



Palisades Charter High School

Board Meeting

Date and Time

Tuesday March 21, 2023 at 5:00 PM PDT

Location

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

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

SUPPORTING DOCUMENTATION:

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Agenda

	Purpose	Presenter	Time
I. Opening Items			5:00 PM
Opening Items			
A.	Call the Meeting to Order	Sara Margiotta	
B.	Record Attendance and Guests		2 m
C.	Public Comment		30 m
<p><i>"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).</i></p> <p>Google Form Public Comment Procedure: 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/kSsxkvL6T9GgXpdEA. Your comment will be read aloud by the Board Vice Chair. Public comments submitted through the Google form will be read after the public comments presented live at the meeting. General public comments not read after 60 minutes will be included in the meeting minutes. Due to public meeting laws, the Board can only listen to your comment, not respond or take action. Comments are limited to two (2) minutes, per person and one cannot cede their time to another. A member of the public who requires the use of a translator, in order to receive the same opportunity as others to directly address the Board, shall have twice the allotted time to speak, and the total allocated time shall be appropriately increased as well. Govern Code § 54954.3(b)(2).</p>			
D.	Approve Minutes	Approve Minutes Sara Margiotta	2 m
Approve minutes for Special Board Meeting on March 9, 2023			
E.	Approve Minutes	Approve Minutes Sara Margiotta	2 m
Approve minutes for Board Meeting on February 28, 2023			

	Purpose	Presenter	Time
F. Approve Minutes	Approve Minutes	Sara Margiotta	2 m
Approve minutes for Special Board Meeting on February 28, 2023			
II. Organizational Reports			5:38 PM
A. Student Report	FYI	Peter Garff	5 m
B. Parent Report	FYI	Monica Batts-King, Melissa Schilling, Saken Sherkhanov	5 m
C. Represented Classified Staff Report	FYI	Andrew Paris	5 m
D. Unrepresented Classified Staff Report	FYI	Karen Ellis	5 m
E. Faculty Report	FYI	Maggie Nance, David Pickard	5 m
F. Human Resources Director (HR) Report	FYI	Dr. Martha Monahan	5 m
G. Director of Operations Report	FYI	Don Parcell	5 m
H. Admin. Safety and Security Team	FYI	Brooke King	5 m
I. Director of Development Report	FYI	Mike Rawson	5 m
J. Chief Business Officer (CBO) Report	FYI	Juan Pablo Herrera	5 m
K. Executive Director/Principal (EDP) Report	FYI	Dr. Pam Magee	5 m
III. Board Committees (Stakeholder Board Level Committees)			6:33 PM
A. Academic Accountability Committee Update	FYI	David Pickard IV	5 m
B. Budget & Finance Committee Update	FYI	Sara Margiotta	5 m
C. Election Committee Update	Vote	David Pickard IV	5 m
D. Charter Committee Updates	FYI	Sara Margiotta	5 m
IV. Board Committees (Board Members Only)			6:53 PM
A. Board Members Only- Committee Updates	FYI	Various	5 m

	Purpose	Presenter	Time
<ul style="list-style-type: none"> • Grade Appeal Committee • Survey Committee 			
V. Academic Excellence			6:58 PM
A. College Center Support Survey	FYI	Karen Ellis	30 m
B. GPA Definitions	FYI	Chris Lee	10 m
VI. PCHS Cafeteria Menu			7:38 PM
A. Meatless Monday	Vote	Juan Pablo Herrera	10 m
VII. Finance			7:48 PM
A. 2022-2023 Second Interim Financial Report	Vote	Juan Pablo Herrera	10 m
"To approve the 2022-2023 Second Interim Financial Report"			
B. 2023-2024 2023-2024 Food Service Management Company Contract Extension	Vote	Juan Pablo Herrera	10 m
"To approve the 2023-2024 food service management contract extension between Chartwells and PCHS - Agreement Number 2023001"			
VIII. Consent Agenda: Finance Items			8:08 PM
A. School Organized Trip(s)	Vote	Sara Margiotta	5 m
<ul style="list-style-type: none"> • March 30 - April 2: World Strides Music Festival/San Francisco, CA - Supervising Teachers: Ms. Allison Cheng and Ms. Maggie Nance • April 1-2: JSA Spring State Conference/Warner Center Marriott - Woodland Hills, CA - Supervising Teacher: David Pickard IV • April 20 - April 22: Camp Sylvester/Forestry Challenge, Pinecrest, CA - Supervising Teacher: Mr. Engelmann 			
IX. New Business / Announcements			8:13 PM
A. Announcements / New Business	FYI	Sara Margiotta	1 m

	Purpose	Presenter	Time
	<ul style="list-style-type: none"> • Date of the next Board Meeting: Tuesday, April 18, 2023 at 5pm 		
B.	Announce items for closed session, if any.	FYI Sara Margiotta	1 m
X.	Closed Session		8:15 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 Dr. Martha Monahan	5 m
	<ul style="list-style-type: none"> • (Govt. Code section 54957) (Education Code section 44929.21) 		
C.	Potential Litigation	Vote	5 m
	<ul style="list-style-type: none"> • Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Government Code section 54956.9 		
XI.	Open Session		8:30 PM
A.	Return to Open Session	FYI Sara Margiotta	1 m
B.	Report Out on Action Taken In Closed Session, If Any.	FYI Sara Margiotta	1 m
XII.	Closing Items		8:32 PM
A.	Adjourn Meeting	FYI Sara Margiotta	1 m

Coversheet

Approve Minutes

Section: I. Opening Items
Item: D. Approve Minutes
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Special Board Meeting on March 9, 2023

APPROVED



Palisades Charter High School

Minutes

Special Board Meeting

Date and Time

Thursday March 9, 2023 at 6:00 PM

Location

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

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

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Trustees Present

Andrew Paris, Avi Massaband, David Pickard IV, Karen Ellis, Maggie Nance, Monica Batts-King, Robert Rene (remote), Saken Sherkhanov, Sara Margiotta, Sarah Crompton

Trustees Absent

Melissa Schilling, Peter Garff

Ex Officio Members Present

Juan Pablo Herrera

Non Voting Members Present

Juan Pablo Herrera

Guests Present

Martha Monahan

I. Opening Items

A. Call the Meeting to Order

Sara Margiotta called a meeting of the board of trustees of Palisades Charter High School to order on Thursday Mar 9, 2023 at 6:10 PM.

B. Record Attendance and Guests

C. Public Comment

Peter Garff:

Dear Board Members,

I would like to apologize for not being able to attend the board meeting tonight. In my review of the bussing cost change and in talking with the ASB class, it is my suggestion that the board does not approve 14% increase in bussing costs. As a student of Pali I pride myself on being part of a school with over 100 zip codes. Frankly, I am worried that if we increase the price, bus ridership will drop meaning that we will have less busses to send to farther locations. It is my understanding that bussing fundraising has not occurred in a few years and I believe that restarting said fundraising is critical to increase diversity. ASB has even began talks about increasing parking pass prices to subsidize increased bussing costs. The students at Pali prioritize getting a diverse student population to school and voting no on this pricing change is essential in doing so. Thank you.

Sophie Szeder:

The bus prices should not be raised. Students already have a difficult time commuting to Pali and raising bus prices won't help. If Pali prides themselves off of having 100+ different student zipcodes, raising bus prices will lower that number. Though there are scholarships, they won't be able to cover every student that isn't able to pay the high price. Raising the bus prices will only bring student diversity down.

Talia Davood:

Hi everyone! My name is Talia Davood and so am a senior here at Pali. Thank you to everyone on the board for taking the time to meet monthly on behalf of our school. Pali is known for its diverse student body and inclusivity of over 100 zip codes. When parents ask me if they should send their students to Pali, the main aspect I highlight is how Pali is a mix of so many different types of students, ideas, cultures, and ambitions. I strongly urge that the board refrain from raising the price for transportation. In my eyes, access to quality education is a right and I don't want this price increase to introduce another layer of inequity. I urge the board to look at other alternatives such as fundraising. The senior class and booster club do this each year and I believe it is worth exploring as our school has hundreds of families who may be able to donate. I also urge the board to revisit other areas that might be able to have funding cut and compare the weight of the resulting consequences to cutting budget funds. Although I'm leaving this year, I truly hope Pali can continue to nurture the diversity it does today. Thank you all for listening.

II. PCHS Transportation Fees

A. PCHS Transportation Fees

Don Parcell presented the "PCHS Transportation Presentation for the Board", which can be found in the Board materials.

Monica Batts-King: You mentioned at the last meeting the historical number of buses we have used to serve students. Where is that?

Don Parcell: It is in the report on page 6 of the presentation.

Sara Margiotta: What is striking to me is that the cost of these buses has doubled. Without doing something to create something more sustainable, the fear is that this program will not be able to continue because we would not be able to afford it.

Saken Sherkhonov: How much do we get per student?

Juan Pablo Herrera: Approximately \$12,000 per student.

Saken Sherkhonov: And how many students ride the buses?

Don Parcell: About 400 students.

Saken Sherkhonov: And how far are these buses traveling?

Don Parcell: I don't know the exact stops, but as far as north Long Beach.

Saken Sherkhonov: Our vacancy rate is increasing because the cost is too high.

Don Parcell: If you look at all 7 buses, they are 95% full.

Saken Sherkhonov: Have we looked at different companies? How do they compare?

Don Parcell: We have gone through this process and went with the lowest cost provider, while also maintaining high quality. This has all gone through the Budget and Finance Committee and was Board approved.

Saken Sherkhonov: Do you think the ridership has decreased because there are less buses or are local schools becoming a better option?

Don Parcell: I think each family has their own reasons for making that decision based on a lot of factors. The free TAP cards have also have a big influence as more students use public transportation.

Saken Sherkhonov: It would be great to gather this data to know why people are not using the transportation.

Don Parcell: They have done this through the Attendance Office and it seems very few people are choosing other schools because of transportation issues.

Robert Rene: The connection between transportation and diversity has been established and we serve over 100 zip codes. Various groups have done a lot of work in finding a solution that is sustainable. Diversity has increased over the years and the work that has been done to find a compromise.

Saken Sherkhonov: There are new metro lines have been great. Maybe those are also options for students.

Don Parcell: We have worked closely with metro and the Pali Express to and from Santa Monica has been wonderful for students and metro has been great working with us to match our bell schedules.

Monica Batts-King: So how much would it cost families per month, according to your proposal?

Don Parcell: \$285 per month. We do not ask for the full cost up front and take monthly payments. We divide the total cost amongst the 10 school months of the year. We will know more exact numbers in late April.

Monica Batts-King: At what point is Palisades going to figure out how to fund this enough so that families are not paying as much? The cost continues to rise and this may deter families from choosing to come here. Even the student body President and other students are urging the Board to seriously consider whether to pass this and we need to think about long-term solutions so we are not raising the price year after year.

Don Parcell: We are making a decision on a proposal on how much to fund the transportation scholarships and what is going to be the total family cost. The way we structured it is "up to" \$2850 per year for bus transportation, but this number could be less once we know more exact numbers in April.

Monica Batts-King: Going from 15 to 7 buses is a red flag that Palisades needs to realize why we are turning students away because they cannot afford to pay these high transportation costs. It can be up to a 2 hour commute and they are making a tremendous effort to be here. We continue to downsize and the carpool option has not been transparently promoted to families. If you have multiple kids that attend Pali, that cost can be close to \$1000. We have made this a priority and it's time we actually treat it as such. More people would be riding the bus if we could figure out a solution.

Maggie Nance: It is true that if the cost was lower, more students would ride the bus, but the reality of the situation is that we need to consider what to do for next year. No one is voting to eliminate buses tonight, but the proposal before us. Moving forward, we need to figure out if this is promoting diversity and if this is worth continuing to keep spending money on.

Sara Margiotta: The buses at Revere are provided because they are a magnet school. There is no direct correlation between the cost of our buses and the matriculation of students from Revere to Pali High.

Don Parcell: Pali has mirrored Revere's diversity in the past the correlation has been about the same. Our numbers versus Revere's numbers have shown that we have done slightly better in increasing a small percentage of the overall diversity on our campus.

Sara Margiotta: We do need to address long-term solutions so we do not have to have this conversation every year.

Sara Margiotta made a motion to To approve the proposed 2023-24 school year Scholarship funding of \$171,000 and the annual school year cost per student to be no more than \$2,850 for the 2023-24 school year.

Avi Massaband seconded the motion.

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

Roll Call

Robert Rene	Absent
Andrew Paris	Aye
Melissa Schilling	Absent
Peter Garff	Absent
Sarah Crompton	Aye
Avi Massaband	Aye
Karen Ellis	Aye
Monica Batts-King	No
Saken Sher Khanov	Abstain
Sara Margiotta	Aye
Maggie Nance	Abstain
David Pickard IV	Abstain

III. Human Resources

A. HR Board Report

B. Special Education Coordinator Position

Martha Monahan and Tami Wilson presented the Special Education Coordinator Position, which can be found in the HR Board Report.

Sarah Crompton: How is this job description different from the Director of Student Support Services?

Tami Wilson: I work in oversight and supervision of many departments and have to be present for student meetings in high-risk situations. There is a big compliance piece that this job requires and it is important to support 504 compliance. The Special Education Department needs support.

Sarah Crompton: How did you come to this price-point for this position's salary?

Juan Pablo Herrera: This was determined last year by reviewing comps from other schools with similar jobs and felt it was the most appropriate starting point.

Sara Margiotta: Budget and Finance did meet to discuss the cost for this year and we do have additional money to cover these costs.

Martha Monahan: Special Education lawsuits do have an effect on the general fund.

Karen Ellis: This person won't necessarily start at Step 1?

Martha Monahan: No, this depends on experience.

Maggie Nance: This person will be an administrator?

Martha: Yes, they will be an unrepresented administrator.

Maggie: Are we losing more than a million dollars in the next 5 years in lawsuits?

Juan Pablo: Yes, through legal counsel, legal fees, and other associated costs. Costs vary and I cannot say for sure whether the cost of this position over the next 5 years will save costs of potential litigation.

Tami Wilson: If we continue this way we will continue to deal with as many issues as we have been. I think this is a way for us to help reduce the total amount of issues and due process filings.

Juan Pablo Herrera: This position is mid-management and this person in the past has been a teacher on assignment.

Saken: We are hiring to make the students lives better. This is something we need and having a strong IEP program is important.

Sarah: Is this a 12 month assignment?

Martha: Yes, there is a lot of work that is done in the summer months to prepare for the following school year.

Monica Batts-King made a motion to approve of the addition of a 12-month, 8 hour per day Special Education Coordinator to support students, teachers, the department and the director.

Karen Ellis seconded the motion.

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

Roll Call

Sarah Crompton	Abstain
Melissa Schilling	Absent
Maggie Nance	Abstain
Avi Massaband	Aye
David Pickard IV	Abstain
Sara Margiotta	Aye
Andrew Paris	Abstain
Robert Rene	Absent
Karen Ellis	Aye
Peter Garff	Absent
Monica Batts-King	Aye
Saken Sherhanov	Aye

C.

CTC Declaration of Need

Martha Monahan presented the CTC Declaration of Need.

David Pickard IV made a motion to approve Paula Anderson to teach special education courses without an Autism Authorization in addition to her valid Standard Secondary Credential in Drama and English and her Specialist Credential for Learning Handicapped for the 2022-2023 school year.

Sara Margiotta seconded the motion.

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

Roll Call

David Pickard IV	Aye
Avi Massaband	Aye
Monica Batts-King	Aye
Maggie Nance	Aye
Melissa Schilling	Absent
Karen Ellis	Abstain
Saken Sherkhanov	Aye
Sarah Crompton	Aye
Peter Garff	Absent
Andrew Paris	Aye
Sara Margiotta	Aye
Robert Rene	Absent

IV. New Business / Announcements

A. Announcements / New Business

Next Board of Trustees meeting is Tuesday, March 21, 2023 at 5:00 p.m.

B. Announce items for closed session, if any.

V. 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 7:36 PM.

Respectfully Submitted,
David Pickard IV

Coversheet

Approve Minutes

Section: I. Opening Items
Item: E. Approve Minutes
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Board Meeting on February 28, 2023

APPROVED



Palisades Charter High School

Minutes

Board Meeting

Date and Time

Tuesday February 28, 2023 at 5:00 PM

Location

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Trustees Present

Andrew Paris, Avi Massaband, David Pickard IV, Maggie Nance, Melissa Schilling, Monica Batts-King, Peter Garff, Robert Rene, Saken Sherkhonov, Sara Margiotta, Sarah Crompton

Trustees Absent

Karen Ellis

Ex Officio Members Present

Dr. Pam Magee, Juan Pablo Herrera

Non Voting Members Present

Dr. Pam Magee, Juan Pablo Herrera

Guests Present

Jeff Roepel, Martha Monahan

I. Opening Items

A. Call the Meeting to Order

Sara Margiotta called a meeting of the board of trustees of Palisades Charter High School to order on Tuesday Feb 28, 2023 at 5:04 PM.

B. Record Attendance and Guests

Maggie Nance left at 6:16 p.m.

C. Public Comment

No public comment.

D. Approve Minutes

Maggie Nance made a motion to approve the minutes from Special Board Meeting on 02-14-23.

Sara Margiotta seconded the motion.

approve the minutes from the Special Board meeting on 2/14/23.

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

Roll Call

Maggie Nance	Aye
Melissa Schilling	Aye
Karen Ellis	Absent
David Pickard IV	Aye
Robert Rene	Aye
Peter Garff	Abstain
Monica Batts-King	Aye

Roll Call

Sarah Crompton	Abstain
Sara Margiotta	Aye
Avi Massaband	Aye
Andrew Paris	Aye
Saken Sherkhanov	Aye

E. Approve Minutes

Maggie Nance made a motion to approve the minutes from the 1/24/23 Board meeting. Board Meeting on 01-24-23.

Andrew Paris seconded the motion.

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

Roll Call

Saken Sherkhanov	Aye
David Pickard IV	Aye
Robert Rene	Aye
Maggie Nance	Aye
Peter Garff	Aye
Sarah Crompton	Abstain
Monica Batts-King	Aye
Melissa Schilling	Aye
Sara Margiotta	Aye
Avi Massaband	Aye
Karen Ellis	Absent
Andrew Paris	Aye

II. Organizational Reports

A. Student Report

Peter Garff:

A lot of events coming up.

Women's Day on March 8th. Feminine products drive throughout March. Students asked to wear pink on March 8th. Women's panel at the end of the month.

March 17th - St. Patrick's Day, senior dating game.

ASB Elections on the last week of March, as well as a Spirit Week.

Battle of the Bands is coming in April.

We have some concerns from Pali Period days. 2:56 pm is too late as an ending time for the Wednesday Pali Periods days.

B. Parent Report

Saken Sherkhanov, Melissa Schilling, Monica Batts-King: Nothing to report at this time.

C. Classified Staff Report

Andrew Paris: Nothing to report at this time.

D. Faculty Report

Report stands as submitted with the below additions:

Lisa Saxon - The Leadership class's proposed revisions to the new school testing policy are not feasible. The state test is untimed, and students are provided with accommodations specified in their IEP.

Under Ed. Code, parents may opt students out of state testing. Students who opt out of state testing will take another assessment that, like the CAASPP, measures college and career readiness. The tests are the same length and assess the same skills.

Students will complete one of the two tests in their block schedule classes. Students who need extra time will be able to finish the test will be summoned from class and provided with as much time as they need to complete the task.

Students who are absent the day that their class is scheduled to test will take a make-up test.

The test window runs from March 6 until finals. Everyone should have plenty of time to participate.

Let's work together to make sure that Pali meets the state requirement of testing 95 percent of eligible students. Failing to meet this benchmark will negatively impact the school's overall test score. Students are encouraged to do their best on the state test. The CSU system is asking that students voluntarily submit scores when filing an application. The scores are used for placement, not admissions.

Grant Smith - I am Grant Smith, the 504 Coordinator at Pali. Before assuming the role as coordinator, I had served for 10+ years as a Special Education/Resource Specialist and Special Education Dept. Chair. I worked closely with our admin and coordinator at the time to ensure timely compliance of legal special education issues. I imparted to all of our staff that LAUSD is observing our work in Welligent and that issues with compliance can have significant consequences for any charter school. I am therefore imploring our Board to immediately approve the position of Special Education Coordinator. Right now, we have different teachers assisting with this role, and this takes time and energy away from their caseloads. We need a dedicated individual in that position working with Admin and the Dept. Chair to ensure that our school meets state/federal timelines. I know my

old dept well and have been moved by the amount of heart, sweat, and soul my colleagues pour into our students with disabilities, but we need compliance support in the form of a coordinator immediately. Thank You.

E. Human Resources Director (HR) Report

Martha Monahan: Report stands as submitted.

PCHS administration recommends approval of the Governance Board to reclassify an employee: Current Title: Instructional Assistant (Classified) Proposed Title: ELL Program Instructional Assistant (Classified) Reasoning: As the needs of the English Language Learner population at PCHS has changed, the duties and responsibilities of this instructional assistant have changed to include more administrative tasks relating to assessment and compliance.

Robert Rene made a motion to approve the reclassification from Instruction Assistant to ELL Program Instructional Assistant.

Monica Batts-King seconded the motion.

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

Roll Call

Robert Rene	Aye
Andrew Paris	Abstain
Sara Margiotta	Aye
David Pickard IV	Abstain
Melissa Schilling	Aye
Peter Garff	Aye
Maggie Nance	Abstain
Avi Massaband	Aye
Sarah Crompton	Abstain
Monica Batts-King	Aye
Saken Sher Khanov	Aye
Karen Ellis	Absent

F. Director of Operations Report

Don Parcell: Report stands as submitted.

G. Admin. Safety and Security Team

Brooke King: Report stands as submitted.

Sara Margiotta: I would like to thank Brooke King for the wonderful work done to complete the Emergency Operations Plan.

Sara Margiotta made a motion to approve the PCHS School Emergency Operations Plan.

Avi Massaband seconded the motion.

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

Roll Call

Saken Sherkhanov Aye
Peter Garff Aye
Karen Ellis Absent
Monica Batts-King Aye
Melissa Schilling Aye
Sarah Crompton Aye
Andrew Paris Aye
David Pickard IV Aye
Sara Margiotta Aye
Avi Massaband Aye
Robert Rene Aye
Maggie Nance Aye

H. Director of Development Report

Michael Rawson: Report stands as submitted.

I. Chief Business Officer (CBO) Report

Juan Pablo Herrera: Report stands as submitted.

J. Executive Director/Principal (EDP) Report

Dr. Pam Magee: Report stands as submitted.

We wanted to highlight our recent faculty meeting materials, so please check out the amazing work being done at Pali High. Congratulations to Kinema Ivra and BSU for their wonderful recent events and a wonderful Black History Month.

III. Board Committees (Stakeholder Board Level Committees)

A. Academic Accountability Committee Update

David Pickard IV: At our last AA meeting, the Social Science Department presented on the state of the department. The main topics covered and discussed were course offerings, new courses, college prep/honors grading scales, Ethnic Studies, the future of Sociology, professional development, field trips, and the department's Nation Board Certified teachers. Pali Period effectiveness was also discussed and the committee looks forward to continue to develop this intervention/prevention method at Pali.

B. Budget & Finance Committee Update

Sara Margiotta: Minutes stand as submitted. We reviewed transportation funding/scholarships, which is later on the agenda tonight and will be discussed in further detail.

C.

Election Committee Update

David Pickard IV: 2023-2024 BoT Election was discussed and candidate forms were reviewed. The committee agreed that the committee work and meeting schedule/times should be included in the BoT Roles and Responsibilities form.

BoT applications are due on March 17, 2023. Due diligence will take place between March 17 and April 7, 2023. The election will run concurrently with the ASB election from April 10-14, 2023.

Committee will work on community outreach via Patch, Palisadian Post, and school eblasts.

Proposed meeting schedule for the 2023-2024 election cycle is:

March 6, 2023

March 20, 2023

April 24, 2023

All meetings are held in F106.

