



# Palisades Charter High School

## Board Meeting

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### **Date and Time**

Tuesday November 14, 2023 at 5:00 PM PST

### **Location**

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

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

### **SUPPORTING DOCUMENTATION:**

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### **Agenda**

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>5:00 PM</b>
Opening Items			
<b>A.</b>	Call the Meeting to Order	Sara Margiotta	
<b>B.</b>	Record Attendance and Guests		2 m
<b>C.</b>	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><b>Google Form Public Comment Procedure:</b> 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 <a href="https://forms.gle/kSsxkvL6T9GgXpdEA">https://forms.gle/kSsxkvL6T9GgXpdEA</a>. 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>			
<b>D.</b>	Approve Minutes	Approve Minutes Sara Margiotta	2 m
Approve minutes for Board Meeting on October 17, 2023			
<b>II. Organizational Reports</b>			<b>5:34 PM</b>
<b>A.</b>	Student Report	FYI Rustin Kharrazi	5 m

	Purpose	Presenter	Time
<b>B.</b> Parent Report	FYI	Melissa Schilling, Saken Sherkhonov, Kristina Irwin	5 m
<b>C.</b> Represented Classified Staff Report	FYI	Andrew Paris	5 m
<b>D.</b> Unrepresented Classified Staff Report	FYI	Karen Ellis	5 m
<b>E.</b> Faculty Report	FYI	Maggie Nance, David Pickard, Tyler Farrell	5 m
<b>F.</b> Human Resources Director (HR) Report	FYI	Dr. Martha Monahan	5 m
<b>G.</b> Director of Operations Report Report Stands as Submitted	FYI	Don Parcell	5 m
<b>H.</b> Admin. Safety and Security Team	FYI	Brooke King	5 m
<b>I.</b> Director of Development Report	FYI	Mike Rawson	5 m
<b>J.</b> Chief Business Officer (CBO) Report	FYI	Juan Pablo Herrera	5 m
<b>K.</b> Executive Director/Principal (EDP) Report	FYI	Dr. Pam Magee	5 m
<b>III. Board Committees (Stakeholder Board Level Committees)</b>			<b>6:29 PM</b>
<b>A.</b> Academic Accountability Committee Update "Approval of Committee Members"  "Motion to approve any of the new potential tasks discussed in the meeting."	Vote	Tyler Farrell	5 m
<b>B.</b> Budget & Finance Committee Update	FYI	Sara Margiotta	5 m
<b>C.</b> Election Committee Update	FYI	David Pickard IV	5 m
<b>D.</b> Charter Committee Update	FYI	Sara Margiotta	5 m
<b>IV. Board Committees (Board Members Only)</b>			<b>6:49 PM</b>
<b>A.</b> Board Members Only- Committee Updates  • Audit Committee	FYI	Various	5 m

	Purpose	Presenter	Time
<ul style="list-style-type: none"> <li>• Grade Appeal Committee</li> <li>• Risk Management</li> <li>• Survey Committee</li> </ul>			
<b>V. Academic Excellence</b>			<b>6:54 PM</b>
<b>A.</b> PCHS Programs Incorporating Virtual Learning	FYI	Dr. Chris Lee, Randy Tenansnow, Kim Theard, Tammie Wilson	20 m
<b>VI. Human Resources</b>			<b>7:14 PM</b>
<b>A.</b> Local Assignment Option for Specific Teachers	Vote	Dr. Martha Monahan	5 m
<p>“To approve Local Assignment Option for certificated employees to work in a limited capacity outside their primary credential area or are in the process of meeting additional authorizations.”</p>			
<b>B.</b> PESPU Collective Bargaining Agreement	Vote	Dr. Martha Monahan	5 m
<b>C.</b> Unrepresented Staff Compensation	Vote	Dr. Martha Monahan	5 m
<p>“To approve the 2023-2024 equivalent salary increase for unrepresented staff and management.”</p>			
<b>VII. Finance</b>			<b>7:29 PM</b>
<b>A.</b> 2023-24 Budget vs Actuals Update	FYI	Juan Pablo Herrera	5 m
<b>B.</b> 2023-24 Revised LCAP	FYI	Juan Pablo Herrera	5 m
<b>VIII. Consent Agenda: Finance Items</b>			<b>7:39 PM</b>
<b>A.</b> School Organized Conferences/Trips	Vote	Sara Margiotta	5 m
<ul style="list-style-type: none"> <li>• Nov 8 - Nov 11   Green Valley Lake, CA - Forestry Challenge   Supervising Teacher: Mr. Engelmann</li> <li>• Dec 2 - Dec 4   San Diego, CA - 2023 VEI Conference &amp; Exhibition   Supervising Teacher: Mr. Kolavo</li> </ul>			

	Purpose	Presenter	Time
<ul style="list-style-type: none"> <li>• Jan 6 - Jan 7   Garden Grove, CA - 2024 SoCal DECA   Supervising Teacher: Mr. Kolavo</li> </ul>			

**IX. New Business / Announcements 7:44 PM**

<b>A.</b>	Announcements / New Business	FYI	Sara Margiotta	1 m
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- Date of the next regular Board Meeting: Tuesday, December 12, 2023 at 5:00pm

<b>B.</b>	Announce items for closed session, if any.	FYI	Sara Margiotta	1 m
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**X. Closed Session 7:46 PM**

<b>A.</b>	Conference with Legal Counsel - Anticipated Litigation	Vote		5 m
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- Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Government Code Section 54956.9: (one potential cases)

<b>B.</b>	Employee complaint/Assignment/Discipline/Dismissal/Release	Vote	Dr. Martha Monahan	5 m
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- (Govt. Code section 54957) (Education Code section 44929.21)

<b>C.</b>	Potential Litigation	Vote		5 m
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- Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Government Code section 54956.9

**XI. Open Session 8:01 PM**

<b>A.</b>	Return to Open Session	FYI	Sara Margiotta	1 m
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<b>B.</b>	Report Out on Action Taken In Closed Session, If Any.	FYI	Sara Margiotta	1 m
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**XII. Closing Items 8:03 PM**

	Purpose	Presenter	Time
<b>A.</b> 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 Board Meeting on October 17, 2023



# Palisades Charter High School

## Minutes

### Board Meeting

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#### **Date and Time**

Tuesday October 17, 2023 at 5:00 PM

#### **Location**

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#### **Trustees Present**

Andrew Paris, David Pickard IV, Karen Ellis, Kiumars Arzani, Kristina Irwin, Maggie Nance, Rustin Kharrazi, Saken Sherkhanov, Sara Margiotta, Tyler Farrell

**Trustees Absent**

Melissa Schilling, Robert Rene

**Ex Officio Members Present**

Dr. Pam Magee, Juan Pablo Herrera

**Non Voting Members Present**

Dr. Pam Magee, Juan Pablo Herrera

**Guests Present**

Martha Monahan

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**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 Oct 17, 2023 at 5:08 PM.

**B. Record Attendance and Guests**

**C. Public Comment**

Anonymous: Due to the rumors that many parents want a VA designation on a VA student's transcript, I am here to respectfully disagree. VA students take A-G courses that align with State Standards, and work extremely hard to manage their time, learn on their own, and do well. They are PCHS students. This program is a PCHS program. My children both went to strong UC's after VA allowed them to pursue their professional sport. They both were high achieving college students as well. If we are all PCHS, why create a potential bias just because they are learning differently. We are a progressive school

Peter Houghton: I can only speak for my student and our personal experience, and I would encourage the critics to do the same. It's hard to imagine why people would find it necessary to criticize and potentially penalize one group of students, except perhaps to benefit their own interests? Or is this a money and resources issue?

Our student requires VA due to high-level involvement in her sport. In addition to covering the requisite course material, the nature of the VA program has required her to take personal initiative and be diligent in order to perform well. Although the personal

interaction with teachers and other students is inherently lacking, this puts an even greater burden on the student to learn the material. We do miss the social interaction with other students, but in our situation the trade-off is for social interaction with professional athletes and trainers.

The comments against VA strike me as highly subjective and biased. What empirical evidence is available? Shall we look at test scores?

