



Palisades Charter High School

Board Meeting

Date and Time

Tuesday August 24, 2021 at 5:00 PM PDT

Location

Palisades Charter High School - Gilbert Hall
15777 Bowdoin Street, Pacific Palisades, CA 90272

Or Dial-In

Meeting ID: 817 9973 6200

Passcode: 872561

Dial by your location

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

Meeting ID: 817 9973 6200

Passcode: 872561

As per Executive Order N-29-20 from Governor Newsom, the Palisades Charter High School Board of Trustees Meeting for Tuesday, August 24, 2021 at 5:00p.m. will offer a teleconferencing environment (phone-call in, no 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.

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

	Purpose	Presenter	Time
I. Opening Items			5:00 PM
Opening Items			
A. Call the Meeting to Order		Brooke King	
B. Record Attendance and Guests			2 m
C. Public Comment			20 m

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

Public Comment Procedure for Teleconference (phone-in, no zoom) Board of Trustees Meeting:

If you dial-in, a Google form is available 24 hours prior to the meeting for Public Comment. Please refer to the Dewey Dolphin email or copy/paste this link <https://forms.gle/xfsnzwRJJJosyyY37>. 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

	Purpose	Presenter	Time
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D.	Approve Minutes	Brooke King	2 m
	Approve minutes for Board Meeting (Budget) on June 22, 2021		
E.	Approve Minutes	Brooke King	5 m
	Approve minutes for Governance/Brown Act Training on July 24, 2021		
F.	Approve Minutes	Brooke King	2 m
	Approve minutes for Special Board Meeting on August 5, 2021		
II.	Organizational Reports		5:31 PM
A.	Student Report	Christopher Clausen	5 m
B.	Parent Report	Jewlz Fahn, James Wells, Monica Batts-King	5 m
C.	Classified Staff Report	Andrew Paris	5 m
D.	Faculty Report	Brenda Clarke, Lisa Saxon, Maggie Nance	5 m
E.	Human Resources Director (HR) Report	Amy Nguyen	5 m
F.	Director of Operations Report	Don Parcell	5 m
G.	Director of Development Report	Mike Rawson	5 m
H.	Chief Business Officer (CBO) Report	Juan Pablo Herrera	5 m
I.	Executive Director/Principal (EDP) Report	Dr. Pam Magee	5 m
III.	Board Committees (Stakeholder Board Level Committees)		6:16 PM

	Purpose	Presenter	Time
A. Investment Committee Update	Vote	Juan Pablo Herrera	5 m
"To approve the Investment Policy Statement (IPS) for 2021-2022."			
IV. Academic Excellence			6:21 PM
A. Changes/Updates in Response to COVID	FYI	Don Parcell/Dr. Pam Magee	10 m
<ul style="list-style-type: none"> • PCHS COVID-19 Safety and School Reopening Task Force Update: This management committee is currently being restructured to fit the safety and containment plan specifications. • PCHS Vaccination update: PCHS-UTLA members voted to support mandated vaccines for faculty. Informational presentations will be held for all staff members to guide the PCHS decision making process. • Quarantine Procedures (attendance/make-up assignments): 			
B. PCHS Academic Policies - Extend Suspension	Vote	Dr. Chris Lee/Monica Iannessa	5 m
<ul style="list-style-type: none"> • PCHS Attendance Policy: "To extend the suspension of the PCHS Attendance Policy during first semester 2021-22." • No Credit/Grading Policy: "To extend the suspension of the PCHS No Credit (NC) Grade Policy during first semester 2021-22." • Community Service Waiver: "To extend the PCHS Community Service Graduation Requirement Waiver for the class of 2022." 			
C. Assembly Bill 104	FYI	Dr. Chris Lee	5 m
D. SMC Dual Enrollment	FYI	Dr. Chris Lee	5 m
V. Finance			6:46 PM
A. 2021-2022 Budget Update	FYI	Juan Pablo Herrera	5 m
VI. UTLA Tentative Agreement			6:51 PM
A. UTLA-PCHS Tentative Agreement 2021-2022	Vote	Amy Nguyen	5 m
"Motion to Approve UTLA-PCHS Tentative Agreement 2021-2022"			

	Purpose	Presenter	Time
VII. Governance			6:56 PM
Governance			
A. Proper Activities of Board Members and Board Use of PCHS Email System	FYI	Brooke King	5 m
B. Election of Board Officer - Board Chair	Vote	Brooke King	5 m
C. Election of Board Officer - Board Vice Chair	Vote	Brooke King	5 m
D. Election of Board Office - Board Secretary	Vote	Brooke King	5 m
VIII. New Business / Announcements			7:16 PM
A. Announcements / New Business	FYI	Brooke King	1 m
			<ul style="list-style-type: none"> • Date of the Annual Board/Goal Setting Retreat: Saturday, September 18, 2021 at 10am • Date of the next Board Meeting: Tuesday, September 21, 2021 at 5pm • Conflict of Interest Code Training Section 1090 - TBD
B. Announce items for closed session, if any.	FYI	Brooke King	1 m
IX. Closed Session			7:18 PM
A. Conference with Legal Counsel	Vote		5 m
			<ul style="list-style-type: none"> • (Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9)
B. Employee complaint/Assignment/Discipline/Dismissal/Release	Vote	Amy Nguyen	5 m
			<ul style="list-style-type: none"> • (Govt. Code section 54957) (Education Code section 44929.21)
X. Open Session			7:28 PM
A. Return to Open Session	FYI	Brooke King	1 m

	Purpose	Presenter	Time
B. Report Out on Action Taken In Closed Session, If Any.	FYI	Brooke King	1 m
XI. Closing Items			7:30 PM
A. Adjourn Meeting	FYI	Brooke King	1 m

Coversheet

Approve Minutes

Section: I. Opening Items
Item: D. Approve Minutes
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Board Meeting (Budget) on June 22, 2021

APPROVED



Palisades Charter High School

Minutes

Board Meeting (Budget)

Date and Time

Tuesday June 22, 2021 at 5:00 PM

Location

Please click the link below to join the webinar:

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

or

<https://palihigh-org.zoom.us/j/83283363875>

Or One tap mobile:

US: +16699009128,,83283363875# or +13462487799,,83283363875#

Or Telephone:

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: 832 8336 3875

International numbers available: <https://palihigh-org.zoom.us/j/83283363875>

*As per Executive Order N-29-20 from Governor Newsom, the Palisades Charter High School Board of Trustees meeting scheduled for Tuesday, June 22, 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.***

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Trustees Present

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

Trustees Absent

Brenda Clarke, John Rauschuber

Trustees who arrived after the meeting opened

James (Jim) Wells, Paula Anderson

Guests Present

Amy Nguyen, Amy Okafor, Arleta Ilyas, Christopher Clausen, Don Parcell, Jeff Ropel, Michael Rawson, Pam Magee, Russel Howard

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 Jun 22, 2021 at 5:00 PM.

B. Record Attendance and Guests

C. Public Comment

We are the parents of two rising seniors and would like to bring your attention to the following important matter. Our sons enrolled in AP Macro Economics for the next school year. Among the AP offerings at Pali, AP Econ is one of the most relevant to the major they are set on taking in college. On June 2nd, merely three weeks ago, Mr. Burr sent an

email announcing that AP Econ would no longer be offered. Not only was this news shocking, but it certainly came very late, well after rising seniors had finalized their 12th grade schedule after putting a lot of thought into it.

We understand that the history department lost the teacher who was set to teach the class, but we urge the administration to either hire another teacher or to have a community college come on campus to teach the class, as it has been done in the past with other courses. Let's bring back AP Economics for the sake of many students who were counting on it. Thank you for your attention to this important matter.

We are reaching out to please ask that this decision be reconsidered, for the sake of the seniors that were counting on this class. We are confident a solution can be found. If there is anything that parents (or students) can do, please let us know. We are active PTSA board members and are willing to work hard to make this happen.

It is important for many of our kids applying to college in the Fall that a college level Econ is on their transcript in the Fall. If a teacher cannot be secured, we ask that Pali works with SMC or another community college to have Econ offered first semester at Pali High.

Thanks for your attention to this important matter.

Keri Kraft and Silvana Horn

Keri Kraft - I think Pali should consider changing the bell schedule for next year to a late start of 8:30 since the following year it will need to be changed anyway. The kids are used to starting school late during covid and will have a hard time going back and forth. To that end I think you should also consider shortening the periods to make room for a period of intervention, study hall or activities for the kids. The Academic Accountability group has been discussing these changes for a while and this is the perfect time to implement them since most of the students have not been on the "regular" schedule anyway.

D. Approve Minutes

Andrew Paris made a motion to approve the minutes from Special Board Meeting on 06-01-21.

Leslie Woolley seconded the motion.

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

Roll Call

Brenda Clarke	Absent
Emily Hirsch	Abstain
James (Jim) Wells	Absent
Leslie Woolley	Aye
Brooke King	Aye
Sara Margiotta	Aye

Roll Call

Jewlz Fahn	Aye
John Rauschuber	Absent
Adam Glazer	Abstain
Paula Anderson	Absent
Andrew Paris	Aye

II. Operations Update

A. Summer Permitting Facilities Update

D Parcell said that sports teams out of season can be allowed to practice as a permit group. Contact the permit from the school but it won't have cost associated with it. Insurance will be required. Fall sports start August 2, 2021 (with football starting the week earlier). Once official practice starts the teams will no longer be required to have permits to practice.

Jewlz asked whether permitted teams whether they would be required to follow school's COVID testing. D Parcell clarified that school teams would be required to follow COVID testing requirements because there would be interaction with other faculty/students. Other permit groups which do not have contact/interaction with PCHS faculty/staff do not need to follow COVID testing requirements but will need to complete symptoms checks. Reverting to testing every 2 weeks is currently being considered by the COVID Taskforce/Administration. Testing requirements are the same for vaccinated/unvaccinated students. Verbal symptom checklists are now allowed but temperature checks remain in place. Paula Anderson arrived at 5:15 PM.

III. Academic Achievement

A. WASC/CDE Mid-Cycle Progress Report

Public Comments - get from google doc.

Leslie Woolley made a motion to approve the WASC Mid-Cycle Progress Report.

Adam Glazer seconded the motion.

WASC Mid-Cycle Progress Report reviewed and stands as submitted. P Magee presented information outlining what WASC is. She clarified that PCHS is frequently audited and this is one of those auditing groups which provides accreditation to the school. Annual report was done in 2018 and was approved with the highest 6 year approval. Dr. Magee noted that she likes the WASC review process as it allows for deep evaluation of the school and the school's processes: where we are and where we want to go. P Magee then provided an overview of the actual WASC Mid-Year report. She noted that she is appreciative of the public comments regarding diversity and will take those into consideration as we look at recruitment. She noted that there has been a slight increase in our LatinX population in COVID. Interested in hearing stakeholder input on how to maintain/expand the school's diverse population.

She also highlighted some changes/adjustments made during COVID: grading/safety/on-campus programs/mental health, etc.

She also highlighted the increased stakeholder participation in COVID because of the virtual meetings which provided easier access.

She noted that accurately gathering data will be key moving forward to evaluate current student outcomes.

She also encouraged everyone to get involved and provide feedback. She then thanked school committees and administrators for their efforts in completing the review. Please reference presentation slide deck.

P Anderson asked whether professional development was included in the plan. P Magee replied absolutely and these will be coming in August 2021.

C Clauson noted that the students were in support of approving WASC Mid Cycle Report. The board **VOTED** to approve the motion.

Roll Call

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

B. 2021-22 School Plan Update

P Magee clarified that the PCHS plan is a full return in fall of 2021. 5 day a week bell schedule with normal school hours. School continues to monitor COVID guidelines and will continue to communicate with parents over the summer. COVID Taskforce also continues to meet to monitor any revised guidelines. PCHS is also working on any possible waiver which might be needed to ensure a full return in fall of 2021 as allowed by LACDPH. Virtual Academy is an available option for any student who chooses to remain in virtual learning in the fall.

P Anderson asked that any families who have students who may have a 504 or IEP to discuss with Academic Counsellor prior to enrolling in Virtual Academy.

Orientation is earlier this year. These dates are outlined on the website under the summer programs. A more extended orientation has been built in for 9th & 10th Graders to support those current 10th graders who didn't get that experience in the fall of 2020. If you are unable to attend orientation plans are being made for "make-up" days in which students can come to campus to pick up books and any other items which they may need but students should make every effort to attend their respective orientations if at all possible in order to get used to being back on campus in anticipation of a full return of fall in-person learning.

IV. Budget & Finance Committee

A. "Motion to approve two new community seats on the Budget & Finance Committee."

Emily Hirsch made a motion to approve S Margiotta and D Gronich as Community Members of the Budget and Finance Committee.

Jewlz Fahn seconded the motion.

There was much discussion regarding extending 2 community seats through the following year and S Margiotta clarified that the intent was to allow the B&F Committee to continue its work over the summer when the school receives the 2 additional grants which PCHS expects to receive. There will be a concerted effort at the beginning of the fall to recruit new, current parents to join the committee. It was further noted that PCHS is still waiting on a response from the state as to whether teachers/faculty are allowed to be members of the B&F Committee. S Margiotta noted that the B&F Committee has intentionally left 3 seats open pending the state response so that if teachers are allowed to be B&F Committee members there would be seats on that committee available to them. It was further clarified that the B&F Committee will pick their membership again in the fall and submit it to the Board for approval.

After much discussion, C Clauson reported the student perspective was to approve the two new Community seats on the Budget and Finance Committee.

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

Roll Call

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

V. Finance

A. 2021-2024 LCAP

Reviewed and stands as submitted.

Leslie Woolley made a motion to Approve the 2021-2024 LCAP.

Jewlz Fahn seconded the motion.

B King asked about the 4 main goals. J Herrera clarified that this came out of LTSP.

They reviewed the current goals and with stakeholder input to consolidate them into the 4 new LCAP goals being presented to the Board.

C Clauson thanked everyone who worked on the document and recommended that the 2021-2024 LCAP be approved.

It was noted that this is submitted to LAUSD and then it is submitted to CDE on our behalf.

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

Roll Call

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

James (Jim) Wells arrived at 6:10 PM.

B. 2021-22 Budget

2021-2022 Budget Overview was reviewed by Juan Pablo Herrera and Arleta Ilyas and stands as submitted.

Highlights of proposed 2021/2022 budget include:

Federal revenue for special ED that went up significantly

PCHS has received a lot of them one time, money that's tied to Cobra believe and we have our in-person instruction grant and then we have our expanded learning opportunities grant, which also has expenses tied to it.

PCHS received more funding in our state allocation for Special ED so that that is why our our revenue for the year went up.

New expenses include: ED tech coordinator, new counselor and tech team lead.

PCHS has seen some very significant increases in our state unemployment insurance payments so last year just to give a gauge of how significant it is so last year. For example last year PCHS was paying about \$25,000 a year for state unemployment insurance and this year we're paying \$260,400 and that's because the state increased the rate for schools. Additional funding increases are workers COMP and our lifetime benefits for funding. The amount at the actuarial recommended is being allocated so in all total, the school's employee benefits went up more than a million dollars over last year.

Additional increases include: increased IMA for students, an increased our non Captain which are tied to our expanded learning opportunities grant, professional development and licenses and subscriptions also increased. There is a significant increase in our general liability insurance and then there's an increase in our consulting services and again that's due to expenses tied to the expanded learning opportunities grant. Some money is being set aside for capital repairs and some security cameras. So overall like throughout this five episode process of the budget, we went from a deficit to a positive imbalance in the Navi the rest of the my new details can be found in the packet.

Christopher Clausen noted that we have a few new hires and with the retiree benefit increases we're spending about an \$840,000 increase from 20 to 21. Are we able to recuperate those with the ELO and the Federal grants?

Juan Pablo Herrera clarified that there are salaries that are tied to the ELO grant in the form of professional development to provide new training for teachers and staff. Another part of the grant was summer school offerings and Saturday school that means teachers and staff have to work so that out of the air the grant funding, we would. The guidance from the CDE was that grant money was to be used to enhance current learning opportunities so that's why the money was allocated in the way that it was. He also noted that we will need continued stakeholder input as PCHS works with the allocations of the remaining 2 expected grants.

P Anderson asked how much PCHS was expected with the expected additional ELO grants (ELO 2 and ELO 3).| Board Member: My questions are for hello, and thank you, Christopher because those one of those was my questions so eliminate that one for me and the answers one or two how much do you anticipate those will be? J Herrera clarified that ELO2 should be \$980,300 which is tied to the December 2020 stimulus bill and ELO 3 is tied to the March 2021 stimulus bill and PCHS is expecting to receive approximately \$2.2 million. In total it is just over \$3 million of federal relief funding but noted that the grants have some restricted use. At least 20% of the funds will need to be used to mitigate learning loss, but the remaining can be used within the parameters that the government program will lay out for PCHS.

P Anderson then asked about the potential for Special Ed parents to demand the hours of learning loss which occurred during eLearning. J Herrera noted that PCHS feels

confident that the school is prepared for these contingencies. He further noted that he and the admin team are closely watching the developments of some of the other assembly bills that could that could that could potentially impact. The increased funding to Special Ed was also discussed and it was noted that on a on a year over year basis, the general fund contributes approximately \$2 million dollars to offset the cost of Special Ed so with this current funding, the general fund will have to contribute slightly less in the upcoming year's contribution. It was also noted that there appears to be good news from the the governor's proposal because they're finally recognizing and acknowledging the cost of Special Ed instruction and and where the funding should be.

The 3 new positions were also clarified. 2 new certificated positions in the Ed Tech Coordinator and regular school Counselor and 1 I classified position in the Tech Team Lead to assist Jeff. These positions were proposed and approved by the current Board at a previous Board meeting.

685

01:34:32.070 --> 01:34:35.970

Paula Anderson | Board Member: And last question, what are the three new positions that were adding.

686

01:34:36.840 --> 01:34:37.980

Juan Pablo Herrera | Ex Officio: The first is a.

687

01:34:39.090 --> 01:34:44.490

Juan Pablo Herrera | Ex Officio: certificate position into a tech coordinator, the second is a new counselor position.

688

01:34:46.350 --> 01:34:59.040

Juan Pablo Herrera | Ex Officio: And then the third would be a classified position, which would be it tech or it team lead, which would help with tech support on the back end and and work closely with Jeff to execute the school's technology plan.

B King thanked the Budget and Finance Committee for meeting five times in order to bring the finalized budget proposal to the Board and thanked our CEO and the finance department and the administration for working so hard to get this budget to this place.

Emily Hirsch made a motion to Approve the 2021-2022 Budget as presented.

Adam Glazer seconded the motion.

Student perspective is approved the 2021-2022 Budget

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

Roll Call

Adam Glazer Aye

Roll Call

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

C. 2021-22 MOU for LAUSD Mental Health Services

Jewlz Fahn made a motion to approve 2021-2022 MOU for LAUSD Mental Health Services.

Emily Hirsch seconded the motion.

It was noted that this is only for the 2021/2022 school year as some grant monies is being applied to cover these costs. Slide deck reviewed by M Bush. P Anderson also noted that these team members help Special Education with student assessments.

C Clauson recommended that the MOU for Mental Health Services be approved. The board **VOTED** to approve the motion.

Roll Call

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

D. 2021-22 CharterSAFE Insurance Proposal

CharterSAFE Insurance Proposal was reviewed. It was noted that after "shopping" insurance proposals, it was noted that CharterSAFE was still the best insurance company to continue to work with. Increase costs are associated with insurance companies seeing increased claims regarding risk of cyper security and sexual harassment claims. PCHS is also in an area which is considered a potential fire risk.

Leslie Woolley made a motion to Approve 2021-2022 CharterSAFE Insurance Proposal. Adam Glazer seconded the motion.

C Clauson noted that it was the student proposal to approve the 2021-2022 CharterSAFE Insurance Proposal.

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

Roll Call

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

E. 2021-22 MOU for LAUSD School Police Services

J Herrera discussed the extension of the LAUSD School Police Service. He noted that this was a priority from LTSP and LCAP. This cost is already reflected in the 2021-2022 school budget.

Jewlz Fahn made a motion to approve 2021-2022 MOU for LAUSD School Police Services.

Adam Glazer seconded the motion.

Jim asked whether there was enough being done at the school from a security perspective. R Howard and D Parcell noted that it is their recommendation to have the LAUSD officer on campus.

P Anderson noted that having a community officer on campus who is familiar with the student population is invaluable. He also helps train the school's additional security on an ongoing basis.

C Clauson noted that it is the student perspective to approve the 2021-2022 MOU for LAUSD School Police Services

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

Roll Call

Leslie Woolley	Aye
Brooke King	Abstain
Adam Glazer	Aye
Brenda Clarke	Absent
John Rauschuber	Absent
Sara Margiotta	Aye
Paula Anderson	Abstain
Andrew Paris	Abstain
Emily Hirsch	Aye

Roll Call

Jewlz Fahn Aye
James (Jim) Wells Aye

F. 2021-22 Janitorial Contract

D Parcell reviewed the Janitorial Contract with UniSERVE. He noted that the rates have not really increased.

Leslie Woolley made a motion to approve 2021-2022 Janitorial Contract.

Adam Glazer seconded the motion.

C Clauson noted that it is the perspective of the students to approve this contract.

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

Roll Call

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

G. Volunteer/Donor Recognition

M Rawson noted that there is a theme with the WASC report and the 2021-2022 school plan that it takes a village to move PCHS forward. He acknowledged Leslie Woolley, Rene Rodman and Reeve Chudd for their service and support of PCHS.

H. "Motion to Approve Leslie Woolley to continue on Investment Committee through July 31, 2021"

Paula Anderson made a motion to Approve Leslie Woolley to continue on Investment Committee through July 31, 2021.

Jewlz Fahn seconded the motion.

P Anderson thanked Leslie for volunteering to do this.

C Clauson noted that it was the student perspective to approve Leslie Woolley to continue on Investment Committee through July 31, 2021

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

Roll Call

James (Jim) Wells Aye
John Rauschuber Absent
Paula Anderson Aye

Roll Call

Brooke King	Aye
Adam Glazer	Aye
Brenda Clarke	Absent
Andrew Paris	Aye
Emily Hirsch	Aye
Jewlz Fahn	Aye
Sara Margiotta	Aye
Leslie Woolley	Aye

VI. Governance

A. Consideration of Seventh Amendment to Contract for Employment of Executive Director/Principal

L Woolley reported that the PCHS Charter establishes an Evaluation Committee, made up solely of non-interested trustees, and delegates the Board of Trustees’ authority and obligation to evaluate the Executive Director and Principal (EDP) to the Committee. The Evaluation Committee, by a unanimous vote of the members present, took action to complete the 2020-21 evaluation of the Executive Director/Principal, Dr. Magee. Based on the results of Dr. Magee’s evaluation, the Committee action included a recommendation to extend Dr. Magee’s employment contract for one year, to June 30, 2024, in accordance with the employment contract. This recommendation is reflected in a proposed Seventh Amendment to the contract on the open session agenda of tonight’s meeting. The Board’s adopted Recusal Policy states that a Board members who are also employees shall abstain from voting on, or influencing or attempting to influence another Board member regarding a number of topics including the “appointment, employment, compensation, performance evaluation, discipline, dismissal of, or hearing of complaints, claims or charges brought against a PCHS employee or employees, especially including any employee or employees who are responsible for supervising and/or evaluating the employee Board member.” Therefore, discussion and action on this item is limited to the non-interested Board members.

She asked if there was any public comments on this action item before the non-interested Board members consider final action to on the Seventh Amendment? There were no public comments.

James (Jim) Wells made a motion to Approve the Seventh Amendment to Contract for Employment of Executive Director/Principal.

Adam Glazer seconded the motion.

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

Roll Call

Leslie Woolley	Aye
James (Jim) Wells	Aye
Emily Hirsch	Aye
Jewlz Fahn	Aye

Roll Call

Brooke King	Abstain
John Rauschuber	Absent
Andrew Paris	Abstain
Sara Margiotta	Aye
Adam Glazer	Aye
Paula Anderson	Abstain
Brenda Clarke	Absent

B. Acknowledgement of Outgoing Trustees and Their Service

B King acknowledged the outgoing trustees noting that Board service plays a crucial role in the governance of our school. It's a time consuming time volunteer role involving commitment and dedication to the success of PCHS. She noted the following trustees distinguished themselves with virtue by serving during a historic time in Pali's history and she wished to express her sincere appreciation of your efforts. She also extend this appreciation to our students, teachers, staff and administration parents and community, for your sacrifices this year. It is her belief that we are emerging stronger. She then announced the outgoing Trustees and allowed them the opportunity to speak..

L Woolley stated that It has been a complete joy for her and she really has gotten so much out of the students, the teachers, the staff administrators being on this board and from the various committees on which she has served. Pali is such a phenomenal school and it's amazing place. She noted that the Board/school does go through hard times sometimes but noted how amazing it was that this group all works together. She also thanked the Board for their dedication and hard work noting that people have no idea how hard the Trustees work. She said that she has been honored to be able to be a Trustee

Emily Hirsch spoke and said that after a career in education being on the Board has been a huge learning experience for her. She expressed how much she has enjoyed it and although this last year was tough she believes we did emerge stronger and wiser. She thanked our Community and our teachers, administrators, classified and students for allowing her this opportunity and hoped she was able to make a positive difference in the lives of our community and our students at our wonderful school.

A Glazier noted that he loved the idea of coming on here and making a difference in helping students, teachers, etc, and the reason was because his high school teachers were the ones who made him who he is today. The teachers have a very special place in my heart. But he decided not to run for reelection because he couldn't believe the dysfunction that exists between the school teachers, the Board and the Administration. It just seemed like, no matter what he would have loved to accomplish there was no way to accomplish it. He stated that he truly believe the teachers Union leadership is something that creates more problems than they need to. He clarified that he doesn't think that it's the teachers, he thinks it's the teacher Union leadership. He recognized current and past teacher Board of Trustees who he believes are amazing assets to Pali but noted that the

current Teacher Union leadership do their best to try to make enemies which he feels is unfortunate. He felt like he was watching a political battle and he feels that this is unfortunate. He hopes that something can change because until that can heal he doesn't see a way that the Board can continue to move forward in a positive way. He noted that it's really important that teachers are there for the students citing a prime example: when the teachers contract was being negotiated and the teachers stopped writing recommendations for their students. Don't tell me as teachers that you're here for the students, he stated, when you will potentially damage their chances of getting into college. He said the day when he saw that he was blown away, and it was such an unfortunate thing that he really hopes will never happen again because it's such an embarrassment to the school. He asked the Board to work with the teachers and the teachers need to work with the Administration. Dr. Magee and the Board are not bad guys he stated, nor are the teachers while imploring to work together. This school is something special and needs to realize it instead of tearing each other apart. You know the incoming folks can work within the existing folks and he hopes that the Teachers Union leadership, stressing the leadership, because he truly didn't believe that it's the teachers, I really don't. He concluded by saying he hopes that everyone can work together so that Pali can truly prosper. He thanked everyone who gave him the opportunity to serve on the Board noting that it was a true honor for which he was appreciative.