IV. Board Committees (Board Members Only)

A. Board Members Only- Committee Updates

Grade Appeal Committee - Sara Margiotta: The committee has not met and we have 13 grade appeals that need to be looked at. Dr. Lee is looking at potential meeting dates.

Survey Committee - Sara Margiotta: College Center survey results are in and we are working with the College Center to bring results, updates, and action plan to the March BoT meeting.

V. PCHS Staffing Update

A. Staff and Substitutes Update

Martha Monahan presented the Substitute Teacher Report, which can be found in the Board materials.

We have hired recently and work with two agencies to help cover teachers. Our teachers are asked to cover during their conference period and are paid at their professional hourly rate. We know how important this time is for teachers and want to respect their prep time. We want to review how we are attracting people to work at Pali. We have evaluated substitute pay rates from a variety of school districts. LAUSD has a significantly higher rate than ours. SMMUSD also has a higher rate and this is a school district that could potentially be pulling from our sub pool.

VI. Academic Excellence

A. Proposed 2023-2024 School Calendar

Sara Margiotta made a motion to approve the 2023-2024 School Calendar.

Andrew Paris seconded the motion.

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

Roll Call

Sara Margiotta	Aye
Robert Rene	Aye
Karen Ellis	Absent
Monica Batts-King	Aye
Andrew Paris	Aye
Avi Massaband	Aye
David Pickard IV	Aye
Sarah Crompton	Abstain
Maggie Nance	Absent
Saken Sher Khanov	Aye
Peter Garff	Aye
Melissa Schilling	Aye

B. School Accountability Report Card (SARC)

Dr. Pam Magee: This is the School Accountability Report Card and it contains information about the condition and performance of the school. Thank you Monica Iannessa and Ramona Bostic and the rest of the Academic Achievement team for putting this together.

Monica Iannessa: Some of the fields were left blank in fields that need to be filled in. You will see this in the HR category. We are also reporting the fitnessgram from P.E. classes and participation rates, which is new to the SARC.

C. PCHS Testing Policy

Peter Garff reviewed the recommended changes from students that are highlighted in the PCHS Testing Policy Feedback from ASB, which can be found in the Board materials.

Robert Rene: Thank you Peter for bringing this back and putting in this work. We must work to ensure that the high standards of Pali High are upheld. It is vital to the longevity of the school that students take the required tests.

Tami Wilson: We have medical notes coming in from students for 504 plans, numbering about 350. We would not meet the minimum 95% requirement.

Monica Iannessa: This is a policy that was drafted to ensure student's mental health is taken into account, but this standardized test is extremely important for our charter renewal.

D. PCHS Grading Policy

Dr. Pam Magee: Administration and dept. chairs are reviewing all of our policies through an equity lens. PLCs have been looking at Joe Feldman's *Grading for Equity* and what the next steps are to establish a school-wide grading policy.

E. PCHS Math Placement Policy

Dr. Pam Magee: The math task force is meeting to take a look at these policies and we will have something to present at the March Board meeting.

Sara Margiotta: I have seen this a few times now and we need to put this policy in place asap so we can implement it by next year.

Dr. Pam Magee: March is our goal and April is an absolute deadline.

F. Special Education Presentation

Tami Wilson presented the Student Support Services presentation, which can be found in the Board materials.

G. Student/Campus Culture and Climate

Brian Banducci: We have our Deans with us tonight and I wanted to share a presentation that highlights our intervention data and professional development information in regards to behavior on campus at PCHS.

Behavior Intervention Presentation can be found in the Board materials.

Maggie Nance: What does going to detention mean?

Kelly Loftus: We run detention from 12:34 for about 15-20 minutes. Students are in detention depending on the infraction. They are in the detention room and can get work done.

Robert Rene: Thank you, Deans, for the work they did to report data. Can we get a data set to tell us how many students are consistently disruptive? Alternatively, can we hear more about the positive results of discipline that worked?

Brian Banducci: That is definitely useful information and something we can continue gathering as the school year continues. There have been 800 total referrals and about 20% of those are from about 3 teachers.

Sara Margiotta: I think the question of, "is detention working to improve student behavior?" is really important. Is 15-20 minutes at lunch enough?

Dr. Pam Magee: It is difficult to have kids in detention because so many travel after school.

Adam Licea: We are continuously talking with families and working to identify the underlying issues that students may be having.

Avi Massaband: Is there a legal limit to how many times a student can have detention consecutively?

Brian Banducci: The only individual is anyone with an IEP who's behavior is affected by their disability. We evaluate each student individually and work with stakeholders to ensure all parties are part of the behavioral solution.

Monica Batts-King: How is a student notified that a student has detention?

Adam Licea: We want to give the student accountability and only really reach out to families in larger cases.

Monica Batts-King: Families cannot help from home if they are not aware that there is an issue.

Dr. Pam Magee: Discipline has changed in Ed. code and expectations of schools has changed. The direction is heading in a way that we build connections with students and encourage them to take accountability for their actions. These are laws and we are bound by that. We are working to put structures in place to support all students and faculty.

Maggie Nance: Do you agree that many of the disciplinary issues comes from kid's inability to deal with their emotions?

Adam Licea: Yes, many of the issues come from a struggle to handle emotional distress.

Brian Banducci: Many teachers and students are working very well together and other students do not.

Sara Margiotta: We should always take into account the environment and the other students in the classroom. We should also take a look at the amount of students with IEPs and 504s in each class so that teachers do not become overwhelmed.

Dr. Pam Magee: This is something we can look at through the Counseling Office.

VII. PCHS Transportation Update

A. PCHS Transportation Scholarship/Fees

Don Parcell summarized and reported on the Transportation Pricing and Scholarship Funding for 2023-24. Scholarship Funding comes from the General Fund and contributes to PCHS's Diversity, Equity & Inclusion goals.

The Board discussed the plausibility of approving the PCHS Transportation Scholarship/Fees and chose to table the item so that more information can be presented so that Board members can make an educated decision on the matter.

VIII. Finance

A. Budget vs Actuals Update Materials

Juan Pablo Herrera presented the Budget vs Actuals Update Materials through 12/31/22, which can be found in the Board materials.

B. 2021-2022 Independent Audit

Juan Pablo Herrera and Vanessa Pineda (Christy White & Associates) presented the 2021-2022 Independent Audit report, which can be found in the Board materials.

Robert Rene: Well done to Juan Pablo Herrera and his team! The changes are remarkable.

Sara Margiotta made a motion to approve the 2021-2022 Financial Audit Report.

Robert Rene seconded the motion.

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

Roll Call

Sarah Crompton	Abstain
David Pickard IV	Abstain
Saken Sherkanov	Aye
Melissa Schilling	Aye
Peter Garff	Aye
Andrew Paris	Aye
Robert Rene	Aye
Sara Margiotta	Aye
Maggie Nance	Absent
Monica Batts-King	Aye
Karen Ellis	Absent
Avi Massaband	Aye

C. 2021-2022 Audit Corrective Action Plan

Juan Pablo Herrera presented the 2021-2022 Audit Corrective Action Plan, which can be found in the Board materials.

Sara Margiotta made a motion to approve the 2021-22 Audit Corrective Action Plan.

Melissa Schilling seconded the motion.

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

Roll Call

Maggie Nance	Absent
Sarah Crompton	Abstain
Robert Rene	Aye
Avi Massaband	Aye
Sara Margiotta	Aye
Melissa Schilling	Aye
Karen Ellis	Absent
Peter Garff	Aye
Monica Batts-King	Aye
Saken Sher Khanov	Aye
Andrew Paris	Abstain
David Pickard IV	Abstain

D. 2022-2023 Audit Engagement Letter

Juan Pablo Herrera and presented the 2022-2023 Audit Engagement Letter, which can be found in the Board materials.

Sara Margiotta made a motion to approve the 2022-23 Audit Engagement from Christy White Audit Firm.

Melissa Schilling seconded the motion.

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

Roll Call

Robert Rene	Aye
David Pickard IV	Abstain
Monica Batts-King	Aye
Melissa Schilling	Aye
Saken Sher Khanov	Aye
Sara Margiotta	Aye
Maggie Nance	Absent
Peter Garff	Aye
Sarah Crompton	Abstain
Karen Ellis	Absent
Andrew Paris	Abstain
Avi Massaband	Aye

E. 2023-2024 Budget Development Calendar

Sara Margiotta made a motion to approve the 2023-2024 budget development calendar.

Melissa Schilling seconded the motion.

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

Roll Call

Robert Rene	Absent
Maggie Nance	Absent
Avi Massaband	Aye
Sarah Crompton	Aye
Monica Batts-King	Aye
Saken Sherkanov	Aye
Peter Garff	Aye
Andrew Paris	Aye
David Pickard IV	Aye
Karen Ellis	Absent
Sara Margiotta	Aye
Melissa Schilling	Aye

IX. PCHS Cafeteria Menu

A. Feasibility and Necessary Steps to Implement a Meatless Monday

Charlie Shortt: Presentation on potential Meatless Mondays at PCHS. Presentation can be found in Board materials.

Sara Margiotta: In your survey, did you ask if students were currently eating in the cafeteria?

Charlie Shortt: I did not.

Robert Rene: Thank you for coming back with data from the student body and this is a great template for other issues we have before us.

Sara Margiotta: If you can bring a proposal from the cafeteria? We do need to keep an eye on revenue.

Juan Pablo Herrera: They are recommending a trial period. If you vote on it in March, we can implement it in April.

Sara Margiotta: We can try to rollout Meatless Mondays after Spring Break.

Maggie Nance: A PR campaign can be developed to get students to begin using the cafeteria more because of Meatless Mondays.

Melissa Schilling: Some educational materials and nutritional materials could be distributed to the student body and families. Way to go, Charlie!

X. Consent Agenda: Finance Items

A.

School Organized Trip(s)

David Pickard IV made a motion to approve the following field trips: - March 3-March 6: DECA State Conference, Anaheim, CA - Brad Kolavo - April 3-April 6: Baseball Tournament, San Diego, CA - Mike Voelkel - April 14-April 16: Moot Court Competition, Santa Barbara, CA -John Rauschuber.

Sara Margiotta seconded the motion.

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

Roll Call

Robert Rene	Absent
Maggie Nance	Absent
David Pickard IV	Aye
Karen Ellis	Absent
Sara Margiotta	Aye
Melissa Schilling	Aye
Avi Massaband	Aye
Saken Sherkhanov	Aye
Andrew Paris	Aye
Sarah Crompton	Aye
Peter Garff	Aye
Monica Batts-King	Aye

XI. New Business / Announcements

A. Announcements / New Business

Next board meeting is Tuesday, March 21, 2023 at 5 p.m. in Gilbert Hall.

B. Announce items for closed session, if any.

XII. Closed Session

A. Conference with Legal Counsel

Entered closed session at 8:37 p.m.

B. Employee complaint/Assignment/Discipline/Dismissal/Release

C. Potential Litigation

XIII. Open Session

A. Return to Open Session

Returned to Open Session at 9:02 pm.

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

In closed session, the Board took action to issue a notice of non-reelection to seven probationary certificated teachers, pursuant to Education Code section 44921.21, subdivision (b), effective at the end of the 2022-2023 school year and directed the Executive Director or designee to send out appropriate legal notices. The roll call vote was as follows: Ayes - 5, Nays - 0, Abstentions - 0.

XIV. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:05 PM.

Respectfully Submitted,
David Pickard IV

Coversheet

Approve Minutes

Section: I. Opening Items
Item: F. Approve Minutes
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Special Board Meeting on February 28, 2023

APPROVED



Palisades Charter High School

Minutes

Special Board Meeting

Date and Time

Tuesday February 28, 2023 at 4:50 PM

Location

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

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

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

SUPPORTING DOCUMENTATION:

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

ALL TIMES ARE APPROXIMATE AND ARE PROVIDED FOR CONVENIENCE ONLY:

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

Trustees Present

Andrew Paris, Avi Massaband, David Pickard IV, Maggie Nance, Melissa Schilling, Monica Batts-King, Peter Garff, Robert Rene, Saken Sherkhanov, Sara Margiotta

Trustees Absent

Karen Ellis

Ex Officio Members Present

Dr. Pam Magee

Non Voting Members Present

Dr. Pam Magee

Guests Present

Jeff Roepel

I. Opening Items

A. Call the Meeting to Order

Sara Margiotta called a meeting of the board of trustees of Palisades Charter High School to order on Tuesday Feb 28, 2023 at 4:59 PM.

B. Record Attendance and Guests

C. Public Comment

No public comment.

II. Approve the Election Results

A. Approve the Election Results

Maggie Nance made a motion to approve Sarah Crompton as the new faculty trustee on the PCHS Board of Trustees.

Robert Rene seconded the motion.

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

Roll Call

Andrew Paris	Aye
Monica Batts-King	Aye
Karen Ellis	Absent
Sara Margiotta	Aye
Saken Sherkhanov	Abstain
Melissa Schilling	Aye
Avi Massaband	Aye

Roll Call

David Pickard IV	Aye
Robert Rene	Aye
Maggie Nance	Aye
Peter Garff	Aye

III. New Business / Announcements

A. Announcements / New Business

No new business.

B. Announce items for closed session, if any.

IV. 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 5:03 PM.

Respectfully Submitted,
David Pickard IV

Coversheet

Faculty Report

Section: II. Organizational Reports
Item: E. Faculty Report
Purpose: FYI
Submitted by:
Related Material: Faculty Board Report 03_21_2023.pdf



PALISADES

CHARTER HIGH SCHOOL

Faculty Report

Board of Trustees Meeting

March 21, 2023

Concerns

- Faculty members who missed multiple Fridays in this school year were sent a negative letter letting them know that their absences are unacceptable. While no one seems to disagree with the idea that taking off multiple Fridays is not ideal, the letter was a form letter that didn't take into account people who had health issues, people who took off conference periods to save the school sub money and to keep continuity with kids, or people who have historically excellent attendance. The general feeling is that it could have been handled in a better way.
- There is a feeling that when there are problems with certain faculty members, we all get punished, and that it would be better for the administration to just deal with those particular problematic individuals. Blanket policies are put in that hurt everyone when they are designed to target a small number of people's behavior.
- The parking lots are not monitored closely enough to ensure that students aren't parking in the faculty spaces.
- There are bold students here who do not respect reasonable directives of adults and, despite their experiences being anecdotal, the teachers feel like the students are not being appropriately disciplined for egregious behavior.

Kudos and thank yous

- Teachers are happy with the consistent and predictable bell schedule and the Pali Period, while not being universally liked, is widely appreciated for giving us time to give students makeups.
- The safety trainings this year have been cogent, worthwhile, and cohesive.
- The faculty really likes being able to do their conference period before school so the teachers that live far away can leave before traffic is terrible. Coming and leaving an hour earlier is wonderful for a lot of people who live far away.

Coversheet

Human Resources Director (HR) Report

Section: II. Organizational Reports
Item: F. Human Resources Director (HR) Report
Purpose: FYI
Submitted by:
Related Material: HR Board Report 03_21_2023.pdf



**Human Resources Report
Board of Trustees Meeting
March 9, 2023**

Credentials/Classifications

CTC Declaration of Need (action item): PCHS administration recommends local approval of the Governance Board for Paula Anderson to teach special education courses without an Autism Authorization in addition to her valid Standard Secondary Credential in Drama and English and her Specialist Credential for Learning Handicapped. Ms. Anderson is enrolled in classes to complete her Autism Authorization by the end of the 2022-2023 school year.

Proposed New Position

Special Education Coordinator: PCHS administration recommends the approval of the addition of a 12-month, 8 hour per day Special Education Coordinator to support students, teachers, the department and the director. This is an unrepresented position.

2022-23 (Base Salary)	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Special Education Coordinator	\$ 92,062.50	\$ 96,664.91	\$ 101,541.54	\$ 106,573.92	\$ 111,901.35	\$ 117,496.42	\$ 123,372.28	\$ 129,541.01

Fiscal Impact: Years 0-5

Here is the impact over the next 5 years. I showed lowest vs highest scenario (starting at step 1 vs starting at step 8).

Special Education Coordinator	2022-2023*	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	TOTAL (Years 0-5)
Step 1 (Salary + Benefits + Taxes)	\$ 21,815.61	\$ 131,671.73	\$ 138,052.16	\$ 144,836.08	\$ 151,763.82	\$ 159,122.92	\$747,262.32
Step 8 (Salary + Benefits + Taxes)	\$ 29,376.90	\$ 177,039.47	\$ 177,848.67	\$ 178,690.24	\$ 179,565.48	\$ 180,475.72	\$ 922,996.47

Respectfully Submitted,
Martha Monahan, Ed.D.
Director of Human Resources

Coversheet

Director of Operations Report

Section: II. Organizational Reports
Item: G. Director of Operations Report
Purpose: FYI
Submitted by:
Related Material: Operations Board Report 03_21_2023.pdf



PALISADES

CHARTER HIGH SCHOOL

Board of Trustees Meeting Operations Report March 21, 2023

Permits & Setups:

- **Permit Revenue for February 2023 is ~\$68,661**
 - ~\$34,761 from Facility Rentals. Note – Rentals down due to annual maintenance Closures
 - ~\$500 from Facility Parking Rental
 - ~\$2,750 from One-Time Rentals
 - ~10,800 from Banner Rentals
 - ~\$19,850 from Filming
- **Spring Sports Impact to Permits:** With PCHS Boys Volleyball in full swing and impending home/playoff games, our gym time for permits must cater to those games. There are and will continue to be Permits cancellations to accommodate; this will slightly affect revenue for permits.
- **Important Update** – The Baseball field re-opened, permitting resumed and teams picked up where they left off, however, the unusual rainy weather has cancelled quite a few days so revenue impacted, but holding fairly steadily.
- **Filming in February:**
 - NCAA Promo (Feb 4th)
 - Verizon Commercial (Feb 11th)
 - Zara Kids Photoshoot (Feb 14th)
 - FIDM Photoshoot (Feb 20th).
- **Filming for March/April:**
 - **(Occurred) Filming for March:** Daily Drills Campaign (March 2nd)
 - **(Secured) Filming for March:** Sling TV Commercial (March 17th or 18th)
 - **(Potential) Filming for March:** Commercial and Print ADs
- **Banners** - Banner demand continues to be strong, lots of new interest – Fence booked for the next few months with rotating banners – Many users are renewing.
- **PCHS Sports** –Spring sports in mid-season and going strong.
- **March 2023 Set-Ups/Events:**
 - PTSA Board Meeting – March 2
 - Special B&FC and Board Meetings – March 7 and 9
 - Election Committee Meetings – March 9 & 13
 - B&FC and Board Regular Meetings – March 13 and 21
 - Spring Show Weekends – March 16-18 and March 23-25
 - Pali Booster Club Meeting – March 28
 - College Center Parents Meeting – March 29
 - School Tour and AA Meeting – March 30



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MGAC/Pool:

- PCHS Swim/Dive Team support ongoing. MGAC looking forward to tradition of hosting annual Western League Meet and CIF City Section Dive Championships.
- PCHS PE Classes participating in lifeguard assisted swimming lessons (Learn to Swim and Levels 1-2 MGAC Curriculum) – ongoing.
- American Red Cross (ARC) FA/CPR/AED and Safety Training for Swim Coaches Classes Delivered regularly.
- MGAC Lifeguards just completed their team training and FA for Professional Rescuers certification update. Congratulations to the MGAC team!
- MGAC is conducting an ARC Lifeguard Certification April 22nd. Contact bking@palihigh.org if interested. 2 spots left!
- New program added! Girl's 18U Westside club water polo and YMCA evening lap swimming added, extending MGAC Tues-Thurs operating hours.
- Q2 results to be reported at April BoT Mtg.
- Safety Coordination provided for 3/15/23 HOLD Safety Exercise. Thank you to ASB for their collaboration on a safety recap video for the Safety Schoology Course.
- Annual preventative maintenance addressing our multiple chemical pumps, filtration system, SPCS controller for energy efficiency, and interlock system is underway.
- MGAC is entering into our 14th year of operations and anticipate a major repair to be expected over the next few years. We project this repair will require a 4 week closure (August month identified as target month in the year we implement this repair).
 - 1. Re-Plaster Both Pools (~\$300k)
 - 2. Replace cantilever concrete, which is showing signs of deterioration (~\$450k)

Transportation/Buses:

- The PCHS School Bus Program & Schedule, as well as Special Ed, Late and Competition Buses, are all operating normally.
- The 2023-24 School Year Transportation Registration and Scholarship Application process is underway in conjunction with the Admission Enrollment process via OLR.
- Thank you to the Board for their review and vote related to the 2023-24 PCHS School Bus Program scholarship funding and pricing.



PALISADES

CHARTER HIGH SCHOOL

Information Technology:

- 180 tickets were opened in the past 15 days with 158 of them closed or waiting. Most ticket response times continue to be within 2 hours during the business day. Common ticket trends this period are Printers/Printing Problems, A/V Events, followed by Account Issues and Hardware Error/Failure. The Tech Dept. has 667 devices currently checked out to students for the 2022-23 school year.
- Testing season has begun! Large-scale student-body Testing is scheduled from Monday, March 6th, and lasts until May 26th. The Team has been working with Lisa Saxon, Testing Coordinator, to ensure support and devices are available in all testing locations throughout all scheduled days. Testing season does consume a significant amount of the Tech Dept. personnel's time so response times may be impacted during this last portion of the year.
- Data synchronization between Infinite Campus and the communication platform ParentSquare was configured during Winter Break. After some training, a pilot group has been setup so the system can be tested and measured against PCHS's needs. If the pilot is deemed successful, ParentSquare could replace most communication systems/methods currently used at PCHS and centralize communication for all stakeholders. The Pilot began after training on 2/22 and will be evaluated in the near future.
- All new staff laptops continue to be distributed as teachers and Tech are available. If everything continues as planned and arrives/is distributed this year, the 2023-24 SY staff device order will be 30-35 devices (final numbers will depend on not yet finalized staffing and any future breakdowns this semester).
- All eight Konica copier/printer machines have arrived. Two faculty/staff production machines in the copy room, three (one each) in the AA Office, Attendance Office, and Main Office, and three student devices are in place. PIN code requirements have been reinstated on the copy room and AA Office devices, with the Attendance and Main Office to follow shortly. The student devices are nearly ready to be rolled out, along with a remote print client for faculty, staff and students. Additionally the large capacity paper trays for the main copiers should be arriving soon, as well as codes that we were missing to enable PIN usage on the Attendance and Main Office copiers.
- Continuing to support PRA requests/searches as needed.
- Work with the Deans continues daily. IT is supporting the Deans office with Bark reports, camera support, and IC reporting.
- Working with cafeteria vendor Chartwells and the CBO, we are planning a much-needed uplift of the cafeteria Point-of-Sale (POS) devices. The current devices are aged beyond support and have swollen batteries, screen breakage, or other issues that prevent them from being usable for service. New devices have arrived and been configured. We are waiting on mounting and security hardware before the devices can be put into production. Some devices are currently in use to test the POS 2.0 software.