Rainer Mack: I strongly disagree with any proposal to mark Virtual Academy student transcripts as different from those of in-person student transcripts. If Virtual Academy is an approved academic path that has the same value as the normative in-person path, then it must be given the same status on official documentation. Otherwise, Pali is in the position of offering a two-tier track to graduation, a "separate but equal" arrangement that would rightly invite skepticism. Attaching a special mark to one set of students also invites bias. Surely we know already - from literature and history - that this is not a path we want to follow.

Sara Houghton: I am the parent of a student in the Virtual Academy program. This program actually requires and inspires a higher level of academic performance which is more broadly focused on independence and skilled learning - students are teaching themselves and learning material on their own. Whether or not this is identified on a transcript as "VA" or otherwise differentiated from in-person attendance is irrelevant. In fact, if anything, it should be assigned a weighted grade similar to AP classes.

Anonymous: As a virtual student who is currently taking 5 AP classes (7 classes in total), as opposed to the two I took last year, I strongly disagree that "VA" should be put on the transcripts. Not only have I been working more hours and understanding the material better, but I am getting much better grades, despite the material being much harder than what I was assigned last year.

Although my teachers have sometimes not been attentive, it is no different than the overlooking that I got when I was in-person. I do not believe there is any reason for the colleges that students are applying to see "VA" on the transcript, as it is not equivalent to "less work." The grading system is no different in Virtual Academy; therefore, you get out of it what you put in. If a student is not working as hard as one of the in-person students, it will reflect on their grades, as it would with any student. There is no reason to subject EVERY virtual student to a potential bias because of the belief of a few students that are not working hard.

Furthermore, our absences and tardies are judged more harshly, and we have to be more diligent about deadlines, as any late assignment can be marked as an absence, when that is not the case for in-person. As with every high school, you often have to take your studies into your own hands, and therefore your transcript is a reflection of the time and effort the student is willing to put in, not the teachers. Even if it were based on the

teachers, I have done a year in person and a year online, and I have not been subject to any different methods or attention from Pali teachers. The only result that could come from having "VA" put on the transcripts would be to subject a large number of hardworking and independent students to potential bias that admissions officers might have for virtual academies.

Although I am a virtual student because I am afraid of gun violence, many students have to go online because of mental health, social anxiety, money issues, etc. To put "VA" on our transcripts would give potentially disqualifying information to colleges without allowing students the chance to explain their circumstances and how they have used this program as an opportunity to work harder, without the social distractions or anxieties.

Anonymous: All courses are aligned to California State Standards and A-G California guidelines. The VA has made it possible for my student to not only work harder, but more efficiently. The workload is incredibly challenging and equivalent to or maybe even harder than most first year college schedules. VA has taught my student how to time manage, focus and achieve independently. In school, my student endured a learning environment that was detrimental. Classes that were disruptive, teachers burned out, disorganized and the opportunity to have a class with a really good teacher was few and far between. In contrast, VA teachers are easily accessible. Whether it is through email, zoom or in person. This is positive learning environment. If you have not been in a VA class and taken the workload for a year you have no idea what it is like, and to think that something is easy just because it is a different learning environment is incredibly prejudiced. SOME students learn better in different situations and the public education system has a responsibility to help everyone. We live in a world where it is becoming more the norm for people to work from home, hybrid, or both. Are employers so trivial to actually denote who works where and how? Do you really think the employer is going to put a Scarlet letter on those who work differently? Maybe, they might actually have more respect because it does require so much more focus, than gossiping around the water cooler. They understand the world is different, the way we live and work is different. Yes, the way kids learn, take in information is so much different than when we grew up. (Class of 1984) What is the real reason people want VA on a students transcript? Do you think it is going to give your kid an advantage on college applications? Do you really think it is going to matter in the first year of college ? Do you think it is going to matter in a job? There are billions of people in the world and everyone learns differently. Why should someone have a "mark" on their transcript to penalize them or make them feel not good enough just because they learn differently than the traditional way? Seriously. Does it make you feel good to argue about VA when there are so many challenges our kids have to face. Look at what is going on in the world right now. Look at what our kids have to deal with on a daily basis. Depression, suicide, drug and fentanyl overdoses and death. The fact that this is even on the agenda is ludicrous. There are so many more problems in the world than delineating VA or not. My student is a PCHS student, and thrives learning through VA and we are so grateful for this opportunity. It is a relief to know that there are options for kids. In a world where everyone steers away from labels and discrimination, it sure

seems like a giant step backwards to even be having this discussion. Thank you Randy and Dr. Lee for all that you do, we sincerely appreciate the positive and progressive approach that you take to learning and the understanding that not everyone should be put in a box and labeled different if they don't fit in the box. A VA student is a PCHS student. There is no justification for having any kind of designation on the transcript period. My student is a PCHS student and does not deserve an asterisk on their transcript because people cannot open their mind that kids who learn in non traditional ways should be labeled and discriminated against. That is what it is really all about. Parents trying to think of ways to give their kid an opportunity over another just because they "think" they aren't working hard, when in reality it might be harder than they can even imagine. Funny, my kid works so hard, he doesn't have time to think about others or judge who might not be working hard enough.

Thomas Lin: Being a Virtual Academy (VA) student is difficult. The success of VA depends on young teenagers taking on the challenge of truly adult learning with self motivation, individual responsibility, intensive time management, and mental fortitude against tremendous stressors from multiple angles. As a student who has taken 9 AP courses and exams, I can tell you just how much we are disadvantaged. Because many traditional teachers refuse to teach virtual students, I have had to spend money out of pocket to pay for supplemental learning materials and am still behind anyway. Teachers in VA who do embrace the role of educator but do NOT typically teach certain classes need to take on 100+ more students because their traditional colleagues oppose VA and refuse to help out with an innovative educational method. The rules of each AP exam are hardly covered or graded. Because of these disadvantages, we have to work at least twice as hard to achieve similar grades and AP scores. For the parents who believe that VA inflates grades, I have to ask why your child is not in VA. For VA students like myself, trying to represent and promote the United States, there is no other way to achieve success in our fields. The necessary training and travel cannot be done while attending an in-person, traditional school setting. Rather, VA is part of the reason Pali is so great. Pali offers multiple ways for students to learn. We thank Ms. Tenan-Snow for leading VA, we thank the dedicated educators who embrace and facilitate VA, and we thank parents of traditional students for refraining from making baseless accusations about grade inflation and how easy it is to be a VA student.

Thank you for your consideration.

Thomas Lin  
US Open Nationals Silver Medalist in Speed Climbing 2023  
Palisades Charter High School '24

Anonymous parent by request of the student: Virtual academy is a wonderful resource and has made all the difference in the world for my student. It is not 'easier' than regular class, as my student has experienced both and has to undertake a great deal of independent study to stay a rest of the class demands. It is perfect for the motivated student that wants to be part of the Pali community yet cannot attend class for a variety of

reasons. For my student that is the ongoing risk of gun violence on campus as evidenced in multiple drills, threats, and social media posts concerning the school. Logical or not that is the felt experience of some students today. Virtual academy gives students the opportunity to step away for a while, get support and still be part of the community. However, penalizing students by putting VA on transcripts is punitive and incurs a penalty simply for choosing to remain at the school, thereby in my instance saying 'you are less worthy if you take care of yourself while still undertaking your obligations.' This is a dangerous and unethical position. The classes are not worth less. In some aspects they are worth more since they require a level of commitment beyond simply showing up and sitting in class. Please keep the virtual academy as an option for students.

Kelsey Clark: How many hours are students actually learning in person daily, Maybe 3-4 hours of actual instruction. Think about a school day from early morning wake up, getting ready, travel time to campus, passing periods like lunch, nutrition, or maybe disruptive noise in classes. VA is Similar to those working from home and not going into an office anymore. Are you working less or not as hard as your coworkers who are in the office? Should you get paid less or no longer be an employee? No, you're more productive and can multitask, organize your time and prioritize. All skills that VA students are gaining. Some would argue you work harder from home.

As a rowing athlete my son opted for a hybrid schedule 3 in person, 4 online VA courses junior year of 2022. Given his strenuous 40 hour a week training. VA gave him more time to isolate on academics and prioritize his time each day. All skills that are helping him in college thanks to his VA experience. Honestly, he worked much harder than my other two high schoolers in tradition classes. Many times he had to research and reteach himself without the in class support. He needed to lean more on tutoring.

