,155	2,731,168	57%	
Employee Benefits										
	3111	2,277,635	2,322,316	2,368,925	2,088,346	292,934	2,381,280	1,542,908	65%	
	3212	768,833	944,553	985,534	760,317	217,144	977,461	495,684	51%	
	3311	15,000	15,000	9,000	9,000		9,000	3,871	43%	
	3312	270,916	282,910	299,656	232,199	65,038	297,238	168,270	57%	
	3331	204,494	208,505	216,357	191,166	26,301	217,466	141,134	65%	
	3332	63,359	66,164	70,081	54,305	15,211	69,515	46,737	67%	
	3411	2,479,545	2,479,545	2,479,545	2,221,307	258,238	2,479,545	1,749,656	71%	
	3412	1,237,220	1,237,220	1,237,220	908,220	329,000	1,237,220	771,331	62%	
	3511	17,925	17,925	17,925	17,925		17,925	5,522	31%	
	3512	7,552	7,552	7,552	7,552		7,552	2,366	31%	
	3611	137,025	137,025	137,025	137,025		137,025	110,093	80%	
	3612	58,725	58,725	58,725	58,725		58,725	36,720	63%	

Palisades Charter High School - 2nd Interim Report and Actuals Until 3/31/21

ADA	2907	2020-2021 Budget			2020-2021 2nd Interim Projections			2020-2021	%	Comments
		Obj Code	Adopted (6/5/2020)	Revised (1 semester hybrid, 8/17/2020)	1st Interim (3 mo hybrid, 10/31/2020)	Unrestricted	Restricted	Total	Actuals to Date 03/31/21	
Depreciation Expense (Financial Reporting Basis)	6900	900,000	900,000	900,000	900,000	-	900,000	675,000	75%	
Other Outgo										
Indirec Cost (LAUSD)	7299	271,968	295,392	295,394	295,394	-	295,394	232,873	79%	
Interest	7438	58,338	58,338	58,338	38,198	-	38,198	19,327	51%	
Total, Other Outgo		330,306	353,730	353,732	333,592	-	333,592	252,200	76%	
Total Expenditures (Financial Reporting Basis)		33,888,245	35,122,349	36,252,203	28,658,661	7,339,246	35,997,907	23,144,680	64%	
Total Expenditures (Cash Reporting Basis)		33,311,111	34,625,215	35,780,069	28,248,661	7,339,246	35,587,907	22,782,392	64%	
C. Ending Balance: Excess (Deficiency) - Financial Reporting Basis		(225,502)	1,496,029	133,760	2,424,564	(2,279,314)	145,250	2,513,941		
C. Ending Balance: Excess (Deficiency) - Cash Reporting		351,632	1,993,163	605,894	2,834,564	(2,279,314)	555,250	2,876,230		(Revenue - Expenses: Cash Reporting Basis)
D. Net Increase (Decrease)		(225,502)	1,496,029	133,760	2,424,564	(2,279,314)	145,250	2,513,941		
E. Fund Balance										

Coversheet

2021-2022 Cafeteria Contract Extension

Section: V. Finance
Item: C. 2021-2022 Cafeteria Contract Extension
Purpose: Vote
Submitted by:
Related Material: V.C - Palisades Charter HS REN 4 (3.9.23.2021-v1).pdf
V.C - Cafeteria Update Feb 2021.pdf
V.C - Board Motion Template_2021-22 Cafeteria Contract Extension.pdf

CONTRACT EXTENSION (#1)

CHECK HERE IF ADDITIONAL PAGES ARE ATTACHED

Pages

Renewal (Extension Number) 4	Agreement Number (Base year) 2017
--	---

1. This Extension Agreement is entered into between the School Food Authority and Contractor named below:

SCHOOL FOOD AUTHORITY'S NAME

Palisades Charter High School

FOOD SERVICE MANAGEMENT COMPANY'S NAME

Compass Group USA, Inc., by and through its Chartwells Division

2. Base year contract term: Effective date: **July 1, 2017** Expiration date: **June 30, 2018**
 Extension year: Effective date: **July 1, 2021** Expiration date: **June 30, 2022**

3. The maximum dollar amount of this contract is equal to the fixed cost per meal multiplied by the number of meals:
 \$505,925.62 (maximum dollar amount)

4. The parties mutually agree to this extension as follows. All actions noted below are by this reference made a part of the Agreement and incorporated herein: **(Note: This section is used to indicate the current cost per meal. Please include your cost per meal table.)**

A. Page 4, Section II(A), Contract Cost Adjustment, is amended to add the following:


“Notwithstanding the foregoing, the fixed cost per meal rate is based on existing conditions as of the date the parties execute this contract extension. In the event of any Federal, State, or Local minimum wage increase during the term of this contract, or during any renewal thereof, the fixed cost per meal rate shall be adjusted to reflect additional labor costs incurred by the FSMC.”

Cost Per Meal

Note: Prices must **not** include values of USDA Foods, and must include all meal programs.
 All costs are based on the average daily participation of 900 students in the district and 175 days.

LINE ITEM	UNIT*	RATE	TOTAL
Breakfast	68,573	\$4.15 (2:1)	\$142,288.98
Lunch	68,848	\$4.15	\$285,719.20
Ala Carte	20,009	\$3.89	\$ 77,917.44
Total			\$505,925.62

*Units provided by SFA

FOOD SERVICE MANAGEMENT COMPANY	
CONTRACTOR'S NAME (If other than an individual, state whether a corporation, partnership, etc.) Compass Group USA, Inc., by and through its Chartwells Division	
BY (Authorized Signature) 	DATE SIGNED (Do not type)
PRINTED NAME AND TITLE OF PERSON SIGNING	
ADDRESS 2 International Drive, Rye Brook, NY 10573	
SCHOOL FOOD AUTHORITY	
SCHOOL FOOD AUTHORITY NAME	

Palisades Charter High School

BY (Authorized Signature)



DATE SIGNED (Do not type)

PRINTED NAME AND TITLE OF PERSON SIGNING

Juan Pablo Herrera, Chief Business Officer

ADDRESS

15777 Bowdoin St., Pacific Palisades, CA 90272

INSTRUCTIONS FOR USE:

1. Enter renewal number (also known as extension number). The contract can only be extended four times. Indicate the extension by entering 1 for year 1 of the extension from the base year or 2, 3 or 4.
2. Enter agreement number. Every agreement (contract) should have a number assigned to identify that contract. If there is not an agreement number, identify the contract by the year of the contract also known as base year.
3. Item 1: Enter the contractor's and the school food authority's name.
4. Item 2: Enter the base year terms and the current extension terms. The term is the effective and expiration dates
5. Item 3: Enter the maximum dollar amount.
6. Item 4: Indicate **the current cost per meal**. Include the cost per meal table.
7. The contractor's and school food authority's authorized signer should be identified, and signatures provided.