PALISADES

CHARTER HIGH SCHOOL

Information Technology (Continued):

- 45 Promethean panels were deployed around campus. IT has attended an admin training and continues to work with the company to resolve any minor issues. So far, the response to the panels is overwhelmingly positive from both faculty and students. We are now working with individual classroom teachers on mounting potential, locations, and one-on-one training sessions with IT. Amir Osterweil has been of tremendous help in reporting issues to Promethean and IT, and working directly with Teachers on additional trainings. The expected funding availability for a Round 2 of orders is being discussed and planned.
- Working with data vendor on the creation of needed recurring reports from Infinite Campus. Some initial reports for Counseling and Intervention have finally been delivered. Errors in some of the delivered reports for Grade Reports have been discovered and we are waiting to have these addressed prior to the next grading window.
- Ongoing facilitation/support of several EdTech digital classroom resources to ensure all applications are accounted for, accessible/usable and can be supported by IT.
- The Tech Team is continuing to update and create training materials for faculty and staff. The Schoology Palisades Technology Enthusiasts, which all staff are a member of, houses the first of these updates. Many more to come!
- As part of the server refresh, multiple servers were migrated to and consolidated on a new host, upgraded, and had additional resources applied to the machines. Of the servers that remain, only a Finance Department migration of QuickBooks licensing and data needs to occur before the project can be closed out. This continues to be a concern that we hope to have addressed soon.
- A site walkthrough for the eRate Category 2 bid occurred on Wednesday, 3/8. Once the bids are received, evaluated and awarded, we will begin the process of securing funding through available grants and 2023-24 PCHS budget process. Our goal is to move forward with a Summer 2023 installation. The estimated cost at this time is between \$750,000 and \$950,000. The eRate portion of this funding is ~\$250,000, which is a ~30% discount of a critical and overdue refresh.
- Feedback on our recently hired Copy Clerk continues to be extraordinarily positive. As you know, a good Copy Clerk on campus often achieves rock-star status. Thank you HR for working so long to find a quality person for this critical role!
- PCHS currently has ~\$14,700 in outstanding fees/fines for seniors that are related to Tech Devices, Textbooks, Library Books, Cafeteria & Transportation. There is much more outstanding related to Freshman thru Junior students as well, but with seniors graduating this semester, the ~\$14,700 is at greater risk of being lost without extra effort collection efforts.
- IT has been working with the CollegeBoard to prepare for the 2023 Digital AP exams. This year the English AP exams will be taken digitally.
- The amazing Pali Booster Club has generously provided for a mobile audio and video system that will enhance the quality of audio and provide for the addition of video, for our large format meetings, such as the Board of Trustees meeting. We will implement and schedule the system for use as requested by school wide meeting organizers. Thank you, Boosters!



PALISADES

CHARTER HIGH SCHOOL

Information Technology (Continued):

- An extensive amount of time was spent for 7 straight days, Friday night 3/3, through Friday morning 3/10, supporting teachers with grade submission issues or no grades submitted at all, with over 2,500 grades being submitted late. IT recommends a mandatory series of PD's be created to help inform and support teachers in order to prevent these issues from recurring every grade window.
- With the 2023-2024 OnLine Registration (OLR) window open for Admissions, IT has been working with Counseling and the Attendance/Admissions Office to support reporting, Household Notifications, and various issues that occur.

Facilities/Projects – HVAC:

- **Central Heating System** - System operational, though certain rooms being troubleshot.
- **MERV-13 Filters** ongoing Monthly Inspecting & Replacing

Facilities/Projects – OTHER (Ongoing Maintenance):

- **Transporting Nutrition & Lunch** – Facilities delivers meals to Pali Academy twice a day
- **Tent Set-Ups** - Security Stations and Pali Academy Stations after wind-related take-downs
- **Hallway & PE Locker Maintenance** – Support/Resolve ongoing locker maintenance requests
- **Landscaping:** Ongoing Irrigation System line breaks occur and get repaired
- **Pali Academy** - Basketball court drainage; seepage and sump pump maintenance
- **Stadium Turf** – Regular field maintenance ongoing
- **Baseball Batting Cage & Tennis-Court Drainage Gutter** – Periodic sweeping/cleaning
- **IPM Pest Management** – Significant degree of baiting exterior of Bldgs. for ants and roaches using *LAUSD approved products only*.

Facilities/Projects – OTHER:

- **Hazardous waste pickup** - Completed.
- **SpEd Restroom** – New door hardware installed as old hardware and lock broke.
- **Cafeteria Sink Faucet** – Replaced with new faucet that includes flex hose
- **Cafeteria Window Shutters** - After being out of commission for the better part of last decade we were able to get 1 cylinder for each shutter to close/lock in order to better secure serving windows.
- **Smaller compact cart** - Older Non-EZ golf cart had the charger receptacle repaired so cart can be charged and back in use.
- **Tech Office** – New lighting fixtures with dimmer installed to provide better visibility when working on devices.
- **Student Restroom Destruction & Graffiti** - Restroom vandalism has slowed down recently. However, boys have been urinating on the wall (not in Urinal or Toilet) almost daily in G2B Restroom.



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CHARTER HIGH SCHOOL

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

- **Water Fountain Filters** - Annual replacements scheduled for their usual March change
- **D107 Ceiling** - Need to install new drywall and new ceiling tile due to a water pipe leak. Leak already repaired – Ceiling fix scheduled for Spring Break.
- **A207 Broken Casement Window Operators** - Waiting on parts to arrive.
- **A-Bldg., E-Bldg., and G-Bldg. Storm Drain Issues** - Scheduled for Spring Break
- **A-Bldg. Roof Lights** - 2 of 3 need to be replaced. Ordered and awaiting to receive/install
- **Faculty Lot Light Fixture** - Fixture received from vendor however bracket was not sent so awaiting bracket to complete install.
- **3-Way Crosswalk Light Fixture** - Fixture by 3-Way Crosswalk by Gilbert needs to be replaced.
- **Golf Cart Repairs** - Older flatbed service, and repair pending return trip as it also needs new batteries.
- **Cafeteria Warmer-Plug** - Faulty and needs to be replaced. Being ordered.

Facilities/Projects - Larger Scale Projects:

- **Gym A/C Project (LAUSD Bond Funded):**
 - Phase 1 started on Dec 17th 2021. The Boys side of the Gym Complex is underway and anticipated to last until Nov/Dec 2022.
 - Phase 2 in the Main Gyms is virtually completed. A few isolated days at various points in time to tie into the main systems.
 - Phase 3 in the Girls Locker Room side of the Gym Complex began Dec 19th 2022.
 - Project expected to finish around Nov 2023
- **Campus-Wide Non-Bungalows A/C Project (LAUSD Bond Funded):**
 - This project is LAUSD Board approved. The project now moving into the Architecture & Engineering Design phase.
 - Once LAUSD and DSA approvals received, which could take quite some time, the project will be Bid & Awarded, which will add another 4+ Months. Project not expected to start until Summer 2024 at the earliest.
- **Main Quad Modernization Project (Donation Funded):**
 - The project is on the agenda for LAUSD Board Vote for March 21, 2023
 - Once project approved by LAUSD Board, and submitted/approved by DSA, PCHS can proceed to the Detail Design, Bidding and Installation Phases.
 - Project hoped to be able to start in Summer 2023, but that is dependent on many factors.



PALISADES

CHARTER HIGH SCHOOL

Facilities/Projects - Larger Scale Projects (Continued):

- **Solar Project (LAUSD Bond & Catalyze Funded):**

- This project has LAUSD-FSD Support and has been cleared to proceed independently (and could be simultaneously) with the Campus-Wide Non-Bungalows A/C Project.
- Catalyze has finalized their Detailed Specifications and Conceptual Design, Schedule and Cost Estimate, which has been submitted to LAUSD-FSD for review. Once Catalyze and LAUSD can reach agreement on terms and conditions of a long-term contract, they will start getting into Detail Architectural & Engineering Construction Design, submit for LAUSD BOC approval, LAUSD Board approval, and DSA Submittal/Approval.
- Project hoped to receive final approvals in time to be started by Summer 2024.

- **Underground Utilities Piping Replacement Project (LAUSD Bond Funded).**

- Project Completed re major milestones
- Punch List items being addressed

Coversheet

Director of Development Report

Section: II. Organizational Reports
Item: I. Director of Development Report
Purpose: FYI
Submitted by:
Related Material: Director of Development Board Report 03_21_2023.pdf



PALISADES

CHARTER HIGH SCHOOL

Development Report Board of Trustees Meeting March 21, 2023

Report date: 3/17/2023

TOTAL FUNDS RAISED TO DATE:	Fund	Prior Report	YTD	Inc/Dec.	Budget
The PCHS Fund	General	\$374,686	\$378,911	\$4,225	\$450,000
Pali Alumni Fund	General	\$2,032	\$2,032	\$0	
TOTAL UNRESTRICTED FUNDS RAISED		\$376,718	\$380,943	\$4,225	\$450,000
CTE Incentive Grant	General	\$270,372	\$270,372	\$0	\$0
Perkins V Grant	General	\$0	\$0	\$0	\$0
Rest. Donations/Pledges - Recd	General	\$24,493	\$24,493	\$0	0
Donation/Pledges Outstanding	General	\$7,620	\$7,620	\$0	0
TOTAL RESTRICTED FUNDS RAISED		\$302,485	\$302,485	\$0	\$0
TOTAL FUNDS RECEIVED		\$679,203	\$683,428	\$4,225	\$500,000

TOTAL EXPENSES TO DATE:

Bacio Design		\$3,330	\$3,500
American Direct Mail		\$2,449	\$6,900
Postage		\$392	\$1,800
Subscriptions	*	\$22,287	\$7,800
SafeSave service fees		\$3,518	\$7,500
Salaries & Benefits (Campus Unification/Development Dir)		\$57,759	\$77,000
Justice League			
Banner		\$300	\$200
Videography		\$750	\$1,500
Family Donor			
Banners		\$795	\$700
Reunion Picnic (Class of 2002)		\$1,147	\$0
Donor Bricks/Dedication Plaques/Awards		\$3,917	\$1,500
Donor Reception		\$0	\$0
Donor Refund		\$0	\$0
Pali High Booster Club (split donation)		\$0	\$0
New Parent Welcome Breakfast		\$2,325	\$0



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CHARTER HIGH SCHOOL

TOTAL EXPENSES FOR UNRESTRICTED FUNDS	<u>\$98,968</u>	<u>\$108,400</u>
TOTAL NET FUNDS	\$584,460	\$391,600

Comments and Campaigns initiated to date:

- 1.) Joint Appeal with Booster Club sent 8//8/22
- 2.) New Parent Welcome Breakfast scheduled for 8/20/22
- 3.) PCHS Fund comparison: **\$379,426** this year/**\$361,792** last year. Best YTD was **\$361,792**
- 4.) PCHS Fund donor comparison: **303** this year/**299** last year
- 5.) Follow-up email to all Parents on 10/4
- 6.) Back-to-School Night Campaign brought in **\$20,277**
- 7.) Driveway Days Campaign are back 10/19 - 10/21
- 8.) Driveway Days Campaign brought in **\$8,227**
- 9.) #Giving Tuesday Campaign will begin 11/15 through 11/25
- 10.) #Giving Tuesday 2022 brought in **\$28,362**
- 11.) Year End 2022 Campaign begins December 28th.
- 12.) Year End Campaign 2022 brought in **\$44,289**
- 13.) Student PCHS Fund Phon-a-Thon scheduled for 3/20 - 3/22

Grants Submitted to date:

Grantor:	Amount	Purpose	Date Submit
CTE Incentive Grant	\$270,372.00	CTE Funds for 2022-213	1/15/2021
LA Scholars Investment Fund	\$146,600	Pali Bridge Project - College Center	5/3/2022
Pacific Palisades Women's Club	\$600.00	Mosaic repair	5/30/2022
Lewis A. Kingsley Foundation	\$10,000.00	Program Support	8/10/2022
Mara W. Breech Foundation	\$10,000.00	Teacher Professional Development	11/30/2022
	<u>\$437,572.00</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
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CTE Incentive Grant	\$270,372.00	CTE Funds for 2020-21	7/1/2022
Pacific Palisades Women's Club	\$600.00	Mosaic repair	7/27/2022
Lewis A. Kingsley Foundation	\$10,000.00	General support	7/10/2022
Mara W. Breech Foundation	\$10,000.00	Teacher Professional Development	12/30/2022
	<u>\$290,972.00</u>		

Grant Applications not approved:

NRA Safe Shield Program	\$81,375.00	Permanent Perimeter fencing	8/30/2022
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* Subscriptions increased with the conversion from DonorPerfect to Virtuous. Virtuous will eliminate the cost of Almbase app (\$7,500) when contract expires next year, DonorPerfect (\$6,228) and DonorSearch (\$1,750). Annual cost of Virtuous is \$9,500.

Coversheet

Chief Business Officer (CBO) Report

Section: II. Organizational Reports
Item: J. Chief Business Officer (CBO) Report
Purpose: FYI
Submitted by:
Related Material: CBO Board Report 03_21_2023.pdf
PCHS Credit Card Expenditures - 01-01-23 thru 01-31-23.pdf



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CHARTER HIGH SCHOOL

CBO Report Board of Trustees Meeting March 21, 2023

2022-2023 BUDGET UPDATE

- The attached Second Interim Financial Report reflects revenue and expenditures through Jan 31, 2023, as well as assumptions for the remaining year.
- PCHS is on track to meet its fiscal obligations.
- Please note, the positive ending balance of \$1.247 Million is overstated due to PCHS receiving one-time grants.

ED-TECH PLAN

- PCHS administration is still working with Datalink Networks to refine the EdTech plan.
- Once feedback is incorporated, DLN will bring the revised plan back to the budget & finance committee for review, input, and a vote.

INVESTMENT OF RETIREE FUND

- As part of the recent CSD Oversight visit, LAUSD acknowledged our retiree benefit investment fund, but recommended that we establish a trust.
- US Bank and Merrill Lynch sent over information to establish a trust. We will schedule a Lifetime Health Benefits committee meeting to review and approve the proposal.

COMPLIANCE

- The actuarial valuation for 2021-22 is also in process. We are working closely with the actuary to provide updated census data and financial information. We were targeting a presentation for the March Board of Trustees meeting, but will shift it to a later date.
- The LAUSD Charter School Division (CSD) oversight visit is underway. LAUSD has requested financial documents, reports, etc., due by March 24, 2023. They have scheduled an on-site visit and fiscal interview for April 2023.

LOOKING AHEAD

- 2022 Actuarial report: tentative board presentation set for April 2023
- May 2023: Governor releases the May Revision (California State Budget) which outlines key areas for PCHS education funding.

Palisades Charter High School
 Credit Card Reconciliation Form
 For the Period of: 01/01/2023 - 01/31/2023

Date	Vendor	Description of Expense	Cardholder	Requested By:	Amount	Resource	Budget Category
January 2, 2023	MAIL CHIMP	PCHS schoolwide mail campaign/newsletter subscription	JP HERRERA	K COX	\$ 190.00	GENERAL	SUBSCRIPTIONS
January 9, 2023	Association of California School Administrators	ACSA 2023 Negotiations Symposium - HR attendance	JP HERRERA	M MONAHAN	\$ 599.00	GENERAL	PD
January 9, 2023	California Charter School Association	Conference Registration #1	JP HERRERA	A ONYENDU	\$ 399.00	GENERAL	CONFERENCE
January 12, 2023	California Charter School Association	Conference Registration #2-3	P MAGEE	K COX	\$ 918.00	GENERAL	CONFERENCE
January 12, 2023	California Charter School Association	Conference Registration #4	P MAGEE	K COX	\$ 399.00	GENERAL	CONFERENCE
January 18, 2023	Frontier Communications Corp Agent	Fire alarm automated call system - check was lost in mail so PCHS paid via cc	JP HERRERA	D PARCELL	\$ 3,229.71	GENERAL	POSTAGE-COMMS
January 18, 2023	California Secretary of State Web	PCHS DMV driver check - account set-up	JP HERRERA	M PARKS	\$ 20.00	GENERAL	SUBSCRIPTIONS
January 19, 2023	California Association for Bilingual Education	CABE Conference - M Cervantes	P MAGEE	M CERVANTES	\$ 790.00	GENERAL	CONFERENCE
January 20, 2023	VISTA PRINT	Business Cards - new employee	P MAGEE	M PARKS	\$ 59.12	GENERAL	IMA
January 23, 2023	Intuit	Invoicing AR software	P MAGEE	B KING	\$ 320.00	MGAC/PERMIT	SUBSCRIPTIONS
January 24, 2023	Calendly	College Center Calendly account # 1 (meeting scheduling)	JP HERRERA	K ELLIS	\$ 144.00	GENERAL	SUBSCRIPTIONS
January 24, 2023	Calendly	College Center Calendly account # 2 (meeting scheduling)	JP HERRERA	K ELLIS	\$ 144.00	GENERAL	SUBSCRIPTIONS
January 24, 2023	Calendly	College Center Calendly account # 3 (meeting scheduling)	JP HERRERA	K ELLIS	\$ 144.00	GENERAL	SUBSCRIPTIONS
January 24, 2023	Calendly	College Center Calendly account # 4 (meeting scheduling)	JP HERRERA	K ELLIS	\$ 144.00	GENERAL	SUBSCRIPTIONS

GRAND TOTAL \$ 7,499.83

Coversheet

Executive Director/Principal (EDP) Report

Section: II. Organizational Reports
Item: K. Executive Director/Principal (EDP) Report
Purpose: FYI
Submitted by:
Related Material: EDP Board Report 03_21_2023.pdf
Active Assailant Drill 2_15_23.pdf
CCSA Presentation.pdf



PALISADES CHARTER HIGH SCHOOL

Executive Director/Principal Report Board of Trustees Meeting March 21, 2023

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

Schoolwide Goals - Professional Development/Communication/Student Socioemotional Well-being

School Safety

PCHS conducts schoolwide monthly safety training during the Pali Period schedule. Most recently PCHS practiced the HOLD Drill (3/15) and Active Assailant Drill (2/15/23). Safety Coordinator Brooke King holds staff meetings prior to each drill to answer questions and provide an overview. Information about safety procedures and drills is shared with parents through the weekly PCHS Newsletter.

An essential component of school safety is communication and having streamlined systems in place that quickly reach all Pali households. Parent feedback has emphasized the need for faster communication in multiple formats (email, phone recordings, text). This month PCHS is launching a pilot of ParentSquare, a system that consolidates school communication into one platform. Feedback from the pilot program will guide the decision-making process to determine if PCHS will adopt ParentSquare for the 2023-24 school year.

March 16 - Instagram Live Non-credible Threat – Community Information

A non-credible threat was made on Instagram Live among a group of minors during non-school hours on Wednesday, March 15. PCHS received an anonymous tip about a potential school threat the following morning. We now know non-PCHS students and a PCHS student engaged in an online verbal altercation. Threatening comments made among the students were repeated and misinterpreted in another online chat group that spread throughout the school community.

The Dean's Office, LA School Police and LAPD worked together to identify and locate the students who made the threatening remarks to each other. No threats were directed to the school at large. We also want to reassure the community that no guns or other weapons were found on campus, and no arrests were made related to this incident. PCHS appreciates all who shared information that helped identify the students who were involved.

PCHS understands the apprehension and fear many experienced regarding this situation. We take all reports seriously and carefully investigate each one. Because of our independent charter status, PCHS is fortunate to have an LA School Police Officer on site. This is no longer an option at District schools. PCHS is also supported by LAPD/West LA Area and Patrol Division.

PCHS has a detailed safety plan. Campus wide lockdowns and hold-in-place scenarios are part of our school emergency plan and are practiced regularly. Lockdowns are called when we need students and staff to shelter quietly in place, while holds are initiated when we want to limit



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CHARTER HIGH SCHOOL

movement around campus while regular classroom activities may continue. We would not hesitate to utilize these tools if we felt that they were warranted. Emergency checkout procedures were implemented to expedite the departure of students who opted to leave school yesterday. Although there were delays due to the number of student departures, our dedicated school staff strove to assist each student and parent with consideration. Many campus departments played an important role in supporting students and parents including our counselors, mental health team, health office/nurses, office support staff, operations & facilities, campus aides & security, teachers and administrators.

PCHS also recognizes that there are many challenges regarding communication and the systems that are in place. While we work diligently to provide timely information, we also constantly evaluate how to do this better. The school is initiating a pilot of ParentSquare, a system that consolidates all communication modes through one application rather than the multiple systems that are currently in use. PCHS is considering this system because it will allow us to quickly reach households through multiple methods (text, voice, email, and posts).

PCHS is committed to providing a safe, secure environment for everyone who comes to campus. These are complicated times and social media has greatly increased the disruptive issues all schools must confront daily. Parent partnership in monitoring children's social media activity is more critical than ever. Together we can provide students with the tools they need to make positive, productive choices while keeping everyone safe.

LAUSD Strike – No Impact on PCHS

LAUSD's labor partner, SEIU Local 99, has announced its intent to hold a three-day strike beginning Tuesday, March 21. If this strike occurs, District-operated schools will likely need to close.

If LAUSD closes schools, this will not impact PCHS operations. While authorized by LAUSD, PCHS is an independent charter school and not involved in these negotiations. PCHS will remain open to provide a safe and secure, positive learning environment for our students.

Schoolwide Goal – Diversity/Professional Development

Museum of Tolerance Experience for all school staff

As a part of honing the equity lens in our community and as an extension of the January 9 Professional Development Day discussion, PCHS is following through with our commitment to send our entire staff to the Museum of Tolerance for a full day experience between now and the end of the semester. Weekly trips to the Museum of Tolerance began March 14, 2023. The Museum of Tolerance is able to provide this opportunity through grant funding. Key areas of focus for this unique training opportunity include identity work, equity tools in classrooms, and combatting all forms of hate on campus.



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CA Charter School Association Conference – Sacramento March 13-16, 2023

Several PCHS administrators attended this year’s CCSA conference. The annual event provided important opportunities to network with other charter schools, vendors, government leaders, and leading experts in the field of education. In addition, Chris Lee, Monica Iannessa, Amy Onyendu and I presented on the path to school leadership. This was a wonderful opportunity to represent Pali in a statewide forum focused on operational integrity, strategic leadership, and student success. *The presentation is included in meeting materials.*

AALRR Leadership Series for Administrators – All PCHS Administrators are participating in monthly leadership training provided by the AALRR law firm. The topic for March was “From Supervisor to Leader: Responsibilities, Repairing Relationships, and Infusing the Practice of Civility.”

March Faculty meeting and professional development

This month’s meeting provided time for PLCs to collaborate and collect data for the school’s accreditation report and visit scheduled for 2024. Teachers and staff completed the Western Association of Schools and Colleges Staff Climate Survey. In addition, faculty and staff completed online training pertaining to Email and Message Safety.

Current Enrollment as of March 17, 2023

09	691
10	739
11	746
12	752
Total	2928

Lottery and Enrollment

The lottery for the 2023-2024 School Year ran on Friday, March 3, 2023, at 4:00 PM.

2023-2024 PCHS School Lottery			
Grade	Current Enrollment	Slots Offered	2023-2024 SY Total
9th	0	780	780
10th	691	98	789
11th	740	33	773
12th	720	38	758
			Total: 3100



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CHARTER HIGH SCHOOL

2023-2024 Lottery Applications

Grade	Applicants
9th	1156
10th	142
11th	120
12th	52

Admissions and Attendance Office staff have begun processing applications with the goal of completing applications by the first week of May, 2023.

Schoolwide Goals - Academic Achievement/Student Socioemotional Well-Being

Guidance and Counseling Updates from Dr. Chris Lee, AP/Director of Guidance and Counseling

1. The Fall Counseling Retreat was used to create a new programming plan, which included a course planning website (go.palihigh.org/courseplanning) that was used successfully, with 92% of students submitting their requests. Counselors are following up with the students who have not requested courses. Most are Virtual Academy and IEP students. Having courses uploaded to Infinite Campus earlier this year will help create a better master schedule and get the department grid out quicker and more accurately reflect the student choices.

2. The Spring Counseling Retreat's focus was how to increase the time with the students. During the Pandemic, counselors shifted to many virtual processes, which were effective, but are developing plans to additionally meeting with the students each semester, such as outreach to 9th grade students during their English class. Already they met with students that did not initially submit their requests for the 2023-2024 School Year during a Pali Period.

3. The Academic Counselors are meeting with our 718 Juniors right now to finalize Fall course requests, examine grades and plan for summer school. Junior Summary letters will be e-mailed to parents 4/14/23.

4. Sophomore letters are scheduled to post in Infinite Campus on 4/21/23.

5. Freshmen letters are scheduled to post in Infinite Campus on 4/28/23.

6. Counselors and Dr. Lee are updating the process to request schedule requests and will present to the Board upon completion. Students requested their classes with the understanding that any submissions to request schedule changes MUST be done so before



PALISADES

CHARTER HIGH SCHOOL

June 1, 2023. Tentatively, students will only be able to request a change of level of class (ex. A change from AP to Honors) in their schedule or if they completed a course during Summer for the 2023-2024 school year once the school year begins.