If we all have learned anything during the pandemic, it's that everyone learns and works differently. Some students thrive with online learning without all the noise and added disruptions or social pressures. Some work better from home and can get more done. Shouldn't students have an option without being penalized? If no longer students, can they participate in clubs, sports teams, theater or the Pali Community? How would it change attending a game as a student or walking in graduation. It would change so many things if you no longer recognize VA as Pali High students.

VA isn't new, it has been in place for years at Pali. Originally for Athletes or maybe an actor learning online while focusing on goals. Since the pandemic it has grown more popular because many learned to thrive online. It has given students with anxiety, health issues, transportation conflicts or just online learners an option to still be a part of the Pali High community while learning online. Options like VA courses for these students is such a blessing and they can still participate in clubs and sports on campus. Just as working from home is a game changer for so many families.

At the end of the day VA students are taught and graded by the same Pali teachers as in person students. If anything, VA students are at a disadvantage because they have less in person FaceTime with their peers and teachers. No study groups, shared notes, discussions or a way to raise a hand when they don't understand. All advantages that in person students are given. For these reasons I believe VA students are considered Pali High students and should appear on Pali transcripts.

What a gift this program and Ms Tenan-Snow have been supporting so many students through the years! Thank you so much for all the love and support and giving students another option to thrive and succeed.

Anonymous - Pali High Student Parent: I have come to understand that some parents of Pali High students are raising concerns about Pali High's Virtual Academy program. This is surprising, considering the program is approved by PCHS, the state of California, and the University of California system. Furthermore, it appears these parents are urging the PCHS Board to single out, or effectively "segregate," these students by adding a "qualifier" to their official high school records and transcripts.

I wholeheartedly disagree with this viewpoint and am taken aback by the audacity of these individuals, especially as society today is teaching us to promote diversity, equity and inclusion ... not further encourage exclusion! Moreover, it is extremely disconcerting that these parents are attempting to discriminate against a group of children - who they have never even met.

Undoubtedly, high school plays a significant role in shaping our children's academic and social development. However, we must also recognize that this environment can sometimes, regrettably, foster damaging social behaviors, such as bullying and school violence, which can have lasting impacts on a young person's self-esteem, mental health, and overall perspective on life.

Several students I know in Pali High's Virtual Academy have chosen this path precisely to avoid such issues. Pali High's Virtual program also imparts essential life skills on these students – ones that will prepare them to succeed in college, including time management, self-reliance, and self-confidence.

These students should not be further penalized, or discriminated against, for choosing an approved, safe option to pursue their education.

Lastly, I would like to remind everyone that Title VII of the Civil Rights Act of 1964 prohibits discrimination based on race, color, religion, sex or national origin. Are we now considering "discriminating" against our children based on their preferred mode of learning? Especially when modern technology potentially offers a superior learning environment for them!

Anonymous: Thank you for taking the time to listen to my comments. I am a father of a PCHS Virtual Academy graduate. My son experienced serious medical procedures at his last 2-years at PCHS. The Virtual Academy program allowed him to complete his High School education and go on to be a successful college student. Having to learn independently was difficult, but it gave him the skills to navigate his college studies. Thank you.

Liz Zaret: I am a past PCHS-VA parent, writing in support of VA NOT having to be highlighted on college transcripts. My son Noah graduated in 2022, and is now attending Cornell University. Noah did a combo of VA and regular on campus classes. We first inquired about VA because Noah wanted to be on Varsity tennis which required the kids to miss many of their afternoon classes for matches. Noah wanted to take high level classes and was concerned about falling behind in the afternoon. VA was not at all easier than his regular classes, in fact in a way it was more difficult, as Noah had to be totally self starting, and there were times when he was frustrated because he felt he wasn't getting enough guidance, especially with math classes. Noah worked incredibly hard, pretty much non stop when he wasn't playing tennis. VA was definitely NOT an "easy way to get good grades." Noah took 13 AP classes, got all 4's & 5's on his AP exams and studied and submitted SAT scores. This was not an easy ride, he worked very very hard, and earned his way to college. If Noah's transcripts had been highlighted with "VA," it may have flagged him in a way that the university would not have understood. They might have thought VA meant "easy on line classes" when that could not be farther from the truth. Noah had to be mature and responsible, as he could come and go from campus as he pleased and manage his own overall schedule, class schedule, work schedule, and sports schedule which actually really prepared him for managing college. Noah is thriving, and he finished his first year of college on the dean's list. He landed where he was supposed to land because VA made it possible for him to balance his schedule, and do all the things he wanted to do, but NOT because it made it easier for him to get A's. Noah has a couple of friends when he was on the tennis team who's grades actually dropped when they moved over to VA. VA is not for everyone, but when it works it really works. These are PCHS students just needing to adjust their schedules and the way they are learning to set them up for success (isn't that what we want for all kids...!), but definitely not an easy way out. I question why parents would want to turn this into a negative, why worry about a small group of kids who have found success in VA, to flag their transcripts and possibly make applying to college more difficult!

Maria Roberts: Hearing students at the VA program is not working as hard as in person students is offensive. My older son graduated from the VA program June 2022 and my younger son will be graduating June 2024 also from the VA program. Due to this wonderful program both my boys had the opportunity to take their interest and passion of sports to the next level, with my older one moving to Spain for the spring semester 2021 to play soccer and my younger one spending half his spring semester of 10th grade in Spain playing with a club in Barcelona and last year and this year with a basketball academy in Philadelphia. Both my boys had and have their alarms set at 5.45am so they can start their day studying at 6pm. They spend 3 solid hours studying in the morning

before they both have/had a 6-8 hour training program between, court/fieldwork outs, gym and coaches behind the desk lessons on the sport to discuss strategies, plays, mental health, pressure and all the other things an athlete needs to know. Both my kids fit in Pali class material when they had a break, by bringing their laptop wherever they went. Weekends are and were also full of schoolwork. Once the basketball/soccer day was done, the school day started and it did not end until they went to bed. Both their days were long and the amount of schoolwork they did was not less than what it was when they went to in person classes at Pali. Changing the VA designation may not matter as much for kids like mine, who clearly must have been in the VA program since they were not in the state, however changing the rules after the fact is not fair. When signing up for the program we as parents were told their transcripts would still say they graduated from Pali. You cannot go back in time and now change that. Parents like us made the decision to allow our kids to follow their other passion because there was an opportunity to do so and being able to still graduate from Pali, with Pali transcripts. Not having a Virtual Academy designation was one of the reasons we said yes to our kids signing up for Pali VA, because it felt it would not limit their chances for college should they decide not to pursue their sport in college. The VA program is an amazing program and gives people the opportunity to experience life in a different way than going in person. I believe the program is an asset to Pali and the students who attend the program work just as hard as the in person students, it just may be different hours and times the work are being done.

Jennifer Todd Messina: As a parent of a VA student this year I can absolutely say the work is as hard if not harder than in person school. My son has to be more organized and has had to learn how to manage his time in a much more significant way. He is in person for 2 of his 6 classes and the virtual are not any easier - they are the same standards and testing as the regular classes. Parents choose VA for a reason - learning issues, medical issues, sports, family responsibilities, etc and I don't see why students should be penalized for that. Why should the parents of non VA students want to punish the VA/Hybrid students? Does it help the in person students to be punitive to the virtual ones in branding them? Don't we have more important issues at hand than this?  
Thank you.

Laura Gianni: I was made aware less than a few hours that this would be a Board agenda item when in fact this was a determining factor in whether my children could attend Pali High's VA. It is patently unfair to change the rules regarding whether there is a designation without any prior notice. VA students have the same graduation requirements, the same counselors, are held to the same academic standards, behavioral rules, the same fundraising requests are made of VA families, many of them are athletes and changing this practice would draw a distinction where none should be drawn, especially without notice to the families who attend VA. Thank you for recognizing that the designation would unfairly prejudice students who relied on this fact when deciding to attend VA.