Cafeteria Revenue/Expense 2020-2021

	July 2020	August 2020	September 2020	October 2020	November 2020	December 2020	January 2021	February 2021	Year To Date 20/21	Budgeted 20/21
Cash sales per day	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Revenue										
A La Carte/Paid		\$ -		\$ -	\$ -	\$ -	\$ -			\$ -
Total Sales	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Catering Revenue									\$ -	
State Reimbursements		\$ 22	\$ 25	\$ -	\$ -	\$ 530	\$ -	\$ -	\$ 576	\$ 5,000
Federal Reimbursements		\$ 276	\$ 300	\$ -	\$ -	\$ 3,176	\$ -	\$ -	\$ 3,752	\$ 20,000
Total Revenue	\$ -	\$ 298	\$ 325	\$ -	\$ -	\$ 3,706	\$ -	\$ -	\$ 4,329	\$ 25,000
Cumulative	\$ -	\$ 298	\$ 623	\$ 623	\$ 623	\$ 4,329	\$ 4,329	\$ 4,329		
Expenses										
Total Salaries & Benefits	\$ 1,399	\$ 1,592	\$ 2,919	\$ 7,490	\$ 7,475	\$ 5,731	\$ 8,040	\$ 7,747	\$ 42,393	\$ 72,740
Food Expense 44.27%	\$ -	\$ 185.00	\$ 166.50	\$ -	\$ 44.93	\$ 29.07	\$ -	\$ -	\$ 426	\$ 8,479
Chartwells Management 55.73%	\$ -	\$ 232.90	\$ 209.61	\$ -	\$ 56.56	\$ 36.60	\$ -	\$ -	\$ 536	\$ 10,673
Total Chartwells Expenses (Invoice)		\$ 418	\$ 376.11		\$ 101	\$ 65.67	\$ -	\$ -	\$ 961	\$ 19,152
Total Expenses (Before Commodity Credit)	\$ 1,399	\$ 2,009	\$ 3,295	\$ 7,489.55	\$ 7,576	\$ 5,797	\$ 8,040	\$ 7,747.48	\$ 43,354	\$ 91,892
Commodity Credit	\$ -								\$ -	\$ (18,861)
Net Expenses	\$ 1,399	\$ 2,009	\$ 3,295	\$ 7,489.55	\$ 7,576	\$ 5,797	\$ 8,040	\$ 7,747	\$ 43,354	\$ 73,031
Net Income/(Loss)	\$ (1,399)	\$ (1,712)	\$ (2,970)	\$ (7,489.55)	\$ (7,576)	\$ (2,091)	\$ (8,040)	\$ (7,747)	\$ (39,025)	
Operational Expenses	\$ 163	\$ -	\$ 950	\$ 7,519	\$ 7,068	\$ -	\$ (284)	\$ 519	\$ 15,934	\$ 26,633
Net Income/(Loss) - After Operations	\$ (1,562)	\$ (1,712)	\$ (3,920)	\$ (15,008)	\$ (14,644)	\$ (2,091)	\$ (7,755)	\$ (8,267)	\$ (54,959)	\$ (74,664)
Per day profit		\$ (190.17)	\$ (206.34)	\$ (682.19)	\$ (976.27)	\$ (160.86)	\$ (596.57)	\$ (435.10)		
Operating Days	0	9	19	22	15	13	13	19		
Operating Days-Cumulative	0	9	28	50	65	78	91	110	176	
Free Students		712	716	0	617	617	617	617		
Reduced Students		154	163	0	111	108	108	108		
Total F & R-		866	879	-	728	725	725	725		
Enrollment (Per Infinite Campus)	77	3,094	3,102	3,047	3,029	3,012	3,000	2,993		
F & R %	0	28%	28.34%	0.00%	24.03%	24.07%	24.17%	24.22%		
Meals Served:										
Breakfast	Free	26	40	-	-	-	-		66	
	Reduced	1	11	-	-	-	-		12	
	Paid	43	12	-	17	11	-		83	
Lunch	Free	26	40	-	-	-	-		66	
	Reduced	1	11	-	-	-	-		12	
	Paid	43	12	-	17	11	-		83	

Cafeteria Revenue/Expense 2020-2021

	July 2020	August 2020	September 2020	October 2020	November 2020	December 2020	January 2021	February 2021	Year To Date 20/21	Budgeted 20/21
Total Meals	0	140	126	0	34	22	0	0	322	
Participation:										
Free										
Breakfast	#DIV/0!	31%	35%	#DIV/0!	46%	41%	44%	46%		
Lunch	#DIV/0!	37%	39%	#DIV/0!	53%	61%	47%	49%		
Reduced										
Breakfast	#DIV/0!	19%	27%	#DIV/0!	39%	46%	37%	39%		
Lunch	#DIV/0!	27%	33%	#DIV/0!	58%	69%	55%	56%		
Paid										
Breakfast & a la carte	#DIV/0!	1%	2%	1%	1%	2%	1%	1%		
Lunch	#DIV/0!	10%	17%	15%	14%	17%	13%	14%		

PCHS CAFETERIA OPERATIONS

18/19 and 19/20 Actuals, 20/21 Actuals to Date and Estimated Actuals, and 21/22 Proposed Budget

Revenue

A La Carte/Paid

Total Sales

Catering Revenue

State Reimbursements

Federal Reimbursements

Total Revenue

Cumulative

	Actuals 2018-2019	Actuals 2019-2020	Actuals to Date 2020-2021	Projected Totals 2020-2021	Proposed Budget 2021-2022
Total Sales	\$ 267,453	\$ 229,494	\$ -	\$ -	\$ 240,000
Catering Revenue	\$ -				
State Reimbursements	\$ 28,708	\$ 17,064	\$ 576	\$ 5,000	\$ 20,000
Federal Reimbursements	\$ 347,682	\$ 207,722	\$ 3,752	\$ 20,000	\$ 345,000
Total Revenue	\$ 643,843	\$ 454,280	\$ 4,328	\$ 25,000	\$ 605,000