7. The Counselors made a plan for summer school. Information will be available at go.palihigh.org/summerschool starting 4/21/23.


8. Dual Enrollment - PCHS is continuing its partnership with West LA College to offer college level courses for our 10th-12th grade students. Dr. Lee worked with WLACC to expand the course offerings. These courses are asynchronous so students can learn on their own schedule and earn 10 credits per class. Fall 2023 offerings include: American Sign Language, Psychology, Cinema: Intro to Film Genres, Business Law, Intro to Computers and their Uses, Communications Public Speaking, Real Estate Principles. Students will need to begin the registration process beginning after Spring Break. Space is limited to 40 students per class, so interested students should make sure that they apply ASAP.

9. A WLACC Rep is meeting weekly through coordinated visits in the Counseling Office and Pali Academy. She is assisting any 12th grade students interested in attending WLACC next year. She has also met with Study Skills teachers and Fuerza Unida.

10. Tyler Farrell, our CTE Coordinator is scheduled to present CTE Information to Study Skills classes prior to the Career Fair, March 21, 2023.

11. PCHS Intervention Coordinator Jill Barker is:

- Analyzing Progress report grades to coordinate an intervention planning & follow up
- Sending out Progress 1 fail notification letters to parents/guardians of students with 3 or more fails.
- Acting as a liaison between Special Education Dept. and counselors to communicate about student course needs/planning and working with Student Support Services on child find and the process for assessment referrals.
- Acting as a liaison between the counselors and the 504 department in Grant Smith's absence.
- Support classes-working with counselors, teachers, and departments to place students in support classes, scheduling informational visits to General Education Study Skills classes such as course planning, WLACC Representative.
- Helping our Credit Recovery coordinator, Dave Suarez with data and student follow for credit recovery courses.
- Working with the counselors to identify students to refer to Pali Academy.
- Working with Campus Unification Director Gio Stewart on the Linked Up peer mentoring program.



PCHS Safety Active Assailant Response

February 15, 2023
Wednesday
Pali Period

1

1 Agenda

1. Access Schoology Safety Course
2. Slideshow presentation
3. Tabletop

***Please follow the agenda so we are working together as a school.

PALISADES CHARTER HIGH SCHOOL Information Presentation 1

2

2 Pali Period Schedule

PERIOD	START TIME	END TIME	LENGTH
PERIOD 0	7:30 AM	8:23 AM	53 min
PERIOD 1/2 NUTRITION	8:30 AM	10:00 AM	90 min
PERIOD 3/4	10:00 AM	10:20 AM	20 min
PALI PERIOD	10:27 AM	11:57 AM	90 min
LUNCH	12:04 PM	12:44 PM	40 min
PERIOD 6/6	1:26 PM	1:53 PM	35 min
PERIOD 7	3:03 PM	3:48 PM	50 min
			45 min

PALISADES CHARTER HIGH SCHOOL Information Presentation 2

3

PFA Message

PFA=Psychological First Aid

The PCHS Mental Health Team wants you to know this can seem like a very scary subject for many of us, but this is a reminder this is just a safety discussion.

We are all required to learn, practice and talk about what to do in the event there is an emergency, but the likelihood of an active assailant is very rare.

Remember this will help us be prepared!

PALISADES CHARTER HIGH SCHOOL Information Presentation 3

4

4 Respond Immediately

No single response fits all situations, however, making sure each individual knows his or her options for response and can react decisively will save valuable time.

There is no single answer for what to do, but a survival mindset can increase the odds of surviving.

During an *active assailant situation*, the natural human reaction, even if you are highly trained, is to be startled, feel fear and anxiety, and even experience initial disbelief and denial. (1)

PALISADES CHARTER HIGH SCHOOL Information Presentation 4

5

5 Protect yourself

Quick Facts about an Active Assailant

- Can happen anywhere
- Can happen anytime

Protect Yourself Key Messages

- Run, hide, and fight
- Lock, lights, out of sight (LOCKDOWN protocol)
- See something, say something
- Before you run, know the exits
- Find a place to hide (1)

PALISADES CHARTER HIGH SCHOOL Information Presentation 5

6

6 Notifications

- An announcement may be made to **LOCKDOWN** or **EVACUATE**.
- A PA announcement or phone intercom announcement may be made to classrooms and offices.
- Follow instructions from your Teacher, Security and trusted adults at all times.
- Emergency text notification may be sent.
- A combination of/for all of the above!

PALISADES CHARTER HIGH SCHOOL Information Presentation 6

7

7 Run-Hide-Fight

Please remember to take action in an emergency and use your safety mindset when a safety response is required.

PALISADES CHARTER HIGH SCHOOL Information Presentation 7

8

8 Run

If it is safe to do so, the first course of action that should be taken is to run out of the building and far away until you are in a safe location.

In the event it is necessary to evacuate rapidly:

- Leave personal belongings behind;
- Visualize possible escape routes, including physically accessible routes for students and staff with disabilities as well as persons with access and functional needs;
- Avoid escalators and elevators;
- Take others with you, but do not to stay behind because others won't go;
- Call 911 when safe to do so; and
- Let a responsible adult know where you are. (1)

PALISADES CHARTER HIGH SCHOOL Information Presentation 8

9

9 Hide

If running is not a safe option, hide in as safe a place as possible. **Hide in a location where the walls might be thicker and have fewer windows. Also:**

- Lock the doors (**LOCKDOWN** procedure may be initiated);
- Close and lock windows and close blinds or cover windows;
- Turn off lights;
- Silence all electronic devices;
- Remain silent;
- Hide along the wall closest to the exit but out of the view from the hallway (allowing for an ambush of the assailant and for possible escape if the assailant enters the room);
- Remain in place until given an all clear by identifiable law enforcement officers

Only as a last resort, only when in imminent danger, Fight.

PALISADES CHARTER HIGH SCHOOL Information Presentation 9

10

10 Steps After All Clear

Please remember to take action in an emergency and use your safety mindset when a safety response is required.

PALISADES CHARTER HIGH SCHOOL Information Presentation 10

11

11 Tabletop

- What is the fastest path from your classroom to a safe location off campus? The Presbyterian Church, the Pacific Palisades Women's Club, El Medio Bluffs, and Temescal Canyon Road (park just below Pali Academy) have been identified as rally points. Which one is closest to you? Please review the emergency exit map and look up locations with your class.
- Navigate to the Active Assailant folder [here](#) in the Schoology Safety Course. You will find the additional Tabletop 2 exercise in that folder (for a more advanced discussion)

PALISADES CHARTER HIGH SCHOOL Information Presentation 11

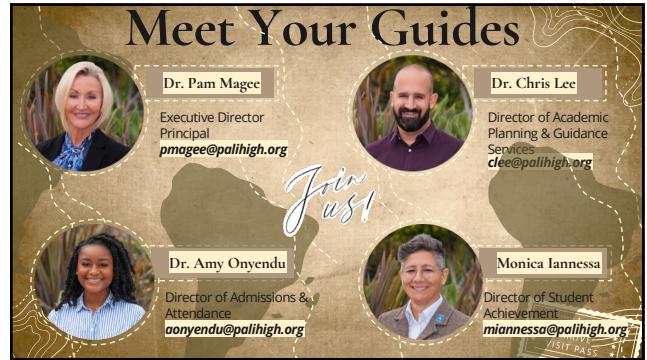
12



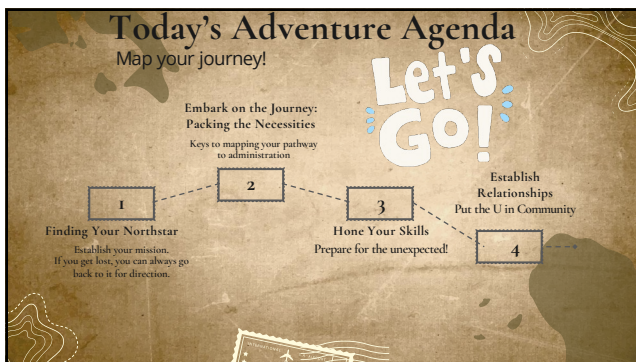
13



1



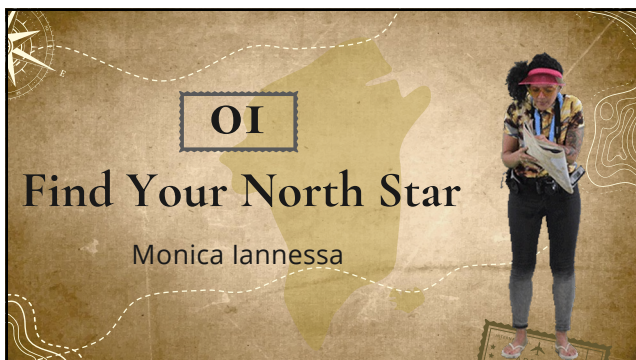
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3



4



5



6



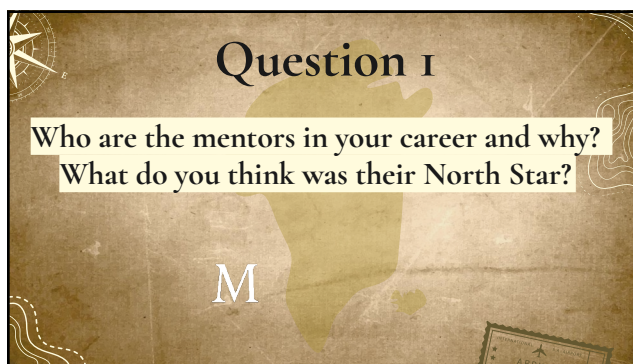
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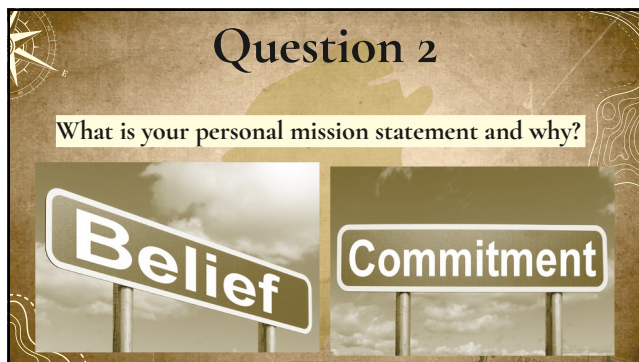
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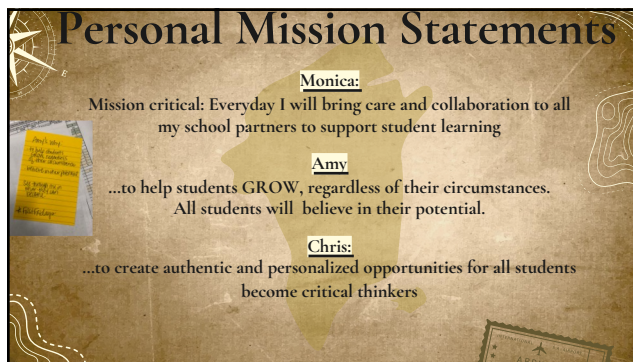
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10



11



12

Take a moment to write a first draft of your personal mission.

Use your graphic organizer map to write it down.

13

02

Embarking on Your Journey: Packing the Necessities

Dr. Amy Onyendu

14

Map Your Pathway

What has been your experience OUTSIDE of the classroom?

- Team Leader?
- Department Chair?
- Athletic Director
- Club Sponsor?

Elbow Talk:

What led you to that position and how would you describe that experience thus far?

15

Map Your Pathway

Set Goals for Yourself

- Short-Term & Long Term Objectives
- THINK: At what educational level do you want to END your career?

Get Involved!

- Volunteer vs. Voluntold
- Make connections with community leaders – principals, district personnel, superintendents, etc.

Success mindset

16

Map Your Pathway

Share Your Leadership Aspirations

- Who are you communicating with?
- What are you sharing and communicating?
- Where do they believe you're the "best fit?"
- ACT on their suggestions SOONER than LATER

aspire
seek
attain

18

Map Your Pathway

Learn the Role You're Seeking


- Learn about instruction, evaluations, curriculum, accountability, school budget
- Get involved with *committee* work (i.e. textbook, budget, attendance, calendar, etc.)
- Attend school board meetings
- GET RECOGNIZED & BE FLEXIBLE

19

Map Your Pathway

Map it OUT

- Who will be one person you can reach out to in order to get feedback/insight regarding leadership opportunities?
- How will you volunteer on campus or with your charter organization?
- What is your Plan B?

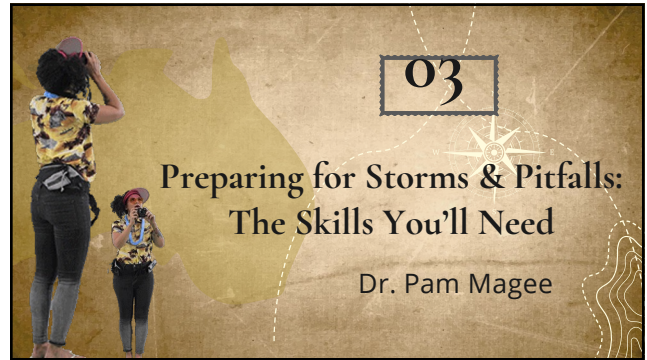


20

03

Preparing for Storms & Pitfalls: The Skills You'll Need

Dr. Pam Magee



21

Leading During Changing & Uncertain Times

Examples of Broad Cultural Shifts Impacting School Leaders

- School Safety Focus (9/11, School Threats)
- Social Media
- Covid-19
- Mental Health Crisis


LEADING THROUGH CHANGE

22

Leading During Changing & Uncertain Times

Preparing for the Unexpected

- Develop Resilience
- Be Adaptable and Nimble
- Cultivate an Appreciation of Adventure
- Practice Self-Care
- Maintain Your Sense of Humor
- Cultivate a Support Team




23

Leading During Changing & Uncertain Times

Weathering Challenges & Storms Such as...


- An Incident at Your School Results in Negative Publicity Spread Widely Through Social Media
- Stalled Collective Bargaining Results in Adversarial Relationships
- A Legal Case Against Your School



24

Leading During Changing & Uncertain Times



Discuss with an elbow partner the strategies you currently use to deal with challenging situations.



What resources might you access to work through an substantial issue?

25

04
**Putting 'U' in the
 CommUnity**
 Dr. Chris Lee

26


Let's Kahoot
 Go to: kahoot.it
School Community Poll



27

**With Which Group of People Do You
 Feel Most Confident Interacting?**


A. Students
 B. Parents
 C. Faculty/Staff
 D. Community/Outside School Folks



28

**With Which Group of People Do You
 Think It Will Be the Most Challenging
 Interacting?**

A. Students
 B. Parents
 C. Faculty/Staff
 D. Community/Outside School Folks




29

**How Might Your Interactions
 Change With Students?**

RELATIONSHIPS STILL MATTER

- What is your favorite part about your interactions with your students, as a teacher?
- How might these relationships change as an admin?
- Different role, but same values- what might this look like?



30

**How Might Your Interactions
 Change With Families?**

LISTEN

- What are your current interactions with families?
- BOTH individual and groups
- Be proactive & be prepared
- The art of saying "No"- share opportunities for students success
 - Get them on your team!





31

How Might Your Interactions Change With Faculty?

RELATIONSHIPS CHANGE – VALUES DON'T


- What are your concerns?
- Lead with intention
- Challenging situations/Courageous conversations
- Develop leaders by modeling/mentoring



32

Others With Whom You Might Be Working?

Who can help when questions arise?



33

Scenario #1

It has been reported that a teacher often leaves school early. This is was your former co-teacher with whom you have a solid relationship?

What actions might you take with this teacher and admin team members?

34

Scenario #2

A principal from another school emails you a screenshot taken in one of YOUR science teacher's classroom.

The principal received the screenshot from a parent that has children both at your school and his school.

The popular science teacher with both students and co-workers, wrote a highly suggestive mnemonic device on the whiteboard as an example to memorize levels of biological classification.

What actions might you take with Students, Parents, Faculty, & Outside School Community?

35

Scenario #3

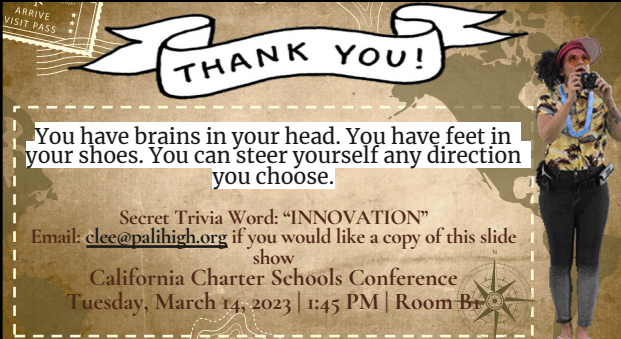
You received a letter from a legal organization stating that they are reaching out on behalf of a parent.

The organization states that the school had a legal obligation to notify the parent that their student is using preferred pronouns and name. They mention the counselor encouraged this.

The organization is stating that the student might be autistic and the student does have a 504.

What actions might you take with Students, Parents, Faculty/Counselor, & Outside School Community?

36



THANK YOU!

You have brains in your head. You have feet in your shoes. You can steer yourself any direction you choose.

Secret Trivia Word: "INNOVATION"
 Email: clec@palihigh.org if you would like a copy of this slide show

California Charter Schools Conference
 Tuesday, March 14, 2023 | 1:45 PM | Room B

37

Coversheet

Budget & Finance Committee Update

Section: III. Board Committees (Stakeholder Board Level Committees)
Item: B. Budget & Finance Committee Update
Purpose: FYI
Submitted by:
Related Material: Budget Com Meeting Minutes 03_13_2023.pdf



PALISADES CHARTER HIGH SCHOOL

MEETING MINUTES- BUDGET/FINANCE COMMITTEE

MONDAY, MARCH 13, 2023

3:30-5:00 PM, Library

REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY.

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

ALL TIMES ARE APPROXIMATE AND ARE PROVIDED FOR CONVENIENCE ONLY Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice. All items may be heard in a different order than listed on the agenda.

I. PRELIMINARY:

- A. R Rodman call the meeting to order @ 3:42 pm. In attendance: R Rodman, S Margiotta, N Kojo Onwaeze /P Greenleaf (ASB), C Heisen. S. Sherkhanov arrived remotely at 4 pm. M Batts-King arrived at 4:15 pm Non voting members: JP Herrera. Guests: M Rawson.
- B. Public Comments – No public comments made.
- C. Approval of Minutes:
 1. C Heisen made a motion to approve the meeting minutes from February 13, 2023 with minor grammatical corrections as noted by R Rodman. S Margiotta seconded the motion. All in favor: R Rodman, S Margiotta, N Kojo Onwaeze, C Heisen. Abstentions: None. Neah: None
 2. R Rodman made a motion to approve the meeting minutes from March 7, 2023 with grammatical and non-substantive changes. C Heisen seconded the motion. All in favor: R Rodman, S Margiotta, N Kojo Onwaeze, C Heisen. Abstentions: None. Neah: None.

II. REPORTS (5 minutes each):

- A. CBO Report reviewed by JP Herrera and stands as submitted.
- B. Fundraising & Development reviewed by M Rawson and stands as submitted. He noted that Monday is the student phon-a-thon and he is looking for 10 student volunteers who will be reaching out to donors who have a history of giving to the PCHS Fund but haven't done so this year.
- C. ASB Treasurer Report - N Kojo Onwaeze thanked the Booster Club for an amazing auction. He noted that there was a lot of positive feedback. In April, ASB will be student elections and also the Battle of the Bands.
- D. Booster Club - R Rodman reported that the auction was very successful. They raised over \$110K which includes a grant from The American Legion in the amount of \$20K. D Gronich was thanked for securing this grant. The Paddle Raise also raised approximately \$20K. Grant and paddle raise dollars will be used to fund/upgrade science classrooms at the school. Next Booster meeting is March 28, 2023.
- E. Lifetime/Health Benefits – There is no update.
- F. Credit Card Purchases were reviewed by JP Herrera and stands as submitted.

III. NEW BUSINESS (DISCUSSION & POSSIBLE ACTION ITEMS):

- A. 2022-23 Second Interim Financial Report - JP Herrera reviewed the 2022/2023 Second Interim Financial Report and it stands as submitted. He noted that this now includes Learning Recovery Grant and Arts monies as well as Instructional Materials Grant money. ADA was discussed and the need to communicate the importance of attendance to parents. One idea to ensure enrollment in the 2023/2024 school year was
(310) 230 – 6623 15777 Bowdoin Street, Pacific Palisades, CA 90272 www.palihigh.org



PALISADES

CHARTER HIGH SCHOOL

to reach out to students/families who do not attend Textbook Distribution to ensure that they are planning to attend in the upcoming school year. S Margiotta made a motion to approve the PCHS 2022/2023 Second Interim Actuals as presented. R Rodman seconded the motion. All in favor: R Rodman, S Margiotta, C Heisen, S Sherkanov, M Batts-King. Abstentions: None. Neah: None. Absent: K Kojo Onwaeze/P Greenleaf.

- B. 2023-24 Food Service Management Company Contract Extension was reviewed by JP Herrera and stands as submitted. It is his recommendation to extend the contract as outlined. R Rodman made a motion to approve the 2023-2024 Food Service Management Company Contract Extension between Chartwell and PCHS Agreement 2023001. C Heisen seconded the motion. . All in favor: R Rodman, S Margiotta, C Heisen, S Sherkanov, M Batts-King. Abstentions: None. Neah: None. Absent: K Kojo Onwaeze/P Greenleaf.

IV. OTHER:

Date of Next Regular Meeting: April 17, 2023 @ 3:30 pm.

- V. Meeting adjourned at 5:01 pm.

Coversheet

College Center Support Survey

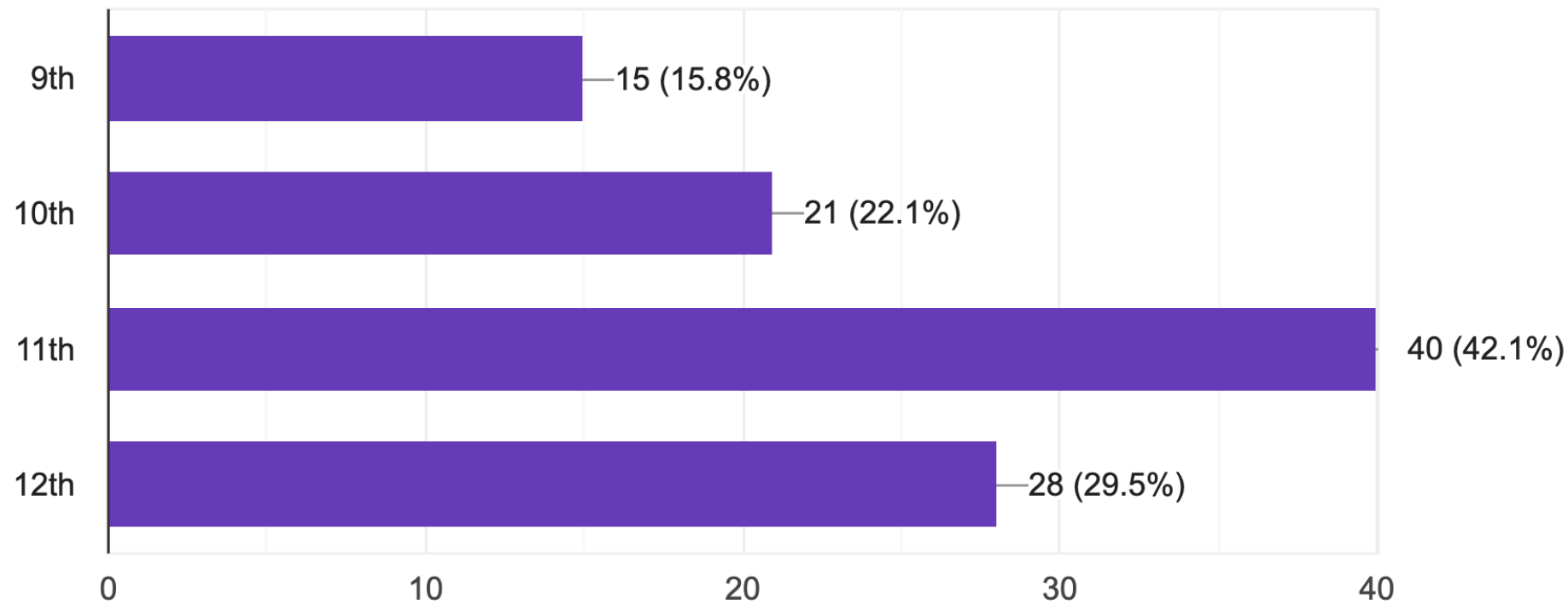
Section: V. Academic Excellence
Item: A. College Center Support Survey
Purpose: FYI
Submitted by:
Related Material: College Center Presentation 03_21_2023.pdf

College Center Presentation

What are the the needs of students? What support do we offer?