Marcus Petoyan: Our decision to have our children participate in Pali Online was in part due to its non disclosure in the school record, as there may be some stigma associated with Online classes. Additionally, it is a benefit for those students participating in the additional rigors of student athletics, and any potential negative consequence of Online courses would be unfairly attributed to this entire group of student athletes, who dedicate significant time to school sports. Finally, if Online classes are truly interchangeable with in person classes, then there is no basis in fact for disclosing its participation, potentially creating two standards for our students. It is bad policy and I strongly advocate for nondisclosure on Online classes.

Anonymous: The Virtual Academy was created at PCHS to provide a progressive alternative to the traditional classroom within the PCHS framework. There is no "special" agenda that is different than the regular PCHS student's agenda. The teachers hold the students accountable, and the students must keep at a certain pace in order to stay in VA. The teachers are the same teachers that have in person classes at Pali. Students schedules are rigorous because in addition to their workload they must also learn how to time manage and focus. The teachers are accessible, and more than willing to help. The curriculum meets all of the California standards. Now all of a sudden a group of people wants to put an \* on a students transcript just because they are a part of the Virtual Academy? How is this fair? Pali prides it's self on all the diversity and opportunities for different students, why is this now an issue? Perhaps people need to take a step back and understand VA was not created because of Covid. It was already in existence. If people are comparing this learning experience to the lockdown experience every student had to endure, it is simply not even the same category. That was an unprecedented experience. To penalize students for attending VA because people think it is "easy" is a misconception. Parents who want to make sure they have a leg up on college applications by trying to demean kids who are in VA is really sad. How do you know what it is like to attend VA? What do you know about how students handle the demands and time management? Unless you have been a part of VA I believe you do not have the right to "judge" what is easy. The world we live in is progressive. People work from home, teach from home, and just because this is an alternative way of learning you want to try to demoralize kids? Unfair. VA is PCHS and to say otherwise is not only untrue, but a biased way to try to get some sort of advantage on college applications. There is clearly no other reason. VA should remain as is, and this topic should be null and void.

Zacharie Sergenian: Here on behalf of the TAC. There are many updates for the gender equal restrooms. We request single-stall restrooms that cannot be found in multi-stall restrooms. They increase personal safety for high-risk students. Please take initiative to meet all student needs and install single-stall restrooms.

Maryam Zar: With respect to delineating some sort of "inferior" attribution to the garden or report cards of Virtual Academy students:

First of all there is going to be an agenda item there would have to be enough notice for people to be able to mobilize and speak about it – generally both Roberts Rules of Order as well as the Brown Act require 72 hours of notice.

Secondly, a change that is substantive like this, and can stand to impact kids' futures, would not be allowed to be applied retroactively. As a result it would not legally be able to apply to children who matriculate in the virtual Academy this academic year.

**D. Approve Minutes**

Kiumars Arzani made a motion to approve the minutes from Board Meeting on 09-19-23.

Karen Ellis seconded the motion.

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

**Roll Call**

Maggie Nance	Abstain
Melissa Schilling	Absent
Andrew Paris	Aye
Kristina Irwin	Aye
Saken Sherkhanov	Aye
Kiumars Arzani	Aye
David Pickard IV	Aye
Robert Rene	Absent
Rustin Kharrazi	Aye
Tyler Farrell	Aye
Karen Ellis	Aye
Sara Margiotta	Aye

**II. Organizational Reports**

**A. Student Report**

Rustin Karrazi: We were very busy in September and October. The Homecoming football game and dance were a huge success. Thank you to the administration and parents that came to help! We have Halloween coming up, as well as Frosh Class President interest meetings coming up. The pep rally was also a huge success, so we are happy about that!

**B. Parent Report**

Saken Sherkhanov and Kristina Irwin: Nothing to report at this time.

**C. Represented Classified Staff Report**

Andy Paris: Nothing to report at this time.

**D. Unrepresented Classified Staff Report**

Karen Ellis: Nothing to report at this time.

**E. Faculty Report**

Maggie Nance, David Pickard IV, Tyler Farrell: Report stands as submitted.

Points of Pride:

- New teachers are feeling very supported
- Pep rally and school spirit during homecoming has been great

Concerns:

- AI detection software
- Copy clerk vacancy
- Possible online learning platforms have not been properly vetted by the faculty
- There is \$100,000 dollar PD budget and only \$9,000 has been spent. This is teacher effectiveness grant money that is difficult to access and Pali is essentially discouraging PD by having so many roadblocks.
- Albert IO has been discontinued based on the understanding that it was not necessary. DataLinks supported the continued subscription to Albert IO and it seems that the process can be improved.
- We need to look at our processes to be sure everyone is included, especially key people that are part our various on-going initiatives.

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

Martha Monahan: Report stands as submitted.

**G. Director of Operations Report**

Report stands as submitted.

**H. Admin. Safety and Security Team**

Brooke King:

- This Thursday is the Great Shakeout. Drop/cover/hold and evacuate.
- Working on a safety and operations plan, which will be presented at the next board meeting.

**I. Director of Development Report**

Report stands as submitted.

**J. Chief Business Officer (CBO) Report**

Juan Pablo Herrera:

- Our ADA for month 2 came in at 2842, which is great. Month 1 was 2850.
- We received notice from the LAUSD Charter Division that a section of our LCAP needs updating. It does not require board approval, but want us to address the CAASPP action items and expenditures associated with those items.

**K.**

## Executive Director/Principal (EDP) Report

Dr. Pam Magee:

- The updated version of our school-wide goals are included in the board packet.
- The equity task-force is working hard on The International Holocaust Remembrance Alliance Definition of Antisemitism, as well as a Name Change Policy for Transgender and Gender Non-Conforming students who have different chosen names in order to better accommodate their identity.
- PCHS is in the process of reviewing online learning platforms. The systems being considered are Acellus, Accelerate, and Apex. The systems were most recently reviewed by Curriculum Council. Department Chairs will preview the systems to make recommendations for next steps.

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

#### A. Academic Accountability Committee Update

Tyler Farrell: We are in the process of expanding with 15 members now. There are 7 faculty, 4 parents, 2 students, and 1 administrator and we are doing outreach for one more faculty member. We will wait until the next board meeting to approve the Academic Accountability Committee members.

#### B. Budget & Finance Committee Update

Sara Margiotta: Our overall goal is to be involved in decisions regarding revenues, expenditures, and fund balance to ensure we are fiscally solvent and supporting quality education at PCHS.

The Budget and Finance Committee as of now includes Rene Rodman Daphne Gonich, Saken Sherkhonov, and Sara Margiotta, as well as the ASB Treasurer, Josh Lande. We do have room available for any parents looking to get involved.

David Pickard IV made a motion to Approve the Committee Members of the Budget & Finance Committee.

Karen Ellis seconded the motion.

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

#### Roll Call

Sara Margiotta	Aye
Maggie Nance	Aye
Tyler Farrell	Aye
Kristina Irwin	Aye
Rustin Kharrazi	Aye
Karen Ellis	Aye
Saken Sherkhonov	Aye
David Pickard IV	Aye
Melissa Schilling	Absent

**Roll Call**

Kiumars Arzani	Aye
Andrew Paris	Aye
Robert Rene	Absent

**C. Election Committee Update**

David Pickard IV: The Election Committee is made up of one PESPU representative, two United Teachers of Los Angeles (UTLA) representatives, and no fewer than three Board members (at least one of whom shall be a parent representative and two of whom shall be non-interested, parties that do not have a financial interest.), none of whom are running for election to the Board of Trustees in the next coming election. The Elections Committee is responsible for drafting specific voting guidelines, which must be approved by the Board of Trustees before becoming effective, for facilitating Board of Trustee elections, enhancing voter turnout, counting the votes, and presenting the certified results to the Board of Trustees. We will begin meeting next semester.

The Election Committee is currently David Pickard IV, Sara Margiotta, Kristina Irwin, Robert King, Steve Klima, Shira Berhookim, and a PESPU representative. Sara Margiotta made a motion to approve the committee members of the Election Committee.

Kiumars Arzani seconded the motion.