Paula Anderson thanked her fellow Board members noting that she has great gratitude for all that they do with Board work and committees noting the hours of time which is involved. She also thanked her colleagues who had enough faith in her in her first year at Pali to elect her to the board for her two year term. She also thanked the administration and all of the classifieds people that work to keep the school running. She also noted that she thinks one of the ways communication can be better achieved is through the board role, noting that the board's role as being one governance clarifying that's what the Board is here to do is governance and the administration's job is management and sometimes those lines get blurred. She said that she thinks a lot of that blurring is where the communication sometimes breaks down. She also highlighted transparency which she feels needs to happen noting that if we're transparent and open and open to communication and listening to each other, because communication isn't just talking. Half of communication is listening. If we do that and we keep to our own lane which she thinks Brooke has started by the way she Chairs the Board meetings. She also noted that we do have to play by the rules: the rules in school and the rules as a board, noting that we are governed by the Brown Act. She also believes more needs to be done at the State level to allow teachers to have more input, noting that they could be non voting members of the board and still give your input to Members. She thinks this can be done as well at the committee level citing the importance of getting the perspective of those in the classroom which is needed for decision making. Her prayer for the Board is that communication opens up that we're transparent and all the things that we do. She re-expressed her gratitude to her fellow Board members saying that she knows she is

leaving her seat in good hands with Lisa Saxon. She thanked everyone so much for allowing me to serve for my two years.

S Margiotta noted that she clearly feels very strongly about the school and the excellent work and education that it's being provided and noting that is why she ran to come back and serve another term. She thinks the school is in a place where they are moving in the direction of making some some good choices and some good decisions financially and she wanted to make sure that she was there to help see that through. She noted that there have been some issues that are long standing and she is committed to helping move the school forward in the right direction. She thanked everyone for all of their hard work and is so grateful to all of the Board members for all of the time they put in to make Pali the best place it can be.

B King then acknowledged John Rauschuber, who is also outgoing and Izzy Gill, who we said goodbye to at our last meeting.

L Woolley then thanked Brooke King for her job as the Chair of this Board noting that she has been outstanding. L Woolley noted that it has not been easy and it's a really big job, acknowledging the amount of time that B King puts in outside of our Board meetings, which is tremendous. She thanked her for her hard work and for all that she has given to the Board.

VII. New Business

A. Announcements

Governance Training will be moved to July 24, 2021 at 10 am-12 pm due to Board availability. Training will be held in person.

Next Board meeting is August 24, 2021 at 5 pm.

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 7:35 PM.

Respectfully Submitted,
Sara Margiotta

Documents used during the meeting

None

Coversheet

Approve Minutes

Section: I. Opening Items
Item: E. Approve Minutes
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Governance/Brown Act Training on July 24, 2021

APPROVED



Palisades Charter High School

Minutes

Governance/Brown Act Training

Date and Time

Saturday July 24, 2021 at 10:00 AM

Location

Palisades Charter High School (**Mercer Hall**) - 15777 Bowdoin Street, Pacific Palisades, CA 90272

Call in only-no video.

Below is the dial in number teleconference for PCHS BOT Training Meeting:

Dial by your location:

- +1 669 900 9128 US (San Jose)
- +1 253 215 8782 US (Tacoma)
- +1 346 248 7799 US (Houston)
- +1 301 715 8592 US (Washington DC)
- +1 312 626 6799 US (Chicago)
- +1 646 558 8656 US (New York)

Meeting ID: 897 3648 0726

Passcode: 387138

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

Andrew Paris, Brenda Clarke, Brooke King, Dara Williams, Jack Seltzer, Jewlz Fahn, Lisa Saxon, Maggie Nance, Monica Batts-King, Sara Margiotta

Trustees Absent

James (Jim) Wells

Ex Officio Members Present

Dr. Pam Magee

Non Voting Members Present

Dr. Pam Magee

Guests Present

Amy Nguyen (remote), Karen Cox, Mark Bresee

I. Opening Items

A. Call the Meeting to Order

Karen Cox called a meeting of the board of trustees of Palisades Charter High School to order on Saturday Jul 24, 2021 at 10:09 AM.

B. Record Attendance and Guests

C. Public Comment

No public comment made

II. New Business / Announcements

A. Announcements / New Business

Next Board meeting is August 24, 2021 at 5 pm in person. Annual Board retreat is where new goals will be set. This will be done on Sept. 18, 2021.

III. Governance

A. Updates Regarding the Upcoming School Year

Dr. Magee provided updates re: committee participation and things that involve interested Board members. Specific questions were submitted to Fair Political Practices Committee and we are still waiting on responses. Dr. Magee followed up with our attorneys to see if they had heard back which they hadn't. A subsequent follow up with FPPC reported that they had not received our questions. FPPC came back and noted that our questions were too hypothetical. Administration worked with our attorneys to revise questions and resubmit them to FPPC. This is in process. D Williams asked whether these revised questions can be submitted to the Board for review and Dr. Magee agreed to do so. Time frame is still pending. B Clarke clarified that we will be entering the school year with a similar committee structure until we hear otherwise. D Williams noted that we should wait to hear back from FPPC prior to revising committee structure because it is legal issue for any interested party who would vote on said committee. S Margiotta noted that faculty and dept chairs are encouraged to come to B&F Committee meetings. Committee is looking for that input to help committee to have informed discussions and decisions.

B. Form 700 for Trustees Taking Office

Form 700 discussed and reviewed by B King. This will be coming to everyone via email. M Bresee noted that the FPPC has a hotline for anyone who may have questions regarding the completion of this form by Board members.

C. Board Member Expectations

PCHS Board Members Rules and Responsibilities was reviewed. B King noted that it is required that the Board members review the PCHS Charter and Bylaws. She also noted that all members are required to participate in standing committees (as reviewed by B King). Robert's Rules of Order will govern the conduct of Board meetings and will be reviewed at a future date. She also noted that PCHS emails must be checked regularly and asked that these emails do not get forwarded to your personal email for confidentiality issues. If Board members have problems accessing PCHS emails please let B King know asap so that this can be addressed. Complaint procedures were also reviewed. Issues are to be brought to Dr. Magee or Board Chair to follow the correct process prior to bringing issues to the Board for discussion. Dr. Magee noted that there is a fairly thorough complaint section on the website on how to address various issues.

D. Board Governance Training

Mark Bresee was introduced and he reviewed the Brown Act which governs the business being done by the PCHS Board of Trustees. Please refer to training slide packet. He noted that Boards that have potential Brown Act violations now are given the opportunity to amend any potential Brown Act Violation issues. M Bresee clarified that committees created by Dr. Magee or JP Herrera created committees that didn't include a majority of the Board members were not subject to the Brown Act. It was suggested that these committees not contain close to a majority of Board members to help ensure any potential Brown Act violations. Discussions were had re: agenda setting. Per PCHS policy, 2 Board members can make requests to have items added to the agenda. It was also noted that if there is an issue brought to the attention of Board members via email, a Board member should respond individually and cc: Dr. Magee with a note that this is being forwarded to the administration to ensure that the issue is addressed. Dr. Magee can also send an email to the Board to let them know issues brought to the Board's attention are being addressed. M Bresee also noted that the Brown Act only applies to the actual Board Agenda and not the supporting documents. He noted that when supportive documents are made available to the Board they must be made available to the public upon request. PCHS's current best practice is to post supporting documents on the website when available to ensure they are available to the public. It was noted that perhaps the descriptions on the agenda's could be more detailed to provide more detail to the public. D Williams noted that in recent historical, the Board agenda's have provided sufficient details including any actions to be taken by the Board (including voting on agenda items). The time limit of public comment was discussed and M Bresee noted that this was a Board decision. Currently, the Board's policy is 2 minutes per speaker but B Clarke noted that currently we are getting a lot of public comment and are not getting to all of the individuals who wanted to speak. It was clarified that the Board is able adjust the amount of public comment time but Board needs to be consistent. The timing of Public Comment was discussed and Board members expressed importance of getting feedback and insight from their constituents. M Bresee noted that the standard is to have Public Comment done prior to the Board discussing any agenda item so that the Board can take into account this information as part of their discussions.

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

A. Conference with Legal Counsel: Anticipated Litigation

Non-Interested parties went into closed session at 12:25 pm

B. Employee Discipline/Dismissal/Release

V. Open Session

A. Return to Open Session

Return to open session at 1:30 pm

B.

Report Out on Action Taken In Closes Session, If Any.

Nothing to report out.

VI. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 1:30 PM.

Respectfully Submitted,
Sara Margiotta

Coversheet

Approve Minutes

Section: I. Opening Items
Item: F. Approve Minutes
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Special Board Meeting on August 5, 2021

APPROVED



Palisades Charter High School

Minutes

Special Board Meeting

Date and Time

Thursday August 5, 2021 at 5:00 PM

Location

Palisades Charter High School - Mercer Hall
15777 Bowdoin Street, Pacific Palisades, CA 90272

Or Dial-In Using Phone Only (Do Not Use Zoom App)

Meeting ID: 873 9322 2899

Passcode: 006641

One tap mobile

+16699009128,,87393222899#,,,,*006641# US (San Jose)

+13462487799,,87393222899#,,,,*006641# US (Houston)

Dial by your location

+1 669 900 9128 US (San Jose)

+1 346 248 7799 US (Houston)

+1 253 215 8782 US (Tacoma)

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Washington DC)

Meeting ID: 873 9322 2899

Passcode: 006641

Find your local number: <https://palihigh-org.zoom.us/j/87393222899>

As per Executive Order N-29-20 from Governor Newsom, the Palisades Charter High School Board of Trustees Meeting for Thursday, August 5, 2021 at 5:00p.m. will offer a teleconferencing environment (phone-call in, no 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.

SUPPORTING DOCUMENTATION:

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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

Andrew Paris, Brenda Clarke, Brooke King, Dara Williams, Jewlz Fahn, Lisa Saxon, Maggie Nance, Monica Batts-King, Sara Margiotta

Trustees Absent

James (Jim) Wells

Ex Officio Members Present

Dr. Pam Magee, Juan Pablo Herrera

Non Voting Members Present

Dr. Pam Magee, Juan Pablo Herrera

Guests Present

Amy Nguyen, Chris Lee, Christopher Clausen, Don Parcell, Mary Bush, Randy Tenan-Snow

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 Thursday Aug 5, 2021 at 5:11 PM.

B. Record Attendance and Guests

C. Public Comment

Anonymous - There is so much confusion about who and when covid tests are needed. Not all parents are receiving emails. A call should be made to clarify. Pali should be offering tests as a stop in orientation if you want them the first day of school. How will you handle 3000 kids per week onsite to test if everyone needs to be tested weekly or biweekly? LAUSD provides the test within class to all students so parents who can't take their kids after work can get them. The onus should be on Pali to provide the tests to all students during the school day if they are requiring them. Can we require everyone to be vaccinated at school now since most federal and state office are? Everyone should be of age. What protocols are in place when someone tests positive? Does the whole school have to shut down? Will we be back to online learning and fo how long? These questions need to be answered and communicated to the parents.

II. Academic Excellence

A. Changes/Updates in Response to COVID-19

Public Comment - Jennifer Solomon: Requiring all students, regardless of vaccination status, to be tested on a weekly basis is the only way of keeping the virus case numbers down. Pali's current plan allows those students who prove they are vaccinated to forgo regular testing. I think this is a mistake and a missed opportunity to help mitigate the rate of increase of cases. As we have seen in the last weeks, breakthrough case numbers are rising, especially among younger people. Without testing vaccinated students regularly, these numbers will continue to rise and the cases will spread like wildfire putting many at danger and allowing the virus to go home with the kids where higher at-risk individuals may reside. Allowing an entire swath of students to enter campus untested feels irresponsible and I would like to better understand the logic made around this particular decision. Thank you.

Dr. Magee reported that the COVID 19 Task Force has been meeting consistently and will be having a special meeting tomorrow. Discussions have been extensive and do address questions and concerns addressed in public comment. These issues will be discussed tomorrow in order to make decisions in order to be able to communicate to parents.

D Parcell reported that the committee will continue to discuss data and information becomes available. Operations is looking at expanded hours of the PCHS testing site to

alleviate challenges of testing the large # of students and faculty. He also clarified that you do not have to be tested at Pali so these are options for students/faculty who are not on campus. Other usual protections/mitigations will also continue to remain. Ongoing testing will continue to be discussed. J Fahn asked whether the school could mandate COVID vaccinations before it is FDA approved for general use. It was also confirmed that all testing will be free of charge to testees. JP Herrera also reported that the school has received \$470,000 from LACOE for COVID testing and vaccinations. Monies will be distributed on a monthly basis and any unused monies will be returned to LACOE. Uninsured testees will currently be covered by the CARES Act. It was noted that this needs to be clearly messaged to parents. L Saxon asked if staff can be notified of COVID testing requirements via email so teachers are aware in anticipation of a return to campus. It was also clarified that additional entry points with extra staff will be available for students/staff when school resumes to assist with clearance. Staggered arrival times will also be encouraged. L Saxon also suggested that there be a "fast track" line for students riding school provided transportation. It was also suggested that testing be arranged by release time for teachers/athletes, etc. M Bates King suggested that Operations go to the bus pick up locations to see where problems may arise. D Parcell also reported that the bus stop times will be extended to 10 minutes vs. 3 minutes to help expedite the process. Testing procedures were also discussed and it was noted that these will be ongoing discussions with the administration and COVID Taskforce.

III. Governance

A. PCHS Independent Study Board Policy (AB 130 Compliant)

R Tenan-Snow discussed AB 130 which was passed. Teachers hold weekly instructional lessons remote/classroom. Credential Teacher and Supervising teacher monitor intervention on a weekly basis. Waitlist generated and accessed according to Teacher FTE - Student ration with high needs students being considered first. Students able to transfer back to traditional classes dependent upon capacity and course availability. Dara Williams made a motion to adopt the revised Independent Study Policy dated August 5, 2021 to comply with Assembly Bill 130.

Jewlz Fahn seconded the motion.

M Nance asked if there was a plan to more tightly align curriculum if students are allowed by go back and forth through virtual and in person. R Tenan-Snow noted that the school's curriculum is aligned although may not be taught in the same order however it is a different situation if students are coming from other schools. It was also noted that space was limited so it would be difficult to go back to virtual. It was also noted that it is appreciated that students could come back if they felt they were ready for in-person learning but Dr. Lee/R Tenan-Snow noted that switching from Virtual to In-Person learning will be encouraged to do so at the semester. B Clarke also noted that it is important to communicate this very clearly with faculty/students/parents so there is a clear understanding. C Clauson also noted that communication regarding of class availability needs to be clear with students who are considering switching back to in-person learning. It was also suggested that this communication can also be done with

PCHS Counsellors. Virtual Academy is currently planning on 105 students to maintain student/teacher ration. B Clarke asked if the school is considering bringing additional support to help R Tenan-Snow. P Magee confirmed that all of these issues are being considered and addressed. She also reported that the MOU for Virtual Academy is in process and it will be ready for next Board meeting.

C Clauson noted that students are in support of above motion.
The board **VOTED** to approve the motion.

Roll Call

Dara Williams	Aye
Andrew Paris	Aye
Brooke King	Aye
Jewlz Fahn	Aye
Sara Margiotta	Aye
Monica Batts-King	Aye
Maggie Nance	Aye
Lisa Saxon	Aye
Brenda Clarke	Aye

B. Collective Bargaining Update

P Magee noted that the school has reached a tentative agreement which will be brought to the teachers for approval. Once approved by the bargaining unit it will be brought to the Board for approval.

IV. New Business / Announcements

A. Announcements / New Business

Next Meeting August 24, 2021 and Board retreat will be held on Sept. 11, 2021. Both will be held in person.

There was a call for stakeholders to participate in current committees. D Williams and M Bates King agreed to join the B&F Committee. B King also requested volunteers for additional volunteers for committees and Board positions.

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

A. Conference with Legal Counsel: Anticipated Litigation

Board went into closed session at 6:07 pm

B. Employee Discipline/Dismissal/Release

VI. Open Session

A.

Return to Open Session

Return to Open Session at 6:30 pm

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

No action taken

VII. 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 6:30 PM.

Respectfully Submitted,
Sara Margiotta

Coversheet

Faculty Report

Section: II. Organizational Reports
Item: D. Faculty Report
Purpose: FYI
Submitted by:
Related Material: Faculty Board Report_08_24_2021.pdf



PALISADES

CHARTER HIGH SCHOOL

Faculty Report Board of Trustees Meeting August 24, 2021

Teacher Agreement & Faculty Feedback

- Teachers continue to plan for and be sensitive to the needs of the students and supporting them including utilizing multiple teaching modalities, while recognizing mental health problems and the digital divide, workload stressors, diverse learning styles, and parent concerns. Teachers are working individually, and in their PLCs, to address these issues and remain as inclusive and flexible as possible during this pandemic time.
- The union negotiators and management have come up with a contract agreement that is now up faculty vote and approval. We also want to recognize that this contract is only covering the current school year 2021-2022. Continued contract negotiations resume shortly with the hopes of creating a mutual agreement for the following three school years thereafter -- 2022-2023, 2023-2024 and 2024-2025.
- The UTLA survey on vaccinations mandates showed 81% of faculty in favor of mandates for all faculty and staff and 19% opposed to vaccine mandates.
- Our faculty and staff have worked very hard to get classrooms ready and attended a well-received PD session on socio-emotional health. We also completed 9 hours of required online training for HR.

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 are looking forward to information and inclusion in the discussions regarding a resolution to the PCHS 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: II. Organizational Reports
Item: E. Human Resources Director (HR) Report
Purpose: FYI
Submitted by:
Related Material: HR Board Report_08_24_2021.pdf



PALISADES

CHARTER HIGH SCHOOL

Human Resources Board Report August 24, 2021

New Hires (Certificated):

Name	Classification/Position	Funding	Effective Date
Albonico, Nicholas	Social Science Teacher	General	8/16/2021
Ford, Rahmon	RSP Teacher	Special Education	8/16/2021
Hafferkamp, Molly	Counselor	General	8/16/2021
Milburn, Logan	English Teacher	General	8/16/2021
O'Connor, Erin	Physical Education Teacher	General	8/16/2021
Page, Samantha	Special Education Teacher	Special Education	8/16/2021
Pawlik, Katie	Social Science Teacher	General	8/16/2021
Rojas, Scarlett	English Teacher	General	8/16/2021
Salama, Dina	Education Technology Coordinator	General	8/23/2021
Sturich, Vita	Social Science Teacher	General	8/16/2021

Albert, Bryant	Study Center Coordinator	General	8/16/2021
Banks, Morenike	Special Education Assistant	Special Education	8/16/2021
Brand, Finley	Writing Tutor	General	8/16/2021
Green, Marlon	College Advisor	General	8/16/2021
Justis, Jordan	Special Education Assistant	Special Education	8/16/2021
Martinez, Marbella	Special Education Assistant	Special Education	8/16/2021
Mendez, Rocio	Special Education Assistant	Special Education	8/16/2021
Reyes, Hector	Campus Aide	General	8/16/2021



Retirement/Resignation/Release

Name	Classification/Position	Funding	Effective Date
Dorff, Victor	Math Teacher	General	6/10/2021
Garrett, Ashley	English Teacher	General	6/10/2021
Grubb, Ruth	College Advisor	General	6/10/2021
Heissner, Helena	English Tutor	General	6/9/2021
Miller, Ian	Social Science Teacher	General	6/10/2021
Thomas, Barbara	Special Education Assistant	General	6/10/2021

Negotiations: PCHS is continuing negotiations with the PESPU union. The sunshine documents were approved at the March 16, 2021 meeting.

Action Item:

UTLA-PCHS and the BOT have reached an agreement. The 2021-2022 UTLA-PCHS Tentative Agreement is attached. This will need to be approved by the Board.

Motion: “Approve the 2021-2022 UTLA-PCHS Tentative Agreement”

Benefits:

Open Enrollment for all eligible PCHS employees will close on August 20th. During the month of October the Navia system will open online enrollment for PCHS employees to sign up for flexible spending accounts. This money will be deducted for their accounts pre-tax.

HR has a representative from Schools First host an in person information session regarding 403(b) retirement information for faculty and staff on August 17th, 2021.

Coversheet

Director of Operations Report

Section: II. Organizational Reports
Item: F. Director of Operations Report
Purpose: FYI
Submitted by:
Related Material: Operations Board Report_08_24_2021.pdf



PALISADES

CHARTER HIGH SCHOOL

Board of Trustees Meeting Operations Report August 24, 2021

Transportation/Buses:

- The 2021-22 PCHS School Bus Program has kicked off with 389 of the maximum 392 seats (56 Seats on 7 Buses) available are occupied. All 3 available seats are on the same Bus Route. This yields a current vacancy rate of < 1%. There are modest Wait Lists for 5 of the 7 Buses, with the 1 bus with the 3 seats available, and 1 other bus with no wait list students, but the bus completely full.
- While the above is good news in general, many parents are unhappy there is not the 8th Bus and the various Stops that had to be consolidated in order to make the 7-Bus Routes work. It is anticipated we may lose a number of the current 389 Riders by the 8/25 Opt-Out Deadline due to this, but that remains to be seen, and we will see if those are on the Routes with Wait List students or not. Therefore, the very high Occupancy Rate of 99% will likely drop slightly, but is anticipated to stay well within the 10% Tolerance built into the budget.
- The Drivers of our buses are conducting the same 3-Part Health Check we use at the campus checkpoints for all Students before they board the bus to help ensure the students health and safety while on the school bus. This process, while new to the drivers and students, has been a little slow at the start, but getting better each day, similar to the at campus checks. The Health Check process is expected to become more efficient and routine over the next week. Bus arrival at stop time, onboarding time, pull times and PCHS Campus arrival times are being tracked for all Routes & Stops and Bus Schedule adjustments will be made this week based on that data to help make sure the buses get the students to PCHS on time.
- The next deadline for finalizing 2021-22 Ridership is the 8/25 at 3:00pm Opt-Out Deadline.

Security/Safety:

- Security staff has been increased to accommodate the start of the school year and the required 3-Part Health Check (Temperature, Symptoms & COVID Test verification) for all Faculty/Staff, Students and Regular Workers. This process requires multiple Check-In Entry/Access Checkpoints in order to efficiently process our 2,600+ students arriving each morning (~400 come by bus pre-checked). So far this process has worked fairly well and is being refined each day and getting better each day as both the Checkpoint personnel and people arriving settle into the routine.



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CHARTER HIGH SCHOOL

Security/Safety (Continued):

- Post Campus Entry Security is ongoing as in past years to ensure the safety and well-being of all on campus during the school day. Additionally, the extra security assisting with the Access Checkpoints are helping ensure everyone is adhering to the PCHS Mask Policy as best we can. Security is of course outnumbers dramatically, and people are occasionally not complying with the mask mandate, but the Security Team is doing its best to remind everyone when seen to wear their masks and do so properly.
- PCHS continues to offer covered PCR COVID Testing to Students, Faculty/Staff, Students and Regular Workers via the Hilton Testing Center and Epic Medical Lab. Besides the main Testing Center in the Stadium Parking Lot, additional/satellite testing locations have been added to Main Campus as well to give everyone more convenient locations to test. Testing Center hours were expanded to be Mon-Fri 7:00am-5:00pm at the Stadium (7am-4pm on Main Campus) to help accommodate the larger volume of people now on campus daily.
- Security staff is also on patrol to help make sure all Students & Staff are adhering to mask wearing and physical distancing requirements throughout campus.
- Details on Campus Access Requirements are posted on PCHS's website here: go.palihigh.org/CampusAccess.
- The Campus Aide Team and additional Checkpoint personnel have been doing a tremendous job getting everyone through in the mornings!

Permits & Setups:

- **Permit Revenue for May 2021 was ~\$8,100:**
 - ~\$500 from Facility Rentals (Bay City Trees on Top Tier of Main Campus Lot)
 - ~\$6,600 from Banner Rentals - Banner demand starting to pick up.
 - ~\$1,000 from Filming
- Facilities got welcome news in early June with the go ahead for Iverbe Summer Camp to take place on Campus.
- **Permit Revenue for June 2021 is ~\$35,581.94:**
 - ~\$25,081.94 from Facility Rentals
 - ~\$500.00 from Facility Parking Rental
 - ~\$1,000.00 from Banner Rentals
 - ~\$9,000.00 from Filming
- Permits was given the go ahead by LAUSD to allow youth permit groups to resume actively using our facilities. Slow start due to summer break but they slowly gathered steam and securing their times for fall.
- Shortly later, adult permit users got the full go ahead, most have resumed.



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Permits & Setups (Continued):

- **Permit Revenue for July 2021 is ~\$45,140.00:**
 - ~\$34,990.00 from Facility Rentals
 - ~\$500.00 from Facility Parking Rental
 - ~\$1,650.00 from Banner Rentals
 - ~\$8,000.00 from Filming

- **Total Permit Revenue for May, June and July 2021 is ~\$88,821.94**
- Quite a few inquiries in the upcoming weeks for filming...but with students coming back we are presented with new challenges on how to accommodate filming without impacting in-person/on-campus school.
- **Potential Filming** – New TV series, Bel Air, looking for a permanent home for filming. This would be recurring from early next month (Sept) to the very earliest February.
- Banner demand increased 10x, all spots are maxed for the next 3 months.
- Significant setups occurred and scheduled for Outdoor Classrooms and Student activities/events is ongoing as school starts.
- May 2021 Set-Ups/Events:
 - B&F Committee Meeting – May 3
 - PTSA Meeting – May 13
 - Senior Picnic – May 14
 - Board Meeting – May 18
 - LTSP – May 19
 - Lifetime Health Benefits – May 21
 - Special B&F Committee Meeting – May 24
 - Special B&F Committee Meeting – May 27
 - Special B&F Committee Meeting – May 28
- June 2021 Set-Ups/Events:
 - Special B&F Committee Meeting – June 1
 - Special B&F Committee Meeting – June 2
 - Prom – June 4
 - Last Day of School – June 9
 - Graduation – June 10
 - B&F Committee Meeting – June 11
 - Notice of Public Hearing – June 21
 - Board Meeting – June 22
- July 2021 Set-Ups/Events:
 - Summer Break



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CHARTER HIGH SCHOOL

MGAC/Pool:

- Currently operating per current LACDPH Protocol for Reopening Public Swimming Pools with restrictions of 2 swimmers per lane for community reservation lap swim, and up to 4 swimmers per lane for permit (when entire pool is permitted)
- PCHS Aquatics Teams Back to School – Water Polo started 8/2, Swim Team Tryouts 8/20
- Public/Community Lap Swim continuing Mon-Sat
- American Red Cross Trainings - FA/CPR/AED being conducted for 30+ Staff
- Fiscal Status – Q1 revenue anticipated @\$130,000+ public/permit
- Several mechanical issues (result of age of equipment):
 - Complex autofill issue being investigated
 - Filters undergoing Preventative Maintenance
 - Various pump system parts replaced, and rebuild kits purchased to have on hand in anticipation of future issues
- 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)

Information Technology:

- In-Person Graduation! Technology assisted with setups, device support, and system builds to allow our Pali Film Team and Audio Crew with a fantastic in-person event, streamed live to YouTube.
- Support of and participation in final Budget and Finance meetings.
- Summer school device support, including drive thru distributions.
- Support of summer school via remote support, and student 1:1 sessions via Zoom, and other campus programs throughout summer
- Device collection drive thru, to include physical cleaning, repairs where possible, and wiping of OS to prep devices for August rollouts.
- Preparation of all classrooms and offices for the Fall start of classes – Always a significant effort
- Worked with multiple vendors on device research and testing for teacher devices, A/V equipment, and other infrastructure needs that were budget approved.