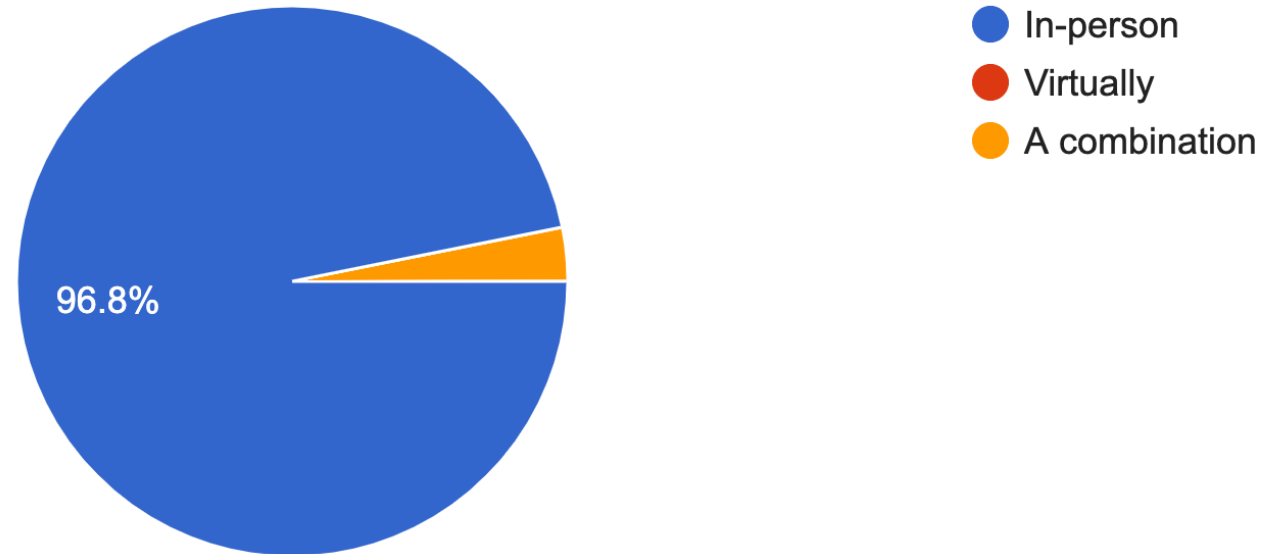
What grade is/are your student(s) in? Please check as many as appropriate.

95 responses



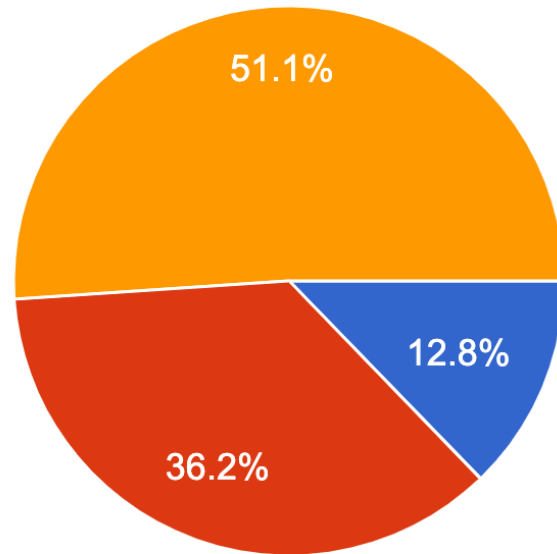
Does your student attend the Palisades Charter High School in-person, virtually or a combination?

95 responses



Which of the following options best describes your level of experience with the college application process?

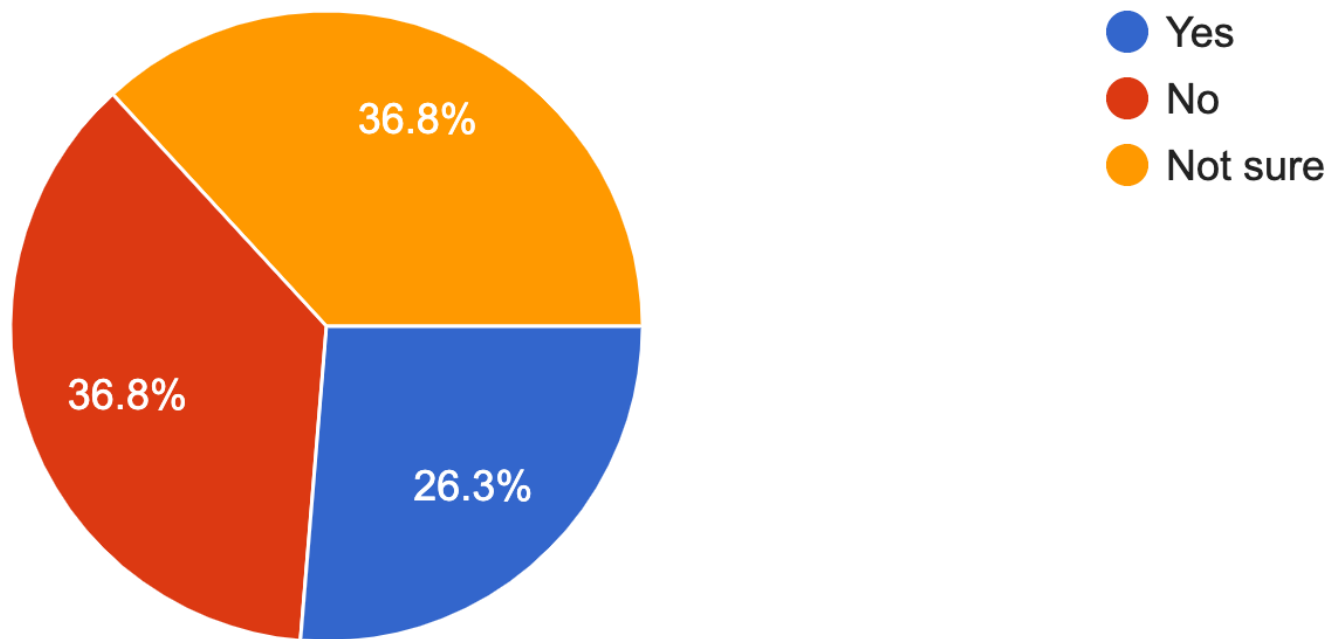
94 responses



- College application pros! We've done this before and we're confident in our ability to handle this.
- Some experience with college applications. We're somewhat familiar with the application process -- maybe you already have a child in college -- but you might still need some help.
- Just beginning our first college application process. We still don't know what don't know.

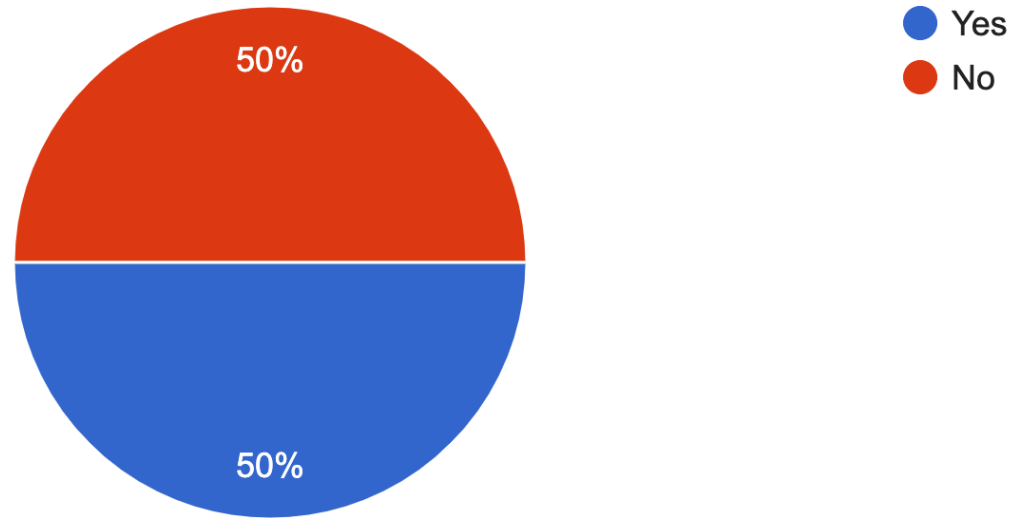
Do you plan to use a private, outside college counsellor to assist in the application process

95 responses



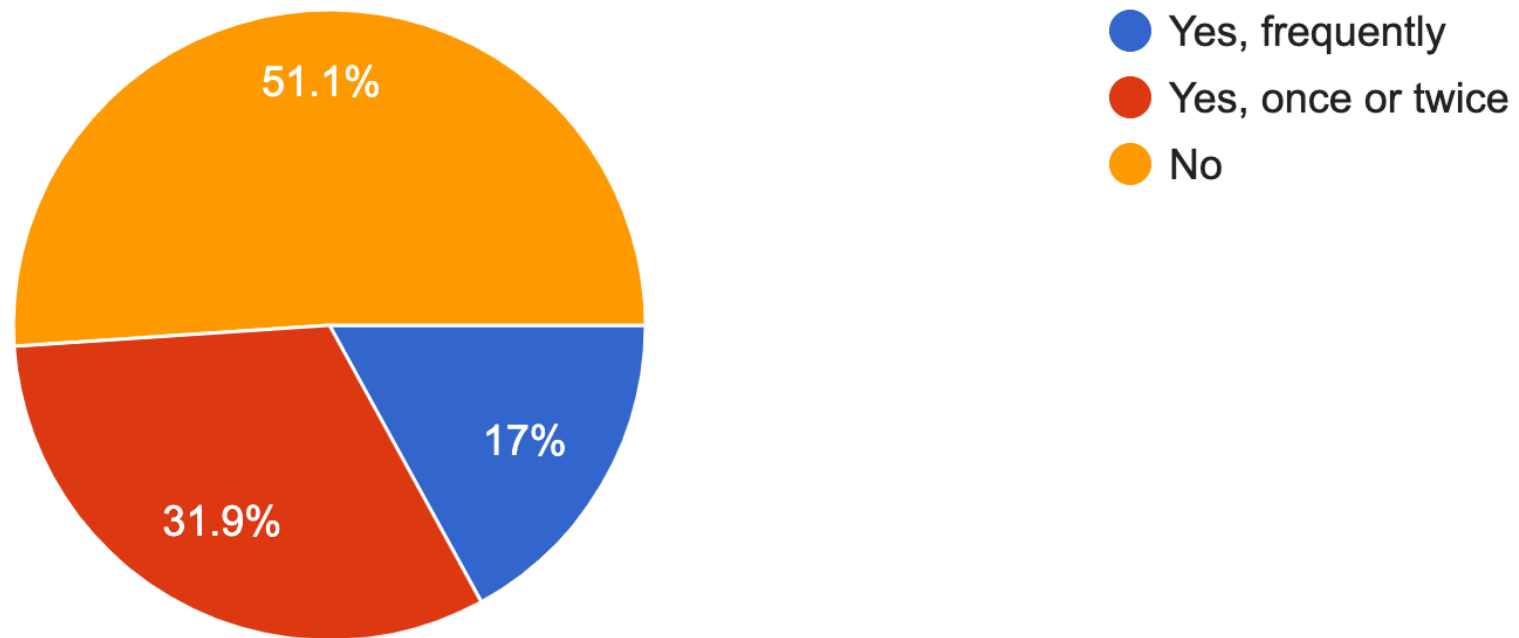
Do you know how to find information on the College Center's website?

94 responses



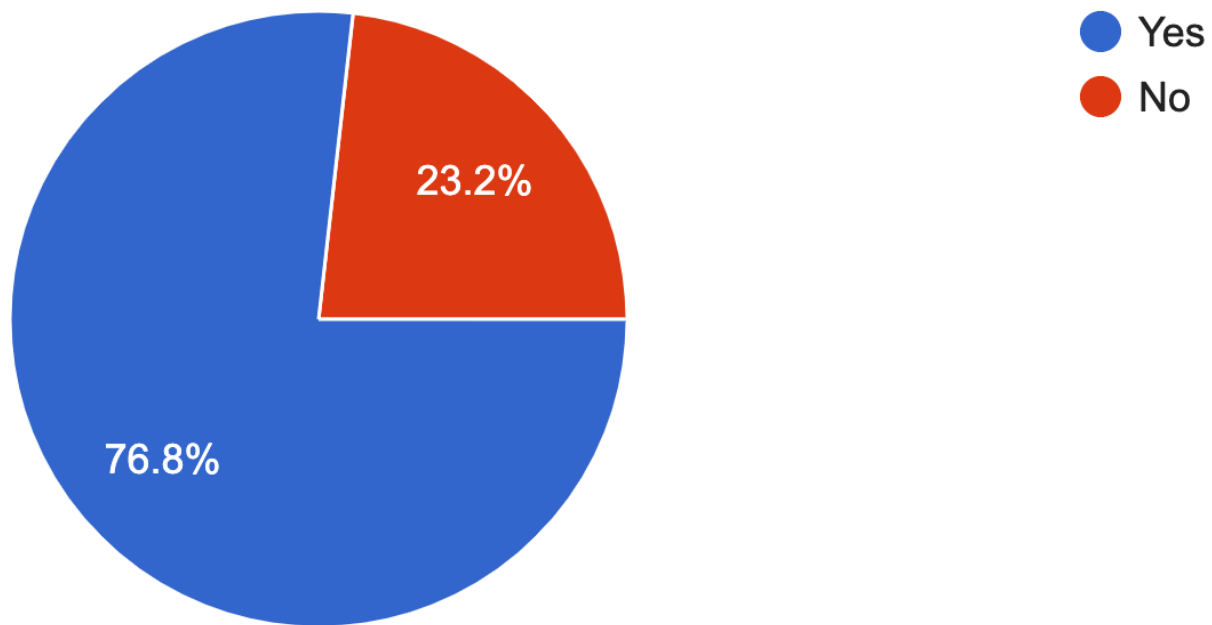
Has your student come to the College Center looking for help?

94 responses



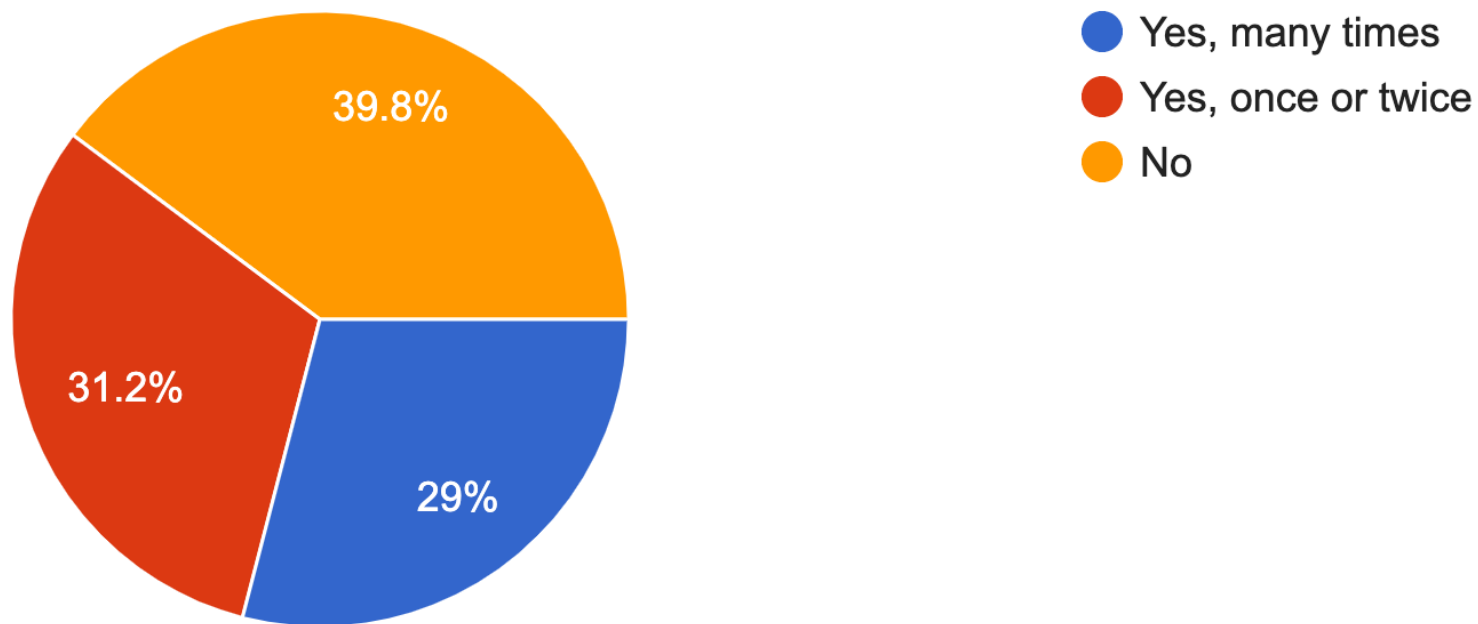
If your student came to the College Center, were their questions or concerns

56 responses



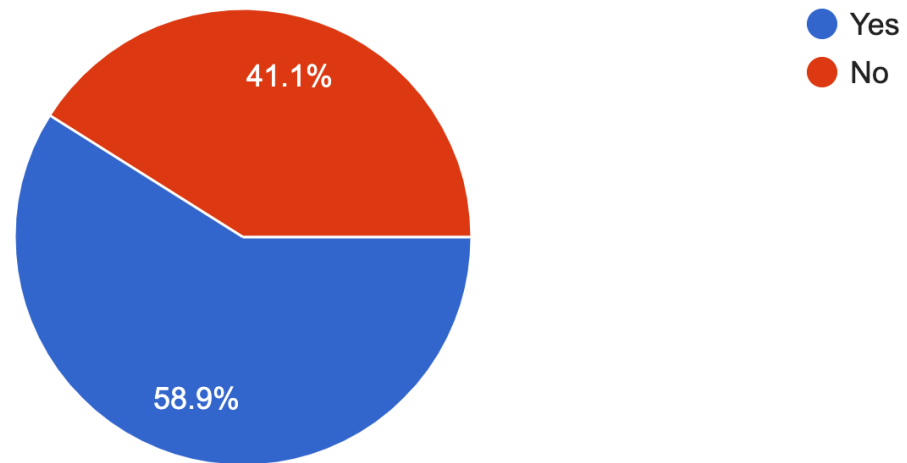
Have you attended any of the College Center's webinars? (or seen the recordings)?

93 responses



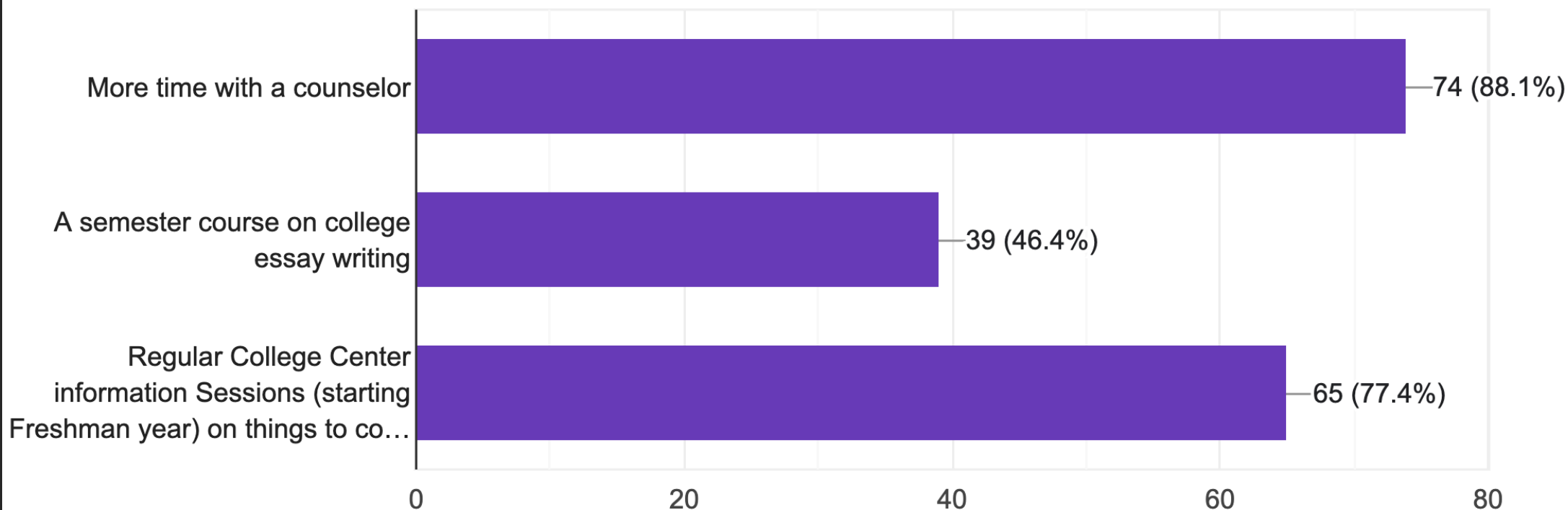
Are you aware of the Great Expectations College Readiness presentations organized by the PTSA?

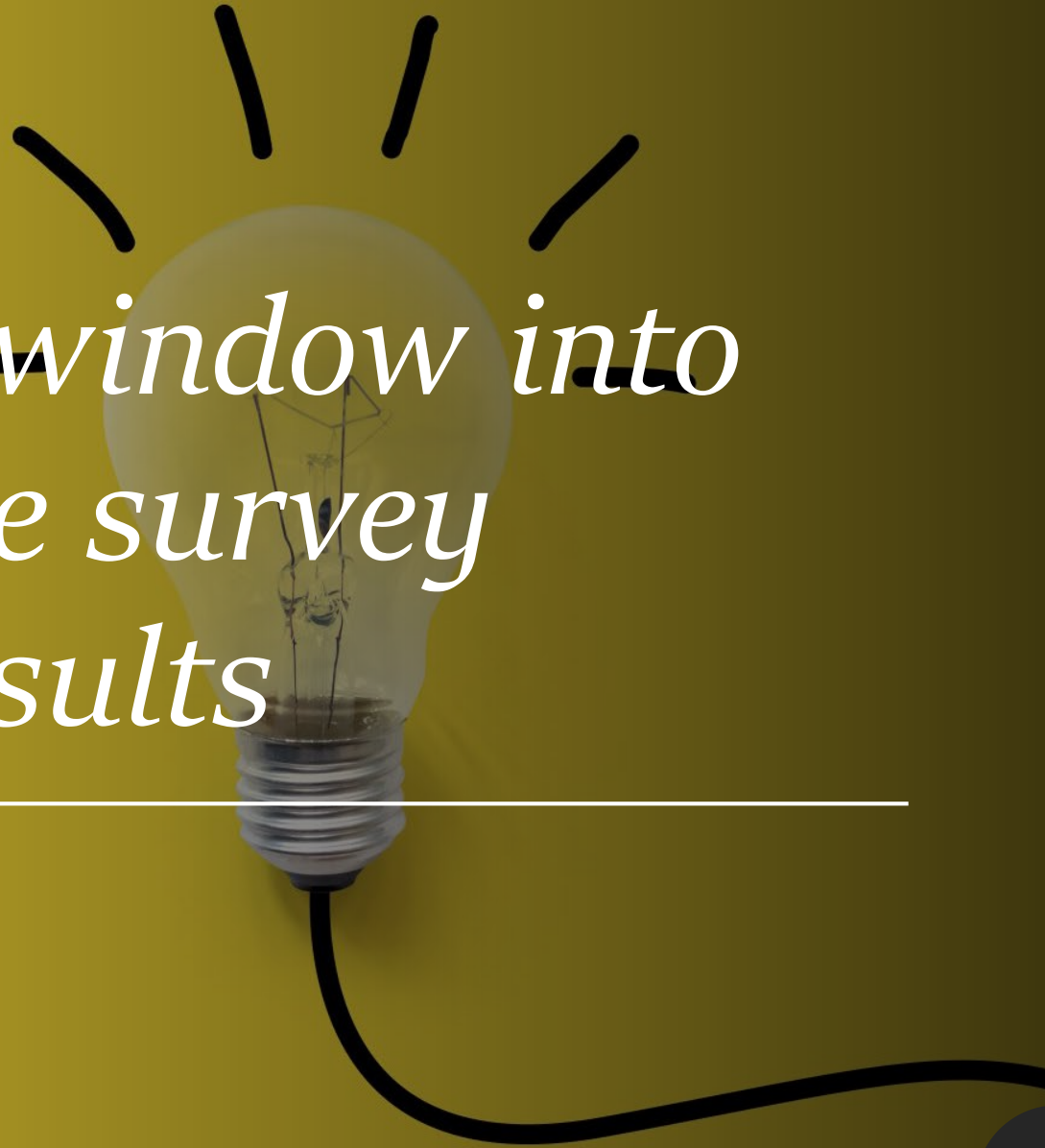
95 responses



If possible, would you (and your student) be interested in any of the following? (Please check as many as appropriate)

84 responses





*A window into
the survey
results*

The Math?