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

**Roll Call**

Kiumars Arzani	Aye
Melissa Schilling	Absent
Tyler Farrell	Aye
Saken Sherkhonov	Aye
Rustin Kharrazi	Aye
Andrew Paris	Aye
Sara Margiotta	Aye
Maggie Nance	Aye
David Pickard IV	Aye
Robert Rene	Absent
Karen Ellis	Aye
Kristina Irwin	Aye

**D. Charter Committee Update**

Sara Margiotta: We do not have an update because our charter got pushed back one more year, so we are holding.

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

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

Sara Margiotta made a motion to approve the committee members of the Audit Committee (Sara Margiotta and Robert Rene).

Maggie Nance seconded the motion.

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

**Roll Call**

David Pickard IV	Aye
Andrew Paris	Aye
Robert Rene	Absent
Melissa Schilling	Absent
Maggie Nance	Aye
Saken Sherkhanov	Aye
Sara Margiotta	Aye
Kiumars Arzani	Aye
Rustin Kharrazi	Aye
Karen Ellis	Aye
Tyler Farrell	Aye
Kristina Irwin	Aye

Maggie Nance made a motion to approve the committee members of the Grade Appeal Committee (Maggie Nance, David Pickard, Tyler Farrell, Sara Margiotta, Kiumars Arzani, Karen Ellis, Andy Paris).

Sara Margiotta seconded the motion.

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

**Roll Call**

Sara Margiotta	Aye
Melissa Schilling	Absent
Maggie Nance	Aye
Saken Sherkhanov	Aye
Tyler Farrell	Aye
Kristina Irwin	Aye
Kiumars Arzani	Aye
Rustin Kharrazi	Aye
Robert Rene	Absent
David Pickard IV	Aye
Andrew Paris	Aye
Karen Ellis	Aye

Sara Margiotta made a motion to approve the committee members of the Risk Management Committee (Kiumars Arzani, Sara Margiotta, Karen Ellis).

Kristina Irwin seconded the motion.

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

**Roll Call**

Karen Ellis	Aye
Sara Margiotta	Aye
Robert Rene	Absent
Kristina Irwin	Aye

**Roll Call**

Rustin Kharrazi Aye  
Maggie Nance Aye  
David Pickard IV Aye  
Andrew Paris Aye  
Saken Sherkhonov Aye  
Melissa Schilling Absent  
Kiumars Arzani Aye  
Tyler Farrell Aye

Sara Margiotta made a motion to approve the committee members of the Survey Committee (Sara Margiotta, Melissa Schilling, Maggie Nance).

Andrew Paris seconded the motion.

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

**Roll Call**

Andrew Paris Aye  
Tyler Farrell Aye  
Karen Ellis Aye  
Rustin Kharrazi Aye  
Kristina Irwin Aye  
Robert Rene Absent  
Sara Margiotta Aye  
Kiumars Arzani Aye  
Maggie Nance Aye  
Saken Sherkhonov Aye  
Melissa Schilling Absent  
David Pickard IV Aye

**V. Academic Excellence**

**A. Annual Resolution of the Board of Trustees for Independent Study**

Annual Resolution of the Board of Trustees for Independent Study has been completed and no action is needed.

**B. Uses for the Pali Period Instructional Minutes**

Maggie Nance made a motion to task the Academic Accountability Committee with a review of and recommendations for the effective uses of Pali Period moving forward.

Tyler Farrell seconded the motion.

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

**Roll Call**

Melissa Schilling Absent  
Kiumars Arzani Aye  
Tyler Farrell Aye  
Andrew Paris Aye  
Rustin Kharrazi Aye

**Roll Call**

Maggie Nance	Aye
Sara Margiotta	Aye
David Pickard IV	Aye
Saken Sherkanov	Aye
Robert Rene	Absent
Karen Ellis	Aye
Kristina Irwin	Aye

**VI. Finance**

**A. 2023-24 Budget vs Actuals**

Juan Pablo Herrera presented the 2023-24 Budget vs Actuals, which can be found in the board materials.

**B. 2023-24 Consolidated Application (CARS App)**

Juan Pablo Herrea presented the 2023-24 Consolidated Application (CARS App), which can be found in the board materials.

Maggie Nance made a motion to approve the 2023-24 CARS Application.

Kiumars Arzani seconded the motion.

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

**Roll Call**

Sara Margiotta	Aye
Karen Ellis	Aye
Kristina Irwin	Aye
Maggie Nance	Aye
Saken Sherkanov	Aye
Tyler Farrell	Aye
Andrew Paris	Aye
Rustin Kharrazi	Aye
David Pickard IV	Aye
Robert Rene	Absent
Melissa Schilling	Absent
Kiumars Arzani	Aye

Kiumars Arzani: I am very impressed and want to acknowledge Juan Pablo Herrera for his great work. My question is, what kind of professional development support do we have for our faculty and staff? Are we providing an ability for our Chief Business Officer to support our teachers in their professional development?

**C. LVN Option for Health Office**

Dr. Martha Monahan presented the LVN Option for Health Office, which can be found in the board materials.

Tyler Farrell: If the RN is out, does that mean the Nurses Office will be closed that day?

Dr. Martha Monahan: No, the Health Office would remain open.

David Pickard IV: Are there any potential risks or downsides?

Dr. Martha Monahan: The only one to our knowledge is that there are a few functions that an LVN cannot perform, such as giving a diabetic an insulin shot.

Karen Ellis: What support does the nurse need? I know we have a lot of IEPs and 504s, so how would the LVN be able to support the RN?

Dr. Martha Monahan: Even if we hired an RN, they would need a credential from the CTC.

Maggie Nance: This seems like a win-win to me.

Motion to approve the job description and salary schedule for a Licensed Vocational Nurse.

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

**Roll Call**

Maggie Nance	Aye
Andrew Paris	Aye
Robert Rene	Absent
Sara Margiotta	Aye
Karen Ellis	Aye
Rustin Kharrazi	Aye
Melissa Schilling	Absent
Saken Sherkanov	Aye
Tyler Farrell	Aye
David Pickard IV	Aye
Kiumars Arzani	Aye
Kristina Irwin	Aye

**D. Copy Clerk (Increased Hours/Revised Job Description)**

Sara Margiotta: We are doing more research to identify the full job description of the copy clerk position so we are sure the total cost matches the job duties. The administration is going to look more into this and bring this back next meeting.

**VII. Consent Agenda: Finance Items**

**A. School Organized Conferences/Trips**

David Pickard IV made a motion to approve the consent agenda item - October 24-October 27 | National School Visits Conference - Denver, CO | Attendee: Tammie Wilson.

Karen Ellis seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

Maggie Nance	Aye
Rustin Kharrazi	Aye
Sara Margiotta	Aye
Andrew Paris	Abstain
Tyler Farrell	Aye
David Pickard IV	Aye
Karen Ellis	Aye
Kiumars Arzani	Aye
Saken Sher Khanov	Aye
Melissa Schilling	Absent
Robert Rene	Absent
Kristina Irwin	Aye

**VIII. New Business / Announcements**

**A. Announcements / New Business**

Date of the next regular Board Meeting: Tuesday, November 14, 2023 at 5:00pm

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

**IX. Open Session**

**A. Return to Open Session**

Return to open session at 7:22 p.m.

Nothing to report out from closed session.

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

**X. 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 7:23 PM.

Respectfully Submitted,  
David Pickard IV

### **Documents used during the meeting**

- Faculty Board Report 10\_17\_2023 .pdf
- HR Board Report 10\_17\_2023.pdf
- Operations Board Report 10\_17\_2023 .pdf
- Director of Development Board Report 10\_17\_2023 .pdf
- CBO Board Report 10\_17\_2023.pdf
- July-Sept 2023 - Credit Card Expenses.pdf
- EDP Board Report 10\_17\_2023.pdf
- Goal\_prep\_2023-24.pdf
- 2023-2024 Schoolwide Goals.pdf
- IHRA Definition And Adoptions.pdf
- IHRA\_Definition\_Letter.pdf
- Online Learning Platform Comparisons.pdf
- 2023-24 Budget vs Actuals through 9\_30\_2023.pdf
- 2023-24 CARS App - Overview & Materials.pdf
- Board Motion - LVN 10\_17\_2023.pdf
- LVN Job Description.pdf
- Board Motion - Copy Clerk Increase 10\_17\_2023.pdf
- Conference\_Travel Request.pdf

# Coversheet

## Faculty Report

**Section:** II. Organizational Reports  
**Item:** E. Faculty Report  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** Faculty Board Report 11\_14\_2023.pdf



# PALISADES CHARTER HIGH SCHOOL

*Empowering Educational Excellence.*

## **Faculty Report Board of Trustees Meeting November 14, 2023**

### **Points of Pride:**

- E-hallpass and new detention schedule are appreciated. Kudos to Adam Licea!