PALISADES

CHARTER HIGH SCHOOL

Information Technology (Continued):

- Orientation support, including 5 days of Technology Orientation for students (multiple sessions each day), which included information about accounts, passwords, various PCHS systems such as IC and Schoology, BYOD vs. borrowing devices, Lock Down Browser, and where to get Tech Help throughout the year.
- Student Device distribution is currently underway daily, before and after school, at lunch and at nutrition.
- IT is also planning for approved budget purchases and projects for the 2021-22 school year.
- IT re-starting its 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 and physical classrooms.
- Working with the Library this fall semester to continue reporting and recovery efforts related to Pandemic timeframe fine/delinquency collections for Textbooks, Library Books and Tech Devices.
- The IT Department continues to exhibit tremendous dedication to us all – Thank You!

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

- **General Related to COVID:**
 - Regular Cleaning/Disinfecting of All Multi-Person 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 per set schedule. Pool hours expanded with the re-introduction of Permit Groups, YMCA and now PCHS Teams, so added Janitorial scheduled times to Disinfecting Schedule.
 - Custodial staff cleaning/disinfecting throughout the day for all commonly used areas such as: 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, Classrooms, Athletic Facilities, MGAC, Cafeteria, Finance Office, Teachers' Lounge, Copy Room, Gym Coach Offices/AD Office, School Psychologist
 - Regular School year started with all classrooms and spaces being fully used - Custodial staff cleaning/disinfecting rooms each day/night 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.



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Facilities/Projects (Continued):

- **PPE/Supplies:**

- PPE Stock remains in great shape 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, Chemicals for Electrostatic Sprayers and Disinfecting Spray Bottles, etc.
- Recently Ordered and received additional KN95 Masks, hand held thermometers and freestanding thermometers for additional entry/access points for full PCHS Health Checks as campus access for students starting the 2021-22 School year.
- After having Provided 120+ “Teacher Kits” for school startup in Spring those that had used PPE items had them replenished for start of school year and will remain available as needed and upon requested. Kits include but are not limited to the following: Surgical/Medical Masks, Face Shields, Gloves, Packages of Disinfecting Wipes, Hand-Sanitizer bottles, Bottle of Disinfectant/Purple Spray, Boxes of Paper Towels, Facial Tissue
- Available upon request are disposable gowns.
- Provided “Bus Kits” for Buses for new school year. 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.
- After having provided “Office Kits” for 1-2 person offices those that had used PPE items had them replenished for start of school year and will remain available as needed and upon requested Provided Kits include but not limited to the following: Surgical/Medical Masks, Packages of Disinfecting Wipes, Hand-Sanitizer bottles, Rubber Gloves, Facial Tissue. Available upon request are Face shields
- Maintain all 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 25+ around campus.

HVAC: Continued Evaluation of HVAC & Ventilation Systems

- **Boiler Room:**

2 of the 3 boilers that supply the heating system campus-wide are broken and need of significant repair or replacement. We are awaiting proposals from LAUSD and 2 other vendors for repair and replacement estimates. It is recommended we replace the two boilers completely to ensure last life/use instead of another major repair of the already old existing boilers.

Unfortunately, the current bond-funded Underground Piping Project currently in phase 1 of 3 does not cover anything to do with the central system Boiler Room including all piping, water pumps, boilers and automatic HVAC controller system. It only covers the underground piping to/from the Boiler Room.



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CHARTER HIGH SCHOOL

Facilities/Projects – HVAC (Continued):

- **Bldg. Mechanical Rooms:**

- **D-Bldg. Return Fan motor** scheduled to be replaced this coming Monday 08/23/2021. J-Bldg. New air compressor purchased to replace very old (original/broken) air compressor.
- **F-Bldg. - Replacement of Return Fan bearings & shaft** scheduled for 08/27/2021
- **J-Bldg. New Air Compressor** replacement pending backorder.
- **MERV-13 Filters** ongoing Monthly Inspecting & Replacing

- **Other HVACC related Items:**

- **Annual HVAC Preventative Maintenance** completed for all 37 units. Recommended repairs needed minimal this year due to previous work done in prior years.
- **Annual Bldg. HVAC Duct Cleaning** completed per 5-year rotation plan.
- **Pali Academy AC Replacement(s)** - Aging and failing units for all 3 classrooms replaced as well as 1 unit for Main Office
- **Installed 2 Reversible Window Fans**, both set to exhaust, campus wide in classrooms as an added supplement to our MERV13 Filtered Central Ventilation Systems.

- **Other:**

- **Water Fountains:** Per LAUSD, we were allowed to turn the water back on to fountains as of two weeks ago. Before doing so we completed Water Filter Replacements, with a few backordered filters having those fountains stay shut off with “DO NOT USE” signs staying posted until we complete which is pending arrival of backordered replacement filters.
- **Annual Fire Extinguisher Service** - Completed.
- **J108 Refresh Project** completed. Old computer cabinet counters removed, black floor tile replaced where needed, new tables to maximize space ordered, room fully painted black to create “Black Theater Box” effect. Old 12’ projector screen removed and replaced with flat screen T.V. mounted onto wall. New data and power installed at front of room for additional work spaces created.
- **New Counseling Office** created by relocating counseling Cume Room and redoing flooring, painting, installed new outlets, and provided data hookups as well for both computer and phone access.
- **J101, J109C & J109D Wood Floor PM** - Completed
- **Stadium Visitors-Side Bleacher Repairs completed** - Walking planks were replaced, new nuts, bolts, and washers were also used to replace the old to properly secure each.



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CHARTER HIGH SCHOOL

Facilities/Projects – Other (Continued):

- **Large Gym Light Fixtures:** New electronic ballast and new light bulbs installed due to Sourcing New Manufacture for replacement lightbulbs as previous manufacture went out of business. Electronic ballast and light bulbs pulled from Large Gym will be used to supplement Small Gym for current needed replacements and/or stock for future needs.
- **Safety:** Replaced (2) broken full length 4' x 10' mirrors and reinstalled (2) loose unsecured mirrors of the same size as new mirrors installed
- **Safety:** Replaced (7) individual class windows in 7 different classes.
- **Baseball/Tennis-Court Drainage Gutter** – Maintaining sweeping/cleaning routine
- **Stadium Turf** - Weekly field maintenance on going and will continue as normal
- **Set Ups** - Security stations and COVID Testing in campus locations
- **Set Ups in Athletic Facilities:** Setups for start of Athletic Teams conditioning/practicing including indoor Volleyball Games & Football Games.
- **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

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

- **HVACC:** J101; J120 and J123 Automatic controller upgrade
- **U107 AC** – Repair/Replace Motor
- **Football Office Bungalow** – Thermostat replacement
- **Cafeteria PM for:** Freezer, walk in fridge and reach in fridge
- **Cafeteria Serving Counter** replacement
- **Boosters Water Fountain Project** – Install Elkay Fountains with Bottle Fillers. Awaiting Proposal from LAUSD for ADA compliance Drawings.
- **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
- **Painting:** F107



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CHARTER HIGH SCHOOL

Facilities/Projects - Larger Scale Projects:

- **HVAC/Boiler Upgrades** – As indicated above, significant Boiler Investment needed:
 - Replacement of Down Boiler #2
 - Replacement of Down Boiler #3

- **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 Nov 2021 in conjunction with the Gym HVAC Project
 - LAUSD had a moratorium on new construction/projects on campuses until April 2021. Even so, this project not expected to re-start until Late Fall 2021.

- **Gym A/C Project (LAUSD Bond Funded):**
 - Now expected to start Nov 2021 and last 18-20 Months.
 - Issues raised about plan to close the Large Gym for up to 6-Months, starting June 2022, which will affect the Girls VB Season, and start of the Boys & Girls Basketball Season.
 - Requests made for assistance in not having the Large Gym closed for Aug-Dec 2022, and if necessary for LAUSD to find/provide Gym Space for the PCHS Teams impacted.

Coversheet

Director of Development Report

Section: II. Organizational Reports
Item: G. Director of Development Report
Purpose: FYI
Submitted by:
Related Material: Development Board Report_08_24_2021.pdf



PALISADES

CHARTER HIGH SCHOOL

Development Report Board of Trustees Meeting August 24, 2021

TOTAL FUNDS RAISED TO DATE:	Fund	Prior Report	YTD	Inc/Dec.	Budget
The PCHS Fund	General	\$0	\$55,702	\$55,702	\$500,000
Pali Alumni Fund	General	\$0	\$0	\$0	
TOTAL UNRESTRICTED FUNDS RAISED		\$0	\$55,702	\$55,702	\$500,000
CTE Incentive Grant	General	\$0	\$183,141	\$183,141	\$0
Perkins V Grant	General	\$0	\$37,861	\$37,861	\$0
Foundation Grants	General	\$0	\$0	\$0	\$0
Rest. Donations/Pledges - Recd	General	\$0	\$0	\$0	0
Rest. Donations/Pledges	General	\$0	\$0	\$0	0
TOTAL RESTRICTED FUNDS RAISED		\$0	\$221,002	\$256,609	\$0
TOTAL FUNDS RECEIVED		\$0	\$276,704	\$312,311	\$500,000
TOTAL EXPENSES TO DATE:					
Bacio Design			\$653		\$3,500
L.A. Press Printing			\$0		\$2,500
American Direct Mail			\$858		\$6,900
Postage			\$221		\$1,800
Subscriptions			\$219		\$7,800
SafeSave service fees			\$76		\$7,500
Salaries & Benefits (Campus Unification/Development Dir)			\$29,635		\$177,812
Office supplies			\$0		\$200
Videography			\$0		\$1,500
Family Donor Banners			\$205		\$700
Career Day & Fair Breakfast/Lunch			\$0		\$0
Donor Bricks			\$0		\$1,500
Donor Reception			\$0		\$0
Chamber Expo			\$0		\$0
Pali High Booster Club (split donation)			\$0		\$0
New Parent Welcome Breakfast			\$0		\$0
TOTAL EXPENSES FOR UNRESTRICTED FUNDS			\$31,867		\$211,712



PALISADES

CHARTER HIGH SCHOOL

TOTAL NET FUNDS **\$244,837** **\$288,288**

GIVING SUMMARY BY DESIGNATION:	# of Donors	Ave. Amt.	Total Amt.
Campus Safety - COVID-19	0	\$0	\$0
Classroom Instructional Materials	0	\$0	\$0
Faculty & Staff Development	0	\$0	\$0
College Center	0	\$0	\$0
Greatest Need	50	\$1,114	\$55,702
Math Aides and Tutors	0	\$0	\$0
Technology and Innovation	0	\$0	\$0
Transportation Assistance	0	\$0	\$0
Visual an Performing Arts	0	\$0	\$0

CTE Incentive Grant Budget to Date:

	Budget	Actual	Balance
CTEIG Funds received		\$164,826.90	
CTEIG Funds rolled over from 2019-20		\$76,281.22	\$241,108.12
Jakus - Film/Media	\$0.00	\$0.00	\$0.00
Kolavo - Entrepreneurship/VEI/Sports Management	\$0.00	\$0.00	\$0.00
Stoyanovich - Music	\$0.00	\$0.00	\$0.00
Steil - Photography	\$0.00	\$0.00	\$0.00
Fracchiolla - Drama	\$0.00	\$0.00	\$0.00
Kuper - Computer Programming	\$0.00	\$0.00	\$0.00
Set aside	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00

Comments and Campaigns initiated to date:

- 1.) Joint Appeal with Booster Club sent 8//21
- 2.) New Parent Welcome Breakfast was cancelled
- 3.) PCHS Fund comparison: **\$55,709** this year/**\$39,469** last year
- 4.) PCHS Fund donor comparison: **50** this year/**54** last year

Grants Submitted to date:



PALISADES

CHARTER HIGH SCHOOL

Grantor:	Amount	Purpose	Date Submit
Steinmetz Foundation	\$5,000.00	Academic Equity	12/9/2019
CTE Incentive Grant	\$183,141.00	CTE Funds for 2020-21	1/15/2021
Perkins V Grant	\$37,861.00	Perkins Funds for 2020-21	7/15/2021
Ronald W. Burkle Foundation	\$25,000.00	Disruptive Innovations	2/17/2021
Dorrance Family Foundation	\$25,000.00	Disruptive Innovations	2/17/2021
Van Konyenburg Foundation	\$25,000.00	Disruptive Innovations	2/17/2021
Eli & Edythe Broad Foundation	\$25,000.00	Disruptive Innovations	2/17/2021
M.B. Seretean Foundation	\$25,000.00	Disruptive Innovations	2/17/2021
Lawrence Foundation	\$5,000.00	Disruptive Innovations	2/17/2021
Non-Profit Security Grant	\$131,250.00	Perimeter Fencing	4/6/2021
Pacific Palisades Women's Club	\$250.00	Mosaic repair	7/27/2021
Lewis A. Kingsley Foundation	\$10,000.00	Program Support	8/10/2021
	<u>\$497,502.00</u>		

*Red italic represents grant was not approved and deducted from the total outstanding grant requests

Grants Received to date:

Grantor:	Amount	Purpose	Date Rec'd
CTE Incentive Grant	\$183,141.00	CTE Funds for 2020-21	6/30/2021
		Perkins Funds for 2020-21	
Perkins V Grant	\$37,861.00	21	9/15/2021
Pacific Palisades Women's Club	\$250.00	Mosaic repair	7/27/2021
	<u>\$221,252.00</u>		

*All information posted as of 8/19/21

Coversheet

Chief Business Officer (CBO) Report

Section: II. Organizational Reports
Item: H. Chief Business Officer (CBO) Report
Purpose: FYI
Submitted by:
Related Material: II.H - Credit Card Report.pdf
CBO Board Report_08_24_2021.pdf

Palisades Charter High School
 Credit Card Reconciliation Form
 For the Period of: 7/1/2021 - 7/31/2021

PLEASE COMPLETE

Date	Vendor	Description of Expense	Cardholder	Requested By	Amount	Board Approval Required?	Resource	Budget Category
7/9/2021	LOWES #00907* 866-483-7521 NC	Tools	J HERRERA	D PARCELL	87.58		GENERAL	OPS SUPPLIES
7/9/2021	LOWES #00907* 866-483-7521 NC	Tools	J HERRERA	D PARCELL	58.93		GENERAL	OPS SUPPLIES
7/9/2021	LOWES #00907* 866-483-7521 NC	Tools	J HERRERA	D PARCELL	72.03		GENERAL	OPS SUPPLIES
7/10/2021	LOWES #00907* 866-483-7521 NC	Tools	J HERRERA	D PARCELL	13.10		GENERAL	OPS SUPPLIES
7/12/2021	LOWES #00907* 866-483-7521 NC	Tools	J HERRERA	D PARCELL	13.10		GENERAL	OPS SUPPLIES
7/12/2021	LOWES #00907* 866-483-7521 NC	Tools	J HERRERA	D PARCELL	104.77		GENERAL	OPS SUPPLIES
7/13/2021	LOWES #00907* 866-483-7521 NC	Tools	J HERRERA	D PARCELL	412.82		GENERAL	OPS SUPPLIES
7/13/2021	LOWES #00907* 866-483-7521 NC	Tools	J HERRERA	D PARCELL	87.58		GENERAL	OPS SUPPLIES
7/15/2021	CALIBER COLLISION 1068 818-881-7151 CA	Accident repair	J HERRERA	D PARCELL	1,887.02		GENERAL	INSURANCE
7/17/2021	LOWES #00907* 866-483-7521 NC	Tools	J HERRERA	D PARCELL	1,063.24		GENERAL	OPS SUPPLIES
7/19/2021	LOWES #00907* 866-483-7521 NC	Tools	J HERRERA	D PARCELL	3.80		GENERAL	OPS SUPPLIES
7/19/2021	LOWES #00907* 866-483-7521 NC	Tools	J HERRERA	D PARCELL	1,984.89		GENERAL	OPS SUPPLIES
7/19/2021	THE WEBSTAUANT STORE INC 717-392-7472 PA	Faucet Unit	J HERRERA	D PARCELL	552.58		GENERAL	OPS SUPPLIES
7/20/2021	BESTBUYDIRECT238809375 8003733050 MN	Film Room - TV/Soundbar	J HERRERA	M JAKUS	1,765.27		CTE	NON CAP
7/21/2021	BESTBUYDIRECT238809375 8003733050 MN	Film Room - Cables	J HERRERA	M JAKUS	41.09		CTE	NON CAP
7/21/2021	ASUS COMPUTER 888-678-3688 CA	Laptop replacement	J HERRERA	TECH	569.82		GENERAL	REPAIRS
7/23/2021	ZACHARY-JONES.COM HTTPSZACHARYJ FL	Zambombazo	J HERRERA	M NANCE	83.99		GENERAL	SUBSCRIPTIONS
6/30/2021	MAILCHIMP *MONTHLY MAILCHIMP.COM GA	monthly communications blast	P MAGEE	P MAGEE	87.99		GENERAL	SUBSCRIPTIONS

Grand Total **8,889.60**



PALISADES

CHARTER HIGH SCHOOL

CBO Report
Board of Trustees Meeting
August 24, 2021

2020-2021 BUDGET RECAP:

- The 2020-2021 unaudited actuals were submitted to LAUSD on 8/17. We closed 2020-21 with a positive ending balance of approximately \$1.39 Million. More details will be shared at the upcoming Budget & Finance committee meeting on 8/30. The 2020-21 unaudited actuals will then be presented at the September 2021 board meeting.

COVID TESTING - EXPENSES

- PCHS is eligible for a COVID testing grant from the Los Angeles County Office of Education (LACOE) in the amount of \$472,831
 - Epidemiology and Laboratory Capacity for Prevention and Control of Emerging and Infectious Disease (ELC) Reopening Schools Award
- Use of grant funds is restricted specifically to COVID testing expenses.
- PCHS must provide weekly/monthly invoices in order to receive reimbursements from LACOE. Any unused funds will be kept by LACOE.
- To confirm, PCHS only receives the funds AFTER we have provided weekly/monthly invoices. This cannot be used to offset other PCHS expenses and can only be used on COVID testing expenses.

CAFETERIA/NUTRITION

- **Free Breakfast/Lunch:** PCHS will be operating under the Seamless Summer Option (SSO) program in 2021-22. This allows for FREE meals for ALL students, regardless of free/reduced eligibility. Every student is allowed one (1) free breakfast and one (1) free lunch.
- **Operations:** Due to the free meal program, we are expecting increased breakfast/lunch participation. Two (2) additional meal carts will be used to allow for more meal distribution points. We are also encouraging families to add funds onto student's account in infinite campus (for a la carte options) to reduce cash transactions and expedite the meal lines. The food service department has also purchased two additional stoves (double ovens) to address the increasing demand for breakfast/lunch. This was funded via the ELO Grant (Board approved on June 1, 2021).
- **CDE Nutrition Audit:** The 2020-2021 SSO audit was completed in July. There are no findings and no corrective actions. PCHS is fully in compliance.



PALISADES

CHARTER HIGH SCHOOL

FEDERAL RELIEF FUNDING

- As part of the December 2020 and March 2021 Federal Stimulus Bills, PCHS will receive approximately \$2.62 Million in relief funds. The funds have restricted use and are intended to increase student support services and mitigate learning loss.
- Click here for a list of allow uses: <https://www.cde.ca.gov/fg/cr/arpact.asp#esseriuses>
- Please join the upcoming Long Term Strategic Planning committee meeting (LTSP) on Wednesday August 25th as we will be soliciting stakeholder feedback on the use of incoming relief funds and identifying areas that need support. A survey will also be sent to solicit feedback from all stakeholders.
- PCHS is required to adopt a spending plan by October 29th, using a CDE required template. The funds have an expenditure deadline of September 30, 2024.

LOOKING AHEAD

- Update on PPP loan forgiveness should be expected soon.
- PCHS Fiscal Policies & Procedure refresher training will take place in early September. The intent is to provide a refresher on fiscal policies & procedures (POs, reimbursements, allowable expenses, etc.) to ensure fiscal compliance in 2021-22.

Coversheet

Executive Director/Principal (EDP) Report

Section: II. Organizational Reports
Item: I. Executive Director/Principal (EDP) Report
Purpose: FYI
Submitted by:
Related Material: EDP Board Report_08_24_2021.pdf



PALISADES CHARTER HIGH SCHOOL

Executive Director/Principal Report Board of Trustees Meeting August 24, 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.

Back to School Focus and Preparation

Pali Culture of Equity and Care

To build back better, PCHS commits to develop in three areas:

- **Grading:** PCHS is studying how to shift practice and policy to fairly and accurately measure and communicate levels of content standard mastery.
- **Support - Access to Services and Interventions:** PCHS remains committed to self-study to maintain equity of access to school facilities, organizations, services, and interventions.
- **Community:** PCHS is replacing exclusionary discipline with guidance interventions or strategies such as positive behavioral interventions and supports, socialemotional learning, and restorative justice.

Professional Development for Teachers

- **Summer Mini Grants**

Many individual teachers, professional learning communities, and small learning communities submitted grant requests and received funding for summer planning hours to focus on common assessment planning, curriculum development, grading practices, intervention plans and more.

- **Back to Basics/Back to School Professional Development August 16, 17**

This year's schoolwide professional development addressed COVID Safety and Classroom Safety, Mental Health, First Day of School Preparation/Policies/Technology, and Discipline & Attendance. UTLA-PCHS representatives met with members to review the tentative agreement and answer questions. Dara Feldman, guest presenter from Association for Supervision & Curriculum Development, led engaging sessions in Trauma Informed Schools practices.

- **Optional Professional Development August 9-13**

August 9 - PLC/SLC goals, notebook planning, calendaring, and meeting norms
August 10/11 - New Teacher Orientation, Technology training, Classroom set-up
August 12 - *Grading for Equity* refresher
August 13 - Department and Professional Learning Community Meetings



PALISADES

CHARTER HIGH SCHOOL

Student Orientation August 9-13

PCHS welcomed students back to campus during a week of grade-level specific orientation meetings and preparation. Link Crew Leaders made connections with 9th and 10th grade students, led campus tours, and engaged in community building bonding activities. Culture Chats addressed the elements of the Pali acronym (Positivity, Aspiration, Learning, Intergrity) and schoolwide expectations of respect and compassion. Students met their class presidents and learned about support systems available to them.

Support for students who are required to quarantine

- PCHS has implemented an attendance code to notify teachers when a student is required to quarantine.
- Teachers understand quarantine requirements are beyond a student's control and will work with students individually to keep up with class assignments. Many teachers are holding **Office Hours via Zoom**. Students should contact their teachers by email or Schoology to discuss arrangements for making up missed work and assessments.
- **Schoology** is a powerful resource. Teachers are posting the most pertinent information about their courses there. Many are recording their lectures and providing other supplemental materials. If a parent or student needs support with Schoology, contact Ramona Bostic at rbostic@palihigh.org.
- The **PCHS Study Center** provides virtual support and tutoring. To arrange an appointment with a tutor, contact Study Center Coordinator Bryant Albert at balbert@palihigh.org.
- If a student needs **mental health support** during quarantine, contact Mary Bush at mbush@palihigh.org. Also review the mental health resources on the school's website: <https://sites.google.com/palihigh.org/palihighmentalhealth>
- Questions about **attendance records**? Contact the Attendance Office at attendanceoffice@palihigh.org or Amy Okafor at aokafor@palihigh.org.

Great News!

Air conditioning for classrooms - Measure RR funds have been allocated for air conditioning in PCHS classrooms. This recommendation goes before the LAUSD Board for a vote this month. PCHS is one of the last LAUSD school properties to be outfitted with air conditioning, a critical health and safety need.

Save the Date - Upcoming Meetings:

The PCHS Clean Air Task Force meets **Monday, August 30 at 2:15pm**.

Long Term Strategic Planning (LTSP)

The next LTSP Committee Meeting is **Wednesday, August 25, 2021 at 3:30pm**. Participation is greatly needed and appreciated. Meetings are open to all and will be in person on campus.

Back to School Night – Thursday, September 23

Coversheet

Investment Committee Update

Section: III. Board Committees (Stakeholder Board Level Committees)
Item: A. Investment Committee Update
Purpose: Vote
Submitted by:
Related Material: Investment Update_08_24_2021.pdf



PALISADES

CHARTER HIGH SCHOOL

CHIEF BUSINESS OFFICER

COVER SHEET FOR AGENDA ITEMS

August 24, 2021

TOPIC/ AGENDA ITEM:

III. INVESTMENT COMMITTEE UPDATE

A. Resolution to approve the Investment Policy Statement (IPS)

PERSONNEL INVOLVED:

Board of Trustees, Executive Director/Principal, CBO/Finance, Investment Committee

ISSUES INVOLVED/FISCAL IMPLICATIONS (IF ANY):

The purpose of this action is to approve the proposed Investment Policy Statement (IPS).

The Investment Policy Statement (IPS) is a document that outlines the school's investment strategy and objectives, which include parameters for recommended asset allocation and selection criteria. The IPS was drafted by the school's Director of Development and has been refined/edited over the past year. Before the school can invest the lifetime health benefit fund (retiree benefit), the school must first adopt an investment policy statement.

The document will be reviewed annually, in collaboration with our investment manager. It is recommended that the school revisit the IPS annually.

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

The action requested of the Board today will ensure compliance with fiscal requirements.

OPTIONS OR SOLUTIONS:

The expectation is that the board approve the Investment Policy Statement.

CHIEF BUSINESS OFFICER'S RECOMMENDATION:

The Chief Business Officer & the investment committee, recommend that the Board approve the Investment Policy Statement.

RECOMMENDED MOTION:

“To approve the Investment Policy Statement (IPS) for 2021-2022.”