- 104 responses, but results show 95 responses
- 95 responses total - approx. 3% of total enrollment

Grades Represented

15 9th grader respondents
21 10th grader respondents
40 11th grader respondents
28 12th grader respondents

Roughly 4.58% of 11th and 12th graders represented

Who are we?

Current Staff

- Karen Ellis – Director of College Counseling
- Alex Landaverde – College Advisor (Full-time)
- Jessica Takakjian – College Advisor (Part-time)
- Katherine Dimaggio – College Advisor (Part-time until June)

Who do we serve?


Palisades Charter High School students – total population 2,929 students enrolled at Palisades Charter High School (senior class 763, junior class 719)

How do we serve?

The College Center staff continuously met with seniors who did not have junior appointments in the Spring or seniors needed additional appointments in the fall



We coordinated 12 webinars on college admissions and financial aid that were posted to the Pali website



Hosted approximately 150 college admissions representatives

How do we serve in the fall?

The College Center Activated over 550 files for seniors applying to college

We wrote 500+ letters for seniors

Submitted documents (school profile, transcripts, counselor/teacher letters of recommendations, etc.) for approximately 7,300 applications.

OCTOBER/PSAT

Administered Saturday PSAT (ordered informational booklets and testing materials)

Oversee/Coordinate PSAT registration – Last Year 130 juniors, past years 9th and 10th grade (Up to 500+ students)

Secure proctors/coordinate background checks, etc with HR/manage and provide testing accommodations

AP TESTS

*1165
STUDENTS*

*26 AP
COURSES*

2,202 TESTS

- AUG-SEP – REGISTRATION AND PAYMENTS
- OCTOBER – REGISTRATIONS AND PAYMENTS
- NOVEMBER – INITIAL ORDERING AND FOLLOW UP WITH STUDENTS
- DECEMBER - FOLLOW UP WITH STUDENTS
- JANUARY - FOLLOW UP WITH STUDENTS/TEACHERS/FINANCE
- FEBRUARY - FOLLOW UP WITH STUDENTS/TEACHERS
- MARCH – PLACE ORDER/SECURE PROCTORS/COORDINATE WITH HR
- APRIL – SECURE PROCTORS/LOGISTICAL WORK
- MAY – ADMINISTER EXAMS

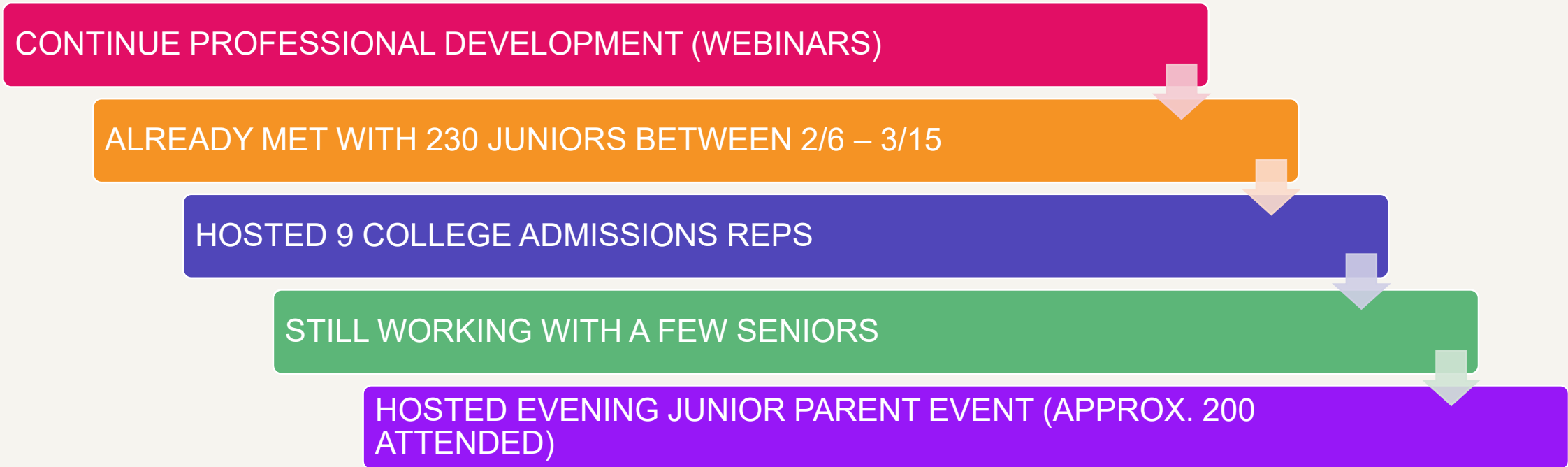
CONFERENCES/COLLEGE VISITS

- UC/CSU CONFERENCE
- NACAC CONFERENCE
- SMALLER LOCAL CONFERENCES AT LOCAL COLLEGES TO STAY INFORMED AND UPDATED
 - COMMUNITY COLLEGE VISITS/TRADE SCHOOLS
 - COLLEGE CAMPUS VISITS

OTHER INFO SESSIONS

- RESPONDING TO STUDENT/PARENT EMAILS & CALLS (20,234 incoming emails – 6 months)
- HOSTED MINI-FAIR WITH RACC COLLEGES
- EVENING JUNIOR MEETING/Naviance trainings
- PTSA PARENT WORKSHOP
- MEETING WITH PTSA BOARD (website updates)
- PALI PERIOD INFORMATION SESSIONS
- FUERZA UNIDA FINANCIAL AID WORKSHOP
- ONGOING SCHOOLOGY POSTINGS (REGARDING SCHOLARSHIPS, FINANCIAL AID, TESTING, COLLEGE VISITS AND UPDATES)
- ATTENDING WEBINARS HOSTED BY COLLEGEBOARD/VARIOUS COLLEGES

SPRING 2023



SPRING *2023*

HOSTING FROSH/SOPH PARENT
INFORMATION EVENT ON MARCH 29TH

FINALIZE AP REGISTRATIONS

GATHER TESTING ACCOMODATIONS
INFORMATION

SECURE/ASSIGN TESTING SPACES

ORDER AP EXAMS/SECURE 15
PROCTORS

SPRING

2023

SECURE/COORDINATE STUDENT SCHOLARSHIPS

COORDINATE SENIOR AWARDS PROGRAM

SENIOR AWARDS-LOGISTICS, INVITES, STUDENTS, DONORS, PTSA & BOOSTERS

COORDINATE SCHOLARSHIP DISTRIBUTION

COLLEGE FAIR PLANNING (FALL 2023)

SPRING *2023*

ADMINISTER AND PROCTOR 26 AP EXAMS (2 WEEKS PREP/3 WEEKS ADMINISTRATION)

ADMINISTER ACCOMODATIONS FOR AP EXAMS

ASSIST WITH GRADUATION PROCEDURES

COLLECT/CREATE MATRICULATION DATA

SEND FINAL TRANSCRIPTS

FINAL MAILINGS TO RISING SENIORS

RECOMMENDATIONS



**NEED
ADDITIONAL FULL
TIME
COUNSELOR**

**NEED TESTING
COORDINATOR
(FOR ALL SCHOOL
TESTING)**

STAFFING

CLARIFY
UTILIZE
RESUME
INFORM
COLLABORATE

CLARIFY	MAKE SURE PARENTS UNDERSTAND THE RESPONSIBILITIES OF ACADEMIC COUNSELORS AND COLLEGE ADVISORS
UTILIZE	UTILIZE PARENTS MORE IN THE COLLEGE CENTER WHEN WE CAN
RESUME	COLLEGE CENTER WILL RESUME COLLEGE FAIR IN THE FALL
INFORM	FIND NEW WAYS TO COMMUNICATE WITH PARENTS (MAYBE PARENTSQUARE)
COLLABORATE	FAMILY INFO SESSIONS WITH BOTH ACADEMIC AND COLLEGE COUNSELOR (ONE COMING SOON)

Coversheet

GPA Definitions

Section: V. Academic Excellence
Item: B. GPA Definitions
Purpose: FYI
Submitted by:
Related Material: LAUSD GPA Definitions.pdf

LAUSD GPA Definitions

GPA Definitions:

1. **Athletic Eligibility GPA (Grade Period)** to be calculated as follows:
 - a. All grades for classes enrolled in within any LAUSD school for the selected Term Code(s) and Grading period(s), including any final grades, count towards the GPA.
 - b. Check for Yearlong Algebra: If student is enrolled in class 310319, 310319H, 310320, or 310320H then count it as 5.0 credits attempted.
 - c. Check for any final grades given in the selected Term Code(s) and count in GPA calculation.
 - d. If a course is repeated within the selected term code(s), count the higher grade only.

2. **LAUSD Middle School GPA (Cumulative)** to be calculated as follows:
 - a. Grade levels 6 – 8 will be processed.
 - b. All courses posted to the transcripts will be considered.

3. **LAUSD Official GPA (Cumulative)** to be calculated as follows: **Rank this one**
 - a. Grade levels 9 – 12 will be processed.
 - b. All courses posted to the transcripts from the summer semester of the 9th grade through the Fall semester of the 12th grade.
 - c. Exclude enrichment courses (Courses with an 'E' in column 'LAUSD Augmented Points' on Course Maps spreadsheet.)
 - d. Augment the GPA by adding 0.025 for each course designated as LAUSD Augmented in the Course maps spreadsheet (as per BUL – 1040).
 - e. Courses from the spring semester of the 12th grade will not be considered, even if they have been posted to the transcripts.
 - f. (Use the following for ranking only.) Rank only 12th grade students. For a student's GPA to be included in the senior class rank, a minimum of 90 credits must have been attempted in LAUSD schools, with one semester in the fall of grade twelve. For seniors who do not meet this requirement, display 'NA' for their rank.

4. **LAUSD (UNW) GPA (Cumulative)** to be calculated as follows: **Rank this one**
 - a. Grade levels 9 – 12 will be processed.
 - b. All courses posted to the transcripts from the summer semester of the 9th grade through current date will be considered towards the GPA.
 - c. Exclude enrichment courses (Courses with an 'E' in column 'LAUSD Augmented Points' on Course Maps spreadsheet.)

5. **UC (Capped) GPA (Cumulative)** to be calculated as follows:
 - a. Only A-G courses completed from the summer semester of the 10th grade through current date will be considered towards the GPA.
 - b. The student must have completed at least 11 courses or else the GPA should not be calculated.
 - c. A course may be repeated only once, and only if the grade is a D or an F.
 - d. If the exact course in which a D or F grade was originally earned is repeated and a grade of C or better is earned, the original grade will not be included in the GPA calculation.
 - e. When a course grade of a D or F is cleared through validation, both the original grade and the grade earned in the higher-level course will be used in calculating the GPA.
 - f. A maximum of 4 UC certified honors courses, AP courses, and Community College courses that are UC transferable can be given extra points in the 10th grade.
 - g. A total of 8 UC certified honors courses, AP courses, and Community College courses that are UC transferable can earn an extra grade point.

6. **UC (W) GPA (Cumulative)** to be calculated as follows:
 - a. Only A-G courses completed from the summer semester of the 10th grade through current date will be considered towards the GPA.
 - b. The student must have completed at least 11 courses or else the GPA should not be calculated.
 - c. A course may be repeated only once, and only if the grade is a D or an F.
 - d. If the exact course in which a D or F grade was originally earned is repeated and a grade of C or better is earned, the original grade will not be included in the GPA calculation.
 - e. When a course grade of a D or F is cleared through validation, both the original grade and the grade earned in the higher-level course will be used in calculating the GPA.
 - f. All UC certified honors courses, AP courses, and Community College courses that are UC transferable can earn an extra grade point.

7. **CSU GPA (Cumulative)** to be calculated as follows:
 - a. Only A-G courses completed from the summer semester of the 10th grade through current date will be considered towards the GPA.
 - b. Any course may be repeated for a better grade any number of times.
 - c. If the exact course in which a D or F grade was originally earned is repeated and a grade of C or better is earned, the original grade will not be included in the GPA calculation.
 - d. When a course grade of a D or F is cleared through validation, both the original grade and the grade earned in the higher-level course will be used in calculating the GPA.
 - e. A maximum of 4 UC certified honors courses, AP courses, and Community College courses that are UC transferable be will in the 10th grade.
 - f. A maximum of 8 UC certified honors courses, Community College courses that are UC transferable, and AP courses can earn an extra grade point.
 - g. The student must have completed at least 11 courses or else the GPA should not be calculated.

8. **UC ELC GPA (Cumulative)** to be calculated as follows: **Rank this one.**
 - a. Only 11th grade students will be processed.
 - b. The student must have completed at least 11 A-G courses or else the GPA should not be calculated.
 - c. All courses posted to the transcripts from the summer of the 9th grade through the summer of the 12th grade will be used to determine that the student has taken 11 A-G courses.
 - d. Only A-G courses from the summer of the 10th grade through the summer semester of the 12th grade will be considered towards the GPA.
 - e. UC certified honors courses, AP courses, and Community College courses that are UC transferable, can earn an extra grade point, without capping.
 - f. If the course is repeated both grades count.

9. **Financial Aid (Initial) GPA (Cumulative)** to be calculated as follows:
 - a. Only 11th and 12th grade students will be processed.
 - b. All courses posted to the transcripts from the fall of the 10th grade through the summer of the 12th grade will be considered towards the GPA.
 - c. If the course is repeated the highest grade counts.
 - d. Remedial courses will not be considered.
 - e. PE and ROTC course will not be considered (See ROTC course column in the course maps spreadsheet).
 - f. No courses earns extra grade points.

Coversheet

2022-2023 Second Interim Financial Report

Section: VII. Finance
Item: A. 2022-2023 Second Interim Financial Report
Purpose: Vote
Submitted by:
Related Material: Second Interim - Board Motion & Materials.pdf



PALISADES CHARTER HIGH SCHOOL

CHIEF BUSINESS OFFICER

COVER SHEET FOR AGENDA ITEMS

March 21, 2023

TOPIC/ AGENDA ITEM:

V. FINANCE

A. Second Interim Financial Report

PERSONNEL INVOLVED:

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

ISSUES INVOLVED/FISCAL IMPLICATIONS (IF ANY):

The purpose of this action is to approve the Second Interim Financial Report. The report covers the period of July 1, 2022, through January 31, 2023 and confirms that the school can meet its financial obligations in the current year and subsequent two (2) years.

It is a requirement that the governing board approve the report no later than 45 days after the close of the period being reported. The report is required to be in a format or on forms prescribed by the Superintendent of Public Instruction, and shall be based on standards and criteria for fiscal stability adopted by the State Board of Education pursuant to Section 33127. The reports, and supporting data, shall be maintained and made available by the school for public review.

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

The action requested of the Board today will support the goal of maintaining a well balanced budget and ensuring compliance for PCHS.

OPTIONS OR SOLUTIONS:

The expectation is that the board approve the second interim report. The financials/report has already been presented to the Budget & Finance Committee for review/feedback.

CHIEF BUSINESS OFFICER'S RECOMMENDATION:

The Chief Business Officer recommends that the Board approve the 22-23 Second Interim Report.

RECOMMENDED MOTION:

“To approve the 2022-2023 Second Interim Financial Report.”

Juan Pablo Herrera
Chief Business Officer

2022-2023 Second Interim Financial Report

Palisades Charter High School
March 21, 2023

Presentation

- Overview & Assumptions
- 2022-2023 Budget Evolution
- Adopted Budget vs Revised Budget vs First Interim vs Second Interim
- Revenues
- Expenditures
- Next Steps

Purpose of Second Interim & Assumptions

The purpose of the Second Interim report is to provide all stakeholders, along with the State of CA with a snapshot of PCHS' financial condition at a point in time.

The report covers the period of July 1, 2022 through January 31, 2023

Projections are made based on state funding, which is dependent on the current health of the state economy

The following assumptions were made when projecting our first interim budget:

- Decrease in ADA
 - Decrease from 2,797 to **2,762**. Our ADA assumption at budget adoption was 2,820. We then reduced it to 2,797 during First Interim.
- Unduplicated Pupil Count remains flat
- Accounted for new sources of one-time funds
 - 50% of the Learning Recovery Grant & Arts, Music & Instructional Material grants were received in Dec 2022 & are included in the ending balance.
 - Approximately \$255k of COVID-19 ADA Mitigation Revenue was also received and accounted for in the ending balance

2022-2023 Budget Evolution

REVENUE	2022-23 Adopted Budget June 2022	2022-23 Revised Budget Sept 2022	2022-23 First Interim Projections 10/31/22	Actuals to Date as of 01/31/23	2022-23 Second Interim Projections 01/31/23
LCFF	32,828,547	33,727,285	33,574,729	16,919,329	33,422,878
Federal Resources	2,660,815	2,556,592	3,434,669	1,082,967	2,813,528
State Revenues	2,124,693	2,150,073	2,362,281	3,521,815	4,312,818
Local	4,013,897	4,813,477	4,611,567	2,677,296	4,603,091
Total Revenues	41,627,952	43,247,427	43,983,246	24,201,406	45,152,315
EXPENSE					
Certificated Salaries	16,145,565	18,161,248	18,035,906	8,842,506	18,028,190
Classified Salaries	4,628,407	4,638,982	5,169,236	2,550,669	4,927,768
Employee Benefits	9,821,102	10,248,948	10,371,478	4,837,171	10,106,177
Supplies	2,071,734	2,080,749	2,080,750	1,410,272	2,383,992
Services	6,466,796	6,496,796	6,829,569	4,124,207	7,139,992
Capitall Outlay	690,615	690,615	690,615	139,638	690,615
Depreciation	980,000	980,000	980,000	571,667	980,000
Other Outgo	333,016	342,004	340,478	174,920	338,960
Total Expenses	40,446,619	42,948,727	43,807,419	22,511,412	43,905,079
Net Balance (Financial Statement)	1,181,333	298,699	175,827	1,689,994	1,247,236

2022-23 Second Interim Revenue

Second Interim revenue vs First Interim revenue grew by \$1,169,069. However, that is attributed to the Learning Recovery Emergency Block Grant & the Arts, Music & Instructional Materials Grant..

Upon closer look, we had a significant decrease in LCFF revenue attributed to lower ADA count

REVENUE	2022-23 Adopted Budget June 2022	2022-23 Revised Budget Sept 2022	2022-23 First Interim Projections 10/31/22	2022-23 Second Interim Projections 01/31/23	Second Interim vs First Interim Budget
LCFF	32,828,547	33,727,285	33,574,729	33,422,878	(151,851)
Federal Resources	2,660,815	2,556,592	3,434,669	2,813,528	(621,141)
State Revenues	2,124,693	2,150,073	2,362,281	4,312,818	1,950,537
Local	4,013,897	4,813,477	4,611,567	4,603,091	(8,476)
Total Revenues	41,627,952	43,247,427	43,983,246	45,152,315	1,169,069

Revenue: 2nd Interim vs 1st Interim Budget

- **LCFF:**
 - Decreased LCFF: **-\$151,851** (net amount – ADA decrease was partially offset by prior year ADA mitigation relief)
 - Decrease in LCFF revenue of **-\$407,550**
 - Increase in COVID ADA Mitigation relief of \$255,699
- **Federal:**
 - Decrease in ESSER II, ESSER III: **-\$782,620** (shifted ESSER III to 23-24 and beyond)
 - Increase in Child Nutrition: \$227,851 (based on cafeteria production/participation)
 - Increase in IDEA Revenue per LAUSD SELPA Projections: \$8,562
- **State:**
 - Increased Child Nutrition: \$111,411 (based on cafeteria production/participation)
 - Decreased State Lottery Revenue: **-\$5,950**
 - Accounted for Learning Recover Emergency Grant: \$925,636
 - Accounted for Arts, Music & Instructional Materials Grant: \$922,684
- **Local:**
 - Decreased AB602 Revenue per LAUSD SELPA Projections: **-\$34,255**
 - Decreased Food Service Sales: **-\$36,454**

2022-23 Second Interim Expenditures

EXPENSES	2022-23 Adopted Budget June 2022	2022-23 Revised Budget Sept 2022	2022-23 First Interim Projections 10/31/22	2022-23 Second Interim Projections 01/31/23	Second Interim vs First Interim Budget
Certificated Salaries	16,145,565	18,161,248	18,035,906	18,028,190	(7,716)
Classified Salaries	4,628,407	4,638,982	5,169,236	4,927,768	(241,468)
Employee Benefits	9,821,102	10,248,948	10,371,478	10,106,177	(265,301)
Supplies	2,071,734	2,080,749	2,080,750	2,383,992	303,242
Services	6,466,796	6,496,796	6,829,569	7,139,992	310,423
Capital Outlay	690,615	690,615	690,615	690,615	-
Depreciation	980,000	980,000	980,000	980,000	-
Other Outgo	333,016	342,004	340,478	338,960	(1,518)
Total Expenses	40,446,619	42,948,727	43,807,419	43,905,079	97,660
Net Balance (Financial Statement)	1,181,333	298,699	175,827	1,247,236	1,071,409

Expenditures: 2nd Interim vs 1st Interim Budget

- **Decrease in Certificated & Classified Salaries/Benefits: -\$514,486**
 - *Certificated:*
 - Decreased certificated salaries: -\$7,716
 - *Classified:*
 - Reduced classified salaries due to current vacancies and unfilled positions: -\$251,469
 - Aide (\$100,000), Clerical Office Staff (\$80,000), Classified sub (\$25,000), Math paraprofessionals (\$80,000)
 - *Benefits:*
 - STRS/PERS & Payroll taxes decreased by -\$265,301 due to 7% off schedule payment & lower classified salaries
- **Services: \$310,422**
 - Increase in substitute staffing agency costs (general ed, SpEd, health office): \$160,000
 - Prior Year SpEd legal invoices: \$40,000
 - Current SpEd legal invoices: \$20,000
 - Additional NPS invoices: \$51,000
 - Attendance Reporting project: \$15,000