### **Concerns:**

- Ensure all teachers, faculty, and administrators adhere to all school policies. If the administration creates a policy, they should also follow it.
- Antagonistic relationships between some parents and teachers.
- Gaps in the administration team are causing concern among some teachers about the repercussions of open/vacant roles.

# 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 11\_14\_2023.pdf



# PALISADES CHARTER HIGH SCHOOL

## **Human Resources Report Board of Trustees Meeting November 14, 2023**

### **Local Authorization Option**

Education Code (EC) and Title 5 Regulations (T5) provide local educational agencies (LEAs) with educator assignment options that can be used when an LEA is unable to assign a certificated employee with the appropriate credential. These options, known as Local Assignment Options (LAOs), allow flexibility at the local level and are used solely at the discretion of the LEA. governing board approval is required annually. This is intended to guarantee transparency in assignments, as board agendas are public and accessible to parents and stakeholder groups.

PCHS recommends local authorization for the following teachers

James Buckman	PE Authorization	(1 period PE: Football)
Peter Ye	PE Authorization	(1 period PE: Marching Band)
Megan Lamb	ELA Authorization	(PE)
Laura Vladika	ELA Authorization	(Spanish)

### **Collective Bargaining**

PESPU: PCHS administrators has held several meetings with Palisades Educational Support Personnel United (“PESPU”) leadership in October and November to discuss modifications to the parties’ collective bargaining agreement (“CBA”) that expired on June 30, 2022.

### **HR Activity October-November**

New Hires:  
Copy Clerk  
Special Education Instructional Assistant  
Substitute Teacher (2)

### **Closed Session**

#### **Public Employee Discipline/Dismissal/Release, pursuant to Government Code Section 54957:**

One Information and One Action Item

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 11\_14\_2023.pdf



# PALISADES CHARTER HIGH SCHOOL

## Board of Trustees Meeting - Operations Report November 14, 2023

### Permits & Setups:

- Permit Revenue for September and October 2023 is: \$94,782.75
  - \$86,277.75 from Facility Rentals
  - \$1000.00 from Facility Parking Rental
  - \$780.00 from One-Time Rentals
  - \$1,100.00 from Banner Rentals
  - \$5,625.00 from Filming
- Banner demand continues to be strong.
- Permits– Steady use into the Winter Season. PCHS Winter athletics kicking in. It will affect revenue due to game cancellations, etc.
- Baseball field and Gym facilities will be closing soon for annual renovations (end of Nov (baseball), Mid-Dec (Gyms)) permit revenue will decline in the months following as expected. It will correct itself mid-January/February.
- Filming for Sept. & Oct. – Sports Commercial (September 14th), AT&T Still Photo (October 17th).
- Filming for Nov. & Dec. – Still Photo Commercial (Thanksgiving Break), Dick’s Sporting Goods Still Photo (Dec 18th OR 19th).
- Current Hollywood Climate – SAG-AFTRA strike has been called off and we are waiting on results of final vote. Hoping to see a large uptick in filming possibilities.

### MGAC/Pool:

- Small pool plaster/coping project on horizon
- Preventative maintenance on pool equipment room underway
- Thanksgiving holiday week pool will close 3PM

### Safety & Security:

- Safety Drill scheduled 11/15 - HOLD Response – Check Schoology Safety Course for resources
- EOP update in process for Jan 2024 BOT review
- Emergency generator use being investigated post power outage for future

### Facilities/Projects:

- Furniture: (6) NEW student tables replaced old worn-down vintage tables in E106 Kitchen class and (8) NEW tables replaced old worn-down vintage tables in E102 sewing class.
- Pali Academy: Sump pump for “swamp” burnt out and was replaced with NEW sump pump.
- Fitness Center: Demo of old carpet sub floor and tack strips completed. Working with AD Rocky Montz on choice of NEW material to install
- Irrigation: Leak detection was needed to pinpoint PE Tunnel hillside drain continuous leak. The root cause was determined to be GG3 ripped drip hose above tunnel; water line had small leak and valve was not fully closing. Drip hose replaced; water line leak repaired, and ball valve replaced.
- Faculty Lots: Most severe potholes backfilled using cold patch materials.



# PALISADES

## CHARTER HIGH SCHOOL

- Pacific Standard Time begins: Over 150 + battery operated clocks adjusted including Bldg. exterior timer clocks; faculty, and stadium lot timers.

### **Information Technology:**

- Worked with Teachers and Counseling to submit all P2 Grades.
- Assisting Counseling, Attendance, Health, and Intervention offices with data collection/report writing in Infinite Campus.
- Provided technology setups for 41 scheduled student & faculty events, including Science Department special guest speaker, and closed 317 tickets.
- PSAT testing conducted on PCHS 1:1 devices was a well-received success.

### **Transportation/Buses:**

- All Transportation Programs (Regular Bus, Late Bus, Comp Bus, SPED, Public) operating as needed.
- 193 of 195 Student Parking Permits have been sold and distributed this semester.
- TAP Cards being given out upon request – 978 currently distributed to date.
- SPED needed another vehicle for Home-to-School Transportation. The new vehicle will be through the Yellow Cab Company. Cost is \$60 per trip Single Transport, with two students on the new Vehicle.

# 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 11\_14\_2023.pdf



# PALISADES CHARTER HIGH SCHOOL

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## Development Report Board of Trustees Meeting November 14, 2023

Report date: 11/9/2023

<b>TOTAL FUNDS RAISED TO DATE:</b>	<b>Fund</b>	<b>Prior Report</b>	<b>YTD</b>	<b>Inc/Dec.</b>	<b>Budget</b>
The PCHS Fund	General	\$144,276	\$176,043	\$31,767	\$500,000
PCHS Fund Pledges Outstanding	General	\$2,500	\$1,006		
Pali Alumni Fund	General	\$0	\$0	\$0	
<b>TOTAL UNRESTRICTED FUNDS RAISED</b>		<b>\$146,776</b>	<b>\$177,049</b>	<b>\$30,273</b>	<b>\$500,000</b>
Rest. Donations/Pledges - Recd	General	\$1,700	\$3,700	\$2,000	0
Rest. Donations/Pledges	General	\$0	\$0	\$0	0
<b>TOTAL RESTRICTED FUNDS RAISED</b>		<b>\$1,700</b>	<b>\$3,700</b>	<b>\$2,000</b>	<b>\$0</b>
<b>TOTAL FUNDS RECEIVED</b>		<b>\$148,476</b>	<b>\$180,749</b>	<b>\$32,273</b>	<b>\$500,000</b>

### TOTAL EXPENSES TO DATE:

Bacio Design		\$0		\$1,000
L.A. Press Printing		\$0		\$0
American Direct Mail		\$2,669		\$6,900
Postage		\$306		\$600
Subscriptions		\$649		\$17,737
Credit Card service fees		\$530		\$7,500
Salaries & Benefits (Campus Unification/Development Dir)		\$32,088		\$88,906
Justice League Banner		\$300		\$200
Videography		\$0		\$0
Donor Bricks		\$0		\$1,500
Donor Breakfast		\$0		\$0
Donor Refund		\$0		\$0
Pali High Booster Club (split donation)		\$0		\$750
New Parent Welcome Breakfast		\$2,720		\$2,400



# PALISADES CHARTER HIGH SCHOOL

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<b>TOTAL EXPENSES FOR UNRESTRICTED FUNDS</b>	<u>\$39,262</u>	<u>\$127,493</u>
<b>TOTAL NET FUNDS</b>	<b>\$141,487</b>	<b>\$372,507</b>