Juan Pablo Herrera
Chief Business Officer

INVESTMENT COMMITTEE UPDATE

Objectives of the Investment Committee

Explore investment opportunities for PCHS's retiree benefit fund

1. Review and finalize the IPS
 - *Safety, liquidity and yield*
2. Review/vet potential investment advisors/firms
3. Recommend an investment advisor/firm
4. Determine cadence for monthly/quarterly monitoring/tracking of investment performance

Objectives

- Goal is to achieve a rate of return of 5% over the 20 year period. However, we still need to achieve the following:
 - ***Safety of Principal:*** *While 5% growth is a goal, safety of principal (preservation of capital) is a must. We will achieve this through portfolio diversification.*
 - ***Liquidity:*** *investment need to be structured in a way to timely meet expected cash outflow needs (based on actuarial report/estimates)*

INVESTMENT POLICY STATEMENT (IPS)

The Investment Committee met to review the Investment Policy Statement (IPS)

- The draft IPS is uploaded [here](#)
- Link to samples of IPS' from other schools/organizations:
 - *ECRCHS: Click [here](#)*
 - *Accelerated Schools: Click [here](#)*
 - *Irvine Unified School District: Click [here](#)*
 - *Vanguard sample IPS: Click [here](#)*
 - *CFA Institute IPS guidance: Click [here](#)*
- Overall, the Investment Committee recommends approving the IPS
- The document will be revisited annually, incorporating feedback from our investment advisor



Investment Policy Statement for Palisades Charter High School

1. Purpose of Investment Policy

This Investment Policy Statement (“IPS”) is intended to assist Palisades Charter High School (“PCHS”) or other internal fiduciaries for selecting and monitoring PCHS’s investment options by establishing guidelines for making investment-related decisions in a prudent manner. It outlines the objectives, constraints, unique circumstances and overall oversight procedures that govern the investment activities of the organization offered by this plan. Specifically, the IPS:

- Defines the Fund’s investment objectives.
- Defines the roles of those responsible for the PCHS’s investments.
- Encourages effective communications between the PCHS investment fiduciary and all parties involved with investment management decisions.
- Describes the criteria and procedures for selecting appropriate investment options.
- Establishes investment procedures, measurement standards, and investment monitoring procedures.
- Describes investment options and steps to be taking if an investment manager(s) fail to satisfy established objectives.
- Sets forth due diligence criteria for selecting funds or investment advisor.

This IPS is not a contract, and its guidelines are intended to provide a framework for making fiduciary investment decisions in a prudent manner. The guidelines included in the IPS should not be viewed as a rigid, binding restrictions requiring blind adherence in all circumstances. This IPS will be reviewed periodically and, if necessary, may be amended to reflect changes in the capital markets, PCHS’s objectives, or other factors relevant to the investment plan.

2. Fund Objectives

The PCHS ad hoc investment committee of the Budget & Finance Committee is expected to have different investment objectives, times horizons, and risk tolerances. PCHS allows the investment to be balanced among a broad range of investment strategies to construct diversified portfolios that reasonably span the risk/return spectrum.

The Fund should also:

- Have the ability to pay all benefit and expense obligations when due where applicable.
- Control and account for all costs of managing PCHS’s investments.
- Refrain from giving what could be construed as investment advice, except as may be provided by a fiduciary advisory operating under an investment advice arrangement.
- Purchase short-term investments that are rated at least P-1 by Moody’s or Standard and Poor’s.

- Ensure that no expenditure on the security of any one corporate issuer exceeds \$30,000.
- Ensure that brokerage houses are licensed by the National Association of Securities Dealers.

3. Roles and Responsibilities

The ad hoc investment committee of the Budget & Finance Committee, has the primary responsibility for the oversight of the menu of investment options and the implementation of the IPS. It has the responsibility to:

- Prepare, maintain, and review the IPS periodically.
- Avoid prohibited transactions.
- Assist in maintaining a procedural decision-making process that operates free from conflicts of interest, ensuring that fees are reasonable and decisions are made exclusively for the benefit of PCHS.
- Prudently select, monitor, and, if necessary, discontinue or replace investment options.
- Utilize the services of a Financial Advisor with the proper qualifications to provide assistance to the investment participant or ad hoc investment committee as it makes investment decisions on behalf of PCHS and manage the overall investment process for selecting and monitoring the menu of investment strategies.

4. Investment Advisor

The ad hoc investment committee will retain an Investment Advisor to provide expertise in managing the school's assets. The Advisor will guide the committee through a disciplined investment process to enable the committee to meet its fiduciary responsibilities. In carrying out its responsibilities, the Advisor will:

- Recommend asset allocation for the school.
- Recommends the appropriate investment strategies to be utilized (see appendix A & B)
- Selects investment firm to implement asset allocation and investment strategies.
- Take corrective action by terminating an investment firm or investment fund if deemed appropriate.
- Provide quarterly investment performance reports to the committee.
- Manages the daily operational aspects of the investment portfolio.

5. Asset Class Guidelines

PCHS believes in balancing the need for short-term liquidity to meet immediate obligations or needs as required as well as long-term asset growth for sustainability. PCHS intends to review an appropriate range of investment options that may span the risk/return spectrum. Major classes to be included may include:

- **Capital Preservation investments:** These investments options focus primarily on capital preservation, including, but not limited to, money market, stable value, and guaranteed interest accounts.
- **Income/Bond investments:** Income-oriented investments include, but are not limited to, low-, medium-, and high-quality bond funds, with short-, intermediate-, and/or long-

term duration. Management styles may include investments designed to mirror an index and/or actively managed investments using international, global, and/or domestic asset classes.

- **Growth/Equity funds:** These funds combine a stock component, a bond component, and, sometimes, a money market component in a single portfolio. Generally, these funds stick to a relatively fixed mix of stocks and bonds that reflect either an aggressive (higher equity component), moderate (approximately equal components), or conservative (higher fixed-income component) orientation.
- **Other:** Appropriate investments in other styles or asset classes offered through vehicles such as mutual funds, index fund, exchange-traded funds, no-fee variable annuities or managed accounts.
- **Rebalancing:**
It is expected that the portfolio's actual asset allocation will vary from its target asset allocation as a result of the varying periodic returns earned on its investments in different asset and sub-asset classes. The portfolio will be rebalanced to its target normal asset allocation under the following procedures:
 - The investment manager(s) will use incoming cash flow (contributions) or outgoing money movements (disbursements) of the portfolio to realign the current weighting closer to the target weightings for the portfolio.
 - The investment manager(s) will review the portfolio monthly to determine the deviation from target weightings. During each quarterly review, the following parameters will be applied:
 - a.) If any asset class (equity or fixed income) within the portfolio is +/-5 percentage points from its target weighting, the portfolio will be rebalanced.
 - b.) If any fund within the portfolio has increased or decreased by greater than 20% of its target weighting, the fund will be rebalanced.

The specific investment categories and target asset allocation chosen by the PCHS ad hoc investment committee of the Budget & Finance Committee are listed in Appendix A of this IPS. The ad hoc investment committee may consider additional or different investment categories based on PCHS's need as appropriate, and any such changes may be implemented by amended Appendix A of this IPS. In extraordinary circumstances, the ad hoc investment committee may discontinue or change the specific investment categories (prior to amending this IPS) as necessary if it determines that it would be prudent to do so.

6. Selection of Investment Strategies

After determining the investment categories to be used, the ad hoc investment committee will choose specific investment strategy for each category from the investment strategies offered by PCHS's investment provider. The investment provider will then execute the strategies and monitor their performance and provide periodic reports to the committee.

As the ad hoc investment committee engages in the process of selecting options, the investment services and materials provided by the investment provider will be considered.

The guidelines in this IPS are designed to help facilitate but not bind the ad hoc investment committee in fulfilling its investment option selection duties. The ad hoc investment committee should exercise discretion and reasonable judgment in the selection process described in this IPS. In fulfilling this duty, certain investment criteria have been selected to assist in determining whether a particular investment remains suitable for PCHS. The investment criteria (including target metrics) are set forth in Appendix A. Any target metrics should necessarily be viewed as minimum requirement, and the evaluation of an investment option should be based on all applicable factors. Special considerations for certain types of investment options, including, but not limited to, risk-based balanced funds that may be considered by the ad hoc investment committee are set forth in Appendix B.

7. Investment Monitoring

Monitoring investments is an ongoing process and requires discipline. It is the mechanism for confirming that the selection process and its criteria continue to be satisfied and that an investment option continues to be suitable and appropriate for PCHS. Although frequent change is neither expected nor desirable, monitoring performance relative to specific guidelines is part of the overall monitoring process.

Monitoring should be done quarterly and follow the same criteria used for the initial selection of investments. A formal review will be done annually. The ad hoc investment committee should consider any unusual, notable, or extraordinary events on a current basis. Examples of such events may include, but not limited to, portfolio manager departure, violation of investment prospectus or guidelines, material disciplinary action or litigation against the investment management firm, violation of securities laws or material changes in firm ownership structure.

The investment criteria utilized for selection purposes also represent the investment criteria that will be used for ongoing monitoring purposes.

8. Performance Objectives

PCHS is aware that the ongoing review and analysis of the investment options is just as important as the initial selection of investment options. Investment performance will be monitored on an ongoing basis, and it is at the ad hoc investment committee's discretion to take corrective action by replacing an investment option if deemed appropriate at the time.

The ad hoc investment committee acknowledges that fluctuating rates of return characterize securities markets, particularly during short-term time periods. Recognizing that short-term fluctuations may cause variations in performance, the ad hoc investment committee intends to evaluate investment performance from a long-term perspective.

It is important to note that past performance is no guarantee of future results and that the actual returns of asset classes will vary. Different types of investments involve varying degrees of risk. It should not be assumed that future performance of any specific investment or investment strategy will be profitable or equal any historical performance levels.

On a periodic and regular basis, but not less than annually, the ad hoc investment committee will review whether each investment option continues to conform to the selection criteria outlines in the Selection of Investment Options section of this IPS, specifically:

1. The investment option's adherence to the selection criteria
2. Material changes in the organization, investment philosophy, and/or personnel of the investment manager
3. Any legal, Securities and Exchange Commission, and/or regulatory agency proceedings affecting the investment manager

Benchmarks

It has been established that it is in the best interest of PCHS to establish performance objectives for each investment option. Manager performance will be evaluated in terms of an appropriate market index (e.g., the S&P 500 index for large-cap domestic equities) or the relevant peer group (e.g. the large-cap growth mutual fund universe or a large-cap growth mutual fund).

9. Investment Option Replacement

The ad hoc investment committee will give consideration to replacement of an investment option and at the recommendation of its investment professional if:

- The option significantly underperforms without a justifiable rationale
- The option fails to achieve performance and risk objectives
- The option fails to maintain a consistent investment style
- The option otherwise fails to satisfy the meets criteria rating.

There are no definitive rules for investment option replacement; however, if the investment has consistently failed to adhere to one or more of the above conditions, it may be reasonable to presume a lack of adherence going forward. Failure to remedy the circumstances of unsatisfactory performance within a reasonable period of time may be a basis for replacement.

In addition to those above, other factors may include investment manager turnover or material change to investment processes. The ad hoc investment committee may also remove any investment option at any time and for whatever reason it deems appropriate, including a determination that the investment is no longer suitable for PCHS.

An investment strategy may be addressed using one of the following approaches:

- Remove and replace assets to an alternative investment strategy.
- Continue the investment option but add a competing investment option.
- Remove the investment option and do not provide a replacement investment option.

Replacement of an investment option would follow the same criteria used in the Selection of Investment section of this IPS.

10. Investment Policy Review

The ad hoc investment committee will review this IPS periodically to determine whether stated investment objectives are still relevant or whether changes to the IPS may be warranted. It is not expected, however, that the IPS will change frequently. In particular, short-term changes in the financial markets should not require adjustments to the IPS.

This IPS shall remain in effect until revised or amended by the ad hoc investment committee.

_____ Date _____

_____ Date _____

_____ Date _____

Appendix A

Permitted Asset Classes:

- United States Treasury and agency obligations
- Fixed-Income Bonds (70% of which are rated at BB or higher)
- Certificates of Deposit, issued by financial institutions which meet Tier 1 capital requirements, up to a maximum of Federal insurance levels (per institution).
- Money market funds of financial institutions rated A or better (Moody’s)
- Zero fee variable annuity contracts
- Equity funds/Stocks – U.S.+
- Equity Funds/Stocks – Non-U.S.+
- REITS – U.S.+
- Indexed Funds – U.S.+

+ Securities must be traded on a major stock exchange or listed on the NASDAQ or American Depository Receipts (ADR). Minimum market capitalization of individual securities \$500 million.

Prohibited Assets Classes and/or Security Types:

- Precious metals
- Venture capital
- Short sales/margin purchases
- No specific option trading (Puts, calls, straddles, or other option strategies)
- Purchases of real estate with the exception of REITS
- Zero Coupon bonds
- Purchase of letter stock, private placements, or direct payments
- Leveraged transactions

- Currencies

Diversification:

Diversification across and within asset classes is the primary means by which the ad hoc investment committee expects the portfolio to avoid undue risk of large losses over long time periods. To protect the portfolio against unfavorable outcomes within an asset class due to the assumption of large risks, reasonable precautions will be taken to avoid excessive investment concentration. Specifically, the following guidelines will be in place:

- With the exception of fixed income investments explicitly guaranteed by the U.S. Government, no single investment stock shall be no more than \$30,000 or bond shall represent more than 5% of the total portfolio assets.
- With the exception of passively managed investment vehicles seeking to match returns on a broadly diversified market index, no single investment pool or investment company (mutual fund) shall comprise more than 25% of total portfolio assets.
- Corporate bonds and equity diversification with a maximum of 25% in any market sector.

Socially Responsible Investing:

PCHS intends to follow socially responsible investing to include individual companies with good social value due to the nature of the business the company conducts or does not sell addictive substances like alcohol, gambling, pornography, and tobacco. Socially conscious mutual fund(s) or exchange-trade fund(s) are preferred as well as companies that are engaged in social justice, environmental sustainability, and alternative energy/clean technology efforts.

Strategic Asset Allocation

Asset class	Strategic Allocation (%)	Lower range (%)	Upper range (%)	Evaluation benchmark
Total Equities:				
U.S. Strategic Equity	22%	17%	27%	Russell 1000 Index
U.S. Large Cap Equity	10%	5%	15%	S&P 500 Index
U.S. Small Cap	5%	2%	10%	Russell 2000 Index
International Developed Markets	12%	8%	16%	MSCI EAFE Index
Emerging Markets	7%	4%	10%	MSCI Emerging Markets Index
Fixed Income:				
Aggregate (Strategic) Bond	25%	20%	30%	Bloomberg Barclays U.S. Aggregate Bond Index
Global High Yield Bond	3%	0%	6%	Bloomberg Barclays U.S. Universal
Emerging Market Debt	2%	0%	6%	P Morgan EMBI Global Diversified Index

Alternatives/Real Assets:

Commodity Strategies	2%	0%	4%	Bloomberg Commodity Index Total Return
Global Real Estate	2%	0%	4%	FTSE NA REIT All Equity REITs Index
Global Infrastructure	0%	0%	4%	Bloomberg Commodity Index Total Return
Cash/ Cash Equivalents:	10%	5%	15%	52 Week Treasury Bill

Appendix B

Special Considerations for Risk-Based Balanced Funds

For any applicable risk-based balanced funds, offerings must be broad enough to accommodate a variety of participant risk profiles and time horizons.

Since stocks are considered to be more volatile than bonds, a conservative balanced fund, with a higher bond component, may be more appropriate for PCHS who is less comfortable with risk or have a shorter time horizon. A more aggressive balanced fund, with a higher equity component, may be more appropriate for PCHS for those investments having a longer time horizon.

Special Considerations for Managed Accounts

For any applicable managed account investment options, the investment process should be evaluated to determine how asset allocation modeling and portfolio construction may affect outcomes. Things to consider include, but not limited to, investment assumptions (return, risk, correlation, etc.), the frequency with which the assumptions are reviewed, the use of active versus passive funds, and the asset classes used. Fees for managed accounts should be reviewed to ensure that they are reasonable in relation to the services provided.

Special Considerations for Index Funds

For any applicable passively managed investment options, such as index funds, the investment may be evaluated to ensure alignment with the following guidelines:

- **Performance:** The returns of the investment option shall be compared to appropriate benchmarks, and investment performance shall approximate the return on the relevant benchmark after making a reasonable allowance for costs.
- **Investment process:** The investment option will seek to approximate the return of its target benchmark by investing in the same or a representative sampling of those securities that are held by the benchmark.

INVESTMENT ADVISORS/FIRMS & RFP PROCESS



Investment Advisors/Firms

Firms Recommended by Stakeholders

- The firms below have been recommended by stakeholders (or CBO/finance administrators in K-12 education)



04/29/2021

- We have received “packets” from common core funds (SISC). Unfortunately, we do not qualify for PARS or CALPERS joint investment pools.
- CBO recommendation is to vet investment advisors that can provide us with more customized options
 - *Equitable Advisors (CASBO preferred partner)*
 - *PFM Asset Management*
 - *Morgan Stanley Investment Management*
 - *Beacon Pointe*
 - *CapTrust*
 - *Merril Wealth Management*

PCHS initiated an RFP to screen/review potential advisors

- Considered a best practice
- BUT, is tedious, lengthens the process and if initiated, the process must be followed
- Link to Sample RFPs:
 - *Nearby Charter School: Click [here](#)*
 - *City of Goleta OPEB Trust: Click [here](#)*
 - *Poway USD OPEB Trust: Click [here](#)*
- Typically have a rating system and ask about (1) qualifications, (2) experiences, (3) fees, (4) investment strategy, (5) historical performance, (5) sample of reporting, (7) references and more.
- PCHS reviewed sample RFPs in order to draft an RFP to meet our investment needs.



RFP



An RFP Response for:



May 21, 2021



CONFIDENTIALITY STATEMENT

Confidentiality Notice: This Request for Proposal (RFP) contains confidential and proprietary information that is the property of Beacon Pointe Advisors, LLC ("Beacon Pointe"), which is provided for the sole purpose of responding to the RFP and is meant only for the intended recipient. If you are not the intended recipient, please notify the sender as soon as possible. All materials contained in this proposal, including the description of Beacon Pointe, its systems, processes and methodology, are proprietary information of Beacon Pointe. In consideration of acceptance of these materials, the recipient agrees that it will keep all such materials strictly confidential and that it will not, without the prior written consent of Beacon Pointe, distribute such materials or any part thereof to any person outside the recipient's organization or to any individual within the recipient's organization who is not directly involved in reviewing this presentation, unless required to do so by applicable law. If the recipient is a consultant acting on behalf of a third-party client, the recipient may share such materials with its client if it includes a copy of these restrictions with such materials. In such an event, the client agrees to comply with these restrictions in consideration of it accepting such materials.

Legal, Investments and Tax Notice: This document, including any information regarding specific investment products or strategies, is provided for informational and/or illustrative purposes only and is not intended to be and should not be construed as an offer, solicitation or recommendation with respect to any investment transaction, product or strategy and should not be treated as legal advice, investment advice or tax advice. Clients should under no circumstances rely upon this information as a substitute for obtaining specific legal, tax or investment advice from their own professional advisors.



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EXHIBITS

EXHIBIT I	INDEPENDENT ACCOUNTANT'S REVIEW REPORT
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EXECUTIVE SUMMARY

Beacon Pointe at a Glance

Beacon Pointe Advisors, LLC was founded in 2002 as a Registered Investment Advisor and has assets under advisement of approximately \$15+ billion as of 3/31/2020. As an independent advisory firm, we advocate solely for our diverse group of clients including endowments and foundations, educational institutions, faith-based organizations, art and cultural organizations, healthcare organizations, defined contribution plans, associations, corporations and private clients. Our mission is to provide clear and comprehensive investment advice to effectively meet the risk and return objectives of our clients. Our independence helps us to maintain objectivity, which is essential to achieving our primary goal - serving the best interests of each client.

Investment Philosophy

Beacon Pointe's investment philosophy is to:

1. Customize solutions to assist clients in meeting their objectives in accordance with each client's specific risk/return profile;
2. Optimally diversify portfolios across asset classes/investment styles and formulate strategic asset allocation targets;
3. Entrust the management of each allocation within the portfolio with carefully researched and selected active or passive investment managers and strategies that have proven track records, high-caliber teams, strong research culture, and fundamentally driven investment styles.

Distinguishing Characteristics

Our firm offers a unique investment platform which places a strong emphasis on providing optimal investment solutions and client service. We believe proactive, effective communication is essential to the success of any client relationship.

In addition, our experienced consultants have an average industry experience of 20 years, and each consultant serves an integral role in investment research. As a result, the investment consultants assigned to a client's account have a clear understanding of the strategies utilized in the portfolio and do not simply rely on a recommendation and/or list of strategies made by a research department that has no direct knowledge of or interface with the client. Our investment solutions include active, passive, traditional, alternative, and socially responsible strategies.

Working with You

Beacon Pointe Advisors will be an active partner with you; we will seek to understand all aspects of your investment program, convey knowledgeable guidance, and provide exceptional service. Our team will become an extension of your internal staff. Once we understand your investment goals and needs, we will assist you by:

- Drafting and maintaining a clear Investment Policy Statement;
- Crafting the appropriate asset allocation to meet specific growth and spending requirements;
- Constructing your portfolio with investment strategies that best meet your risk/return goals; and
- Monitoring all aspects of your portfolio to ensure it meets the needs of your organization.



A. Professional Capability

Please confirm your firm's ability to meet or exceed the requirements contained in Section 3.

Beacon Pointe is authorized to do business in the State of California and complies with all state and federal laws and certification requirements, including those relevant to investment advisors. To help illustrate that Beacon Pointe is a financially stable company and that we have been providing similar services for at least the last five (5) consecutive years prior to the date of submission, please reference Exhibit I to view our Independent Accountant's Review Report.

In 2002, Beacon Pointe Advisors was founded as a Registered Investment Advisor (RIA) upon the premise of having no conflicts of interest and a focus that is solely on the client. Beacon Pointe was founded with institutional consulting roots and a mission to provide clear and comprehensive investment advice to effectively meet the risk and return objectives of our clients.

Beacon Pointe Advisors has approximately \$15+ billion in assets under advisement (as of 3/31/21) with a total of 225+ employees and 21 offices located throughout the United States, headquartered in Newport Beach, CA. Beacon Pointe's Institutional Consulting Services Group and Research Department are based at our headquarters. Additional Beacon Pointe office locations include Newport Beach, Riverside, Santa Barbara, San José, San Diego, Palm Desert, Fresno, and Los Angeles, California; Denver, Colorado; Boston, Massachusetts; Dallas and Plano, Texas; Philadelphia, Pennsylvania; Summit, New Jersey; Scottsdale, Arizona, Vero Beach and Winter Park, Florida; Greenville, South Carolina; and New Orleans, Louisiana.

B. Team

Please provide a biography of those who will be responsible for managing the School's investment account, including, but not limited to, any key member of the firm who is expected to be assigned or involved with our account.

Your Beacon Pointe consulting team is highly diversified to bring the best minds and skillsets to Palisades Charter High School. We employ a team approach to servicing institutional clients dedicating two senior consulting professionals who are supported by an investment analyst and an operations specialist. In addition to Mike Breller and Mitchell Hughes as your dedicated senior investment consultants, Beacon Pointe's Chief Investment Officer, Michael Dow, CAIA, CFA, CPA, Stephen Marshall, Director of Asset Allocation, and Julien Frazzo, Director of Risk Management and Securities Research will be directly involved and familiar with your account.

Mike Breller

Managing Director, Senior Investment Consultant

Industry Experience: 25+ years

Tenure with Firm: 10 years

Mike is responsible for servicing and consulting Beacon Pointe institutional clients. He is a member of Beacon Pointe's Investment Committee and is part of the Beacon Pointe Alternatives and SRI/ESG Sub-Committees. As a consultant, his responsibilities include asset allocation, investment manager structure and manager due diligence and evaluation. Mike has been with Beacon Pointe since 2010. Prior to joining Beacon Pointe, he worked for 11



years as a financial analyst and investment specialist for Capital Research and Management Company, the investment advisor to the American Funds. In these roles, Mike represented the investment professional group to large institutional clients and to research groups for broker/dealer firms and consulting firms. Mike regularly contributes as a speaker and panelist at industry conferences for university foundations, insurance companies and Native American tribal governments. Mike graduated, magna cum laude, from Boise State University with a BBA in Finance. Mike volunteers his time as a Trustee and Vice Chairman of the Board for the Irvine Public Schools Foundation.

Mitchell Hughes

Wealth Advisor

Industry Experience: 8+ years

Tenure with Firm: 2 years

Mitchell (Mitch) is responsible for consulting to Beacon Pointe's institutional clients and handling new client development. He serves the firm's foundations and endowments, high net worth family offices, and 401(k)/403(b) clients. Mitch is a member of Beacon Pointe's 401(k) committee and also provides alternatives research support. Prior to joining Beacon Pointe, Mitch worked at Merrill Lynch with the Global Institutional Consulting Group and at J.W. Cole Financial as a financial analyst. Mitch obtained his Master of Business Administration (MBA) from the University of California, Irvine. He serves on the board of Upon this Rock Ministries and is an active member of Mariners Church in Irvine, CA. Mitch is married and resides in Orange County, and in his spare time he enjoys golfing, surfing and mountain activities.

Michael G. Dow, CAIA, CFA, CPA*

Chief Investment Officer

Industry Experience: 20+ years

Tenure with Firm: 2 years

Michael is the Chief Investment Officer of Beacon Pointe Advisors and the Chairman of the Beacon Pointe Investment Committee. Prior to joining Beacon Pointe, Michael served as Managing Director and Head of US Core Plus Bonds, Head of Sovereign Credit Research, and Head of Emerging Market Corporate Debt at UBS Global Asset Management, where he was responsible for portfolio management, research, trading and strategy across the UBS global platform for these products. Prior to joining UBS, Michael was enrolled at the University of Chicago and studied in several post-graduate programs including Economics and in the School of Public Policy and had begun the core coursework in the PhD Finance program at the Chicago Booth School before returning to the capital markets in early 2008. He remains affiliated with the University of Chicago and has taught the undergraduate Intermediate Accounting course at Lake Forest College as an adjunct professor, and as a guest lecturer taught the fixed income and interest rate course sections of undergraduate finance and graduate quantitative finance programs at the University of Illinois, Northwestern University and Notre Dame University. Prior to academia Michael was an Investment Grade Corporate Bond Portfolio Manager at PIMCO and was the PIMCO Funds National Sales Manager, as well as a senior member of the Consultant Relations Group. He started his career at Salomon Brothers as a fixed income salesman in the Private Investment Department. He received a BS in Accountancy from the University of Illinois Urbana-Champaign, where he played intercollegiate water polo, and his MBA in Finance from the University of Chicago. Michael is a Chartered Alternative Investment Analyst, Chartered Financial Analyst, received his certificate to practice as a CPA (inactive) and is a member of the CFA and CAIA Societies of Chicago. He is married and has four children, and lives with his wife in Western Springs, Illinois.