Looking Ahead to Estimated Actuals & Beyond

- **Closely monitor ADA** and continue with enrollment/attendance outreach
- Review relief spending plan, solicit feedback from educational partners and make recommendations to shift allocations
- Account for one-time grants, once they are Board approved
- Monitor State Budget
 - Governor's May revision will provide guidance for 2023-24 budget development
- Track COLA projection and Inflation Rates for 2023-24
 - Critical because this impacts vendor cost/contract increases as well as bargaining
- Secure contracts/bids for 2023-24 services (cafeteria, janitorial, security, etc.).
- Establish maintenance schedule / facilities master plan

Palisades Charter High School - 2022-2023 Second Interim Report and Actuals as of 1/31/23

ADA	2820	2022-2023 Revised Projections, 9/10/22			2022-2023 First Interim Projections, 10/31/2022			2022-2023	2022-2023 2nd Interim Updates, 1/31/2023			% of Budget Received/Spent	Comments
		Obj Code	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Actuals to Date 1/31/2023	Unrestricted	Restricted		
Student ID/CAHSEE	8590	10,000		10,000		10,000	10,000	2,524	10,000		10,000	25%	
COVID-19 Grant	8590			-			-					#DIV/0!	
In-Person Instruction Grant	8590			-		483,340	483,340	483,340		483,340	483,340	100%	Per CDE 8/19/21- \$915,651 allocation, spent \$368K in 20/21
Expanded Learning Opportunities Grant	8590			-			-						first allocation received in 20/21, part of beginning balance
Child Nutrition - Kitchen Infrastructure Upgrade	8590			-			-						
A-G Completion Grant: Access/Success	8590		645,524	645,524		140,502	140,502	140,502		140,502	140,502	100%	Expanding A-G courses, part of restricted beginning balance
A-G Completion Grant: Learning Loss/Mitigation	8590					20,879	20,879	20,879		20,879	20,879	100%	Expanding A-G courses, part of restricted beginning balance
CAL NEW: Ethnic Studies Block Grant	8590						-						part of restricted beginning balance
Educator Effectiveness	8590		375,181	375,181		106,295	106,295	106,295		106,295	106,295	100%	Initial \$405k was received in Dec 2021 and lives in the beginning balance. Revenue to recognize as expenses are spent
Arts, Music & Instructional Materials Block Grant (6	8590						-	925,636		925,636	925,636		Recognize allocation - unspent revenue part of restricted ending fund balance (per cde)
Learning Recovery Emergency Block Grant (7435)	8590						-	922,684		922,684	922,684		Recognize allocation - unspent revenue part of restricted ending fund balance (per cde)
Total, State Revenues		633,164	1,516,909	2,150,073	618,081	1,744,200	2,362,281	3,521,815	621,232	3,691,586	4,312,818	149%	
Other Local Revenues				-									
Special Education - AB602	8311		2,939,390	2,939,390		2,737,480	2,737,480	1,676,799		2,703,225	2,703,225	61%	\$978.72 per LAUSD SELPA (6/22) - up from \$756.80 in 21-22
Food Service Sales	8634		90,000	90,000		90,000	90,000	32,434		53,546	53,546	36%	Based on current sales as of January 2023
Leases & Rentals	8650	1,021,000		1,021,000		1,021,000	1,021,000	568,908	1,021,000		1,021,000	56%	
Interest	8660	80,000		80,000	80,000		80,000	47,411	142,233		142,233	59%	
LAUSD SpEd Option 3 Grant	8679		100,000	100,000		100,000	100,000		100,000	100,000	100,000	0%	higher receipt from SELPA
Fundraising	8699	450,000		450,000		450,000	450,000	351,744	450,000		450,000	78%	
LAUSD SpEd Option 3 Learning Recovery Grant	8699		133,087	133,087		133,087	133,087			133,087	133,087	0%	ONLY for 22-23
General Fund Contribution (unaudited only)	8980						-						
Total, Other Local Revenues		1,551,000	3,262,477	4,813,477	80,000	4,531,567	4,611,567	2,677,296	1,613,233	2,989,858	4,603,091	45%	
Total Revenues		35,911,449	4,779,386	43,247,427	34,272,810	12,011,226	46,284,036	24,201,406	35,657,343	10,943,734	45,152,315	46%	
B. Expenditures													
Certificated Salaries													
Teachers' Salaries-Full-Time	1110	11,569,469	1,700,134	13,269,603	11,569,469	1,700,134	13,269,603	7,526,047	11,569,469	1,700,134	13,269,603	57%	22-23 includes 0.25% adjustment to base salary (per union agreement)
Teachers Salaries-Librarian	1130	139,024		139,024	139,024		139,024	75,057	134,024		134,024	54%	
Teachers' Salaries-Substitute	1160	320,000		320,000	395,000		395,000	195,829	395,000		395,000	50%	For 22-23, the sub salaries were reduced. However, as of First Interim report, we increased sub salaries by \$75k.
Cert Pupil Supp Sal-Counselors	1210	942,528		942,528	942,528		942,528	475,758	942,528		942,528	50%	Includes additional hours for counseling staff
Cert Administrators	1310	909,644	143,142	1,052,786	909,644	143,142	1,052,786	569,815	909,644	143,142	1,052,786	54%	2022-23 Cert Admin salaries now includes a Certificated HR Director.
Other Support/Step& Column Impact	1330	122,624		122,624	122,624		122,624		122,624		122,624	0%	
Auxiliaries/Periods/Net	1930			-			-				-		Approximately \$770k of auxiliaries are included in FT Certificated Salaries
FTEs Increase/Decrease		(37,000)		(37,000)	(134,370)		(134,370)		(134,370)		(134,370)	0%	Decreased Ed Tech Coordinator for 22-23
Impact of Tentative UTLA Agreement		945,728		945,728	945,728		945,728		945,728		945,728	0%	Impact of 7% salary schedule increase for UTLA (certificated)
Certificated Off-Schedule Pay		1,069,956		1,069,956	966,984		966,984		964,267.57		964,268	0%	7% off-schedule payment, additional increases for competition stipends & Virtual Academy
ESSER II/III funded certificated time				-			-				-		
ELO Related Certificated Time	1110		336,000	336,000		336,000	336,000		336,000	336,000	336,000	0%	Estimated additional PD expense for 2022-23 (ELO)
Total, Certificated Salaries		15,981,972	2,179,276	18,161,248	15,856,630	2,179,276	18,035,906	8,842,506	15,848,914	2,179,276	18,028,190	42%	
Classified Salaries													
Instruct Aide	2110		946,773	946,773		1,013,047	1,013,047	405,112		913,047	913,047	40%	2021-22 was lower due to leaves of absence. FTEs are expected to return in 2022-23
Maint/Operations	2210	144,544		144,544	154,662		154,662	124,176	209,662		209,662	80%	

ADA	2820	2022-2023 Revised Projections, 9/10/22			2022-2023 First Interim Projections, 10/31/2022			2022-2023 Actuals to Date 1/31/2023	2022-2023 2nd Interim Updates, 1/31/2023			% of Budget Received/Spent	Comments	
		Obj Code	Unrestricted	Restricted	Total	Unrestricted	Restricted		Total	Unrestricted	Restricted			Total
		4400	718,701	-	718,701	718,701	-	718,701	623,409	718,701	254,548	973,249	87%	\$189k in apple devices from the prior year, \$255k in spending tied to relief funds
		4700		219,977	219,977		219,977	219,977	155,279		312,319	312,319	71%	Increase in number of meals served
			883,051	1,197,698	2,080,749	883,051	1,197,699	2,080,750	1,410,272	853,051	1,530,941	2,383,992	60%	
Services														
		5210	4,000		4,000	4,000		4,000	1,513	4,000		4,000	38%	reduced mileage
		5220	20,000	180,000	200,000	20,000	180,000	200,000	46,036	30,000	100,000	130,000	23%	Reduced Conference budget by \$80K based on amount of conferences attended
		5310	524,706	24,148	548,854	524,706	24,148	548,854	533,275	524,706	24,148	548,854	97%	
		5400	436,718		436,718	436,718		436,718	282,455	436,718		436,718	65%	Tentative increase of 10% for 2022-23 (compared to 20%+ increase in 2021-22)
		5510	178,475	5,000	183,475	178,475	5,000	183,475	183,308	193,475	5,000	198,475	75%	
		5520	430,000		430,000	430,000		430,000	187,436	430,000		430,000	44%	
		5610	371,673	6,000	377,673	371,673	6,000	377,673	186,605	371,673	6,000	377,673	49%	
		5811/5812	302,900	147,100	450,000	302,900	147,100	450,000	184,887	302,900	147,100	450,000	41%	Board approved transportation allocation of \$450k for 2022-23. As of 8/22/22, SpEd transportation rates have increased but was offset by reduction in late buses.
		5800	37,062		37,062	37,062		37,062	13,174	37,062		37,062	36%	
		5803	1,200		1,200	1,200		1,200	372	1,200		1,200	31%	
		5810	1,442,947	1,670,197	3,113,144	1,730,947	1,670,197	3,401,144	2,027,603	1,761,947	1,710,197	3,472,144	60%	REVISED BUDGET: Added \$30,000 for potential contracts to back-fill employees (Director of Attendance, Finance Director, Communications specialist, etc. FIRST INTERIM: Increased contracts to back-fill vacancies by \$5k, increased emergency substitute staffing by \$40k & added DataLink Network contract of \$243k.
		5821	197,944	223,000	420,944	219,944	223,000	442,944	193,723	259,944	223,000	482,944	44%	2022-23 increase attributed to Special Education legal/settlements. 2021-22 estimated actuals also exceeded budgeted amount for the same reason. FIRST INTERIM: Additional \$22k of 21-22 SpEd legal unpaid legal invoices.
		5831	1,500		1,500	1,500		1,500	-	1,500		1,500	0%	
		5840	18,000		18,000	18,000		18,000	-	18,000		18,000	0%	reduction in internet costs
		5850	56,000		56,000	56,000		56,000	92,666	206,000		206,000	165%	Teachers on Reserve - Sub teacher backfill & Cross Country (general Ed, SpEd and health office support)
		5860	15,000		15,000	15,000		15,000	7,722	15,000		15,000	51%	Hiring costs significantly exceeded prior years - higher staff turnover (FTEs & contractors) resulted in more background clearances/checks, etc.
		5890	112,227	15,000	127,227	150,000		150,000	199,138	254,422		254,422	133%	increased # to reflect spending (some expenses tied to restricted funds - Perkins/CTE for student conferences)
		5910	76,000		76,000	76,000		76,000	29,294	76,000		76,000	39%	
			4,226,351	2,270,445	6,496,796	4,574,124	2,255,445	6,829,569	4,124,207	4,924,546	2,215,445	7,139,992	53%	
Captial Outlay														
		6100												
		6200	559,440		559,440	559,440		559,440	132,174	559,440		559,440	24%	revised CAPEX #
		6400	131,175		131,175	131,175		131,175	7,463	131,175		131,175	6%	
		6500												
			690,615	-	690,615	690,615	-	690,615	139,638	690,615	-	690,615	20%	
Depreciation Expense (Financial Reporting Basis)		6900	980,000		980,000	980,000		980,000	571,667	980,000		980,000	33%	
			342,004	-	342,004	340,478	-	340,478	174,920	338,960	-	338,960	44%	
Total Expenditures (Financial Reporting Basis)			34,787,208	8,161,519	42,948,727	35,642,883	8,164,536	43,807,419	22,511,412	35,197,272	8,707,807	43,905,079	44%	
Total Expenditures (Cash Reporting Basis)			34,497,823	8,161,519	42,659,342	35,353,498	8,164,536	43,518,034	22,079,383	34,907,887	8,707,807	43,615,694	43%	
C. Ending Balance: Excess (Deficiency) - Financial Reporting Basis			1,124,241	(3,382,133)	298,699	(1,370,073)	3,846,690	2,476,617	1,689,994	460,071	2,235,927	1,247,236		

Palisades Charter High School - 2022-2023 Second Interim Report and Actuals as of 1/31/23

	ADA	2820	2022-2023 Revised Projections, 9/10/22			2022-2023 First Interim Projections, 10/31/2022			2022-2023	2022-2023 2nd Interim Updates, 1/31/2023			% of Budget Received/Spent	Comments
			Obj Code	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Actuals to Date 1/31/2023	Unrestricted	Restricted		
C. Ending Balance: Excess (Deficiency) - Cash Reporting			1,413,626	(3,382,133)	588,084	(1,080,688)	3,846,690	2,766,002	2,122,023	749,456	2,235,927	1,536,621		(Revenue - Expenses: Cash Reporting Basis)
D. Net Increase (Decrease)			1,124,241	(3,382,133)	298,699	(1,370,073)	3,846,690	2,476,617	1,689,994	460,071	2,235,927	1,247,236		
E. Fund Balance														

Charter Number: _____ 037 _____

To the chartering authority and the county superintendent of schools (or only to the county superintendent of schools if the county board of education is the chartering authority):

2022-23 CHARTER SCHOOL INTERIM REPORT: This report is hereby filed by the charter school pursuant to Education Code Section 47604.33(a).

Signed: _____ Date: _____

Charter School Official
(Original signature required)

Printed Name: Juan Pablo Herrera Title: Chief Business Officer

For additional information on the interim report, please contact:

Charter School Contact:
Juan Pablo Herrera
Name
Chief Business Officer
Title
310-230-7238
Telephone
jherrera@palihigh.org
E-mail Address

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	32,828,547.00	33,574,729.00	16,919,329.00	33,422,878.00	(151,851.00)	-0.5%
2) Federal Revenue		8100-8299	2,660,814.00	3,434,669.00	1,082,966.86	2,813,528.00	(621,141.00)	-18.1%
3) Other State Revenue		8300-8599	2,124,693.00	2,362,281.08	3,521,814.85	4,312,818.00	1,950,536.92	82.6%
4) Other Local Revenue		8600-8799	4,013,897.00	4,611,567.00	2,677,295.51	4,603,091.00	(8,476.00)	-0.2%
5) TOTAL, REVENUES			41,627,951.00	43,983,246.08	24,201,406.22	45,152,315.00		
B. EXPENSES								
1) Certificated Salaries		1000-1999	16,145,565.00	18,035,906.00	8,842,506.15	18,028,190.00	7,716.00	0.0%
2) Classified Salaries		2000-2999	4,628,407.00	5,169,236.00	2,550,668.79	4,927,767.00	241,469.00	4.7%
3) Employee Benefits		3000-3999	9,821,103.00	10,371,479.00	4,837,171.27	10,106,176.00	265,303.00	2.6%
4) Books and Supplies		4000-4999	2,071,734.00	2,080,750.00	1,410,272.18	2,383,992.00	(303,242.00)	-14.6%
5) Services and Other Operating Expenses		5000-5999	6,466,797.00	6,829,570.00	4,124,207.20	7,139,992.00	(310,422.00)	-4.5%
6) Depreciation and Amortization		6000-6999	980,000.00	980,000.00	571,667.00	980,000.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299,7400-7499	333,016.00	340,478.00	174,920.32	338,960.00	1,518.00	0.4%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENSES			40,446,622.00	43,807,419.00	22,511,412.91	43,905,077.00		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			1,181,329.00	175,827.08	1,689,993.31	1,247,238.00		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		
E. NET INCREASE (DECREASE) IN NET POSITION (C + D4)			1,181,329.00	175,827.08	1,689,993.31	1,247,238.00		
F. NET POSITION								
1) Beginning Net Position								
a) As of July 1 - Unaudited		9791	8,968,923.20	8,968,923.20		8,968,923.20	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		(1,297,054.00)	(1,297,054.00)	New
c) As of July 1 - Audited (F1a + F1b)			8,968,923.20	8,968,923.20		7,671,869.20		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Net Position (F1c + F1d)			8,968,923.20	8,968,923.20		7,671,869.20		
2) Ending Net Position, June 30 (E + F1e)			10,150,252.20	9,144,750.28		8,919,107.20		
Components of Ending Net Position								
a) Net Investment in Capital Assets		9796	0.00	0.00		0.00		
b) Restricted Net Position		9797	1,572,564.00	166,742.00		3,026,960.92		
c) Unrestricted Net Position		9790	8,577,688.20	8,978,008.28		5,892,146.28		
LCFF SOURCES								
Principal Apportionment								

Palisades Charter High
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2022-23 Second Interim
Charter Schools Enterprise Fund
Expenditures by Object

19647331995836
Form 621
D82XDJ5B9K(2022-23)

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
State Aid - Current Year		8011	15,555,226.00	15,711,395.00	7,339,590.00	15,527,375.00	(184,020.00)	-1.2%
Education Protection Account State Aid - Current Year		8012	8,577,654.00	9,002,858.00	4,473,056.00	8,890,202.00	(112,656.00)	-1.3%
State Aid - Prior Years		8019	0.00	0.00	0.00	255,699.00	255,699.00	New
LCFF Transfers								
Unrestricted LCFF Transfers - Current Year	0000	8091	0.00	0.00	0.00	0.00	0.00	0.0%
All Other LCFF Transfers - Current Year	All Other	8091	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	8,695,667.00	8,860,476.00	5,106,683.00	8,749,602.00	(110,874.00)	-1.3%
Property Taxes Transfers		8097	0.00	0.00	0.00	0.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			32,828,547.00	33,574,729.00	16,919,329.00	33,422,878.00	(151,851.00)	-0.5%
FEDERAL REVENUE								
Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Discretionary Grants		8182	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8220	475,000.00	50,585.00	82,275.86	278,436.00	227,851.00	450.4%
Donated Food Commodities		8221	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	802,782.00	684,202.00	394,335.00	675,640.00	(8,562.00)	-1.3%
Title I, Part A, Basic	3010	8290	300,583.00	270,695.00	149,810.00	277,895.00	7,200.00	2.7%
Title I, Part D, Local Delinquent Programs	3025	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Title II, Part A, Supporting Effective Instruction	4035	8290	59,695.00	55,335.00	0.00	56,243.00	908.00	1.6%
Title III, Part A, Immigrant Student Program	4201	8290	0.00	0.00	1,190.00	4,759.00	4,759.00	New
Title III, Part A, English Learner Program	4203	8290	4,112.00	4,112.00	0.00	2,836.00	(1,276.00)	-31.0%
Public Charter Schools Grant Program (PCSGP)	4610	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Other NCLB / Every Student Succeeds Act	3040, 3060, 3061, 3150, 3155, 3180, 3182, 4037, 4124, 4126, 4127, 4128, 5630	8290	23,175.00	21,316.00	5,331.00	21,323.00	7.00	0.0%
Career and Technical Education	3500-3599	8290	37,634.00	37,634.00	0.00	37,634.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	957,833.00	2,310,790.00	450,025.00	1,458,762.00	(852,028.00)	-36.9%
TOTAL, FEDERAL REVENUE			2,660,814.00	3,434,669.00	1,082,966.86	2,813,528.00	(621,141.00)	-18.1%
OTHER STATE REVENUE								
Other State Apportionments								
Special Education Master Plan								
Current Year	6500	8311	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years	6500	8319	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Current Year	All Other	8311	0.00	0.00	0.00	0.00	0.00	0.0%

Palisades Charter High
Los Angeles Unified
Los Angeles County

2022-23 Second Interim
Charter Schools Enterprise Fund
Expenditures by Object

19647331995836
Form 621
D82XDJ5B9K(2022-23)

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
All Other State Apportionments - Prior Years	All Other	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8520	36,890.00	479,464.08	195,370.75	590,875.00	111,410.92	23.2%
Mandated Costs Reimbursements		8550	143,764.00	142,591.00	141,692.00	141,692.00	(899.00)	-0.6%
Lottery - Unrestricted and Instructional Materials		8560	642,960.00	662,889.00	266,571.09	654,594.00	(8,295.00)	-1.3%
After School Education and Safety (ASES)	6010	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Charter School Facility Grant	6030	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Drug/Alcohol/Tobacco Funds	6690, 6695	8590	0.00	0.00	0.00	0.00	0.00	0.0%
California Clean Energy Jobs Act	6230	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Career Technical Education Incentive Grant Program	6387	8590	270,374.00	316,321.00	316,320.66	316,321.00	0.00	0.0%
Specialized Secondary	7370	8590	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	1,030,705.00	761,016.00	2,601,860.35	2,609,336.00	1,848,320.00	242.9%
TOTAL, OTHER STATE REVENUE			2,124,693.00	2,362,281.08	3,521,814.85	4,312,818.00	1,950,536.92	82.6%
OTHER LOCAL REVENUE								
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Sale of Publications		8632	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	90,000.00	90,000.00	32,434.25	53,546.00	(36,454.00)	-40.5%
All Other Sales		8639	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	1,021,000.00	1,021,000.00	568,908.03	1,021,000.00	0.00	0.0%
Interest		8660	80,000.00	80,000.00	47,410.73	142,233.00	62,233.00	77.8%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Child Development Parent Fees		8673	0.00	0.00	0.00	0.00	0.00	0.0%
Transportation Fees From Individuals		8675	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Services		8677	2,272,897.00	2,737,480.00	1,676,798.57	2,936,312.00	198,832.00	7.3%
All Other Fees and Contracts		8689	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	550,000.00	683,087.00	351,743.93	450,000.00	(233,087.00)	-34.1%
Tuition		8710	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In		8781-8783	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Apportionments								
Special Education SELPA Transfers								
From Districts or Charter Schools	6500	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	6500	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	6500	8793	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers of Apportionments								
From Districts or Charter Schools	All Other	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			4,013,897.00	4,611,567.00	2,677,295.51	4,603,091.00	(8,476.00)	-0.2%
TOTAL, REVENUES			41,627,951.00	43,983,246.08	24,201,406.22	45,152,315.00		
CERTIFICATED SALARIES								

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
Certificated Teachers' Salaries		1100	14,132,876.00	16,040,592.00	7,796,933.25	16,032,876.00	7,716.00	0.0%
Certificated Pupil Support Salaries		1200	959,903.00	942,528.00	475,757.85	942,528.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	1,052,786.00	1,052,786.00	569,815.05	1,052,786.00	0.00	0.0%
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			16,145,565.00	18,035,906.00	8,842,506.15	18,028,190.00	7,716.00	0.0%
CLASSIFIED SALARIES								
Classified Instructional Salaries		2100	946,773.00	1,013,047.00	405,112.43	913,047.00	100,000.00	9.9%
Classified Support Salaries		2200	197,325.00	211,138.00	124,176.42	209,662.00	1,476.00	0.7%
Classified Supervisors' and Administrators' Salaries		2300	295,790.00	316,495.00	265,875.76	316,495.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	2,014,897.00	2,263,514.00	1,058,401.73	2,116,165.00	147,349.00	6.5%
Other Classified Salaries		2900	1,173,622.00	1,365,042.00	697,102.45	1,372,398.00	(7,356.00)	-0.5%
TOTAL, CLASSIFIED SALARIES			4,628,407.00	5,169,236.00	2,550,668.79	4,927,767.00	241,469.00	4.7%
EMPLOYEE BENEFITS								
STRS		3101-3102	3,083,803.00	3,474,682.00	1,475,549.74	3,317,208.00	157,474.00	4.5%
PERS		3201-3202	1,174,227.00	1,362,061.00	488,438.82	1,240,800.00	121,261.00	8.9%
OASDI/Medicare/Alternative		3301-3302	611,462.00	656,968.00	328,879.46	671,646.00	(14,678.00)	-2.2%
Health and Welfare Benefits		3401-3402	3,808,297.00	3,722,298.00	2,026,697.50	3,722,298.00	0.00	0.0%
Unemployment Insurance		3501-3502	103,870.00	116,026.00	23,987.21	114,780.00	1,246.00	1.1%
Workers' Compensation		3601-3602	249,444.00	249,444.00	87,415.00	249,444.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	790,000.00	790,000.00	406,203.54	790,000.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			9,821,103.00	10,371,479.00	4,837,171.27	10,106,176.00	265,303.00	2.6%
BOOKS AND SUPPLIES								
Approved Textbooks and Core Curricula Materials		4100	403,286.00	405,887.00	390,759.91	425,000.00	(19,113.00)	-4.7%
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	729,770.00	736,185.00	177,632.72	673,424.00	62,761.00	8.5%
Noncapitalized Equipment		4400	718,701.00	718,701.00	686,600.98	973,249.00	(254,548.00)	-35.4%
Food		4700	219,977.00	219,977.00	155,278.57	312,319.00	(92,342.00)	-42.0%
TOTAL, BOOKS AND SUPPLIES			2,071,734.00	2,080,750.00	1,410,272.18	2,383,992.00	(303,242.00)	-14.6%
SERVICES AND OTHER OPERATING EXPENSES								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	204,000.00	204,000.00	47,548.66	134,000.00	70,000.00	34.3%
Dues and Memberships		5300	548,854.00	548,854.00	533,274.62	548,854.00	0.00	0.0%
Insurance		5400-5450	436,718.00	436,718.00	282,455.12	436,718.00	0.00	0.0%
Operations and Housekeeping Services		5500	613,475.00	613,475.00	325,745.00	628,475.00	(15,000.00)	-2.4%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	377,673.00	377,673.00	186,605.00	377,673.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	4,210,077.00	4,572,850.00	2,719,285.00	4,938,272.00	(365,422.00)	-8.0%
Communications		5900	76,000.00	76,000.00	29,293.80	76,000.00	0.00	0.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
TOTAL, SERVICES AND OTHER OPERATING EXPENSES			6,466,797.00	6,829,570.00	4,124,207.20	7,139,992.00	(310,422.00)	-4.5%
DEPRECIATION AND AMORTIZATION								
Depreciation Expense		6900	980,000.00	980,000.00	571,667.00	980,000.00	0.00	0.0%
Amortization Expense—Lease Assets		6910	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, DEPRECIATION AND AMORTIZATION			980,000.00	980,000.00	571,667.00	980,000.00	0.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)								
Tuition								
Tuition for Instruction Under Interdistrict Attendance Agreements		7110	0.00	0.00	0.00	0.00	0.00	0.0%
Tuition, Excess Costs, and/or Deficit Payments								
Payments to Districts or Charter Schools		7141	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to County Offices		7142	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers Out								
All Other Transfers		7281-7283	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	328,285.00	335,747.00	171,107.00	334,229.00	1,518.00	0.5%
Debt Service								
Debt Service - Interest		7438	4,731.00	4,731.00	3,813.32	4,731.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			333,016.00	340,478.00	174,920.32	338,960.00	1,518.00	0.4%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS								
Transfers of Indirect Costs		7310	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EXPENSES			40,446,622.00	43,807,419.00	22,511,412.91	43,905,077.00		
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
INTERFUND TRANSFERS OUT								
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER SOURCES/USES								
SOURCES								
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
USES								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%