Expenses

Total Salaries & Benefits

Food Expense 44.27%

Chartwells Management 55.73%

Total Chartwells Expenses (Invoice)

Total Expenses (Before Commodity Credit)

Commodity Credit

Net Expenses

Net Income/(Loss)

Operational Expenses

Net Income/(Loss) - After Operations

Total Salaries & Benefits	\$ 75,278	\$ 75,921	\$ 42,393	\$ 72,740	\$ 78,199
Food Expense 44.27%	\$ 252,862	\$ 181,515	\$ 426	\$ 8,479	\$ 223,973
Chartwells Management 55.73%	\$ 318,319	\$ 228,504	\$ 536	\$ 10,673	\$ 281,953
Total Chartwells Expenses (Invoice)	\$ 571,181	\$ 410,019	\$ 962	\$ 19,152	\$ 505,926
Total Expenses (Before Commodity Credit)	\$ 646,459	\$ 485,940	\$ 43,355	\$ 91,892	\$ 584,125
Commodity Credit	\$ (18,861)	\$ (15,647)	\$ -	\$ -	\$ -
Net Expenses	\$ 627,598	\$ 470,293	\$ 43,355	\$ 91,892	\$ 584,125
Net Income/(Loss)	\$ 16,245	\$ (16,013)	\$ (39,027)	\$ (66,892)	\$ 20,875
Operational Expenses	\$ 26,209	\$ 15,020	\$ 15,934	\$ 15,934	\$ 20,000
Net Income/(Loss) - After Operations	\$ (9,964)	\$ (31,033)	\$ (54,961)	\$ (82,826)	\$ 875

Palisades CHS 2021-2022 Food Service Budget			
	2020/21	2021/22	Increase
Meals Served-Budget	157,430	157,430	0.00%
Cost Per Meal (Breakfast 2:1)	\$ 3.9800	\$ 4.1500	4.27%
A La Carte	\$ 3.7300	\$ 3.8900	4.29%



PALISADES

CHARTER HIGH SCHOOL

CHIEF BUSINESS OFFICER

COVER SHEET FOR AGENDA ITEMS

April 20, 2021

TOPIC/ AGENDA ITEM:

V. FINANCE

C. 2021-2022 Cafeteria Contract Extension

PERSONNEL INVOLVED:

Board of Trustees, Executive Director/Principal, Chief Business Officer, Finance, Cafeteria

ISSUES INVOLVED/FISCAL IMPLICATIONS (IF ANY):

The purpose of this action is to approve our food service (cafeteria) contract extension for 2021-2022. Chartwells, who is our food service vendor, has provided excellent service since July 1, 2017. The Budget & Finance committee voted in favor of extending the contract for 2021-22.

The contract outlines a 4.3% increase in our Cost Per Meal. It is estimated that the increased cost per meal may result in an approximately \$20,734 cost impact to PCHS in 2021-22 (compared to the current cost per meal).

IMPACT ON SCHOOL MISSION, VISION OR GOALS, (IF ANY):

The action requested of the Board today will support the goal of ensuring PCHS meets the CDE nutrition program requirements.

OPTIONS OR SOLUTIONS:

The expectation is that the board approve the 2021-2022 contract renewal with ChartWells. Next year we may explore the RFP process to evaluate other food service vendors.

CHIEF BUSINESS OFFICER'S RECOMMENDATION:

The Chief Business Officer recommends that the Board approve the 2021-2022 cafeteria contract extension.

RECOMMENDED MOTION:

“To approve the 2021-2022 cafeteria contract extension.”

Juan Pablo Herrera
Chief Business Officer

Coversheet

Consolidated Application (CARS Application)

Section: V. Finance
Item: D. Consolidated Application (CARS Application)
Purpose: Vote
Submitted by:
Related Material: V.D - Board Motion & Materials - CARS App.pdf



PALISADES

CHARTER HIGH SCHOOL

CHIEF BUSINESS OFFICER

COVER SHEET FOR AGENDA ITEMS

April 20, 2021

TOPIC/ AGENDA ITEM:

V. FINANCE

D. 2020-2021 Consolidated Application (CARS Application)

PERSONNEL INVOLVED:

Board of Trustees, Executive Director/Principal, Chief Business Officer, Finance

ISSUES INVOLVED/FISCAL IMPLICATIONS (IF ANY):

The purpose of this action is to approve the 2020-2021 Consolidated Application and Reporting System certification. The Consolidated Application (also known as ConApp) is used by the California Department of Education (CDE) to distribute categorical funds from various federal programs (e.g., Title I, Part A; Title II; etc.) to county offices, school districts, and direct funded charter schools throughout California. The attached CARS application is part of the Winter Release and contains the entitlements for each Federally funded program.

IMPACT ON SCHOOL MISSION, VISION OR GOALS, (IF ANY):

The action requested of the Board today will support the goal of ensuring PCHS meets CDE requirements and complies with the use/allocation of Federal funds.

OPTIONS OR SOLUTIONS:

The expectation is that the board approve the 2020-2021 Consolidated Application.

CHIEF BUSINESS OFFICER'S RECOMMENDATION:

The Chief Business Officer recommends that the Board approve the 2020-2021 Consolidated Application.

RECOMMENDED MOTION:

“To approve the 2020-2021 Consolidated Application..”

Juan Pablo Herrera
Chief Business Officer

Palisades Charter High (19 64733 1995836)

Status: Certified
Saved by: Gregory Wood
Date: 8/17/2020 6:06 PM**2020-21 Certification of Assurances**

Submission of Certification of Assurances is required every fiscal year. A complete list of legal and program assurances for the fiscal year can be found at <https://www.cde.ca.gov/fg/aa/co/ca20assurancetoc.asp>.

CDE Program Contact:

Consolidated Application Support Desk, Education Data Office, conappsupport@cde.ca.gov, 916-319-0297

Consolidated Application Certification Statement

I hereby certify that all of the applicable state and federal rules and regulations will be observed by this applicant; that to the best of my knowledge the information contained in this application is correct and complete; and I agree to participate in the monitoring process regarding the use of these funds according to the standards and criteria set forth by the California Department of Education Federal Program Monitoring (FPM) Office. Legal assurances for all programs are accepted as the basic legal condition for the operation of selected projects and programs and copies of assurances are retained on site. I certify that we accept all assurances except for those for which a waiver has been obtained or requested. A copy of all waivers or requests is on file. I certify that actual ink signatures for this form are on file.