*CPA license is inactive



Stephen Marshall

Director, Asset Allocation

Industry Experience: 20+ years

Tenure with Firm: 4 years

Stephen oversees Beacon Pointe's asset allocation efforts focusing on portfolio modeling and construction and is also a significant contributor to the firm's investment research and due diligence efforts. Stephen has been with Beacon Pointe since 2017. Prior to joining Beacon Pointe, Stephen was a Managing Director and the Head of Asset Allocation for Wilshire Consulting. In his previous role, he was responsible for the development of broad investment policies and risk management of portfolios for clients including foundations, endowments, corporate and public defined benefit plans, defined contribution plans, and other asset pools. Stephen was instrumental in developing Wilshire's proprietary Cost-Risk Optimization and Dynamic De-Risking models. Stephen has an actuarial background and brings extensive experience in asset/liability analysis to Beacon Pointe. Stephen graduated from the University of New Orleans with a B.S. in Mathematics. He speaks frequently on asset allocation and risk-related topics at industry conferences.

Julien Frazzo

Director, Risk Management and Securities Research

Industry Experience: 20+ years

Tenure with Firm: 1 year

Julien is the Director of Risk Management and Securities Research at Beacon Pointe Advisors and is a member of the Beacon Pointe Investment Committee. Prior to joining Beacon Pointe, Julien served as Director of Equity Research at the Bahnsen Group. Julien is a seasoned investment professional with twenty-one years of experience, including fourteen years as a risk taker in alternative asset management, five years in investment banking and two years in private wealth management. He began his career in the financial industry as an M&A banker and equity research analyst as part of Lehman Brothers analyst and associate programs. Julien transitioned to the buy-side of the industry in 2004 by joining Citadel as a Senior Analyst before being promoted to Managing Director of Citadel's Principal Strategy. Julien subsequently served as a Portfolio Manager at several multi-billion-dollar boutique hedge funds before relocating his family to Southern California and transitioning to private wealth management in 2019. Julien earned a master's degree in Accounting and Finance and a postgraduate degree in Corporate Finance, Financial Engineering and Securities Law from the University of Paris Dauphine in Paris, France. A French native, Julien holds American and British citizenships and lives in Seal Beach, California with his wife and daughter. Having worked in Paris, Amsterdam, London, Chicago, Monaco and Newport Beach, Julien is a student of many cultures and brings a global understanding of investments to the table. Outside of the office, he enjoys outdoor sports such as sailing, kitesurfing and snowboarding.

C. Experience

Please describe your firm's work on projects that are similar in scope to the School's.

Beacon Pointe Advisors' team of consultants has many years of experience working with not-for-profit organizations. The majority of Beacon Pointe's clients are endowments and foundations, including healthcare foundations, public and private universities, and community foundations.



We serve our clients through a hands-on approach, working closely with each client to form a comprehensive understanding of their unique goals and requirements. Critical to the success of a foundation's mission is preservation of capital, ensuring spending requirements are met, and minimizing exposure to risk and volatility. The strategy formulated for each of our clients is custom-tailored to optimize the ability to meet objectives on a sustainable basis. Beacon Pointe Advisors serves in a fiduciary capacity, reflecting each client's vision and values in every aspect of our service.

Our success in serving as your advisor goes beyond achieving investment returns for your portfolio. In today's challenging economic times, it is critical for not-for-profit organizations to ensure that their assets are managed in a manner that is in line with organizational goals and objectives. Beacon Pointe's portfolio oversight and reporting provide for these requirements and enable our clients to achieve success in terms of investment results as well as cultivating donor confidence and loyalty.

i. Outline any experience working with K-12 public schools or managing OPEB trusts.

Beacon Pointe's focus is providing investment consulting services to nonprofit organizations and our team of consultants has been doing so for over 25 years. The majority of our clients are nonprofit in nature, including endowments, foundations, K-12 public schools, and institutions of higher education. We work with our clients in discretionary, non-discretionary, and hybrid advisory capacities depending on how Beacon Pointe best aligns with each client's resources and needs.

Members of our professional team also volunteer and serve on boards and committees of nonprofit foundations that are quite similar to Palisades Charter High School. We, therefore, have a thorough and realistic understanding of the unique challenges, circumstances, and educational needs that can arise with affiliated groups and potential donors.

D. Approach

Describe how your firm would approach the establishment/development of our School's investment account.

Beacon Pointe's commitment is to serve as Palisades Charter High School's strategic advisor. When we structure an investment strategy, we focus on the needs of the entire organization – cash flows, spending, and related goals critical to the mission of each client organization. We work directly with our clients to determine if their current goals are still compatible with their objectives, level of risk tolerance, and mission. We determine if certain capital structure restraints exist, as they may determine a strategic level of liquidity. We then determine which asset classes to include in the portfolio based on each client's size, risk tolerance, liquidity constraints, and overall investment goals and objectives.

i. IPS Development

The Investment Policy Statement (IPS) serves as a strategic guide in the planning and implementation of an investment program, outlining the roles and responsibilities of all parties involved. It also states the investment philosophy and objective and anticipates issues related to governance, asset allocation, investment managers, monitoring results, risk management and performance reporting.



For that reason, Beacon Pointe engages any new client relationship in an active dialogue to ensure the document is a reflection of the intended investment program.

The IPS review process entails interview(s) with the committee, which include detailed discussions on investment objectives, absolute return goals, relative return goals, spending/cash flow requirements and plans for communication and monitoring of the portfolio. Then, Beacon Pointe will provide proposed modifications to the committee with relevant research and financial modeling for the recommendation.

The IPS should be reviewed and modified when there is any change in risk or return objectives or any other significant factors such as time horizon, liquidity, etc. If these factors do not change, we believe an annual review of the Investment Policy Statement and an annual asset allocation study are the most crucial issues regarding an investment policy to ensure it is in line with the latest prudent practices. An annual review of the IPS is considered a best practice because not only do market outlooks change from year to year, but the purpose of the portfolio may change as the organization evolves. In addition, the annual review gives new board and committee members the opportunity to participate in a discussion about the portfolio and familiarize themselves with the essential elements of the investment policy in an open format. Historical context may also be provided, and the long-term goals of the organization discussed. An annual asset allocation study enables the committee to familiarize themselves with the purpose of the portfolio, how asset class assumptions (from both a risk and return standpoint) are incorporated and evaluate if the client's current portfolio is appropriate and in line with the IPS given the long-term goals of the organization.

One of the key advantages of working with Beacon Pointe is the specialization of custom-tailoring investment policy statements and investment portfolios to suit the unique needs of each client.

We have extensive experience assisting in the formulation of investment and spending policies and asset allocation strategies for educational organizations. We utilize advanced tools that improve upon the standard Mean Variance Optimization modeling process to help best match recommended allocation to the investment objectives. One of the key advantages of working with Beacon Pointe is the specialization of custom-tailoring investment policy statements and investment portfolios to suit the unique needs of each client. These needs vary significantly and are dependent upon a vast array of variables, including time horizon, spending requirements and risk tolerance.

There is no “general recommendation” or standard Investment Policy Statement or portfolio that is applied to our clients – every portfolio is different, and the portfolio that is determined best suited for your goals might be far different than a portfolio crafted for a similar type of organization. Additionally, we will provide an asset allocation modeling analysis which includes cash flow analysis from spending and utilize a Monte Carlo simulation to help inform the committee of the impact of various spending rates and return scenarios.

To ensure compliance with investment policies or guidelines, not only does the client consulting team continue to monitor the overall portfolio's compliance, our reporting platforms allow the consultants



and research teams to monitor specific factors such as security concentration, asset allocation target ranges, performance relative to benchmarks or peers, and a number of other items. Beacon Pointe has invested in one of the top institutional performance measurement platforms which allow us not to provide our clients with just “statements” of performance, but to provide attribution, custom composites, and compliance tools—to name a few.

ii. Establishment of a trust or investment account

Our investment process is designed to provide optimal investment solutions and client service.

Beacon Pointe Investment Philosophy:

- Clients benefit from a long-term investment horizon
- “Diversification is the only free lunch in finance.” – Harry Markowitz
- Markets have inherent inefficiencies that can be exploited
- Macroeconomic fundamentals provide the foundation for capital market returns
- Risk management is key to our process

We deliver customized solutions to help clients meet their objectives in accordance with their specific risk/return profile. We optimally diversify portfolios across asset classes and investment styles and formulate strategic and cyclical asset allocation targets. Finally, we entrust the management of each allocation within the portfolio with carefully researched and selected active and/or passive managers and strategies that have proven track records, high-caliber teams and strong research cultures.

The process is managed by our Chief Investment Officer and the Beacon Pointe Investment Committee, comprised of the most senior investors in the firm, who provide oversight and ongoing risk management.

FIVE STEP INVESTMENT PROCESS
MACRO ANALYSIS + VALUATION ASSESSMENT + MANAGER RESEARCH = CUSTOMIZED SOLUTION





Our investment process begins with an assessment of the macro-investing environment and incorporates our views on economic growth, inflation, monetary policy, risk taking and volatility to develop a set of investment themes that guide our asset allocation decisions.

Asset allocation is assessed over two investment horizons: strategic and cyclical. The longer-term strategic asset allocation is determined by long-term asset class returns and correlations. It is both a point estimate and a range around the point estimate to allow for cyclical adjustment.

The intermediate cyclical term asset allocation is determined by combining the results of our current position assessment within the business and credit cycles with an analysis of current valuation metrics. We believe the strategic asset allocation is enhanced by assessing, and if warranted, altering the asset allocation to take advantage of cyclical changes in the investing environment.

We review current valuations in equity markets, yields and credit spreads in fixed income markets and volatility across asset classes to determine cyclical asset class performance forecasts. These inputs, along with our views on correlation amongst asset classes, are the basis for quantitative optimization tools we use to establish our cyclical asset allocation within the established strategic range. Strategic asset allocation is reviewed annually, and cyclical asset allocation is updated quarterly.

Once the core asset allocation is established, we factor in the unique investment objectives, risk tolerance and investment horizon of the client to determine the client-specific optimal strategic and cyclical allocation. The process continues with the Manager Research Department identifying best-in-class managers to satisfy client objectives.

The asset managers Beacon Pointe recommends are assessed across a wide range of metrics using proprietary due diligence methods that seek to identify stability and consistency of performance. The managers we use strive to keep pace with bull markets while protecting capital when markets decline. The entire process is overseen and approved by the Beacon Pointe Investment Committee. The capital markets are dynamic, and risk management is a core feature of our investment process.

iii. **Asset Allocation Recommendations**

Beacon Pointe Advisors takes a long-term view when determining appropriate asset allocation guidelines. Our analysts utilize investment models that represent forward looking assumptions on return, standard deviation, and correlations over a ten-year time frame. We understand that markets can become volatile in the short-term and would not estimate rates of return over shorter periods of time given these understandings. The recommended asset allocation, utilizing the estimated forward-looking assumptions, could generate an approximate annualized rate of return between 6-8% with a standard deviation within the range of 10-15% for a well-diversified portfolio. Given our long-term views, we do run annual asset allocation models to ensure a proper portfolio is constructed for our clients and that the integrity of the portfolio is upheld year over year.

We provide specific asset allocation recommendations to our clients as part of our core services. Our portfolio construction and asset allocation process begins with an assessment of the investment landscape to determine macro opportunities and risks. Combined with an analysis of current



valuations, we develop a cyclical asset allocation view that may – or may not – deviate from the client-specific strategic allocation. In order to optimize the inputs to the asset allocation process, we employ sophisticated modeling techniques, including scenario analysis, that will allow clients to review a multitude of possible risk/return outcomes to better achieve the optimal portfolio selection necessary to meet the client’s stated objectives.

We believe in risk control through proper portfolio diversification using the techniques of Modern Portfolio Management. When done prudently and efficiently, diversifying a portfolio minimizes or reduces the volatility and risk associated with a client’s investments. Our goal is to create an optimized portfolio of asset classes and investment styles considering each investment’s impact on the overall strategy in addition to the investment’s individual attributes. To achieve this objective, Beacon Pointe’s Head of Asset Allocation, Stephen Marshall, will work directly with our consultants to combine the results of our asset allocation process with client investing objectives to achieve optimum results. Stephen oversees Beacon Pointe’s asset allocation efforts focusing on portfolio modeling and construction and is also a significant contributor to the firm’s investment research and due diligence efforts.

Beacon Pointe uses an enhanced external asset allocation modeling platform (Johnson Model distributions) as well as proprietary models to address the limitations of traditional Mean Variance Optimization, based on normal distribution patterns, and other techniques that represent the latest thinking in quantitative modeling. Every asset class exhibits a different level of skewness in return distributions, and we capture this specifically in our asset allocation analysis. Utilizing this enhanced asset allocation model allows us to better capture “fat-tailed” risks in our modeling process and protect against a “2008”-type scenario.

We then create a range of potential portfolios across a spectrum of allocation targets, expected returns and risk parameters. In the process of evaluating potential portfolio mixes, we show not only the “expected” risk/return characteristics but also best and worst-case scenarios through Monte Carlo Analysis. The range of investment outcomes serves to confirm the portfolio structure decision based on the client’s unique levels of risk tolerance and return objectives. The client’s growth target, spending needs, risk tolerance, and available investment universe are all incorporated into the asset allocation process and recommendation.

A customized approach to portfolio construction is a Beacon Pointe hallmark and clear advantage of working with a firm our size.

We can position multiple external managers to maintain the chosen asset strategy. A customized approach to portfolio construction is a Beacon Pointe hallmark and clear advantage of working with our firm. We tailor each client portfolio to the unique requirements of investment objectives and risk tolerance, among other factors.

Our consultants then carefully select investment managers to meet the portfolio objectives, with emphasis on capital preservation and downside risk management. While portfolio and investment manager recommendations are consistent across the firm, the primary consultants are involved in the customized portfolio construction decision process for each institutional client with oversight by the entire Institutional Consulting Services Group.



E. Pricing

Provide detailed information as to the cost for the services identified in Section 2 above. Please include your firm's investment management fees and a projection of other expected fees (trustee/custodial service fees, administrative fees, etc.).

Beacon Pointe does not charge any indirect fees such as commissions or soft dollars. We feel very strongly about freedom from conflicts of interest and the ethical impact upon investment decisions and client portfolios its adherence represents.

We believe in the importance of full disclosure of all fees associated with the management of your portfolio. Beacon Pointe does not charge any indirect fees such as commissions or soft dollars. We feel very strongly about freedom from conflicts of interest and the ethical impact upon investment decisions and client portfolios its adherence represents. In conjunction with our consulting fee, your portfolio will incur fees for the investment managers and custodian employed. We can only estimate the investment manager and custodial fees, as those depend entirely upon the providers utilized. If electing to custody with Charles Schwab or Fidelity, in most cases, the equity trading fees are complimentary.

The following is Beacon Pointe's advisory fee:

Market Value of Client Assets	Beacon Pointe Fee
First \$25 million	0.50%
Next \$25 million	0.30%
Thereafter	0.20%

In order to provide a clear picture of total portfolio fees, we have provided a summary of our discretionary advisory fee along with an estimate of investment management and custodial/transaction fees:

Discretionary Fees Based Upon Portfolio Value of \$5MM	Estimated Fee
Beacon Pointe Advisory Fee	0.50%
Investment Manager Fees	0.40% - 0.55%
Custodial/Transaction Fees	0.02% - 0.03%



F. References

Please provide a minimum of three (3) references. Preference and emphasis shall be given to references that are educational institutions (K-12 public schools or private schools), and non-profit organizations.

California State University San Bernardino Foundation	Tower Foundation of San Jose State University	Los Angeles Firemen's Relief Association
Robert Nava	Phil Boyce	Todd Layfer
VP, University Advancement	Committee Member	Executive Director
5500 University Parkway	One Washington Square	7470 N Figueroa Street
San Bernardino, CA 92407	San Jose, CA 95192	Los Angeles, CA 90041
Phone: (909) 273-4188	Phone: (408) 867-3737	Phone: (323) 259-5200 x 243
Email: rjnava@csusb.edu	Email: philrboyce@gmail.com	Email: tlayfer@lafra.org



GENERAL DISCLOSURE

The information set forth herein is for the sole use of our clients and prospective clients, and only in connection with the purposes for which it is presented. By accepting delivery of the information, the intended recipient agrees that: a) the information set forth and the methodologies utilized herein are proprietary to Beacon Pointe, and b) no part hereof will be reproduced, reprinted, disseminated, displayed, or utilized for any reason other than the purposes expressed without the prior written consent of Beacon Pointe.

Opinions expressed herein are subject to change without notice. Beacon Pointe has exercised all reasonable professional care in preparing this information. Information that has been obtained from outside sources we believe to be reliable; however, Beacon Pointe has not independently verified or attested to the accuracy or authenticity of the information. Beacon Pointe shall not be liable to customers or anyone else for the inaccuracy or non-authenticity of the information or any errors of omission in content regardless of the cause of such inaccuracy, non-authenticity, error, or omission, except to the extent arising from the sole gross negligence of Beacon Pointe. In no event shall Beacon Pointe be liable for consequential damages.

Beacon Pointe Advisors does not offer legal or tax advice. Please consult with the appropriate tax or legal professional regarding your circumstances. This information is not intended and should not be relied upon as individualized tax, legal, fiduciary, or investment advice. Only a tax or legal professional may recommend the application of this general information to any particular situation or prepare an instrument chosen to implement any design discussed herein. Nothing herein should be relied upon as personalized investment advice, nor should it be considered an individualized recommendation, offer or solicitation for the purchase or sale of any security or to adopt a specific investment strategy. An investor should consult with their financial professional before making any investment decisions.

Investing in securities involves risks, and there is always a chance of losing money when you invest in securities. Asset allocation, diversification, and rebalancing do not ensure a profit or protect against loss in declining markets. Past performance is not a guarantee of future results.

Thank you for your continued confidence in Beacon Pointe.

Palisades Charter High School

Response to Request for Proposal

June 3, 2021



Palisades Charter High School
Request for Proposal

June 3, 2021

Mr. Juan Pablo Herrera
Palisades Charter High School
15777 Bowdoin Street
Pacific Palisades, CA 90272

Dear Mr. Herrera,

We are honored to receive the request for proposal for the Palisades Charter High School. We have tremendous respect for the teachers and employees of the Palisades Charter High School and in their roles in our local community. We are grateful for the opportunity to become an investment advisor and manager for the Palisades Charter High School. Attached is our proposal to manage and provide investment advice for the investment assets.

At our firm, we have access to many exceptional independent firms to partner with. Upon completing our selection process, we have decided to partner with Advisors Capital Management (ACM) on the construction and management of the portfolio. We believe that our combined resources will result in the Lifetime Health Benefit Fund being extremely well cared for by a team of experienced professionals.

We look forward to the opportunity to present our proposal in greater detail to the Committee in the future.

Thank you for your consideration,

Steve Felsen, Financial Consultant
Equitable Advisors
21700 Oxnard Street, Suite 110
Woodland Hills, CA 91367
(818) 587-4213

Andrew Ziskin, Co-Partner
Pacific Coast Wealth Strategies
Equitable Advisors
21700 Oxnard Street, Suite 110
Woodland Hills, CA 91367
(818) 587-4219

Evan Press, Co-Partner
Pacific Coast Wealth Strategies
Equitable Advisors
21700 Oxnard Street, Suite 110
Woodland Hills, CA 91367
(818) 587-4293

Palisades Charter High School
Request for Proposal

Introduction

Equitable Holdings, Inc. is one of the premier U.S. organizations for financial protection and wealth management through its strong brands.

Equitable

Equitable Financial Life Insurance Company (formerly The Equitable Life Assurance Society of the United States), headquartered in New York, NY, is a leading financial protection company and a premier provider of life insurance, annuities and related financial services. Equitable serves more than 2.8 million clients across the United States with more than \$159.8 billion in retirement assets, including \$40.8 billion in group retirement as of June 30, 2019. Our group retirement products help teachers, municipal and corporate employees accumulate wealth and better prepare for their retirement needs.

Equitable Advisors

Financial services and products available to individuals and businesses through Equitable Advisors and its affiliates include:

- Financial and Retirement Planning
- Executive Benefits
- Wealth Management
- Education Planning
- Employee Benefits
- Estate Planning

Equitable Advisors financial professionals practice in communities throughout the continental United States, Puerto Rico, and the Virgin Islands. Equitable Advisors' local presence allows clients to develop special relationships with talented, capable financial professionals in their local communities. Many of these financial professionals have attained one or more coveted professional designations, such as Certified Financial Planner® or Chartered Financial Consultant. Some even have backgrounds or training in the fields of law or accounting.

Financial Consultants

Steve Felsen, MBA: For over 20 years, Steve has led a number of US and International businesses across a variety of industries including Sporting Goods, Interactive Entertainment, Toys and Travel Goods. Working within the Financial Services field, Steve utilizes his knowledge and past business experience to educate and help clients plan, achieve, and protect their financial futures and goals. When not helping his clients, Steve teaches financial literacy to middle, high school and college students so they can learn the financial concepts that he was never taught, even after attending a nationally ranked business school. Educational and Licensing credentials include:

- FINRA Series 24, 6, 63, 65, 7 registrations. Life and Health Insurance License.
- Received a Bachelor of Arts in Economic from the University of California, Los Angeles.
- Earned his Master of Business Administration from the Kenan Flagler Business School at the University of North Carolina, Chapel Hill.

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Andrew Ziskin, CFP®, ChFC®, CLU®, WMCP®: As a co-founding partner of Pacific Coast Wealth Strategies, Andrew is a dedicated financial professional who is truly committed to excellence in providing clients with cutting edge techniques to help address their financial concerns. Andrew has extensive professional and educational experience in the financial services industry:

- Was a Senior Vice President and branch manager with Equitable Advisors for 7 years overseeing over 60 financial professionals, staff and management.
- Received a Bachelor of Science in Business Administration with a major in Accounting at San Diego State University.
- Awarded a Retirement Planning Specialist Certificate in Retirement Planning from the Wharton School, University of Pennsylvania.
- Earned a professional designation in Personal Financial Planning at University of California Los Angeles.
- CERTIFIED FINANCIAL PLANNER™ (CFP®) designation attained by completing the established and rigorous education, examination, experience and ethical requirements by the CFP Board of Standards.
- Chartered Financial Consultant (ChFC®), Chartered Life Underwriter (CLU®) and Wealth Manager Certified Professional (WMCP®) designations from the American College in Bryn Mawr, Pennsylvania.
- FINRA Series 24, 53, 63, 65, 7 registrations. Life and Health Insurance License.

Evan N. Press, CFP®, RICP®: A financial consultant since 2003 Evan works with individuals, public schools, non-profits, and businesses in areas of wealth management, retirement planning and risk management. His work extends to the area of pension maximization and retirement income distribution. His educational and professional experience includes:

- Managing Partner, Pacific Coast Wealth Strategies
- CERTIFIED FINANCIAL PLANNER™ (CFP®) designation attained by completing the established and rigorous education, examination, experience and ethical requirements by the CFP Board of Standards.
- Awarded a Retirement Planning Specialist Certificate in Retirement Planning from the Wharton School, University of Pennsylvania.
- FINRA Series 7, 66 registrations. California Life and Health Insurance License.
- Has earned the title of Retirement Plans Specialist Tax Sheltered Plans
- Received a Bachelor of Science in Business Management California State University, Northridge.

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Third Party Portfolio Management

Dr. Charles Lieberman, Chief Investment Officer: A graduate of MIT with a bachelor's degree in economics, Dr. Lieberman later earned a Ph.D. in economics from the University of Pennsylvania before beginning his professional career as an academic at the University of Maryland and Northwestern University. After five years in academia, Dr. Lieberman joined the Federal Reserve Bank of New York as head of its Monetary Analysis staff before coming to Wall Street. At Morgan Stanley and Shearson Lehman Brothers, he focused on the debt and equity markets, respectively. In 1986, he joined Manufacturers Hanover Securities as chief economist and head of research and retained that position through the subsequent mergers with Chemical Bank and Chase Manhattan. In 1997 he left Chase and founded the global macro hedge fund Strategic Investors Management, LLC, along with co-founder Henry Kaufman, where he served as managing partner and principal strategist. In 1998, Dr. Lieberman founded Advisors Capital Management. Dr. Lieberman is frequently quoted in the media, often appearing on Bloomberg, CNBC and is frequently quoted by Barron's and The Wall Street Journal.

Dr. JoAnne Feeney, Portfolio Manager: Received her B.A. in Economics from Union College and her Ph.D. & M.A. in Economics from the University of Rochester. Prior to joining ACM, Dr. Feeney was a senior equity analyst for over 10 years at boutique sellside firms including Punk, Ziegel & Co. FTN Equity Capital, Longbow Research, and ABR Investment Strategy where she focused on valuation of nanotechnology and semiconductor companies. Dr. Feeney also consulted for the Federal Reserve, The International Monetary Fund and The World Bank while an academic at The University of Albany, State University of New York, The Stern School of Business, New York University, and the University of Colorado at Boulder. Dr. Feeney has been with ACM since 2015.

David L. Ruff, CFA®, Portfolio Manager: Prior to joining ACM as a Portfolio Manager, David Ruff was a managing director and senior portfolio manager at Salient where he co-managed the Dividend Signal Strategy® portfolios. Previously, Mr. Ruff was chief investment officer for Berkeley Capital Management. In 2008, Forward Management acquired Berkeley, and subsequently in 2015, Salient acquired Forward. Prior to joining Berkeley in 2001, Mr. Ruff was chief investment officer of London Pacific Advisors where he chaired the LPA Investment Policy Committee. From 1998 through 2001, Mr. Ruff served as president and director for the Security Analysts of Sacramento. Mr. Ruff graduated magna cum laude from Iowa State University with a Bachelor of Science in finance. Mr. Ruff is a CFA® charter holder and currently a member of CFA Institute and the Security Analysts of San Francisco.

Randall Coleman, CFA®, Portfolio Manager: Randall Coleman is a portfolio manager focused in international and small/mid cap securities. Before joining ACM, Mr. Coleman was the co-manager of the Salient Dividend Signal Strategy® portfolios. Previously, Mr. Coleman was a portfolio manager and analyst for Berkeley Capital Management. In 2008, Forward Management acquired Berkeley, and subsequently in 2015, Salient acquired Forward. Before joining Berkeley in 2001, Mr. Coleman was a portfolio manager at London Pacific Advisors, specializing in small

Palisades Charter High School
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and mid-cap domestic equities. He has worked as a computer programmer and as a lobbyist aid in California state government. Mr. Coleman is a CFA® charter holder and holds a Bachelor of Arts from the University of California, Davis as well as an MBA from Thunderbird, the American Graduate School of International Management.

Paul Broughton, CFA®, Portfolio Manager: Paul Broughton is an equity portfolio manager with ACM. Prior to joining the firm, he was a co-manager of the Salient Dividend Signal Strategy® portfolios. Prior to joining Salient in 2010, Mr. Broughton held various roles in fixed income portfolio management and trading with Pacific Capital Bancorp and American Century Investments. He began his career with State Street in fund accounting. Mr. Broughton is a CFA® charter holder and holds a Bachelor of Science in accounting and business administration from the University of Kansas.