Palisades Charter High
 Los Angeles Unified
 Los Angeles County

2022-23 Second Interim
 Charter Schools Enterprise Fund
 Expenditures by Object

19647331995836
 Form 621
 D82XDJ5B9K(2022-23)

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
CONTRIBUTIONS								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES								
(a - b + c - d + e)			0.00	0.00	0.00	0.00		

Palisades Charter High
Los Angeles Unified
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2022-23 Second Interim
Charter Schools Enterprise Fund
Restricted Detail

19647331995836
Form 62I
D82XDJ5B9K(2022-23)

Resource	Description	2022-23 Projected Totals
5310	Child Nutrition: School Programs (e.g., School Lunch, School Breakfast, Milk, Pregnant & Lactating Students)	128,294.92
5466	Child Nutrition: Supply Chain Assistance (SCA) Funds	74,219.00
6266	Educator Effectiveness, FY 2021-22	397,553.00
6762	Arts, Music, and Instructional Materials Discretionary Block Grant	925,636.00
7028	Child Nutrition: Kitchen Infrastructure Upgrade Funds	27,000.00
7425	Expanded Learning Opportunities (ELO) Grant	475,182.00
7435	Learning Recovery Emergency Block Grant	922,684.00
7810	Other Restricted State	76,392.00
Total, Restricted Net Position		3,026,960.92

Description	ESTIMATED FUNDED ADA Original Budget (A)	ESTIMATED FUNDED ADA Board Approved Operating Budget (B)	ESTIMATED P-2 REPORT ADA Projected Year Totals (C)	ESTIMATED FUNDED ADA Projected Year Totals (D)	DIFFERENCE (Col. D - B) (E)	PERCENTAGE DIFFERENCE (Col. E / B) (F)
A. DISTRICT						
1. Total District Regular ADA Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (includes Necessary Small School ADA)	0.00	0.00	0.00	0.00	0.00	0.0%
2. Total Basic Aid Choice/Court Ordered Voluntary Pupil Transfer Regular ADA Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (ADA not included in Line A1 above)	0.00	0.00	0.00	0.00	0.00	0.0%
3. Total Basic Aid Open Enrollment Regular ADA Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (ADA not included in Line A1 above)	0.00	0.00	0.00	0.00	0.00	0.0%
4. Total, District Regular ADA (Sum of Lines A1 through A3)	0.00	0.00	0.00	0.00	0.00	0.0%
5. District Funded County Program ADA						
a. County Community Schools	0.00	0.00	0.00	0.00	0.00	0.0%
b. Special Education-Special Day Class	0.00	0.00	0.00	0.00	0.00	0.0%
c. Special Education-NPS/LCI	0.00	0.00	0.00	0.00	0.00	0.0%
d. Special Education Extended Year	0.00	0.00	0.00	0.00	0.00	0.0%
e. Other County Operated Programs: Opportunity Schools and Full Day Opportunity Classes, Specialized Secondary Schools	0.00	0.00	0.00	0.00	0.00	0.0%
f. County School Tuition Fund (Out of State Tuition) [EC 2000 and 46380]	0.00	0.00	0.00	0.00	0.00	0.0%
g. Total, District Funded County Program ADA (Sum of Lines A5a through A5f)	0.00	0.00	0.00	0.00	0.00	0.0%
6. TOTAL DISTRICT ADA (Sum of Line A4 and Line A5g)	0.00	0.00	0.00	0.00	0.00	0.0%
7. Adults in Correctional Facilities	0.00	0.00	0.00	0.00	0.00	0.0%
8. Charter School ADA (Enter Charter School ADA using Tab C. Charter School ADA)						

Description	ESTIMATED FUNDED ADA Original Budget (A)	ESTIMATED FUNDED ADA Board Approved Operating Budget (B)	ESTIMATED P-2 REPORT ADA Projected Year Totals (C)	ESTIMATED FUNDED ADA Projected Year Totals (D)	DIFFERENCE (Col. D - B) (E)	PERCENTAGE DIFFERENCE (Col. E / B) (F)
B. COUNTY OFFICE OF EDUCATION						
1. County Program Alternative Education Grant ADA						
a. County Group Home and Institution Pupils	0.00	0.00	0.00	0.00	0.00	0.0%
b. Juvenile Halls, Homes, and Camps	0.00	0.00	0.00	0.00	0.00	0.0%
c. Probation Referred, On Probation or Parole, Expelled per EC 48915(a) or (c) [EC 2574(c)(4)(A)]	0.00	0.00	0.00	0.00	0.00	0.0%
d. Total, County Program Alternative Education ADA (Sum of Lines B1a through B1c)	0.00	0.00	0.00	0.00	0.00	0.0%
2. District Funded County Program ADA						
a. County Community Schools	0.00	0.00	0.00	0.00	0.00	0.0%
b. Special Education-Special Day Class	0.00	0.00	0.00	0.00	0.00	0.0%
c. Special Education-NPS/LCI	0.00	0.00	0.00	0.00	0.00	0.0%
d. Special Education Extended Year	0.00	0.00	0.00	0.00	0.00	0.0%
e. Other County Operated Programs: Opportunity Schools and Full Day Opportunity Classes, Specialized Secondary Schools	0.00	0.00	0.00	0.00	0.00	0.0%
f. County School Tuition Fund (Out of State Tuition) [EC 2000 and 46380]	0.00	0.00	0.00	0.00	0.00	0.0%
g. Total, District Funded County Program ADA (Sum of Lines B2a through B2f)	0.00	0.00	0.00	0.00	0.00	0.0%
3. TOTAL COUNTY OFFICE ADA (Sum of Lines B1d and B2g)	0.00	0.00	0.00	0.00	0.00	0.0%
4. Adults in Correctional Facilities	0.00	0.00	0.00	0.00	0.00	0.0%
5. County Operations Grant ADA	0.00	0.00	0.00	0.00	0.00	0.0%
6. Charter School ADA (Enter Charter School ADA using Tab C. Charter School ADA)						

Description	ESTIMATED FUNDED ADA Original Budget (A)	ESTIMATED FUNDED ADA Board Approved Operating Budget (B)	ESTIMATED P-2 REPORT ADA Projected Year Totals (C)	ESTIMATED FUNDED ADA Projected Year Totals (D)	DIFFERENCE (Col. D - B) (E)	PERCENTAGE DIFFERENCE (Col. E / B) (F)
C. CHARTER SCHOOL ADA						
Authorizing LEAs reporting charter school SACS financial data in their Fund 01, 09, or 62 use this worksheet to report ADA for those charter schools.						
Charter schools reporting SACS financial data separately from their authorizing LEAs in Fund 01 or Fund 62 use this worksheet to report their ADA.						
FUND 01: Charter School ADA corresponding to SACS financial data reported in Fund 01.						
1. Total Charter School Regular ADA	2,820.00	2,820.00	2,762.00	2,762.00	(58.00)	-2.0%
2. Charter School County Program Alternative						
Education ADA						
a. County Group Home and Institution Pupils	0.00	0.00	0.00	0.00	0.00	0.0%
b. Juvenile Halls, Homes, and Camps	0.00	0.00	0.00	0.00	0.00	0.0%
c. Probation Referred, On Probation or Parole, Expelled per EC 48915(a) or (c) [EC 2574(c)(4)(A)]	0.00	0.00	0.00	0.00	0.00	0.0%
d. Total, Charter School County Program Alternative Education ADA (Sum of Lines C2a through C2c)	0.00	0.00	0.00	0.00	0.00	0.0%
3. Charter School Funded County Program ADA						
a. County Community Schools	0.00	0.00	0.00	0.00	0.00	0.0%
b. Special Education-Special Day Class	0.00	0.00	0.00	0.00	0.00	0.0%
c. Special Education-NPS/LCI	0.00	0.00	0.00	0.00	0.00	0.0%
d. Special Education Extended Year	0.00	0.00	0.00	0.00	0.00	0.0%
e. Other County Operated Programs: Opportunity Schools and Full Day Opportunity Classes, Specialized Secondary Schools	0.00	0.00	0.00	0.00	0.00	0.0%
f. Total, Charter School Funded County Program ADA (Sum of Lines C3a through C3e)	0.00	0.00	0.00	0.00	0.00	0.0%
4. TOTAL CHARTER SCHOOL ADA (Sum of Lines C1, C2d, and C3f)	2,820.00	2,820.00	2,762.00	2,762.00	(58.00)	-2.0%
FUND 09 or 62: Charter School ADA corresponding to SACS financial data reported in Fund 09 or Fund 62.						
5. Total Charter School Regular ADA	0.00	0.00	0.00	0.00	0.00	0.0%
6. Charter School County Program Alternative						
Education ADA						
a. County Group Home and Institution Pupils	0.00	0.00	0.00	0.00	0.00	0.0%
b. Juvenile Halls, Homes, and Camps	0.00	0.00	0.00	0.00	0.00	0.0%
c. Probation Referred, On Probation or Parole, Expelled per EC 48915(a) or (c) [EC 2574(c)(4)(A)]	0.00	0.00	0.00	0.00	0.00	0.0%
d. Total, Charter School County Program Alternative Education ADA (Sum of Lines C6a through C6c)	0.00	0.00	0.00	0.00	0.00	0.0%
7. Charter School Funded County Program ADA						
a. County Community Schools	0.00	0.00	0.00	0.00	0.00	0.0%
b. Special Education-Special Day Class	0.00	0.00	0.00	0.00	0.00	0.0%
c. Special Education-NPS/LCI	0.00	0.00	0.00	0.00	0.00	0.0%
d. Special Education Extended Year	0.00	0.00	0.00	0.00	0.00	0.0%
e. Other County Operated Programs: Opportunity Schools and Full Day Opportunity Classes, Specialized Secondary Schools	0.00	0.00	0.00	0.00	0.00	0.0%
f. Total, Charter School Funded County Program ADA						

Palisades Charter High
 Los Angeles Unified
 Los Angeles County

2022-23 Second Interim
 AVERAGE DAILY ATTENDANCE

19 64733 1995836
 Form AI
 D82XDJ5B9K(2022-23)

Description	ESTIMATED FUNDED ADA Original Budget (A)	ESTIMATED FUNDED ADA Board Approved Operating Budget (B)	ESTIMATED P-2 REPORT ADA Projected Year Totals (C)	ESTIMATED FUNDED ADA Projected Year Totals (D)	DIFFERENCE (Col. D - B) (E)	PERCENTAGE DIFFERENCE (Col. E / B) (F)
Program ADA (Sum of Lines C7a through C7e)	0.00	0.00	0.00	0.00	0.00	0.0%
8. TOTAL CHARTER SCHOOL ADA (Sum of Lines C5, C6d, and C7f)	0.00	0.00	0.00	0.00	0.00	0.0%
9. TOTAL CHARTER SCHOOL ADA Reported in Fund 01, 09, or 62 (Sum of Lines C4 and C8)	2,820.00	2,820.00	2,762.00	2,762.00	(58.00)	-2.0%

Section I - Expenditures	Funds 01, 09, and 62			2022-23 Expenditures
	Goals	Functions	Objects	
A. Total state, federal, and local expenditures (all resources)	All	All	1000-7999	43,905,077.00
B. Less all federal expenditures not allowed for MOE (Resources 3000-5999, except 3385)	All	All	1000-7999	2,744,471.00
C. Less state and local expenditures not allowed for MOE: (All resources, except federal as identified in Line B)				
1. Community Services	All	5000-5999	1000-7999	0.00
2. Capital Outlay	All except 7100-7199	All except 5000-5999	6000-6999 except 6600, 6910	835,000.00
3. Debt Service	All	9100	5400-5450, 5800, 7430-7439	4,731.00
4. Other Transfers Out	All	9200	7200-7299	334,229.00
5. Interfund Transfers Out	All	9300	7600-7629	0.00
6. All Other Financing Uses	All	9100, 9200	7699, 7651	0.00
7. Nonagency	7100-7199	All except 5000-5999, 9000-9999	1000-7999	6,020,805.00
8. Tuition (Revenue, in lieu of expenditures, to approximate costs of services for which tuition is received)	All	All	8710	0.00
9. Supplemental expenditures made as a result of a Presidentially declared disaster	Manually entered. Must not include expenditures in lines B, C1-C8, D1, or D2.			
10. Total state and local expenditures not allowed for MOE calculation (Sum lines C1 through C9)				7,194,765.00
D. Plus additional MOE expenditures:			1000-7143, 7300-7439	
1. Expenditures to cover deficits for food services (Funds 13 and 61) (If negative, then zero)	All	All	minus 8000-8699	0.00
2. Expenditures to cover deficits for student body activities	Manually entered. Must not include expenditures in lines A or D1.			
E. Total expenditures subject to MOE (Line A minus lines B and C10, plus lines D1 and D2)				33,965,841.00
Section II - Expenditures Per ADA				2022-23 Annual ADA/Exps. Per ADA
A. Average Daily Attendance (Form AI, Column C, Line C9)*				2,762.00
B. Expenditures per ADA (Line I.E divided by Line II.A)				12,297.55
Section III - MOE Calculation (For data collection only. Final determination will be done by CDE)	Total			Per ADA
A. Base expenditures (Preloaded expenditures extracted from prior year Unaudited Actuals MOE Calculation) (Note: If the prior year MOE was not met, in its final determination, CDE will adjust the prior year base to 90 percent of the preceding prior year amount rather than the actual prior year expenditure amount.)	28,711,600.00			10,330.25
1. Adjustment to base expenditure and expenditure per ADA amounts for LEAs failing prior year MOE calculation (From Section IV)	0.00			0.00
2. Total adjusted base expenditure amounts (Line A plus Line A.1)	28,711,600.00			10,330.25
B. Required effort (Line A.2 times 90%)	25,840,440.00			9,297.23

Palisades Charter High
 Los Angeles Unified
 Los Angeles County

Second Interim
2022-23 Projected Year Totals
Every Student Succeeds Act Maintenance of Effort
Expenditures

19 64733 1995836
 Form ESMOE
 D82XDJ5B9K(2022-23)

C. Current year expenditures (Line I.E and Line II.B)	33,965,841.00	12,297.55
D. MOE deficiency amount, if any (Line B minus Line C) (If negative, then zero)	0.00	0.00
E. MOE determination (If one or both of the amounts in line D are zero, the MOE requirement is met; if both amounts are positive, the MOE requirement is not met. If either column in Line A.2 or Line C equals zero, the MOE calculation is incomplete.)	MOE Met	
F. MOE deficiency percentage, if MOE not met; otherwise, zero (Line D divided by Line B) (Funding under ESSA covered programs in FY 2024-25 may be reduced by the lower of the two percentages)	0.00%	0.00%
*Interim Periods - Annual ADA not available from Form AI. For your convenience, Projected Year Totals Estimated Funded ADA has been preloaded. Manual adjustment may be required to reflect estimated Annual ADA.		
SECTION IV - Detail of Adjustments to Base Expenditures (used in Section III, Line A.1)		
Description of Adjustments	Total Expenditures	Expenditures Per ADA
Total adjustments to base expenditures	0.00	0.00

Coversheet

2023-2024 2023-2024 Food Service Management Company Contract Extension

Section: VII. Finance
Item: B. 2023-2024 2023-2024 Food Service Management Company Contract
Extension
Purpose: Vote
Submitted by:
Related Material:
2023-24 Food Service Management Company Contract Extension (cafeteria vendor).pdf



PALISADES CHARTER HIGH SCHOOL

CHIEF BUSINESS OFFICER

COVER SHEET FOR AGENDA ITEMS

March 21, 2023

TOPIC/ AGENDA ITEM:

V. FINANCE

B. 2023-2024 Food Service Management Company Contract Extension

PERSONNEL INVOLVED:

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

ISSUES INVOLVED/FISCAL IMPLICATIONS (IF ANY):

The purpose of this action is to approve our food service (cafeteria) contract extension for 2023-2024. Chartwells, who is our food service vendor, has provided excellent service since July 1, 2017. Last year, PCHS went through the formal RFP process (RFP #FY23-001) and Chartwells K-12 was selected as the winning bid. The CDE does not require us to bid until year #4. However, the CDE does require us to approve a contract extension each year.

The contract extension outlines a 5.4% increase in our Cost Per Meal. That cost is based on the initial contract language, which states Chartwells will use the CPI for food away from home (Los Angeles area) to determine the year-over-year increase. In total, the contract amount is expected to increase by \$26,837.32 compared to 2022-23. However, we are expecting the nutrition reimbursement rate to also increase which will offset much of the cost. In addition, the vendor is still providing a “2 for 1” pricing on breakfast meals, which will ensure profitability for the cafeteria.

The CDE Department of Nutrition has reviewed and approved the contract. Per CDE guidelines, they are required to approve before either party signs.

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

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

OPTIONS OR SOLUTIONS:

The expectation is that the board approve the 2023-2024 contract renewal with Chartwells.

CHIEF BUSINESS OFFICER’S RECOMMENDATION:

The CBO recommends that the Board approve the 2023-2024 cafeteria contract extension.

RECOMMENDED MOTION:

“To approve the 2023-2024 food service management contract extension between Chartwells and PCHS - Agreement Number 2023001.”

Juan Pablo Herrera, Chief Business Officer

CONTRACT EXTENSION (#1)

CHECK HERE IF ADDITIONAL PAGES ARE ATTACHED

Pages

Renewal (Extension Number) 1	Agreement Number (Base year) 2023001
--	--

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

SCHOOL FOOD AUTHORITY'S NAME

Palisades Charter High School

FOOD SERVICE MANAGEMENT COMPANY'S NAME

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

2. Base year contract term: Effective date: **July 1, 2022** Expiration date: **June 30, 2023**
 Extension year: Effective date: **July 1, 2023** Expiration date: **June 30, 2024**

3. The maximum dollar amount of this contract is equal to the fixed cost per meal multiplied by the number of meals:
 \$ 523,824.82 (maximum dollar amount)

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

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

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



B. The parties have agreed to the following updated costs per meal:

Cost Per Meal

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

LINE ITEM	UNIT*	RATE	TOTAL
Breakfast	69,000	\$4.5849 (2:1)	\$158,179.05
Lunch	78,000	\$4.5849	\$357,622.20
Ala Carte	1,750	\$4.5849	\$8,023.57
Total			\$523,824.82

*Units provided by SFA

FOOD SERVICE MANAGEMENT COMPANY	
CONTRACTOR'S NAME <i>(If other than an individual, state whether a corporation, partnership, etc.)</i> Compass Group USA, Inc., by and through its Chartwells Division	
BY <i>(Authorized Signature)</i> 	DATE SIGNED <i>(Do not type)</i>
PRINTED NAME AND TITLE OF PERSON SIGNING Amy Shaffer, Chief Executive Officer	
ADDRESS 2400 Yorkmont Road, Charlotte, NC 28217	
SCHOOL FOOD AUTHORITY	
SCHOOL FOOD AUTHORITY NAME Palisades Charter High School	
BY <i>(Authorized Signature)</i> 	DATE SIGNED <i>(Do not type)</i>
PRINTED NAME AND TITLE OF PERSON SIGNING Juan Pablo Herrera, Chief Business Officer	
ADDRESS 15777 Bowdoin St., Pacific Palisades, CA 90272	

INSTRUCTIONS FOR USE:

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



PALISADES

CHARTER HIGH SCHOOL

2022-2023 Contract (Only for comparison)

The Respondent must complete the Fee Proposal (Attachment H) and return it with the proposal package.

Attachment H: Fee Proposal

All costs are based on an average daily participation of **850** number of meals served on **175** number of school days.

COST BREAKDOWN			
Respondent Instructions			
⇒ Provide a breakdown of all costs included in the fixed price, including personnel costs.			
⇒ Provide the cost per meal; base all food costs on the attached 21-day cycle menu.			
⇒ Clearly identify all costs			
Item #	Description	Annual Cost	
<i>(Include All Goods and Services included in the Fixed Price)</i>			
1.	Food/Supplies	\$	215,211.50
2.	Management Labor to include payroll taxes and benefits	\$	224,820.75
3.	Direct expenses	\$	56,955.25
		Sub Total	\$ 496,987.50
Personnel Costs			Annual Cost
5.	Management Fee Per Meal	\$	\$ -
6.	Consultant Fee Per Meal	\$	\$ -
		Sub Total	\$ -
		GRAND TOTAL	\$ 496,987.50

COST PER MEAL			
Respondent Instructions:			
⇒ Provide the cost per meal; base all food costs on the attached 21-day cycle menu.			
⇒ Prices must not include values for donated foods and must include all meal programs applicable.			
1. LINE ITEM	2. UNITS	3. RATE	4. TOTAL
Breakfast 1:1	69,000	2.175	\$ 150,075.00
Lunch 1:1	78,000	4.35	\$ 339,300.00
Non-reimbursable Meals (a la carte)	1,750	4.35	\$ 7,612.50
TOTAL	148,750	\$	\$ 496,987.50

**EXHIBIT B
Schedule of Fees**

The costs included in the Cost per Meal table comprise the fixed price per meal. The fees are agreed upon by both parties and represent allowable food service costs in accordance with 2 CFR, Part 200.

All costs are based on an average daily participation of **805** students in the district and **175** school days.

Cost per Meal

Note: Prices must **not** include values for donated foods, and must include all meal programs.

LINE ITEM	EST. UNITS*	RATE	TOTAL
Breakfast	69,000	2.175	\$ 150,075.00
Lunch	78,000	4.35	\$ 339,300.00
Snacks	0	\$	\$ -
Nonreimbursable Meals (a la Carte)	1,750	4.35	\$ 7,612.50
TOTAL	148,750	\$	\$ 496,987.50

*Estimated Units provided by SFA