Authorized Representative's Full Name	Pamela Magee
Authorized Representative's Signature	
Authorized Representative's Title	Executive Director/Principal
Authorized Representative's Signature Date	08/17/2020

*****Warning*****

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

Palisades Charter High (19 64733 1995836)

Status: Certified
Saved by: Gregory Wood
Date: 8/17/2020 6:10 PM**2020-21 Protected Prayer Certification**

Every Student Succeeds Act (ESSA) Section 8524 specifies federal requirements regarding constitutionally protected prayer in public elementary and secondary schools. This form meets the annual requirement and provides written certification.

CDE Program Contact:Franco Rozic, Title I Monitoring and Support Office, FRozic@cde.ca.gov, 916-319-0269**Protected Prayer Certification Statement**

The local educational agency (LEA) hereby assures and certifies to the California State Board of Education that the LEA has no policy that prevents, or otherwise denies participation in, constitutionally protected prayer in public schools as set forth in the "Guidance on Constitutionally Protected Prayer in Public Elementary and Secondary Schools."

The LEA hereby assures that this page has been printed and contains an ink signature. The ink signature copy shall be made available to the California Department of Education upon request or as part of an audit, a compliance review, or a complaint investigation.

The authorized representative agrees to the above statement	Yes
Authorized Representative's Full Name	Pamela Magee
Authorized Representative's Title	Executive Director/Principal
Authorized Representative's Signature Date	07/28/2020
Comment If the LEA is not able to certify at this time, then an explanation must be provided in the Comment field. (Maximum 500 characters)	

*****Warning*****

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

2020-21 LCAP Federal Addendum Certification**CDE Program Contact:**Local Agency Systems Support Office, LCFF@cde.ca.gov, 916-323-5233**Initial Application**

To receive initial funding under the Every Student Succeeds Act (ESSA), a local educational agency (LEA) must have a plan approved by the State Educational Agency on file with the State. Within California, LEAs that apply for ESSA funds for the first time are required to complete the Local Control and Accountability Plan (LCAP), the LCAP Federal Addendum Template (Addendum), and the Consolidated Application (ConApp). The LCAP, in conjunction with the Addendum and the ConApp, serve to meet the requirements of the ESSA LEA Plan.

In order to initially apply for funds, the LEA must certify that the current LCAP has been approved by the local governing board or governing body of the LEA. As part of this certification, the LEA agrees to submit the LCAP Federal Addendum, that has been approved by the local governing board or governing body of the LEA, to the California Department of Education (CDE) and acknowledges that the LEA agrees to work with the CDE to ensure that the Addendum addresses all required provisions of the ESSA programs for which they are applying for federal education funds.

Returning Application

If the LEA certified a prior year LCAP Federal Addendum Certification data collection form in the Consolidated Application and Reporting System, then the LEA may use in this form the same original approval or adoption date used in the prior year form.

County Office of Education (COE) / District For a COE, enter the original approval date as the day the CDE approved the current LCAP. For a district, enter the original approval date as the day the COE approved the current LCAP	
Direct Funded Charter Enter the adoption date of the current LCAP	11/20/2019
Authorized Representative's Full Name	Monica Iannessa
Authorized Representative's Title	Director of Student Achievement

*****Warning*****

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

2020-21 Application for Funding**CDE Program Contact:**Consolidated Application Support Desk, Education Data Office, conappsupport@cde.ca.gov, 916-319-0297**Local Governing Board Approval**

The local educational agency (LEA) is required to review and receive approval of their Application for Funding selections with their local governing board.

Date of approval by local governing board	08/25/2020
---	------------

District English Learner Advisory Committee Review

Per Title 5 of the California Code of Regulations Section 11308, if your LEA has more than 50 English learners, then the LEA must establish a District English Learner Advisory Committee (DELAC) which shall review and advise on the development of the application for funding programs that serve English learners.

DELAC representative's full name (non-LEA employee)	Betty Soleymani
DELAC review date	02/22/2020
Meeting minutes web address Please enter the web address of DELAC review meeting minutes (format http://SomeWebsiteName.xxx). If a web address is not available, then the LEA must keep the minutes on file which indicate that the application was reviewed by the committee.	http://www.palihigh.org
DELAC comment If an advisory committee refused to review the application, or if DELAC review is not applicable, enter a comment. (Maximum 500 characters)	

Application for Categorical Programs

To receive specific categorical funds for a school year, the LEA must apply for the funds by selecting Yes below. Only the categorical funds that the LEA is eligible to receive are displayed.

Title I, Part A (Basic Grant) ESSA Sec. 1111et seq. SACS 3010	Yes
Title II, Part A (Supporting Effective Instruction) ESEA Sec. 2104 SACS 4035	Yes
Title III English Learner ESEA Sec. 3102 SACS 4203	Yes
Title III Immigrant ESEA Sec. 3102 SACS 4201	Yes

*****Warning*****

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

2020-21 Application for Funding

CDE Program Contact:

Consolidated Application Support Desk, Education Data Office, conappsupport@cde.ca.gov, 916-319-0297

<p>Title IV, Part A (Student and School Support)</p> <p>ESSA Sec. 4101 SACS 4127</p>	<p>Yes</p>
--	------------

*****Warning*****

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

Palisades Charter High (19 64733 1995836)

Status: Certified
Saved by: Juan Herrera
Date: 3/25/2021 5:28 PM**2020-21 Federal Transferability**

Federal transferability of funds is governed by Title V in ESSA Section 5102. An LEA may transfer Title II, Part A and or Title IV, Part A program funds to other allowable programs. This transferability is not the same as Title V, Part B Alternative Uses of Funds Authority governed by ESEA Section 5211.

Note: Funds utilized under Title V, Part B Alternative Uses of Funds Authority are not to be included on this form.