Kevin Strauss, CFA®, Portfolio Manager: Mr. Strauss has more than 25 years of experience in the Investment Management industry managing equity and fixed income portfolios. Prior to joining ACM, Mr. Strauss was a Vice Chairman with Abner Herrman & Brock and a member of the investment committee. Prior to that, Mr. Strauss spent eight years with Citigroup Global Asset Management rising from Research Analyst to a Senior Portfolio Manager in the firm's institutional and Private Client Groups. Mr. Strauss was a past member of the Board of Directors of Bergen County NJ YJCC and Chairman of its Endowment Committee. He is currently a Trustee of the New Jersey Business + Industry Association (NJBIA) Benefits Trust and a board member of the Association Master Trust.

Our Firm's Errors & Omissions Insurance and Commercial General Liability Insurance and Specific Coverage

	Insurance carrier	Coverage and Limits
Equitable Errors and omissions coverage	Zurich American Insurance Company	\$2,500,000 per claim, \$4,000,000 annual aggregate per insured financial professional
Equitable Fidelity bond	National Union Fire Insurance Company of Pittsburgh, PA, Fidelity and Deposit Company of MD, Berkley Regional Insurance Company and Federal Insurance Company	The limit of liability is \$100 million, excess of \$1 million deductible.
Equitable Director and officer liability	AXA X.L., Zurich American Insurance Company, Arch Insurance Company US	The limit of liability is \$105 million, excess of \$5,000 per person, \$50,000 aggregate for

Palisades Charter High School
Request for Proposal

		Side-A, and \$5 million each loss for Side B.
Equitable Cyber security	Our Financial Institution Bond includes protection for electronic and computer crime. BRIT Insurance	The limit of liability is \$150 million, excess of \$1 million deductible.
Equitable Fiduciary	Equitable and home office personnel are self-insured for Fiduciary Liability Insurance.	N/A

	Insurance carrier	Coverage and Limits
ACM Errors and omissions coverage	The Travelers Companies, Inc.	\$5,000,000 annual aggregate.
ACM Employment Practices Liability	The Travelers Companies, Inc.	\$5,000,000 annual aggregate.
ACM Cyber security	Liberty Surplus Insurance Corp	The limit of liability is \$100k.
ACM Fiduciary	Liberty Surplus Insurance Corp	\$1,000,000 annual aggregate.
ACM Umbrella	CNA Financial Insurance	\$3,000,000 annual aggregate.

Our Approach to Service

Our team of financial professionals will make the transition to Equitable as smooth and simple as possible for the Palisades Charter High School (PCHS) and their employees. Our financial professionals will accommodate service, support and education as needed and agreed upon during initial meetings. We have found our commitment to providing on-site presence makes a meaningful difference in providing outcomes and is a core component of an effective investment plan.

Overall Services Platform

Our team is fully dedicated to serving all of our clients on the individual level. Our investment approach and philosophy are built to provide clients with the ability to make informed decisions, manage risk and coordinate distribution policies. Our dedicated team of investment, research and service personnel, fiduciary responsibility, customized portfolios and transparency are all characteristics that stand out in our effort to provide the Palisades Charter High School with the ability to achieve its investment objectives.

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Investment Services Including:

- Development (if needed), review and maintenance of an investment policy statement.
- Portfolio management in compliance with IPS and meant to include diversification in the investment portfolio.
- Periodical reviews with leadership on investment strategy and return on investments.
- Asset allocation advice.
- Performance monitoring against benchmarks.
- Training of plan fiduciaries as to duties and obligations.

Administrative Services Including:

- Provide counseling, educational and documentation services
- Preparation of reports required or requested.
- Monitor plans for compliance with any requirements
- 24/7 online access.
- Monthly statements to include all account activity.



Description of the Allocation Selection Proposed to Employ if Selected to Provide Investment Services.

Based on a potential hurdle rate of 4% - 5% (net of all fees) a Balanced strategy enables PCHS to obtain a customized investment portfolio tailored to their preferred mix of stocks and fixed income. In most separate account portfolios, investors have to fit into a pre-determined blend of stocks and bonds that most resembles their investment risk parameters and goals. With us, you are in control and can customize to your own comfort level and investment objectives. Of course, we will recommend the appropriate mix of investments to help reach your goals while concurrently minimizing risk.

We take a two-pronged approach in selecting appropriate investments. We begin with a top-down macro analysis of factors such as economic and business cycles, interest rate outlook and demographics. Within that framework, we then employ a fundamental, bottom-up analysis targeting sectors for further review.

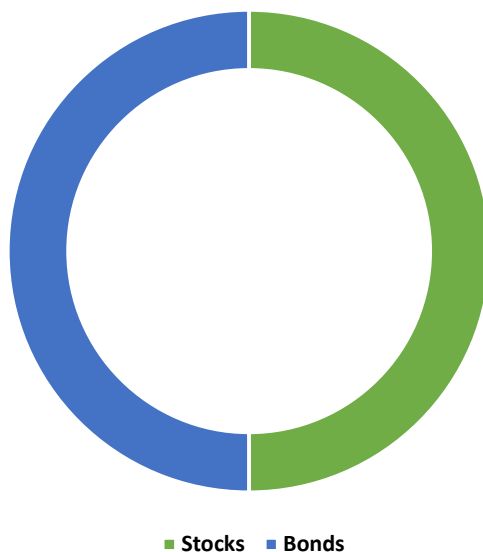
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Once an equity sector has been identified as having potential growth opportunities, an evaluation is performed on the investment merits of the individual companies within this sector. When a segment of fixed income has been identified as having potential income and capital preservation opportunities, a credit analysis is performed.



An example allocation to achieve the above-mentioned hurdle rate would be a 50/50 stock/bond allocation. This blended allocation should provide balance in the portfolio across market cycles. It's designed to minimize risk while generating a consistent rate of return over time, even during periods of volatility. Below show the historical returns of a 50/50 stock/bond portfolio.

Target Allocation 50/50



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NET Rate of Returns for a 50/50 Allocation and the Corresponding Index(es) Used

<u>3/31/2021</u>	<u>Net of Fees</u>	<u>50% S&P 500 / 50% Barclays Intermediate Corporate Bond</u>
Year To Date	4.83%	1.98%
One Year	40.49%	30.99%
Three Year	8.54%	11.72%
Five Year	8.87%	10.48%
Since Inception*	5.56%	9.90%

*Inception Date 09/01/2006

Performance displayed represents past performance which is no guarantee of future results. Investment returns and principal value will fluctuate so that should assets be liquidated, they may be worth more or less than original cost. Diversification neither assures a profit nor eliminates the risk of experiencing investment losses. Returns do not consider capital gains or income taxes on an individual's investment. Net of fees includes all fees charged to the account. The above net returns reflect the average of all portfolios found within this strategy composite. Actual individual portfolio returns and allocations may vary from the overall composite average as indicated in the stock/bond allocation returns. Stock/bond allocation returns are based on all accounts invested as per that specific allocation. The first year of the stock/bond allocation may be a partial year.

Timing of Investment Performance Reports and Sample

Monthly statement as provided by the custodian – LPL Financial. Additional reports are available on demand. Please see the attached the file for a sample report.

Values-Based Investing (Environment, Social and Governance)

With the ownership of individual securities, PCHS can align their investment strategy with their personal ethics. We can do this by restricting securities in the individual companies that run contrary to your core values. Of course, the umbrella of personal values is quite broad and diverse. We can help refine and define which securities could qualify for any set of restrictions.

Trust or Investment Account

There are pros and cons to each of these approaches. Once we have an in-depth discussion regarding your goals and operating methodologies, we can suggest the most appropriate solution.

Costs for All Services

Advisory fee: .60bps
ACM Management fee: .40bps
Custodial Fee: .075bps

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Our Fiduciary Standard

We are bound by a fiduciary standard that places our clients' interests ahead of our own. Our goal is always to make sure investment advice is made using accurate and complete information and that the analysis is thorough and as accurate as possible. Our standard has zero conflicts of interest and consists of a duty of loyalty and care.

References:

As a requested, several references from our Educational and Non-profit clients are as follows:

Jenny Gutierrez, COO
MEND Poverty
818-686-7322
jenny@mendpoverty.org

Craig Knotts
ReFonte
225-313-2101
craig@refonte.org

Katrina Franklin, Chief Business Officer
Odyssey Charter Schools
626-229-0993
katrinaf@ocsmail.org

Disclosures:

Steve C. Felsen is a registered representative. Securities offered through Equitable Advisors, LLC (NY, NY (212) 314-4600) member FINRA, SIPC, (Equitable Financial Advisors in MI & TN). Investment advisory products and services offered through Equitable Advisors, LLC, an SEC-registered investment advisor. Annuity and insurance products offered through Equitable Network, LLC, which conducts business in CA as Equitable Network Insurance Agency of California, LLC, in UT as Equitable Network Insurance Agency of Utah, LLC, and in PR as Equitable Network of Puerto Rico, Inc. Equitable Advisors and Equitable Network are affiliated companies and do not provide tax or legal advice. Representatives may transact business, which includes offering products and services and/or responding to inquiries, only in state(s) in which they are properly registered and/or licensed. California Insurance License #: 0H78968.

Andrew Ziskin is a registered representative. Securities offered through Equitable, LLC (NY, NY 212-314-4600), member FINRA, SIPC (Equitable Financial Advisors in MI & TN). Investment advisory products and services offered through Equitable, LLC, an SEC-registered investment advisor. Annuity and insurance products offered through Equitable Network, LLC. Equitable Network conducts business in CA as Equitable Network Insurance Agency of California LLC, in UT as Equitable Network Insurance Agency of Utah, LLC, in PR as Equitable Network of Puerto Rico, Inc. CFP® and CERTIFIED FINANCIAL PLANNER™ are certification marks owned by the Certified Financial Planner Board of Standards, Inc. These marks are awarded to individuals who successfully complete the CFP Board's initial and ongoing certification requirements. Pacific Coast Wealth Strategies is not a registered investment advisor and is not owned or operated by Equitable Advisors or Equitable Network. CA Insurance Lic. # 0C38536

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Advisors Capital Management, LLC (ACM) claims compliance with the Global Investment Performance Standards (GIPS®). All composites contain fully discretionary accounts and include accounts no longer with the firm. ACMs Mutual Fund/ETF, Model and Private Composites contain fully discretionary accounts. The comparable primary Index/Benchmark for the Balanced 50/50 composite is a blend of 50% S&P 500 Index and 50% Bloomberg Barclays US Intermediate Corporate Bond Index. This blend is for general industry-wide comparative purposes only and may reflect up to 15% higher or lower asset allocations than the composite, as composite allocations and the portfolio allocation ranges within the composite will vary over time. Effective May of 2020, the presented benchmark was retroactively changed from the Barclays Aggregate Bond Index to the Bloomberg Barclays US Intermediate Corporate Bond Index from the inception of the composite track record forward. The retroactive revision was made as the Bloomberg Barclays US Intermediate Corporate Bond Index was found to be a more accurate representation of the composite strategy. The U.S. Dollar is the currency used. Net returns are reduced by all fees and transaction costs incurred. Accounts pay a fee based on a percentage of assets under management. This fee includes portfolio monitoring, consulting services, and in some cases, custodial services. In some situations, custodians may impose additional trading fees. The annual composite dispersion presented is an asset weighted standard deviation calculated for the accounts in the composite the entire year. Performance results of the ACM Private composites presented prior to July 1, 2006 consists of both Private and Model accounts. Since July 1, 2006 the Model and Private composites have been reviewed separately. Compliance with GIPS® has been verified firm-wide by ACA Compliance Group through December 31, 2019. Performance numbers for this report are cumulative results through March 31, 2021. Past performance is not indicative of future results. The comparable index used may not be appropriate for all portfolios. Index/ Benchmark Definitions: The S&P 500 Index is an unmanaged capitalization-weighted index of 500 stocks designed to measure performance of the broad domestic economy through changes in the aggregate market value of 500 stocks representing all major industries. The Bloomberg Barclays US Intermediate Corporate Bond Index measures the investment grade, fixed rate, taxable corporate bond market whose maturity ranges between 1 to 9.9999 years. It includes USD denominated securities publicly issued by US and non-US industrial, utility and financial issuers. Dividends and/or interest payments are reinvested in the above benchmarks. Dividends and interest are reinvested in the above benchmarks. Advisors Capital Management, LLC (ACM) is a registered investment advisor. A complete list and description of composites, a presentation that adheres to GIPS® standards, calculation method of returns, program fees and breakpoints and the firm's ADV Part 2A & 2B are available upon request.



Portfolio Summary

Portfolio holdings, analytics and insights generated by your financial professional.

Sample Portfolio - Palisades High School
Prepared by: Rebecca Rothstein
June 2, 2021

Powered by

BlackRock

This information is not personalized investment advice or an investment recommendation from BlackRock, and is intended for use only by a third party financial professional, in consultation with their client, with other information, as a resource to help build a portfolio or as an input in the development of investment advice for its own clients. Such financial professionals are responsible for making their own independent judgment as to how to use this information. BlackRock does not have investment discretion over, or place trade orders, for any portfolios or accounts derived from this information. Distribution of this information should not be construed as creating any advisory or other relationship between BlackRock and any client of a financial professional. Performance of any account or portfolio derived from this information may vary materially from the performance shown herein. There is no guarantee that any investment strategy illustrated will be successful or achieve any particular level of results. Please review the disclosures at the end of this document and consult your financial professional for more information.

OVERVIEW

Snapshot

As of 4/30/21

Common Period: May 2012 - April 2021

The historical period for which returns are available for all holdings. The common period begins at the inception date of the newest fund or share class.

Sample Portfolio - PHS

PERFORMANCE

Annualized Return

The money made or lost on an investment.

- Gross	9.85%
- Net (Advisory Fee 3%)	6.55%

12 Month Trailing Yield

The income collected on an investment over the prior 12 months, such as the interest or dividends.

1.75%

Upside / Downside Capture vs S&P 500

The level of participation achieved historically in strong (rising) or weak (falling) equity markets.

- Gross	56.59% / 46.07%
- Net (Advisory Fee 3%)	47.92% / 53.19%

The data for Annualized Return, Historical Risk & Upside/Downside Capture is as of 4/30/21

Source: BlackRock for model portfolios and Morningstar for any other portfolios.

Past performance does not guarantee or indicate future results. For standardized performance of the underlying funds within the models or portfolios, please see the Fund Performance table in the Appendix. The performance shown does not reflect the performance of actual client accounts. Taxes are not deducted. Each portfolio includes allocations to underlying constituent securities and uses the underlying securities' historical performance. Historical returns for any non-model portfolios represent a hypothetical investment, are for illustrative purposes only, assume that the constituents were held in the weights detailed in the Holdings section since inception and rebalanced quarterly, and the returns do not reflect changes made in response to market conditions. The 12-month trailing yield for all portfolios assumes that the constituents were held in the weights detailed in the Holdings section and does not reflect changes made in response to market conditions. Where the constituent security is a fund, performance (i) assumes reinvestment of dividends and capital gains, (ii) reflects the deduction of fund expenses, including management fees and other expenses, and (iii) does not reflect any applicable sales charges. The performance of actual client accounts may differ from the performance shown for a variety of reasons, including but not limited to: the financial professional is responsible for implementing trades in the accounts; differences in market conditions; client-imposed investment restrictions; the timing of client investments and withdrawals; fees payable by such accounts; and/or other factors.

Certain model portfolios are identified by the term "Managed" in the model portfolio names ("managed models"). Model portfolios that do not include the term "Managed" in the model portfolio names are referred to herein as "non-managed models". For any non-managed models, the portfolio performance shown is hypothetical and is for illustrative purposes only. Hypothetical results for the non-managed models have inherent limitations because they do not reflect actual trading and do not represent actual performance. Historical returns of any non-managed models provided by BlackRock do reflect rebalancing of such portfolios in response to market conditions.

PORTFOLIO SUMMARY

Gross performance does not reflect the deduction of any fees or expenses that may be charged by the financial professional. The fees and expenses that a client may incur in their account will reduce the account's return. "Net" and "Custom Net" performance figures reflect the deduction of an annual investment advisory fee, deducted monthly, that may be charged by the financial professional but do not reflect the deduction of any applicable custodial fees, platform fees or brokerage commissions. Performance labeled "Net" reflects a hypothetical annual investment advisory fee of 3%. If performance labeled "Custom Net" is also shown, such figures reflect the annual investment advisory fee that was inputted by the financial professional in the tool. The Custom Net figures are intended to reflect the advisory fees that would be applicable to the client's account. BlackRock does not verify the accuracy of the investment advisory fee that the financial professional indicated. Due to the compounding effect of these fees, annual net performance results may be lower than stated gross returns less the indicated annual fee. Actual advisory fees charged by an account's financial professional may vary.

 **RISK****Historical Risk**

7.11%

A measure of how widely the returns for a portfolio might fluctuate over a year, measured using historical performance.

Estimated Risk (Powered by Aladdin)

8.79%

A measure of how widely the returns for a portfolio might fluctuate over a year, measured using current holdings.

 **COST****Expense Ratio**

0.13%

The fees & expenses incurred by the funds you own, as a % of your portfolio's value.

Tax Cost

0.81%

The amount that a portfolio's return would have been reduced by the taxes investors pay on distributions, over the last year.

The data for Annualized Return, Historical Risk & Upside/Downside Capture is as of 4/30/21

Source: BlackRock for model portfolios and Morningstar for any other portfolios.

Past performance does not guarantee or indicate future results. For standardized performance of the underlying funds within the models or portfolios, please see the Fund Performance table in the Appendix. The performance shown does not reflect the performance of actual client accounts.

Taxes are not deducted. Each portfolio includes allocations to underlying constituent securities and uses the underlying securities' historical performance. Historical returns for any non-model portfolios represent a hypothetical investment, are for illustrative purposes only, assume that the constituents were held in the weights detailed in the Holdings section since inception and rebalanced quarterly, and the returns do not reflect changes made in response to market conditions. Where the constituent security is a fund, performance (i) assumes reinvestment of dividends and capital gains, (ii) reflects the deduction of fund expenses, including management fees and other expenses, and (iii) does not reflect any applicable sales charges. The performance of actual client accounts may differ from the performance shown for a variety of reasons, including but not limited to: the financial professional is responsible for implementing trades in the accounts; differences in market conditions; client-imposed investment restrictions; the timing of client investments and withdrawals; fees payable by such accounts; and/or other factors.

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Portfolio Holdings

Sample Portfolio - PHS



Last updated
06/02/2021

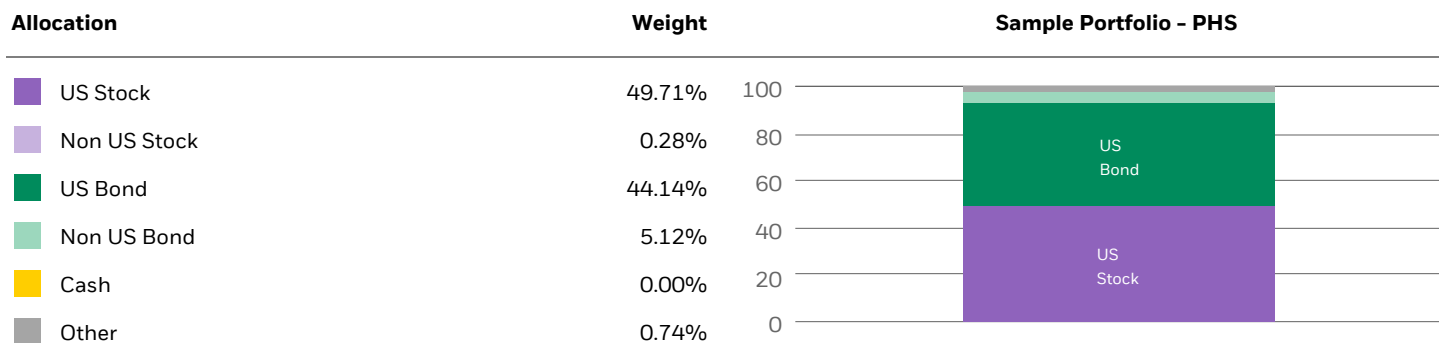
US Equities		50.00%
MOAT	VanEck Vectors Morningstar Wide Moat ETF	20.00%
VTV	Vanguard Value ETF	15.00%
VUG	Vanguard Growth ETF	15.00%
US Fixed Income		50.00%
BIV	Vanguard Interm-Term Bond ETF	50.00%

Allocations shown for model portfolios are targets and subject to change. Non-BlackRock model portfolios that are not provided by BlackRock are updated when there are changes to the portfolios on a lag basis. This information should not be relied upon as investment advice, research, or a recommendation by BlackRock regarding (i) the Funds, (ii) the use or suitability of the model and portfolios or (iii) any security in particular. Only an investor and their financial professionals know enough about their circumstances to make an investment decision.

Asset Allocation

As of 4/30/21

The total allocation to stocks and bonds across investments in your portfolio.



Source: Morningstar. Allocations are subject to change.

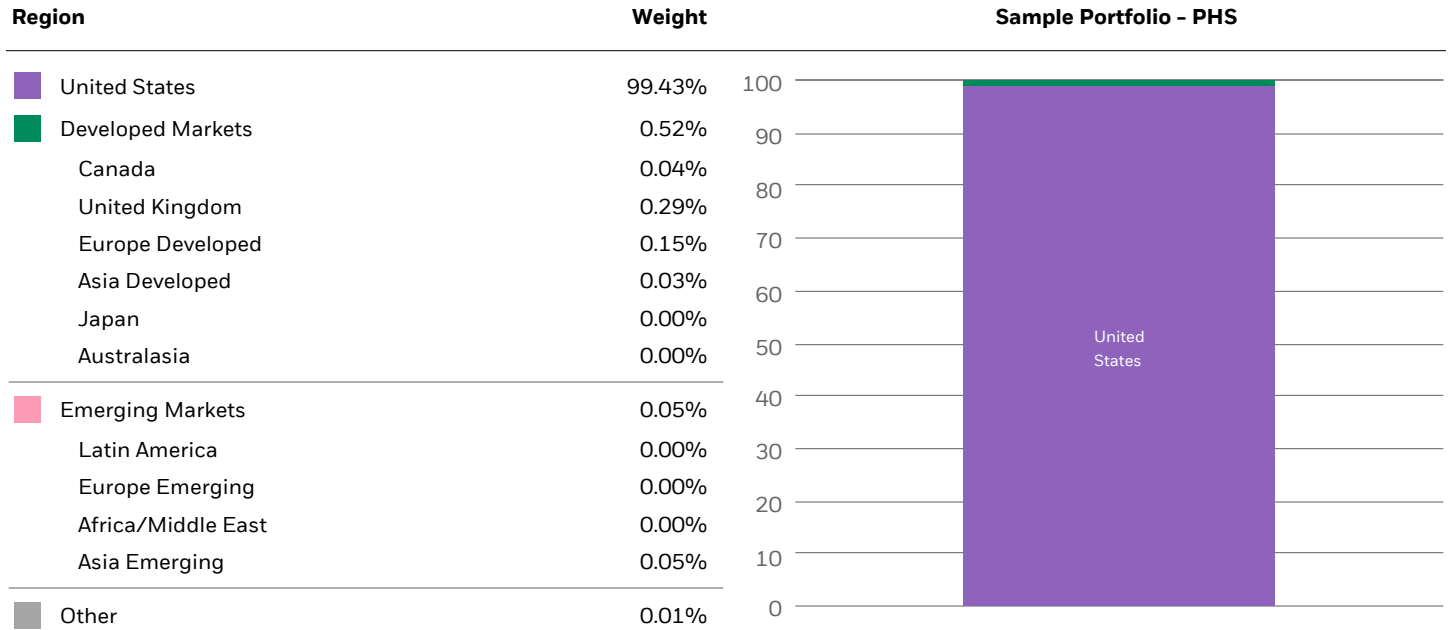
CHARACTERISTICS

Equity Characteristics

As of 4/30/21

Equity Region

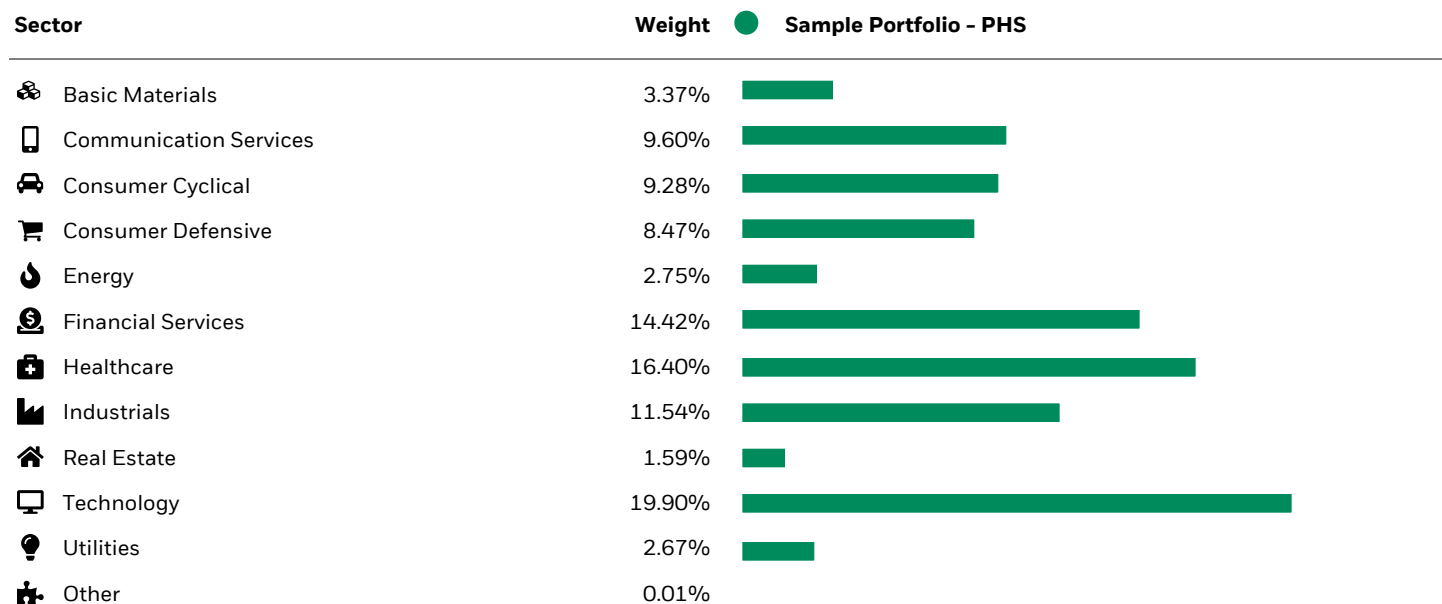
The regional allocation of your stocks can help you know which countries you're invested in globally, which might be in different stages of growth.



Source: Morningstar. Allocations are subject to change.