**Comments and Campaigns initiated to date:**

- 1.) Joint Appeal with Booster Club sent 8//14/23
- 2.) New Parent Welcome Breakfast was held for 315 parents on 8/26/23
- 3.) **PCHS Fund comparison: \$176,043 this year/\$224,040 last year. Best YTD was \$224,040**
- 4.) PCHS Fund donor comparison: 125 this year/**163** last year
- 5.) Back to School Night Campaign began on 9/11
- 6.) Back to School Night Campaign brought in \$26,095
- 7.) Email to Banner Donors from last year who have not renewed this year will take place on 10/16
- 8.) #Giving Tuesday campaign to begin on November 21st

# 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 11\_14\_2023.pdf  
PCHS Credit Card Expenditures - October 2023.pdf



# PALISADES CHARTER HIGH SCHOOL

*Empowering Educational Excellence.*

**CBO Report**  
**Board of Trustees Meeting**  
**November 6, 2023**

## **2023-2024 BUDGET UPDATE**

- There is no Budget vs Actuals update versus last month. During last month's meeting, we presented a Budget vs Actuals report through September 30, 2023. However, as of the date of the budget committee meeting, we have not closed the books for the month of October. We do not close October books until mid November.
- Will wait until First Interim (Dec 15<sup>th</sup>) to account for the impact of bargaining. Still pending PESPU/unrep.

## **2023-2024 AVERAGE DAILY ATTENDANCE (ADA)**

- PCHS submitted the Month 3 attendance reports to LAUSD. Our ADA for Month 3 (period of October 9, 2023 through November 3, 2023) reflects an ADA of 2,781.75. Our Month 1 ADA was 2,850 and Month 2 ADA was 2,842. Our Month 1-3 ADA is 2,833.
- As a reminder, our 2023-24 Approved Budget estimates an annual ADA of 2,820
- Our 2023-24 budget also assumed an enrollment of 3,000. However, our current enrollment is approximately 2,983.

## **2023-2024 CREDIT CARD REPORT**

- The credit card report covers the period of October 1, 2023 through October 31, 2023. Please note, the current report included some expenses from late September that were not included in the prior month report.
- Page 2 of the report outlines the statement balance (as of 10/25/2023) as well as the current balance as of November 3, 2023.
- Given the most recent CSD finding regarding credit card late fees, we are being proactive to show account balances.

## **2023-2024 DEVELOPMENT/FUNDRAISING**

- As of November 3, 2023, YTD donations total \$172,620
  - YTD Unrestricted: \$166,570
  - YTD Restricted: \$3,700
  - YTD Matching: \$2,350
  - TOTAL: \$172,620
- The YTD total is approximately \$62,000 less compared to the prior year report. However, last year 2022-23 was our best year ever
- There are approximately 9 families who have not donated this year (but donated last year by this time), which helps explain the difference.
- CBO will coordinate a meeting with the Development committee to discuss the strategy for 2<sup>nd</sup> semester



# PALISADES CHARTER HIGH SCHOOL

*Empowering Educational Excellence.*

## **RECENT POWER OUTAGE(S)**

- As a result of the recent LA DWP power outage(s) in the area, the cafeteria lost approximately \$6,000 of food. We were able to salvage some refrigerated/freezer items and utilized another commercial kitchen. Otherwise, the loss would have been more significant.
- The school also had to purchase \$800 of food items so that we could have enough food on the following school day, which will reflect on next month's credit card report.
- We are now evaluating the cost of stand by generator(s) or different sources of back-up power for emergency response purposes.

## **COMPLIANCE**

- PCHS received a notice from LAUSD Charter School Division regarding a 2023-24 LCAP Revision. The areas of concern are the action items and metrics related to CAASPP ELA & Math. The CSD team confirmed that this does not constitute as a material change to the LCAP, so there is no need to hold a "public hearing" or re-approved the LCAP at a Board Meeting. However, we are required to update this section of the LCAP by November 17, 2023
- The 2022-23 actuarial valuation is also in-progress. We did not meet our internal deadline of October 31, 2023 but will have the report completed before the CDE deadline of 12/15.
- We are also underway with our 2022-23 independent audit. The deadline is Dec 15, 2023. So far, no deficiencies have been noted.

## **REQUEST FOR PROPOSAL(S)**

- Finance office is working on request for proposals for transportation, security and janitorial services.
- A timeline will be published soon, along with instructions, rating matrix, etc.
- A sub-group of individuals will be tasked with reviewing the bids once they become available.
- ETA for bids: December 2023

## **LOOKING AHEAD**

- Continuing monitoring enrollment/attendance trends
- Nov 20<sup>th</sup>: 2023-24 First Interim Financial Report
- Dec 15<sup>th</sup>: Independent Audit Report Due
- Dec 15<sup>th</sup>: 2022-23 Actuarial Report
- Dec 2023 - Request for Proposals
  - 2024-25 Transportation Services
  - Janitorial Services
  - Security Services

Palisades Charter High School  
 Credit Card Reconciliation Form  
 For the Period of: 10/01/2023 - 10/31/2023

Date	Vendor	Description of Expense	Cardholder	Requested By:	Amount	Resource	Budget Category
September 24, 2023	LORD BALTIMORE HOTEL	SPED CONFERENCE HOTEL STAY	P MAGEE	T WILSON	\$ 926.60	GENERAL	PD
September 25, 2023	MATH ASSOC OF AMERICA	MATH COMPETITION - L WEINER COURSE	JP HERRERA	L WEINER	\$ 384.00	GENERAL	IMA
September 26, 2023	KAHOOT	SCHOOLWIDE SUBSCRIPTION FOR KAHOOT	JP HERRERA		\$ 5,130.00	GENERAL	SUBSCRIPTIONS
September 27, 2023	ASSOCIATION OF CALIFORNIA SCHOOL ADMINISTRATORS	ACSA CONFERENCE - HR	JP HERRERA	M PARKS	\$ 649.00	GENERAL	PD
September 28, 2023	TEACHERS PAY TEACHERS	ENGLISH DEPARTMENT REQUEST	JP HERRERA	S ROSENTHAL	\$ 23.50	GENERAL	IMA
September 28, 2023	VISTA PRINT	BUSINESS CARDS - NEW EMPLOYEE	P MAGEE	K COX	\$ 106.21	GENERAL	IMA
September 30, 2023	MAIL CHIMP	PCHS SCHOOLWIDE MAIL CAMPAIGN/NEWSLETTER SUBSCRIPTION	JP HERRERA	K COX	\$ 220.00	GENERAL	SUBSCRIPTIONS
October 2, 2023	FRONTIER COMMUNICATIONS	FIRE SAFETY LINE	JP HERRERA	J ROEPEL	\$ 11.66	GENERAL	OPS
October 2, 2023	FRONTIER COMMUNICATIONS	FIRE SAFETY LINE	JP HERRERA	J ROEPEL	\$ 17.71	GENERAL	OPS
October 3, 2023	ALL PAID LOS ANGELES	LACOE - HEALTH TRAINING	P MAGEE	N.MONTANEZ	\$ 362.25	GENERAL	PD
October 3, 2023	SCPA	SOUTHERN CALIFORNIA PERCUSSION ALLIANCE	JP HERRERA	P YEE	\$ 1,000.00	ASB	TRUST (BAND)
October 3, 2023	SOUTHWEST AIRLINES	TRAVEL FOR SPED CONFERENCE (LAX-BALTIMORE) - T WILSON	JP HERRERA	T WILSON	\$ 342.97	GENERAL	PD
October 6, 2023	CLSA CONFERENCE	CAL SCHOOL LIBRARY ASSOCIATION ANNUAL CONFERENCE	JP HERRERA	A KING	\$ 295.00	GENERAL	PD
October 6, 2023	4IMPRINT	PCHS STRESS BALL	JP HERRERA	T FARRELL	\$ 458.90	GENERAL	ATTENDANCE
October 12, 2023	UNITED AIR	FLIGHT FOR SISC SYMPOSIUM (LAX-SAN JOSE) - HR	JP HERRERA	M PARKS	\$ 457.21	GENERAL	PD
October 12, 2023	UNITED AIR	CABIN CARRY-ON FOR FLIGHT - HR	JP HERRERA	M PARKS	\$ 29.00	GENERAL	PD
October 12, 2023	UNITED AIR	CABIN CARRY-ON FOR FLIGHT - HR	JP HERRERA	M PARKS	\$ 29.00	GENERAL	PD
October 16, 2023	VISTA PRINT	BUSINESS CARDS - NEW EMPLOYEE	P MAGEE	K COX	\$ 56.93	GENERAL	IMA
October 17, 2023	MONTEREY BAY INN	SISC SYMPOSIUM - HOTEL STAY (TWO NIGHTS WILL BE REIMBURSED)	JP HERRERA	M PARKS	\$ 757.80	GENERAL	PD
October 18, 2023	FRONTIER COMMUNICATIONS	FIRE SAFETY LINE	JP HERRERA	J ROEPEL	\$ 796.75	GENERAL	OPS
October 18, 2023	CHICAGO COSTUME COMPANY	COSTUMES FOR VAPA (LITTLE WOMEN PERFORMANCE)	JP HERRERA	C SMITH	\$ 3,079.13	ASB	TRUST
October 25, 2023	AMAZON	EMERGENCY FREEZER REPAIR HINGES - 2-PACK	JP HERRERA	O CABRERA	\$ 328.47	GENERAL	OPS
October 25, 2023	EXPEDIA	PROCUREMENT CONFERENCE - FLIGHT TO STOCKTON	JP HERRERA	J CHIN	\$ 110.24	GENERAL	PD