CDE Program Contact:

Lisa Fassett, Standards Implementation Support Office, LFassett@cde.ca.gov, 916-323-4963
Kevin Donnelly, Rural Education and Student Support Office, KDonnelly@cde.ca.gov, 916-319-0942

Title II, Part A Transfers

2020-21 Title II, Part A allocation	\$58,610
Transferred to Title I, Part A	\$0
Transferred to Title I, Part C	\$0
Transferred to Title I, Part D	\$0
Transferred to Title III English Learner	\$0
Transferred to Title III Immigrant	\$0
Transferred to Title IV, Part A	\$0
Transferred to Title V, Part B, Subpart 1 Small, Rural School Achievement Grant	\$0
Transferred to Title V, Part B, Subpart 2 Rural and Low-Income Grant	\$0
Total amount of Title II, Part A funds transferred out	\$0
2020-21 Title II, Part A allocation after transfers out	\$58,610

Title IV, Part A Transfers

2020-21 Title IV, Part A allocation	\$23,809
Transferred to Title I, Part A	\$0
Transferred to Title I, Part C	\$0
Transferred to Title I, Part D	\$0
Transferred to Title II, Part A	\$0
Transferred to Title III English Learner	\$0
Transferred to Title III Immigrant	\$0
Transferred to Title V, Part B Subpart 1 Small, Rural School Achievement Grant	\$0
Transferred to Title V, Part B Subpart 2 Rural and Low-Income Grant	\$0
Total amount of Title IV, Part A funds transferred out	\$0
2020-21 Title IV, Part A allocation after transfers out	\$23,809

*****Warning*****

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

2020–21 Title I, Part A LEA Allocation and Reservations

To report LEA required and authorized reservations before distributing funds to schools.

CDE Program Contact:

Sylvia Hanna, Title I Policy, Program, and Support Office, SHanna@cde.ca.gov, 916-319-0948

Rina DeRose, Title I Policy, Program, and Support Office, RDeRose@cde.ca.gov, 916-323-0472

2020–21 Title I, Part A LEA allocation (+)	\$292,616
Transferred-in amount (+)	\$0
Nonprofit private school equitable services proportional share amount (-)	\$0
2020–21 Title I, Part A LEA available allocation	\$292,616

Required Reservations

Parent and family engagement (If the allocation is greater than \$500,000, then parent and family engagement equals 1% of the allocation minus the nonprofit private school equitable services proportional share amount.)	\$0
School parent and family engagement	\$0
LEA parent and family engagement	\$8,640
Direct or indirect services to homeless children, regardless of their school of attendance	\$1

Authorized Reservations

Public school Choice transportation	
Other authorized activities	
2020–21 Approved indirect cost rate	5.00%
Indirect cost reservation	\$13,934
Administrative reservation	\$29,958

Reservation Summary

Total LEA required and authorized reservations	\$52,533
School parent and family engagement reservation	\$0
Amount available for Title I, Part A school allocations	\$240,083

*****Warning*****

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

2020-21 Title II, Part A LEA Allocations

The purpose of this data collection is to calculate the total allocation amount available to the local educational agency (LEA) for Title II, Part A Supporting Effective Instruction.

CDE Program Contact:

Arianna Bobadilla (Fiscal), Division Support Office, ABobadilla@cde.ca.gov, 916-319-0208

Lisa Fassett (Program), Standards Implementation Support Office, LFassett@cde.ca.gov, 916-323-4963

2020-21 Title II, Part A allocation	\$58,610
Transferred-in amount	\$0
Total funds transferred out of Title II, Part A	\$0
Allocation after transfers	\$58,610
Repayment of funds	\$0
2020-21 Total allocation	\$58,610
Administrative and indirect costs	\$2,791
Equitable services for nonprofit private schools	\$0
2020-21 Title II, Part A adjusted allocation	\$55,819

*****Warning*****

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

2020-21 Title III English Learner Student Program Subgrant Budget

The purpose of this form is to provide a proposed budget for 2020-21 English learner (EL) Student Program Subgrant funds only per the Title III English Learner Students Program requirements (ESSA, Sections 3114, 3115, & 3116).

CDE Program Contact:

Geoffrey Ndirangu, Language Policy and Leadership Office, GNdirang@cde.ca.gov, 916-323-5831

Estimated Allocation Calculation

Estimated English learner per student allocation	\$114.40
Estimated English learner student count	
Estimated English learner student program allocation	\$0

Note: \$10,000 minimum program eligibility criteria

If the local educational agency's estimated English learner student program allocation is less than \$10,000, then it does not meet the minimum program eligibility criteria for direct funding status and requires further action. To receive instructions regarding the consortium application process, please go to the California Department of Education Title III EL Consortium Details web page at <https://www.cde.ca.gov/sp/el/t3/elconsortium.asp>.

Budget

Professional development activities	
Program and other authorized activities	
English Proficiency and Academic Achievement	
Parent, family, and community engagement	
Direct administrative costs (Amount cannot exceed 2% of the estimated English learner student program allocation)	
Indirect costs (LEA can apply its approved indirect rate to the portion of the subgrant that is not reserved for direct administrative costs)	
Total budget	\$0

*****Warning*****

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

2020-21 Title III Immigrant Student Program Subgrant Budget

The purpose of this form is to provide a proposed budget for 2020-21 Immigrant Student Program Subgrant funds only per the Title III Immigrant Student Program requirements (ESSA, Sections 3114, 3115, & 3116).

CDE Program Contact:

Geoffrey Ndirangu, Language Policy and Leadership Office, GNdirang@cde.ca.gov, 916-323-5831

Estimated Allocation Calculation

Estimated immigrant per student allocation	\$104.70
Estimated immigrant student count	
Estimated immigrant student program allocation	\$0

Note: Eligibility criteria

A local educational agency which has 21 or more eligible immigrant students and has experienced a significant increase of one percent or more in eligible immigrant students enrollment in the current year, compared with the average of the two preceding fiscal years, is eligible to apply.

Budget

Authorized activities	
Direct administrative costs (Amount should not exceed 2% of the estimated immigrant student program allocation)	
Indirect costs (LEA can apply its approved indirect rate to the portion of the subgrant that is not reserved for direct administrative costs)	
Total budget	\$0

*****Warning*****

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

2020-21 Title IV, Part A LEA Allocations

The purpose of this data collection is to calculate the total allocation amount available to the local educational agency (LEA) for Title IV, Part A and to report reservations.

CDE Program Contact:

Kevin Donnelly, Rural Education and Student Support Office , KDonnelly@cde.ca.gov , 916-319-0942

2020-21 Title IV, Part A LEA allocation	\$23,809
Transferred-in amount	\$0
Total funds transferred out of Title IV, Part A	\$0
2020-21 Title IV, Part A LEA available allocation	\$23,809
Indirect cost reservation	\$1,134
Administrative reservation	\$0
Equitable services for nonprofit private schools	\$0
2020-21 Title IV, Part A LEA adjusted allocation	\$22,675

*****Warning*****

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

2020-21 Substitute System for Time Accounting

This certification may be used by auditors and by California Department of Education oversight personnel when conducting audits and sub-recipient monitoring of the substitute time-and-effort system. Approval is automatically granted when the local educational agency (LEA) submits and certifies this data collection.