Equity Sector

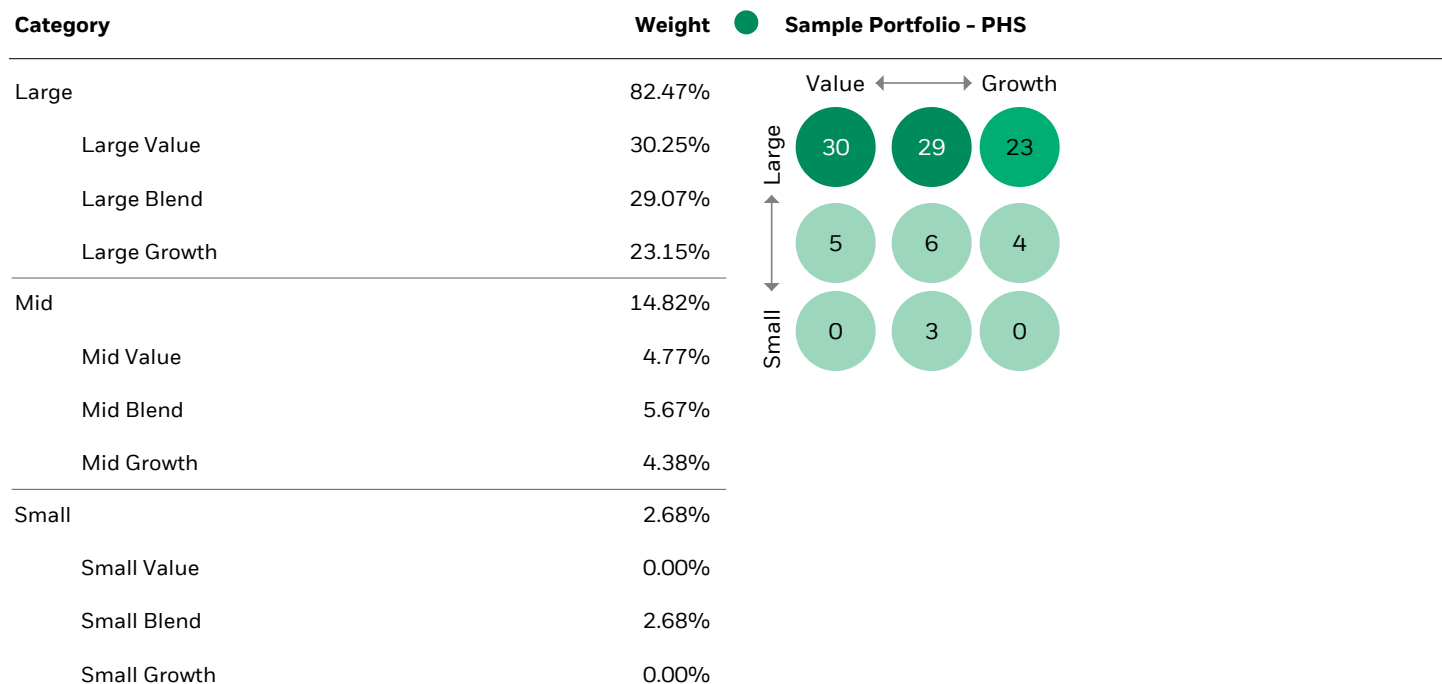
The sector allocation of your stocks can help you understand which parts of the economy could have the most impact on your equity portfolio.



Source: Morningstar. Allocations are subject to change.

Equity Style

The style characteristics of your stocks - like value, growth, & size - can influence your equity portfolio's performance in different market environments.



Source: Morningstar & Aladdin. Allocations are subject to change.

Fixed Income Characteristics

As of 4/30/21

Fixed Income Attributes

The characteristics of your bonds can determine whether your portfolio's fixed income allocation is more likely to provide income, stability, or diversification.

Characteristic	Weight	● Sample Portfolio - PHS
12 Month Trailing Yield	2.16%	
Avg. Effective Duration	6.59yr	

Past performance is not a guarantee of future results. For standardized performance of the underlying funds within the models or portfolios and additional disclosure details, please see the Fund Performance table in the Appendix. Performance shown is of a hypothetical investment and does not represent an actual portfolio or investment product. 12-month trailing yield for all portfolio(s) assumes that the constituents were held in weights detailed by the Overview section and does not reflect changes made in response to market conditions. Performance of an actual portfolio may differ significantly from the hypothetical performance shown for a variety of reasons, including but not limited to differences in market conditions, client-imposed investment restrictions, the timing of client investments and withdrawals, fees payable, and/or other factors. The income distributions an investor may receive in the future may be higher or lower than the yield shown. Source: Morningstar.

Credit Quality

Allocations to investment grade and high yield bonds provide more income potential, relative to AAA bonds, but also increase credit risk.

Credit Quality	Weight	● Sample Portfolio - PHS
AAA	52.90%	
Investment Grade	46.94%	
High Yield	0.03%	
Not Rated	0.13%	

Source: Morningstar. Allocations are subject to change.

PERFORMANCE

Portfolio Performance

As of 4/30/21

Portfolio	Performance Type	Last Month	Last Quarter	Year To Date	1-Year	3 Year*	5 Year*
Sample Portfolio - PHS	Gross	2.96%	5.89%	5.13%	22.63%	13.88%	11.25%
	Net (Advisory Fee 3%)	2.70%	5.08%	4.07%	18.95%	10.46%	7.91%

* Annualized

Source: BlackRock for model portfolios and Morningstar for any other portfolios.

Past performance does not guarantee or indicate future results. For standardized performance of the underlying funds within the models or portfolios, please see the Fund Performance table in the Appendix. The performance shown does not reflect the performance of actual client accounts. Taxes are not deducted. If a model portfolio is included in this analysis, the inception date for the model portfolio is shown above. The inception date for any other portfolios is the inception date of the portfolio constituent that was incepted latest. Each portfolio includes allocations to underlying constituent securities and uses the underlying securities' historical performance. Historical returns for any non-model portfolios represent a hypothetical investment, are for illustrative purposes only, assume that the constituents were held in the weights detailed in the Holdings section since inception and rebalanced quarterly, and the returns do not reflect changes made in response to market conditions. Where the constituent security is a fund, performance (i) assumes reinvestment of dividends and capital gains, (ii) reflects the deduction of fund expenses, including management fees and other expenses, and (iii) does not reflect any applicable sales charges. The performance of actual client accounts may differ from the performance shown for a variety of reasons, including but not limited to: the financial professional is responsible for implementing trades in the accounts; differences in market conditions; client-imposed investment restrictions; the timing of client investments and withdrawals; fees payable by such accounts; and/or other factors.

Certain model portfolios are identified by the term "Managed" in the model portfolio names ("managed models"). Model portfolios that do not include the term "Managed" in the model portfolio names are referred to herein as "non-managed models". For any non-managed models, the portfolio performance shown is hypothetical and is for illustrative purposes only. Hypothetical results for the non-managed models have inherent limitations because they do not reflect actual trading and do not represent actual performance. Historical returns of any non-managed models provided by BlackRock do reflect rebalancing of such portfolios in response to market conditions.

Gross performance does not reflect the deduction of any fees or expenses that may be charged by the financial professional. The fees and expenses that a client may incur in their account will reduce the account's return. "Net" and "Custom Net" performance figures reflect the deduction of an annual investment advisory fee, deducted monthly, that may be charged by the financial professional but do not reflect the deduction of any applicable custodial fees, platform fees or brokerage commissions. Performance labeled "Net" reflects a hypothetical annual investment advisory fee of 3%. If performance labeled "Custom Net" is also shown, such figures reflect the annual investment advisory fee that was inputted by the financial professional in the tool. The Custom Net figures are intended to reflect the advisory fees that would be applicable to the client's account. BlackRock does not verify the accuracy of the investment advisory fee that the financial professional indicated. Due to the compounding effect of these fees, annual net performance results may be lower than stated gross returns less the indicated annual fee. Actual advisory fees charged by an account's financial professional may vary.




SCENARIOS

(Powered by Aladdin)

Prepare for Market Moves

As of 4/30/21

This analysis helps you understand potential impacts to your portfolio during selected market events. The results of each scenario include an estimated portfolio yield, this is represented by a 12 month trailing yield.

Scenario	Sample Portfolio - PHS Dollar Amount: \$5,000,000
12 Month Trailing Yield (%)	1.75% \$87,575
 Interest Rates / Inflation 10-Yr US Treasury Rate Rises 1% Inflation Expectations Rise 1%	+2.90% + \$144,845 +5.48% + \$273,788
 Equities US Large Cap Stocks Fall 15%	-5.77% - \$288,440
 Past Market Events Crash of 2008	-13.25% - \$662,541

Past performance is not a guarantee of future results. This analysis is strictly an illustration based on historical performance of particular securities and/or asset classes. The results shown are hypothetical in nature, do not reflect actual investment results and are not guarantees of future results. The analysis shows how a portfolio would be impacted given the instantaneous application of the selected scenario. The hypothetical performance returns are shown for illustrative purposes only and are not intended to be representative of the actual performance returns of any account, portfolio or strategy. The hypothetical performance returns are shown gross of all fees and expenses. If all fees and expenses were included, the returns would be lower. The hypothetical performance returns do not reflect the reinvestment of all dividends, interest and other income. It is not likely that similar results could be achieved in the future. Hypothetical performance returns have inherent limitations. Unlike actual performance returns, they do not reflect actual trading, liquidity constraints, fees and other costs. Hypothetical performance returns also assume that asset allocations would not have changed over time and in response to market conditions, which might have occurred if an actual account had been managed during the time period shown. No representation is being made that any account, portfolio or strategy will or is likely to achieve results similar to those shown. Please see Important Information at the bottom of the page for more information regarding the Scenario Tester tool. **For standardized performance of the underlying funds within the models or portfolios, please see the Fund Performance Table in Appendix.**

IMPORTANT: The projections or other information generated by the tool regarding the likelihood of various investment outcomes are hypothetical in nature, do not reflect actual investment results and are not guarantees of future results. Results may vary with each use and over time.

12 month trailing yield for all portfolio(s) assumes that the constituents were held at their defined weights and does not reflect changes made in response to market conditions. Performance of an actual portfolio may differ significantly from the hypothetical performance shown for a variety of reasons, including but not limited to differences in market conditions, client-imposed investment restrictions, the timing of client investments and withdrawals, fees payable, and/or other factors. The income distributions an investor may receive in the future may be higher or lower than the yield shown.

Source: Aladdin, Morningstar

APPENDIX

Fund Performance

Applicable to Mutual funds, Closed End Funds, Money Market Funds and ETFs

QUARTERLY RETURNS - NAV(%) & Yield(%)

As of 3/31/21

Ticker	Name	1YR	5YR*	10YR*	Since Inception*	Inception Date	Unsubsidized 30 Day SEC Yield	30 Day SEC Yield	7 Day SEC Yield
BIV	Vanguard Interm-Term Bond ETF	2.01%	3.49%	4.32%	5.06%	4/3/07	1.64%	1.65%	-
MOAT	VanEck Vectors Morningstar Wide Moat ETF	60.13%	19.20%	-	16.32%	4/24/12	-	1.30%	-
VTV	Vanguard Value ETF	51.33%	12.72%	11.63%	8.61%	1/26/04	2.31%	2.19%	-
VUG	Vanguard Growth ETF	64.94%	20.61%	16.28%	11.22%	1/26/04	0.58%	0.50%	-

*Annualized for time periods greater than 1 year

QUARTERLY RETURNS - MARKET (%)

As of 3/31/21

Ticker	Name	1YR	5YR*	10YR*	Since Inception*	Inception Date
BIV	Vanguard Interm-Term Bond ETF	2.21%	3.45%	4.32%	5.05%	4/3/07
MOAT	VanEck Vectors Morningstar Wide Moat ETF	60.72%	19.24%	-	16.19%	4/24/12
VTV	Vanguard Value ETF	51.62%	12.73%	11.64%	8.61%	1/26/04
VUG	Vanguard Growth ETF	65.24%	20.62%	16.28%	11.23%	1/26/04

*Annualized for time periods greater than 1 year.

QUARTERLY RETURNS - LOAD ADJUSTED (%)

As of 3/31/21

Ticker	Name	1YR	5YR*	10YR*	Since Inception*	Inception Date	Max Front Load	Deferred Load
BIV	Vanguard Interm-Term Bond ETF	2.01%	3.49%	4.32%	5.06%	4/3/07	-	-
MOAT	VanEck Vectors Morningstar Wide Moat ETF	60.13%	19.20%	-	16.32%	4/24/12	-	-
VTV	Vanguard Value ETF	51.33%	12.72%	11.63%	8.61%	1/26/04	-	-
VUG	Vanguard Growth ETF	64.94%	20.61%	16.28%	11.22%	1/26/04	-	-

*Annualized for time periods greater than 1 year.

The performance quoted represents past performance and does not guarantee future results. Investment return and principal value of an investment will fluctuate so that an investor's shares, when sold or redeemed, may be worth more or less than the original cost. Current performance may be lower or higher than the performance quoted. Performance data current to the most recent month end for the BlackRock and iShares Funds may be obtained by visiting www.blackrock.com or www.iShares.com. For month-end performance for other funds, please visit the respective fund providers' websites. Shares of ETFs are bought and sold at market price (not NAV) and are not individually redeemed from the fund. Any applicable brokerage commissions will reduce returns. Beginning August 10, 2020, market price returns for BlackRock and iShares ETFs are calculated using the closing price and account for distributions from the fund. Prior to August 10, 2020, market price returns for BlackRock and iShares ETFs were calculated using the midpoint price and accounted for distributions from the fund. The midpoint is the average of the bid/ask prices at 4:00 PM ET (when NAV is normally determined for most ETFs). The returns shown do not represent the returns you would receive if you traded shares at other times. Source: Morningstar

PORTFOLIO SUMMARY

Fees

As of 4/30/21

Portfolio	Portfolio Gross Expense Ratio (%)	Portfolio Net Expense Ratio (%)
Sample Portfolio - PHS	0.13%	0.13%

Ticker	Name	Gross Expense Ratio	Net Expense Ratio	Prospectus Expense Waiver Type	Prospectus Expense Waiver Exp. Date
BIV	Vanguard Inter-Term Bond ETF	0.05%	0.05%	-	-
MOAT	VanEck Vectors Morningstar Wide Moat ETF	0.47%	0.47%	-	-
VTV	Vanguard Value ETF	0.04%	0.04%	-	-
VUG	Vanguard Growth ETF	0.04%	0.04%	-	-

Fees are as of current prospectus. A sponsor fee is shown in lieu of gross and net expense ratios for any iShares Trusts or other products registered only under the Securities Act of 1933. Source: Morningstar

GLOSSARY

10-Yr U.S. Treasury Rate Rises by 1%: Defined as a 100 basis point (1%) increase in the US 10-Year Treasury Rate. Typically rising rates are associated with increased expectations for US economic growth, rising equity prices and an increase in issuer credit quality for the area.

12 Month Trailing Yield: The income collected on an investment over the prior 12 months, such as the interest or dividends.

The yield shown here is the weighted average trailing 12 month yield of the portfolio. This is the percentage income your portfolio returned over the past 12 month through fund distributions and stock dividends. Source: Morningstar.

The difference between trailing 12 month yield and 30 Day SEC Yield is that the latter reflects the income earned after deducting the fund's accrued expenses, excluding reimbursements, during the most recent 30-day period. The income distributions an investor may receive in the future may be higher or lower than the yield shown. Past performance does not guarantee future results. Source: Morningstar

Annualized Return: Annualized Return measures the change in price, which includes expenses as well as income and capital gains distributions. It does not account for sales charges. Source: Morningstar

Asset Allocation: The total allocation to stocks and bonds across investments in your portfolio. The division of investments among different asset categories, such as stocks, bonds, and cash. Source: Morningstar

Average Effective Duration: Effective duration is a time measure of a bond's interest rate sensitivity. It is the weighted average effective duration, measured in years, of all funds in the measured in years, of all funds in the total portfolio. Source: Morningstar

Benchmark: Certain models or portfolios are identified by the term "Benchmark". A Benchmark is a reference benchmark that reflects a model or portfolio comprising investable products selected by the financial professional in the tool. BlackRock does not verify the accuracy of the reference benchmark that the financial professional indicated, and the reference benchmark may have materially different characteristics than the benchmarks used to measure the performance of a client's account.

Beta to S&P 500: Beta is a measure of how the portfolio responds to the volatility of the S&P 500 Index. It can be interpreted as the amount of market volatility relative to the S&P 500 Index volatility. A beta of 1.0 suggests that a portfolio's volatility and returns may be similar to the S&P 500. Portfolios with betas greater than 1.0 are more sensitive to moves in the S&P 500, while portfolios with betas less than 1.0 are less sensitive to the performance of the S&P 500 Index.

Correlation to S&P 500: Correlation, which ranges from -1.0 to 1.0, is a measure of how closely the portfolio moves with the S&P 500 Index. It helps you understand the strength and direction of the relationship between the portfolio and the S&P 500 Index. A large positive correlation suggests that a portfolio would move in the same direction as the index, while a large negative correlation suggests that a portfolio moves in the opposite direction as the index most of time. Correlation is measured using 3 years of historical returns from your portfolio and the index.

Crash of 2008: Defined by the 2008 Market Crash - Assumes repeat of 2008 Crash (09/12/2008-11/03/2008). Credit and liquidity crisis and equity market crash set off by Lehman brothers bankruptcy. Significant spread widening by massive deleveraging.

Credit Crisis of 2007: Defined by the 2007 Credit Crunch - Assumes repeat of 2007 Credit Crunch (07/01/2007-07/01/2008). Credit and liquidity crisis stemming from a severe slowdown in the US housing market causing significant widening of credit spreads and an increased implied volatility.

Credit Quality: Credit quality is an important driver of risk in your fixed income portfolio. Allocations to investment grade and high yield bonds provide more income potential relative to AAA bonds, but also increase credit risk. Credit quality data is provided by Morningstar. Morningstar seeks credit rating information from fund companies on a periodic basis (e.g., quarterly). In compiling credit rating information Morningstar accepts credit ratings reported by fund companies that have been issued by all Nationally Recognized Statistical Rating Organizations (NRSROs). Fund companies are to report the lower rating; if three or more organizations/agencies have rated a security, fund companies are to report the median rating, and in cases where there are more than two

organization/agency ratings and a median rating does not exist, fund companies are to use the lower of the two middle ratings. For additional information please visit <https://www.sec.gov/ocr/ocr-current-nrsros.html>

Credit Quality - AAA: The percent of your portfolio allocated to bonds rated as AAA, which is the highest credit rating. Securities with this rating are viewed by credit rating agencies as least likely to default.

Credit Quality - High Yield: The percent of your portfolio allocated to bonds rated as BB or lower. These high yield securities offer higher income potential relative to Investment Grade, but they have a lot of credit risk. High yield bonds have a higher default risk than investment grade bonds and have much more sensitivity to equity.

Credit Quality - Investment Grade: The percent of your portfolio allocated to bonds rated as AA, A, and BBB. These investment grade securities offer a higher income potential than government securities, but they do carry some credit risk and have more sensitivity to equity.

Credit Quality - Not Rated: The percent of your portfolio allocated to bonds rated that have not been rated by a rating agency.

Downside Capture vs S&P 500: The ratio of portfolio performance to the performance of the selected benchmark, in periods where the selected benchmark performance is negative. A value greater than 100% indicates the portfolio has generated worse performance compared to the selected benchmark when the selected benchmark performance is negative. Source: Morningstar, BlackRock

Equity Regions: The regional allocation of your stocks can help you know which countries you're invested in globally, which might be in different stages of growth. This data set provides a broad breakdown of a portfolio's geographical exposure, by region and by market maturity. Only non-cash long equity assets are evaluated in determining the exposure. Not Classified indicates the percentage of the equity portion of the portfolio for which Morningstar is unable to assess region or origin. Source: Morningstar

Equity Sectors: The sector allocation of your stocks can help you understand which parts of the economy could have the most impact on your equity portfolio.

This table shows the percentage of the portfolio's long equity assets invested in each of the 11 major industry classifications. Source: Morningstar

Equity Style: The style characteristics of your stocks - like value, growth, & size - can influence your equity portfolio's performance in different market environments. The vertical axis shows the market capitalization of stocks owned and the horizontal axis shows investment style (value, blend or growth). The number inside each circle represents the percent allocation to each market cap/investment style bucket. Source: Morningstar and Aladdin.

Estimated Risk: Estimated Risk is a measure of how widely the returns for a portfolio might fluctuate over a year, measured using current holdings and BlackRock's proprietary risk model in Aladdin.

Estimated Risk is a holdings-based, forward looking, annualized volatility (one standard deviation) of the portfolio, which provides an estimate of the range of outcomes that the portfolio may experience over a one year horizon. For example, an estimated risk of 5% means that a portfolio's return is likely to vary between -5% and +5% over the course of a year.

Risk in Aladdin is calculated based on the current holdings in the portfolio and their exposure to risk factors. Risk factors are observable, fundamental characteristics of a portfolio's holdings that explain the volatility of the holdings' returns. The composition of the portfolio's exposure to these risk factors, the volatility levels of the risk factors themselves, and the correlation between them all come together to determine the risk estimate. This risk estimate may differ (sometimes significantly) from historical, realized volatility, depending on the time period and assumptions of the risk model. The model uses 10 years of monthly history and applies a 36 month half-life in order to estimate the volatility and correlations between factors. This half-life places more emphasis on the last 3 years in the analysis.

Neither BlackRock nor the Aladdin portfolio risk model can predict a portfolio's risk of loss due to, among other things, changing market conditions or other unanticipated circumstances. The Aladdin portfolio risk model is based purely on assumptions using

available data and any of its predictions are subject to change. For BlackRock and iShares funds, data about the specific underlying holdings are used when applying the Aladdin risk model. For third party funds, BlackRock uses underlying holdings, or in certain cases, determines appropriate proxies for relevant holdings using a combination of Morningstar and other publicly available data sources. Product specific inputs for BlackRock, iShares and third party funds are typically based on the latest disclosed data, which may be lagged.

Generally decreasing equity prices are reflective of a slowdown in economic growth.

Expense Ratio: Weighted average prospectus net expense ratio of the portfolio. Source: Morningstar

Fixed Income Attributes: The characteristics of your bonds can determine whether your portfolio's fixed income allocation is more likely to provide income, stability, or diversification.

High Yield Spreads Widen by 30%: Defined as a 30% increase in spreads between a benchmark high yield bond index and a US Treasury index. Typically when high yield spreads widen it is function of an economic slowdown or risk-off environment as the underlying credit quality of the issuers decrease.

Historical Risk: Annualized standard deviation (or volatility) of the historical monthly returns of the portfolio. It is a measure used to show the potential range of returns that a portfolio could experience over a one- year horizon. The wider the range, the more uncertainty, and therefore the riskier the security is assumed to be. For example, a historical risk of 5% means that a portfolio's return is likely to vary between -5% and +5% around the expected return over the course of a year. Source: Morningstar, BlackRock

Inflation Expectations Rise by 1%: Defined as a 100 basis point (1%) increase in the difference between 2-Yr nominal US Treasury yields and 2-Yr Inflation Protected US Treasury yields (TIPS). Periods of inflation are usually characterized by higher growth, rising bonds yields and of course, increasing consumer prices.

Oil Price Rises by 30%: Defined as 30% increase in Crude Oil Prices. Oil prices are typically a function of supply and demand for the resource. An increase in price could indicate either an increase in demand due to instances such as pickup in global growth or reduction in supply due to the lack of availability of the resource.

Portfolio Gross Expense Ratio: Weighted average prospectus gross expense ratio of the portfolio. Source: Morningstar

Portfolio Net Expense Ratio: Weighted average prospectus net expense ratio of the portfolio. Source: Morningstar

Recession (2007-2009): Defined by the 2008 Recession - Assumes repeat of the 2008 Recession (12/3/2007-03/09/2009). Starting date for the scenario is the official beginning of the latest recession in the US. The end date is the lowest point of the S&P 500 in the recent decade.

Sharpe Ratio: Measure of the portfolio's historical return per unit of risk over the chosen performance period. Source: Morningstar, BlackRock

Stock Market Volatility Rises by 15%: Defined as 15% increase in the CBOE (Chicago Board of Options Exchange) VIX Index. The VIX typically serves as a gauge for volatility expectations in the market place. When it rises, investors are anticipating increased uncertainty and volatility.

Taper Tantrum (2013): Defined by the 2013 Fed Stimulus Tapering - Assumes repeat of the Fed Stimulus Tapering 2013 (5/21/2013-6/24/2013).

Tax Cost: The amount that a portfolio's return would have been reduced by the taxes investors pay on distributions, over the last year. For example, if a portfolio's pre-tax return is 10% and the after-tax return is 8%, the tax cost is approximately 2%. The calculation assumes the highest federal tax rate. Source: Morningstar

Total Annualized Return: Annualized Return measures the change in price, which includes expenses as well as income and capital gains distributions. It does not account for sales charges. Source: Morningstar, BlackRock

Upside Capture vs S&P 500: The ratio of portfolio performance to the performance of the selected benchmark in periods where the selected benchmark performance is positive. A value greater than 100% indicates the portfolio has generated better performance compared to the selected benchmark when the selected benchmark performance is positive. Source: Morningstar, BlackRock

US Large Cap Stocks Fall by 15%: Defined as a 15% decrease in the S&P 500. The S&P 500 is a market cap weighted large cap equity index located in the United States.

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Specific to Scenarios

The BlackRock Scenario Tester measures the potential impact of discrete market events on a portfolio using a multi-factor statistical risk model. It does this via a three-step process:

- Based on the current holdings of the portfolio, determine a portfolio's exposure to a variety of risk factors in equity, fixed income, alternative and currency asset classes.
- Estimate the volatility of these risk factors and their sensitivity (correlation) to the relevant market event using 10 years of history.
- The portfolio's sensitivity to the market event is calculated as the aggregate impact of these factors. This incorporates the portfolio's exposure to the factors; the volatility of the factors; the diversification of factors across the portfolio; and the sensitivity (correlation) of the factors to the market event being evaluated.

What do the results show?

The scenario test results show a statistical estimate of a portfolio or asset class's reaction to a hypothetical market event. For example, we may calculate that a portfolio could expect to return -5% in the event that the S&P 500 were to fall -15%. It is important to understand that this is just one potential outcome, as a statistical estimate is sensitive to assumptions built into our risk model. More detail on the assumptions and limitations of our risk model are below.

The calculated return is the underlying price movement in reaction to the scenario. There is the option to add yield to the calculated return; this yield is meant to estimate a level of income that the portfolio could receive over a 12 month period. The yield is represented by the weighted average 12 month trailing yield of the portfolio. The 12 month trailing yield is the percentage income the portfolio or asset class returned over the past 12 months through fund distributions, stock dividends, and interest on fixed income instruments. The difference between trailing 12 month yield and 30 Day SEC Yield is that the latter reflects the income earned after deducting the fund's accrued expenses, excluding reimbursements, during the most recent 30-day period. The income distributions an investor may receive in the future may be higher or lower than the yield shown. Past performance does not guarantee future results.