CDE Program Contact:

Jonathan Feagle, Fiscal Oversight and Support Office, JFeagle@cde.ca.gov, 916-323-8515

The LEA certifies that only eligible employees will participate in the substitute system and that the system used to document employee work schedules includes sufficient controls to ensure that the schedules are accurate.

Detailed information on documenting salaries and wages, including both substitute systems of time accounting, are described in Procedure 905 of the California School Accounting Manual posted on the web at <https://www.cde.ca.gov/fg/ac/sa/>.

2020-21 Request for authorization	Yes
LEA certifies that the following is a full disclosure of any known deficiencies with the substitute system or known challenges with implementing the system (Maximum 500 characters)	None known.

*****Warning*****

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

2020-21 Consolidation of Administrative Funds

A request by the local educational agency (LEA) to consolidate administrative funds for specific programs.

CDE Program Contact:

Jonathan Feagle, Fiscal Oversight and Support Office, JFeagle@cde.ca.gov, 916-323-8515

Title I, Part A Basic SACS Code 3010	Yes
Title I, Part C Migrant Education SACS Code 3060	No
Title I, Part D Delinquent SACS Code 3025	No
Title II, Part A Supporting Effective Instruction SACS Code 4035	Yes
Title III English Learner Students - 2% maximum SACS Code 4203	No
Title III Immigrant Students SACS Code 4201	No
Title IV, Part A Student Support - 2% maximum SACS Code 4127	Yes
Title IV, Part B 21st Century Community Learning Centers SACS Code 4124	No

*****Warning*****

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

Coversheet

Update on Federal/State Relief Funds

Section: V. Finance
Item: E. Update on Federal/State Relief Funds
Purpose: FYI
Submitted by:
Related Material: V.E - COVID-19 Relief fund spending.pdf

COVID-19 RELIEF FUND FINANCIALS AS OF MARCH 31ST, 2021

COVID Relief Funds Received as of March 31st:

ESSER I: \$263,090.00

Learning, Loss, & Mitigation (LLM) CRF: \$1,076,721.00

Learning, Loss, & Mitigation (LLM) GF: \$252,447.00

Learning, Loss, & Mitigation (LLM) GEER: \$107,643

CERTIFICATED & CLASSIFIED SALARIES

Saturday School - \$13,643.65
Math Paraprofessionals: \$68,374.43
Tutoring: \$27,405.06

Paid for using LLM funds



CLASSROOM & TEACHER SUPPLIES

Online Textbooks : \$516.74
Instructional Materials: \$11,643.06
Teacher Tech Supplies: \$46,392.09

Paid for using LLM funds

DEVICES & DIGITAL LICENSES

Student & Staff Devices: \$827,854.46
COVID-19 E-Mist Device: \$4,188.90
Digital/Online Licenses: \$45,309.10

Paid for using LLM & ESSER I funds



JANITORIAL SUPPLIES, REPAIRS, & SERVICES

Janitorial Supplies: \$90,366.53
Repairs: \$3,043.13
Port-a-potties: \$2,987.88
Additional Janitorial Services: \$13,911.75
Air Handler Repair: \$28,347.00

Paid for using ESSER I funds

PROFESSIONAL DEVELOPMENT & EDUCATIONAL SERVICES

College Essay Services: \$10,000
Mental Health Services: \$150,000
Curtis Center Professional Development: \$11,000

Paid for using LLM funds



Coversheet

2019-2020 Audit: Corrective Action

Section: V. Finance
Item: F. 2019-2020 Audit: Corrective Action
Purpose: Discuss
Submitted by:
Related Material: Audit - Corrective Action.pdf

**PALISADES CHARTER HIGH SCHOOL
STATE AWARD FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 2020**

<u>FIVE DIGIT CODE</u>	<u>AB 3627 FINDING TYPE</u>
10000	Attendance
40000	State Compliance
42000	Charter School Facilities Programs
60000	Miscellaneous
61000	Classroom Teacher Salaries
62000	Local Control Accountability Plan
70000	Instructional Materials
71000	Teacher Misassignments
72000	School Accountability Report Card

FINDING 2020-001: NONCLASSROOM-BASED INSTRUCTION/INDEPENDENT STUDY (10000)

Criteria: For attendance generated through independent study, all independent study written agreements must contain the signature of the pupil, pupil’s parent/guardian, and certificated employee affixed prior to the commencement of the independent study (Education Code Section 51747(c)(8)).

Condition: Through our testing of a representative sample of five (5) Nonclassroom-based independent study contracts, we noted five deficiency in which the pupil did not have a complete master agreement on file for either the Fall or Spring of the 2019-20 school year. Four of the master agreements provided for review did not contain the supervising certificated employee. One of the master agreements provided for review did not contain the signature of the pupil and the supervising certificated employee. In addition, all agreements were signed after the beginning agreement date.

Effect: Loss of apportionment funding for days of attendance related to the incomplete independent study master agreement.

Cause: Procedures were not fully followed to obtain all required elements of the independent study agreement. This results in a loss of apportionment funding for days of attendance related to deficient independent study contracts and required supplemental documentation.

Repeat Finding: This is not a repeat finding.

Questioned Costs: A total of 255 attendance days from the 2019-20 school year are overstated resulting in calculated questioned costs of \$19,257. Questioned costs are calculated as follows:

Grade Span	Grades 9-12
Excess ADA	2.04
Adjusted Base Grant per ADA	\$ 9,572
Questioned Costs	\$ 19,527

Recommendations: We recommend that the Charter implement adequate procedures related to the Nonclassroom-based independent study program to ensure that independent study master agreements are being filled out with all the necessary information required and signed by all necessary individuals prior to the beginning of the contract period.

Corrective Action Plan: Palisades Charter High School has modified its enrollment and approval process for incoming scholars. Additional checkpoints have been created for the Independent Study Coordinator and Information Services Manager. Internal auditing will occur on a weekly basis by the Director of Attendance & Admissions.

1. **Complete and detailed explanation or root-cause analysis of the audit finding:**

In the 2019-2020 school year, the PCHS Virtual Academy was appointed a new administrator, who was in the process of being trained on the processes and legal aspects of running an Independent Study program. Additionally, the program's co-coordinator left for a different position. During this time, the PCHS Virtual Academy grew over 50 students who would be a part of the program. The remaining coordinator ensured that all families received contracts and returned them. Many families were late on returning contracts, dating them when they signed the contract rather than when the student began working. Each of those contracts were filed and accounted for. In the interim of running the program and managing student/family/and teacher concerns, a technicality occurred, where the signature and dates on the contract were not double checked. Hence, although every student had a contract in their file, several had incorrect start dates and some were unsigned

2. **Description of the school's specific steps/plan to address the audit finding moving forward (include action/implementation dates/timelines)**

The Independent Study coordinator along with the Attendance Administrator have put into action:

- A. A comprehensive review of each and every PCHS Independent Study contract from the 2020-2021 school year. This will continue moving forward in the upcoming school years.
- B. A thorough evaluation that ensures each and every contract from the 2020-2021 school year, and future school years, are completely filled out and are dated and signed correctly.
- C. An internal control process that efficiently checks each contract and attendance by holding bi-monthly meetings to review incoming students, contracts, and daily attendance records
- D. A scheduled review meeting that will evaluate the thoroughness of the contract for each semester during every school year both at the beginning, mid, and end of the Fall and Spring semester

Coversheet

Grade Appeal Policy and Procedures

Section: VI. Governance
Item: A. Grade Appeal Policy and Procedures
Purpose: Vote
Submitted by:
Related Material: Board Policy and Procedures Grade Appeals_DRAFT_04_16_2021.pdf

PALISADES CHARTER HIGH SCHOOL**BOARD POLICY & PROCEDURES CONCERNING
STUDENT GRADE APPEALS****BOARD DESIGNATION OF GRADE APPEAL COMMITTEE**

The Board of Directors (“Board”) of Palisades Charter High School (“PCHS”) authorizes the Executive Director/Principal to establish a Grade Appeal Committee (“GAC” or “Committee”) on an annual basis. Such Committee shall consist of one (1) faculty member, one (1) classified employee or administrative member, and one (1) community member. The community member shall be advised and shall attest to not disclose to any third party any confidential pupil record information obtained in the grade appeal process.

PURPOSE OF COMMITTEE

The purpose of the GAC is to review and decide upon grade appeals which may be filed by a student and/or parent/guardian concerning a semester grade. This Policy shall adhere to Education Code section 49066.

TEACHER DETERMINATION OF GRADE

The grade given to each pupil shall be the grade determined by the teacher of the course and the determination of the pupil’s grade by the teacher, in the absence of demonstrable grounds as defined below, shall be final. Disagreement with the teacher’s instructional methods, course curriculum or the philosophy of a teacher’s grading criteria is not a basis for changing a grade.

GROUND FOR GRADE APPEALS

Any student and/or parent/guardian filing a final grade appeal may do so only upon the following grounds as defined herein:

1. Mistake
2. Fraud
3. Bad Faith, includes Violation of PCHS Grading Policy
4. Incompetency

WHEN TEACHER DECIDES TO CHANGE A GRADE

If at any time, the teacher agrees to change a grade under review, the teacher shall notify the parent/guardians in writing of the new grade and the change shall be made in the student’s official records within ten (10) school days following the date the teacher received the parent/guardian’s written request.

GRADES FOR WORK HABITS/COOPERATION NOT APPEALABLE

Grades for Work Habits and Cooperation shall not be deemed grades for purposes of this Policy. Concerns regarding grades for Work Habits and Cooperation may be directed to the teacher or the Director of Academic Planning and Guidance Services. All decisions regarding Work Habits and Cooperation grades at the school site level shall be final.

GRADE APPEAL COMMITTEE PROCESS

STEP 1: Attempt to Resolve Issue with Teacher Directly

Before requesting a review of a final grade or filing an appeal, the student and/or parent/guardian shall first attempt to resolve the issue with the teacher directly. This request by the student and/or parent/guardian shall include a written request to the teacher and the grounds therefore within the first 10 days of the subsequent semester, and the teacher shall respond in writing to the request within five (5) school days. If the teacher does not approve of a grade change, the teacher will submit a written explanation to the student and/or parent/guardian. Evidence of such efforts will be requested by the GAC in reviewing any grade appeals.

STEP 2: Formal Filing of Grade Appeal

In the event a student and/or parent/guardian wishes to file a formal final grade appeal, such appeal must be filed within thirty (30) school days from the date a semester grade was issued. Such appeal shall be initiated by the student and/or parent/guardian completing the PCHS Grade Appeal Form by the deadline.

The written grade appeal shall specifically allege how the teacher's semester grade reflects Mistake, Fraud, Bad Faith, which includes violation of PCHS Grading Policy, or Incompetency. Along with the appeal, the student and/or parent/guardian shall provide a copy of the initial written request to the teacher, and the teacher's response denying the grade change. The student and/or parent/guardian should also attach all relevant documentation including, but not limited to, email communications, assignments, grade data, course syllabus, and/or School Policies. The student and/or parent/guardian and teacher shall have the right to submit or present relevant documentation as part of the appeal.

STEP 3: PCHS Designated Administrator Review & Recommendation

Within fifteen (15) school days from the date the appeal has been filed, the PCHS designated administrator shall review the matter and communicate to the student and/or parent/guardian and teacher recommended course of action. The PCHS designated administrator will inform Department Administrators of pending grade appeals.

STEP 4: Request for Hearing

If the matter is not resolved at Step 3 to the satisfaction of the student and/or parent/guardian, the student and/or parent/guardian may request the matter be formally reviewed by the GAC. A request for the GAC to review a grade appeal must be made by the student and/or parent/guardian filing the request with the PCHS designated administrator within five (5) school days from the date of issuance of the PCHS designated administrator recommended action. Failure to file a timely request will be deemed a withdrawal of the grade appeal.

Within twenty (20) school days from the date of receipt of a request for hearing (unless impracticable or a different timeline is agreed to by the parties), the PCHS designated administrator shall be responsible for coordinating and scheduling any hearing before the GAC.

STEP 5: Hearing Process

At least three (3) school days prior to the hearing date, the PCHS designated administrator shall ensure all members of the GAC shall receive all relevant documents submitted by the parties and any other relevant forms/documents to effectively facilitate the process.

Following the meeting, the GAC may request any additional information in order to reach a decision. It is at this time that a representative from the administration shall present whether a Mistake, Fraud, Bad Faith, including Violation of PCHS Grading Policy and/or Incompetence is relevant to this appeal.