What is a risk factor?

A risk factor is a technical or fundamental characteristic of a security which, statistically, is able to help explain the risk / return behavior of that security.

We believe risk factors should be:

- Interpretable: easily understandable and have a strong economic rationale
- Explanatory: proven to explain volatility and correlation of returns
- Consistent: significant through time across different market regimes
- Effective: able to improve forecasts of portfolio risk and attribute portfolio performance

BlackRock's risk model uses over 2,200 distinct risk factors across equity, fixed income, currencies and alternative investments.

Examples of risk factors include:

- Equity market risk – the inherent risk of investing in the stock market, which cannot be diversified away with stocks alone.
- Equity style risk – a collection of factors that describe the style of a stock, such as growth, value, momentum, or size.
- Interest rate risk – a fixed income risk attributed to changes in market interest rates, the dominant risk in high quality bonds like US Treasury securities.
- Credit spread risk – the risk of default present in any bond not issued by the US Treasury. The lower the quality of the bond, the more credit spread risk dominates.
- Many others that are subsets of the categories above, as well as other categories like foreign exchange risk, inflation risk, and alternative risk.

What assumptions are built into the risk model?

The model for this tool uses ten years of historical factor returns, derived using a statistical regression analysis, to measure the volatility of the factors we are stressing. The portfolio's exposure to each factor is measured through currently observable characteristics of the underlying securities, for example fundamental characteristics such as financial ratios, technical analysis attributes such as price behavior or liquidity, and / or specific attributes of a given security such as yield, geographic domicile and currency exposure. The level of exposure to a factor of a given security corresponds to where the security ranks relative to the distribution of all securities in the universe for the characteristic in question, for example whether the price to book ratio for a company is very high or very low relative to other companies. Historical covariance across the factors is taken into account to measure total estimated volatility of the overall portfolio. Certain elements of the risk model are proprietary to BlackRock.

How accurate are the results?

The scenario test results show a statistical estimate of a portfolio or asset class's reaction to a hypothetical market event. This is done using a risk factor framework, as described above. The scenario test results are subject to uncertainty, and we can measure this uncertainty using the prediction error. The prediction error describes the range of possible outcomes around the scenario test result where 95% of possible outcomes should occur. For example, we may calculate that a portfolio could expect to return -5% in the event that the S&P 500 were to fall -15%, with a prediction error of 2%. Based on the prediction error of 2%, we would expect that 95% of the time the portfolio would return between -3% and -7% (-5% +/-2%) in the event that the S&P 500 fell 15%.

The prediction error will vary depending on the portfolio or asset class and the scenario. A larger prediction error implies that the test result may be less certain. Prediction errors tend to be larger when the underlying shock is larger; the risk factor model is less able to explain the portfolio risk (for example, in investments with a high proportion of idiosyncratic risk, like certain hedge funds); and/or the risk factors in the scenario are less correlated with the risk factors in the portfolio (for example, evaluating a US equity portfolio in a scenario driven by Japanese interest rates). Conversely, prediction errors tend to be smaller when the underlying shock is smaller, the risk model is a good fit for portfolio risk, and the factors in the scenario are more correlated with the portfolio.

How do we represent funds in the risk model?

Funds are modeled in Aladdin using the best available data, and therefore methodology varies by asset class and fund type. There are three methodologies that are used to model funds.

- **Holdings:** Equity funds are modeled through holdings when they are available. For an equity fund, its holdings provide the key to capturing the undiversified idiosyncratic risk from large single-name positions. Equity idiosyncratic risk is a key contributor to total risk, in addition to exposures to systematic equity market, sector and style factors.
- **Building Blocks:** Fixed Income funds are modeled through building blocks based on the granular fund sector allocation. For a fixed income fund, its exposure to different sectors (government, corporate, securitized, etc.) provides the key to capturing the exposures to interest rate and spread factors that drive its risk. Each sector allocation is translated into representative investable bond portfolios (building blocks) that also accounts for the fund's strategy (e.g. short, intermediate or long duration). Similarly, Multi-Asset funds are modeled based on the fund's sector allocations, in order to capture the risk driven by asset allocation decisions. A blend of building blocks representing the different asset class allocations is used to capture the risk. The building blocks are all modeled from holdings with the Aladdin risk models.
- **Return Regression:** Alternative funds are modeled by a return regression approach to capture the persistent market exposures and obtain average exposures to different market factors, hedge fund style factors and idiosyncratic risk over a historic period.

What are the limitations of the analysis?

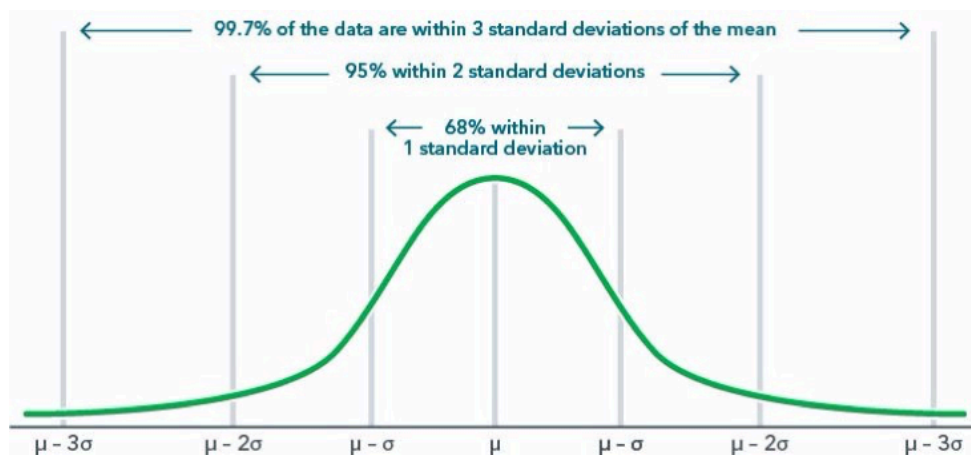
While the funds modeling process uses the best available data to represent holdings and/or factor exposures, there is no guarantee that it is perfect representation of the fund.

By default, dividend income and yield are not included in the return calculations; an income yield can be added to the returns if the option is selected, but this is an approximation based on past performance. Fees, taxes and transaction costs are not included and would reduce the return of any portfolio.

The analysis provided is illustrative only. Neither BlackRock nor the Aladdin portfolio risk model can predict a portfolio's risk of loss due to, among other things, changing market conditions or other unanticipated circumstances. The Aladdin portfolio risk model is based purely on assumptions made using available data and any of its predictions are subject to change.

How did we choose the size of the shocks?

The shocks are sized to approximate a one standard deviation move in the underlying market factor. We measure the factor's annualized standard deviation over the past ten years, and then round to the nearest whole number (or multiple of 5, for higher levels). The purpose is to scale the shocks so that they are all approximately equally likely to happen. Assuming returns are normally-distributed, a given market factor has a 1.6% probability of exceeding a one standard deviation move in either direction over a one year period.



IMPORTANT: The projections or other information generated by the tool regarding the likelihood of various investment outcomes are hypothetical in nature, do not reflect actual investment results and are not guarantees of future results. Results may vary with each use and over time.

Any information contained in or generated by the tool should not be construed as or relied upon as investment advice, research or a recommendation by BlackRock Investments, LLC or any of its affiliates (collectively, "BlackRock") regarding the use or suitability of any particular asset allocation, fund or overall investment strategy. The tool is designed to be used in consultation with a financial professional and should not be relied on as a primary basis for an investment decision. Only an investor and his or her financial professional know enough about the investor's circumstances to make an informed investment decision.

The tool and BlackRock's Aladdin portfolio risk model do not protect against loss of principal. There can be no assurance that an investment strategy based on the tool will be successful.

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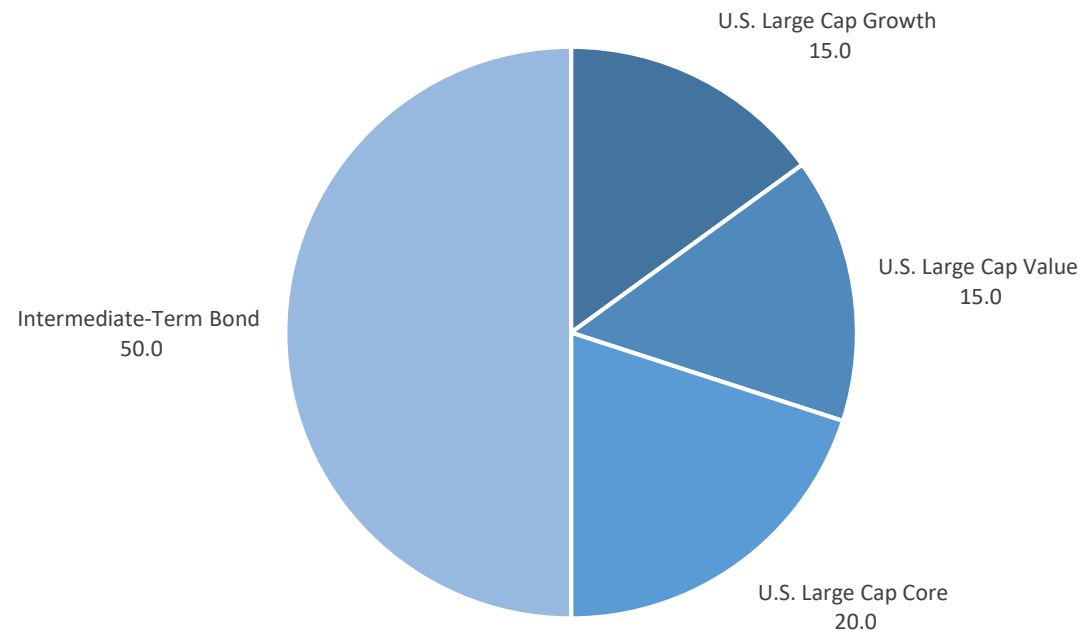
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SamplePortfolio



As of Close of Business: 06/2/2021

Name	Asset Class	Ticker	Investment Allocation (%)
Equity			50.0
Vanguard Growth	U.S. Large Cap Growth	VUG	15.0
Vanguard Value	U.S. Large Cap Value	VTV	15.0
VanEck Vectors Morningstar Wide Moat ETF	U.S. Large Cap Core	MOAT	20.0
Fixed Income			50.0
Vanguard Intermediate-Term Bond	Intermediate-Term Bond	BIV	50.0



Source: Merrill Lynch, Pierce, Fenner & Smith Incorporated (MLPF&S) and other subsidiaries of Bank of America Corporation

Due to rounding, percentages/values presented may not add up precisely to the totals provided.

For Informational Purposes Only - Account Statement is Official Record of Holdings, Balances and Security Values

Report created by THE RVR GROUP on June 2, 2021

for Palisades High School

RECOMMENDATION



Investment Committee Recommendation

- After reviewing the RFPs and discussing, the investment committee recommends we partner with Merrill Wealth Management (Rebecca Rothstein).
- The selected investment advisor provided clear direction and established a recommendation/path to achieving a 5% rate of return with a 50%/50% stock/bond allocation
- The reduced fees (compared to other investment advisors) would save PCHS retiree fund \$80k per year.
- After approving the IPS, we can then invest the funds
- The investment advisor will then provide a recommendation on timing/amounts

Coversheet

PCHS Academic Policies - Extend Suspension

Section: IV. Academic Excellence
Item: B. PCHS Academic Policies - Extend Suspension
Purpose: Vote
Submitted by:
Related Material: Board Motion Attendance Policy Suspension 8_24_2021.pdf
Board Motion NC Grade Policy Extension 8_24_2021.pdf
Board Motion Community Service Waiver Extension 8_24_2021.pdf

EXECUTIVE DIRECTOR/PRINCIPAL

COVER SHEET FOR ITEMS

August 24, 2021

TOPIC/ AGENDA ITEM:

IV. Academic Excellence B. PCHS Academic Policies

- Attendance Policy

PERSONNEL INVOLVED:

Executive Director/Principal Pam Magee
Assistant Principal Guidance and Counseling Chris Lee
Assistant Principal Academic Achievement Monica Iannessa
Assistant Principal Student Support Services Mary Bush
Assistant Principal Admissions and Attendance Amy Okafor
Assistant Principal Activities, Athletics, and Discipline Russ Howard

ISSUES INVOLVED/FISCAL IMPLICATIONS (IF ANY):

The purpose of this action is to extend the suspension of the PCHS Attendance policy through first semester 2021-22 due to the ongoing impact of COVID-19 on student attendance and academic performance.

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

Many students and families are impacted by COVID-19, which results in absence from school. PCHS has the duty to support all students in successfully completing graduation requirements. There is no financial impact from suspending the Attendance Policy.

EXECUTIVE DIRECTOR/PRINCIPAL'S RECOMMENDATION:

The Executive Director/Principal recommends extending the suspension of the PCHS Attendance Policy during first semester 2021-22.

RECOMMENDED MOTION:

To extend the suspension of the PCHS Attendance Policy during first semester 2021-22.



Pamela Magee
Executive Director/Principal

EXECUTIVE DIRECTOR/PRINCIPAL

COVER SHEET FOR ITEMS

August 24, 2021

TOPIC/ AGENDA ITEM:

IV. Academic Excellence B. PCHS Academic Policies

- No Credit/Grading Policy

PERSONNEL INVOLVED:

Executive Director/Principal Pam Magee
Assistant Principal Guidance and Counseling Chris Lee
Assistant Principal Academic Achievement Monica Iannessa
Assistant Principal Student Support Services Mary Bush
Assistant Principal Admissions and Attendance Amy Okafor
Assistant Principal Activities, Athletics, and Discipline Russ Howard

ISSUES INVOLVED/FISCAL IMPLICATIONS (IF ANY):

The purpose of this action is to extend the No Credit grade policy rather than issuing a Fail (F) through first semester 2021-22 due to the ongoing impact of COVID-19 on student academic performance.

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

Many students and families are impacted by COVID-19 related circumstances and hardships. PCHS has the duty to support all students in successfully completing graduation requirements. There is no financial impact from extending the No Credit (NC) grade policy.

EXECUTIVE DIRECTOR/PRINCIPAL'S RECOMMENDATION:

The Executive Director/Principal recommends extending the No Credit (NC) Grade Policy during first semester 2021-22.

RECOMMENDED MOTION:

To extend the suspension of the PCHS No Credit (NC) Grade Policy during first semester 2021-22.



Pamela Magee
Executive Director/Principal

EXECUTIVE DIRECTOR/PRINCIPAL

COVER SHEET FOR ITEMS

August 24, 2021

TOPIC/ AGENDA ITEM:

IV. Academic Excellence B. PCHS Academic Policies

- Community Service Graduation Requirement Waiver extension for the class of 2022

PERSONNEL INVOLVED:

Executive Director/Principal Pam Magee
Assistant Principal Guidance and Counseling Chris Lee
Assistant Principal Academic Achievement Monica Iannessa
Assistant Principal Student Support Services Mary Bush
Assistant Principal Admissions and Attendance Amy Okafor
Assistant Principal Activities, Athletics, and Discipline Russ Howard

ISSUES INVOLVED/FISCAL IMPLICATIONS (IF ANY):

The purpose of this action is to extend the Community Service Graduation Requirement Waiver for the class of 2022.

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

Many students and families are impacted by COVID-19 related circumstances and hardships. PCHS has the duty to support all students in successfully completing graduation requirements. There is no financial impact from extend the Community Service Graduation Requirement Waiver for the class of 2022.

EXECUTIVE DIRECTOR/PRINCIPAL'S RECOMMENDATION:

The Executive Director/Principal recommends extending the Community Service Graduation Requirement Waiver for the class of 2022.

RECOMMENDED MOTION:

To extend the PCHS Community Service Graduation Requirement Waiver for the class of 2022.



Pamela Magee
Executive Director/Principal

Coversheet

Assembly Bill 104

Section: IV. Academic Excellence
Item: C. Assembly Bill 104
Purpose: FYI
Submitted by:
Related Material: AB104- PCHS Board_08_24_2021.pdf

ASSEMBLY BILL 104 UPDATES

AUGUST 2021

Interim Grade Change Request for 2020-2021 School Year

- **Change Any Grade to a Pass/No Credit**
 - **Online Request Form**
 - **No Negative Effects to PCHS GPA, but...**
 - **Consult Colleges!!!**
 - **Watch for Deadlines/Only 15 Days to Submit**
 - **20-21 PCHS Students Only**

Interim Grade Retention Request

- **Eligible Students Can Request to Repeat Grade**
 - **Must Have Received 50% or More Deficient Grades in 20-21 (D/NC)**
 - **Family & Student Meets with PCHS Committee to Review Request**
 - **Online Request Form**

Interim Graduation Policy for Request for 2020-2021

- **Class of 2021 & 2022 Students Not Meeting PCHS Grad Requirements are Eligible to Graduate Based Upon CDE Requirements**
 - **CDE Grad Requirements DO NOT Meet Most College Admissions Requirements**

A-G Requirements

- **History / Social Science (2 years) "A"**
Two years of history/social science, including one year of world history, cultures and geography; and one year of US history, or one-half year of US history AND one-half year of American government.
- **English (4 years) "B"**
Four years of college-preparatory English. If taking ESL-type classes, only the highest year can be counted towards this requirement.
- **Math (3 years required; 4 years recommended) "C"**
Three years of college preparatory mathematics; the minimum pattern is Algebra I, Geometry, and Algebra II. Math courses taken in the 7th and 8th grades that the student's high school accepts as equivalent to its own may be used to fulfill a part of this requirement.
- **Laboratory Science (2 years required; 3 years recommended) "D"**
Two years of laboratory science in at least two of these three subjects: biology, chemistry, and physics.
- **Language Other than English (2 years required; 3 years recommended) "E"**
Two years of the same language other than English. Courses taken in the 7th and 8th grades may be used to fulfill part of this requirement if the student's high school accepts them as equivalent to its own courses.
- **Visual and Performing Arts (1 year) "F"**
A single yearlong visual or performing arts class such as dance, drama, music, or visual art (drawing, painting, etc.).
- **College Preparatory Elective (1 year) "G"**
One year chosen from additional "A-F" courses beyond those used to satisfy the requirements above, or courses that have been approved elective classes.

Minimum Graduation Requirements

	<u>CDE (130 CREDITS)</u>	<u>PCHS (230 CREDITS)</u>
ENGLISH	3 YEARS	4 YEARS
MATH	2 YEARS	2 YEARS
SOCIAL SCIENCE (World, US, Gov/Econ)	3 YEARS	3 YEARS
SCIENCE- 1 Biological/ 1 Physical	2 YEARS	2 YEARS
PE	2 YEARS	2 YEARS
VAPA/WORLD LANG/CTE	1 YEAR	1 YEAR OF VAPA
TECH ARTS	0	1 YEAR
ADDITIONAL		HEALTH, 75 ADDITIONAL CREDITS

Coversheet

2021-2022 Budget Update

Section: V. Finance
Item: A. 2021-2022 Budget Update
Purpose: FYI
Submitted by:
Related Material: V.A - 2021-2022 Budget Update.pdf
2021-22 Budget Update_08_24_2021.pdf

Palisades Charter High School - 2021-22 Adopted Budget (B/F Recommended 6/11/2021) 2021-22 Revised Budget, 8/20/21

ADA	2907	2021-2022 Adopted Budget (Full Return, B/F Recommended), 6/11/21			2021-2022 Revised Budget, 8/20/21			% Received/Spent	Comments
		Obj Code	Unrestricted	Restricted	Total	Unrestricted	Restricted		
Rentals/Leases/Repairs	5610	388,752	10,000	398,752	388,752	10,000	398,752	64%	ADA
Transportation	5811/ 5812	452,462	58,500	510,962	452,462	58,500	510,962	2%	removed contingency
Oth Contracted Services	5800	35,826	-	35,826	35,826	-	35,826	73%	
STRS Int & Penalties	5803	1,200	-	1,200	1,200	-	1,200	92%	
Contracted Services	5810	1,128,173	1,655,771	2,783,944	1,139,173	1,655,771	2,794,944	58%	reduce security by \$40K, split mental health between ELO & SPED Added \$11k of additional janitorial expense (Regis Staffing)
Legal, Audit, & Election Costs	5821	262,390	68,473	330,863	262,390	68,473	330,863	71%	
Advertisement	5831	1,500	-	1,500	1,500	-	1,500	80%	
Computer/Technlgy Related Serv	5840	86,784	-	86,784	86,784	-	86,784	53%	
Conslt/Ind Contractors(NonEmp)	5850	20,000	-	20,000	28,000	-	28,000	63%	increase in athletic trainer contract (\$8k)
Fingprpt,Phys, XRY&Oth Emp Cst	5860	7,500	-	7,500	7,500	-	7,500	136%	
Other Services	5890	96,755	16,000	112,755	96,755	16,000	112,755	56%	
Communications Services	5910	76,000	-	76,000	76,000	-	76,000	57%	
Total, Services		3,994,274	1,984,891	5,979,164	4,013,273	1,984,891	5,998,164	58%	
Capiatl Outlay									
Sites & Improvement	6100								
Buildings & Improvement	6200	97,950	-	97,950	97,950	-	97,950	98%	CAPEX
Equipment & Technology	6400	10,000	-	10,000	10,000	-	10,000	26%	Repair/Replace Security Cameras
Equipment/Furniture Replacement	6500								
Total, Capiatl Outlay		107,950	-	107,950	107,950	-	107,950	64%	
Depreciation Expense (Financial Reporting Basis)									
	6900	915,000	-	915,000	975,000	-	975,000	75%	
Other Outgo									
Indirect Cost (LAUSD)	7299	308,624	-	308,624	308,151	-	308,151	79%	
Interest	7438	11,784	-	11,784	11,784	-	11,784	51%	
Total, Other Outgo		320,408	-	320,408	319,935	-	319,935	76%	
Total Expenditures (Financial Reporting Basis)									
		31,283,987	8,406,501	39,690,487	31,538,082	8,377,282	39,915,364	64%	
Total Expenditures (Cash Reporting Basis)									
		30,476,937	8,406,501	38,883,437	30,671,032	8,377,282	39,048,314	64%	
C. Ending Balance: Excess (Deficiency) - Financial Reporting Basis									
		1,791,178	(1,531,143)	260,035	(110,114)	336,940	226,826		

Palisades Charter High School - 2021-22 Adopted Budget (B/F Recommended 6/11/2021) 2021-22 Revised Budget, 8/20/21

ADA	2907	2021-2022 Adopted Budget (Full Return, B/F Recommended), 6/11/21			2021-2022 Revised Budget, 8/20/21			% Received/Spent	Comments
		Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	2,907	
	Obj Code								ADA
	C. Ending Balance: Excess (Deficiency) - Cash Reporting	2,598,228	(1,531,143)	1,067,085	756,936	336,940	1,093,876		(Revenue - Expenses: Cash Reporting Basis)
	D. Net Increase (Decrease)	1,791,178	(1,531,143)	260,035	(110,114)	336,940	226,826		
	E. Fund Balance								

2021-2022 BUDGET UPDATE

2021-22 Budget Update: Topline Summary

- After the Board of Trustees approved our 2021-22 Budget, the CDE revised revenue allocations
 - *State Lottery apportionment: Increased by +\$114,303*
 - *In-Person Instruction Grant Allocation: Increased by +76,721*
 - *LCFF Entitlement: Decreased by -\$47,366*
 - *State Unemployment Insurance Rate: Decreased from 1.23% to 0.5% (savings of \$155,959)*
- PCHS has also reached a tentative agreement with UTLA, which has been factored into the 8/20/21 budget revision
 - *1.75% salary increase & PD rate increase to \$50: Estimated cost is ~\$287,000*
- The 3rd column shows a scenario in which there is a schoolwide Tentative Agreement (including PESPU & unrepresented)
 - *Estimated cost of a schoolwide agreement is approximately \$402,710*

	21/22 Adopted Budget	21/22 Revised Budget Including CDE updates & UTLA Tentative Agreement (8/20/2021)	21/22 Revised Budget (Assuming a Schoolwide Tentative Agreement is reached)
Total Revenue:	\$ 39,950,522	\$ 40,142,190	\$ 40,142,190
Total Expense	\$ 39,690,487	\$ 39,915,364	\$ 40,051,666
Net balance (Financial statement balance)	\$ 260,035	\$ 226,826	\$ 90,524

Coversheet

UTLA-PCHS Tentative Agreement 2021-2022

Section: VI. UTLA Tentative Agreement
Item: A. UTLA-PCHS Tentative Agreement 2021-2022
Purpose: Vote
Submitted by:
Related Material: UTLA_PCHS_Tentative_Agreement_2021-2022_signed_08_04_2021.pdf

TENTATIVE AGREEMENT
BETWEEN
PALISADES CHARTER HIGH SCHOOL
AND

UNITED TEACHERS LOS ANGELES-PALISADES CHARTER HIGH SCHOOL

This Tentative Agreement is executed by and between Palisades Charter High School (“PCHS”) and United Teachers Los Angeles–Palisades Charter High School (“UTLA-PCHS”), subject to the ratification process, on reopens for the third year of the current three-year (July 1, 2019-June 30, 2022) collective bargaining agreement.

Salaries and Stipends

1. The parties agree that there will be an increase to all 2020-2021 certificated salary tables by a total of 2%, as follows:
 - (A) The schedules will be increased by 1.75%, retroactive to July 1, 2021.
 - (B) The schedules will be increased by an additional 0.25% over the 2020-2021 certificated salary tables, effective June 30, 2022. This additional increase is prospective, not retroactive.
2. Effective July 1, 2021, the professional development rate shall be increased to \$50/hour.
3. If the loan funds received by PCHS from the federal Payroll Protection Program are forgiven, unit members who were employed by PCHS during the 2020-2021 school year, and who are employed by PCHS as of the date of this Tentative Agreement, shall receive a one-time payment as follows:
 - (A) If 25%-49% of loan funds are forgiven, unit members shall receive a one-time payment in an amount that is equivalent to 1.25% of their base salary during the 2020-2021 school year; or
 - (B) If 50%-74% of loan funds are forgiven, unit members shall receive a one-time payment in an amount that is equivalent to 2.25% of their base salary during the 2020-2021 school year; or
 - (C) If 75% or more of loan funds are forgiven, unit members shall receive a one-time payment in an amount that is equivalent to 3.0% of their base salary during the 2020-2021 school year.

This Tentative Agreement closes bargaining for the 2021-2022 school year. Negotiations on a successor agreement will commence in accordance with Article XXV of the collective bargaining agreement.

AUTHORIZED SIGNATURES:

Date: August 4, 2021



UTLA-PCHS Representative

Date: August 4, 2021



PCHS Representative

dave suarez

UTLA-PCHS Representative

Mark Brun

PCHS Representative

Minh Ha J. Ngo

UTLA-PCHS Representative

Joel Jimenez

UTLA-PCHS Representative