At the hearing, each party shall be provided up to fifteen (15) minutes to make a presentation to the GAC and to provide any additional relevant documents. The PCHS designated administrator shall be present to answer questions as well. During the meeting, the GAC may ask both parties clarifying questions. The parties are to direct all information and presentations to the GAC. The two parties will not interact with each other.

STEP 6: Notice of Outcome of Hearing

Within ten (10) school days from the date of the hearing, the GAC will reach a decision on the grade appeal. Should the GAC need more time to reach a decision, the PCHS designated administrator shall inform the parties. Once the GAC does reach a decision, the PCHS designated administrator shall inform the parties of the GAC decision, which shall be final.

STEP 7: Board Report

Grade Appeal data and redacted administrative, investigative, grade appeal reports shall be presented to the board in a Grade Appeals Report to the Board once a semester. This report may include a brief Executive Summary highlighting patterns, concerns, and recommendations for future action involving grading and teaching practices.

Adopted: **[DATE]**

Coversheet

Sunshine of UTLA Initial Proposal to PCHS 2020- 21

Section: VI. Governance
Item: B. Sunshine of UTLA Initial Proposal to PCHS 2020- 21
Purpose: FYI
Submitted by:
Related Material: UTLA's Initial Proposals for Negotiations.pdf



April 16, 2021

VIA: EMAIL
pmagee@palihigh.org

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

Re: Public Disclosure of UTLA’s Initial Proposals for Negotiations

Dear Dr.Magee,

United Teachers Los Angeles (UTLA) submits this description of topics we wish to negotiate, fulfilling the requirements of the sunshine provisions of the Educational Employment Relations Act (EERA) (California Government Code, Sections 3540 et. seq.) and initiating reopener bargaining for the collective bargaining agreement between Palisades Charter High School and UTLA.

UTLA intends to reopen the following Articles:

- IV – UTLA-PCHS RIGHTS
- XV – SALARIES AND STIPENDS (automatic reopener)
- XVI – HEALTH AND WELFARE BENEFITS (automatic reopener)
- XX – SAFETY

A request for information will be sent to you in the near future.

Sincerely,

Hong Bui
Area Representative, Charter Schools
United Teachers Los Angeles
Cell Phone: 213-713-8652
hbui@utla.net

OFFICERS

CECILY MYART-CRUZ
President

ALEX CAPUTO-PEARL
UTLA/NEA Vice President

JUAN RAMIREZ
UTLA/AFT Vice President

GLORIA MARTINEZ
Elementary Vice President

JULIE VAN WINKLE
Secondary Vice President

ALEX OROZCO
Treasurer

ARLENE INOUYE
Secretary

Coversheet

Converting PCHS to energy efficiency, 100% clean renewable energy sources with focus on environmental justice and equity by 2025

Section: VII. New Business
Item: A. Converting PCHS to energy efficiency, 100% clean renewable energy sources with focus on environmental justice and equity by 2025
Purpose: FYI
Submitted by:
Related Material: Board Copy of STF Proposed Resolution 04_20_2021.pdf

Palisades Charter High School

Resolution

for

April 20th, 2021 Board Meeting

Sponsored by Gill

Co-sponsored by Rauschuber and Anderson

Resolution to commit Palisades Charter High School to energy efficiency, 100% clean renewable energy sources with focus on environmental justice and equity by 2025.

WHEREAS, We must transition off of fossil fuels to prevent catastrophic climate change all over the world;

WHEREAS, This threat endangers the livelihood of every community in California, particularly the futures of young generations and the generations to come;

WHEREAS, California is seeing decreased rainfall, increased forest fires and numerous, recent local fire evacuations, coastal erosion, species extinctions, and higher temperatures;

WHEREAS, Everything is at stake: our health, our infrastructure, our economy, and most importantly, our environment;

WHEREAS, LAUSD is LADWP's biggest customer, and most schools are among the largest fossil fuel energy consumers in a community;

WHEREAS, While solar renewable energy technology has improved and installation and maintenance costs have become cheaper and more readily available, traditional non-renewable energy is growing in cost;

WHEREAS, 100% clean energy could allow PCHS to save money that could be used in the classroom;

WHEREAS, It is the responsibility of PCHS, as an independent charter, to conduct energy audits to improve energy efficiency;

WHEREAS, PCHS, as an independent charter, has the right to conduct feasibility studies with service providers to determine the safety, cost-benefit, and feasibility of new technologies to install solar energy at Palisades Charter;

WHEREAS, Renewable energy plus battery storage is essential to reducing indirect carbon emissions, preventing energy disruptions and fighting the climate crisis;

WHEREAS, LAUSD and PCHS are committed to equity, justice and inclusion, and understand that the climate crisis disproportionately impacts low-income communities and communities of color;

WHEREAS, It is the PCHS mission to empower our diverse student population to make positive contributions to the global community by dedicating our resources to ensure Education Excellence, Civic Responsibility, and Personal Growth;

WHEREAS, The PCHS Student Bill of Rights and Responsibilities declares (based on the Universal Declaration of Human Rights):

See Preamble:

https://www.palihigh.org/ourpages/auto/2019/6/28/51452474/SBRR_Concern_Form_1_9_18.pdf?rnd=1561723472000

Article 1: The universal right to a school environment that is conducive to the achievement of everyone's fullest potential. Responsibility: everyone has the responsibility to protect and contribute to the realization of this right.

Article 14: Students have the right to learn and speak out about social and global problems related to justice, poverty, speech, etc., while on campus and, if the subject and teacher permit it, during class. Responsibility: Students have the responsibility to encourage speakers and presentation about issues of importance for the student body.

THEREFORE IT IS RESOLVED that PCHS investigate the feasibility of transitioning to 100% clean, renewable energy, plus battery storage by issuing RFPs (Request for Proposal) to service providers, with proposals due for Board consideration no later than October 2021.

FURTHER RESOLVED, that PCHS commit to energy efficiency by establishing a schedule to review PCHS energy reports starting January 2022, and renew goals to constantly improve energy-saving measures, and publish the results for review by the PCHS staff, students and local community.

FURTHER RESOLVED, PCHS will strive to embed sustainability and climate change education for students and employees into everyday teaching and learning, and increase student learning opportunities which empower students to fight the climate crisis and engage in the coming green jobs economy. The HRW Student Task Force will convene a committee of educators and students to develop climate change resources to make available to interested PCHS community members beginning June, 2021.