**GRAND TOTAL \$ 15,572.33**

	<b>STATEMENT BALANCE (10/25/23)</b>		<b>CURRENT BALANCE (11/6/23)</b>	
<b>JP HERRERA CARD</b>	\$	16,945.34	\$	3,975.42
<b>P MAGEE CARD</b>	\$	1,541.95	\$	-
<b>TOTAL</b>	\$	18,487.29	\$	3,975.42

**JP HERRERA**

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Statement Balance: \$16,945.34  
 Billing Cycle Close Date: 10/25/2023

---

Current Balance: **\$3,975.42**

**P MAGEE**

---

Statement Balance: \$1,541.95  
 Billing Cycle Close Date: 10/25/2023

---

Current Balance: **\$0.00**

# 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 11\_14\_2023.pdf



# PALISADES CHARTER HIGH SCHOOL

*Empowering Educational Excellence.*

## Executive Director/Principal Report Board of Trustees Meeting November 14, 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.*

### November/December Areas of Focus at PCHS:

Season of Gratitude, WASC Self-Study, Health & Safety

PCHS encourages our school community to find moments to reflect on the many reasons we have to be grateful. A personal development I especially appreciate is the collaboration with faculty and classified representatives to address areas for growth at PCHS. In recent faculty reports, teachers shared the need to review school procedures and to clarify decision-making processes. Employee board representatives and department chairs have been supportive and instrumental in clarifying specific concerns and providing proposed resolutions. Questions about conference/training approvals and software implementation are being addressed. I look forward to continuing this collegial work focused on school improvement and relationship building.

### Western Association of Schools and Colleges (WASC) Self-Study Updates – Assessments and Accountability WASC Visit March 18-20, 2024 (*Goal - Academic Achievement*)

Curriculum Council and Department Chairs are in the process of reviewing assessment and accountability systems and practices that are currently in place for the purpose of providing input on what is working well and addressing areas where growth is needed. Recommendations under discussion include 1) a schoolwide assessment tool adoption, 2) PLC assessment analysis, and 3) changes in lesson planning in response to assessment analysis.

### PCHS Assessment Inventory

College Assessments	CA State Test Schoolwide Assessment	Schoolwide Internal Standardized Assessments*
AP Tests ACT PSAT SAT CAASPP	CAASPP - ELA CAASPP - Math CAASPP - Science CAASPP - Spanish PFT - PE ELPAC- English Language Learners	NWEA - Reading NWEA - Language NWEA - Math NWEA - Science  *Needed for new CA Charter Law to measure individual student growth.

### Spring Testing Week:

Monday, April 8 – Friday, April 12 CAASPP, NWEA, Practice SAT

#### **Health Office: Covid procedure updates** (*Goal - Student Socioemotional Well-being and Health*)

PCHS welcomes our new school nurse, Nicole Montanez. In her short time at Pali, Ms. Montanez has already made a significant impact by updating the school's COVID policy (below) and coordinating a variety of health-related opportunities for the school community such as arranging for the Westside Family Health Center Mobile Unit to be on site.

### **PCHS COVID 19 Protocols 2023-24 School Year**

Over the past few weeks, many questions have arisen in regard to the most recent processes around how we manage COVID and related symptoms. The purpose of this email is to outline the most recent procedures and protocols.

The below guidelines reflect the latest isolation and contact requirements which Palisades Charter High School adheres to in alignment with Los Angeles Unified School District (LAUSD), the Centers for Disease Control (CDC), California Department of Public Health (CDPH), and California Division of Occupational Safety and Health (Cal/ OSHA), and Health Officer Order. These guidelines represent a revision of Summer 2023 COVID guidelines issued by LAUSD Office of Health Emergency Response & Support, May 5, 2023.

Please note, these guidelines are subject to change. We will continue our commitment to partnering with you to bring you the most recent information.

#### **Testing Positive Isolation Protocol**

- Students:
  - *Isolation:* Students who test positive must stay home and must isolate for 5 days. "Day 0" represents the date that the positive test was taken, or when symptoms began. "Day 1" represents the day after the positive test was taken or symptoms began. Parents are strongly encouraged to submit the testing results to the Health Office. Nmontanez@Palihigh.org
  - *Release From Isolation:* On or after day 6, improved symptoms, and fever-free for 24 hours without fever reducing medications, may unmask with 2 sequential negative tests taken at least a day apart. If you left, isolation and experience worsening symptoms, you must retest using a rapid antigen test. If positive, re-start isolation at day 0.
  - *Testing:* Rapid antigen testing is recommended before returning to school since PC (rapid) tests can read positive (even after an individual is no longer infectious).

#### **Close Contact- Asymptomatic**

- Regardless of vaccination status, students and staff can remain school/work following exposure as long as they are asymptomatic. It is recommended to wear a highly protective mask indoors for 10 days following the last date of exposure AND test between 3-5 days after exposure.
  - **Close Contact Definition:** A Close Contact is a person who shares the indoor airspace with the infected person during the infectious

period (beginning 48-hours before the person's COVID- 19 positive test result or symptom onset) for 15 cumulative minutes or more over a 24-hour period, if indoor air space is under 400,000 cubic feet, regardless of the use of face coverings. In indoor airspace larger than 400,000 cubic feet, persons within 6 feet of the infected person for 15 minutes or more over a 24-hour period, regardless of face coverings, would be considered a close contact.<sup>[1]</sup> Persons with an outdoor exposure at school are not considered close contacts.

**Symptomatic Without a Confirmed Positive Test:**

- Students:
- If students are experiencing any COVID-19 symptoms, stay at home and do not enter campus. In the event symptoms start during school, immediately ask the student to put on a mask (if readily available) and report to the nursing office. The student's parent/guardian will be contacted and asked to pick up their child.
  - Test as soon as possible. Even if a student has recovered from a confirmed case within the past 90 days, but experiencing new onset symptoms, they should test immediately using a rapid antigen test (not a PCR test). If the antigen test is negative, it is recommended to continue to isolate and test again in 2 days. The student may return to school once symptoms improve and fever-free 24 hours without use of fever-reducing medications.
- *Exposure Management Protocols: Recommended Indoor Masking, but not required for Employees*

We will continue to provide regular updates as we receive updates from the Los Angeles County Public Health Department, Centers for Disease Control (CDC), and Los Angeles Unified School District (LAUSD).

In the meantime, please reach out to our School Nurse, Nicole Montanez if you have any further questions.

Nicole Montanez, MSN, MBA, BSN, RN  
School Nurse

**Westside Family Health Center Mobile Unit**

Beginning 1/23/2024, the WFHC Mobile Unit will be offering free health services at PCHS.

**For an appointment**

Text: 310-699-9973

Call: 310-450-2191 x246, 247, 215, or 234

You can also stop by the PCHS Health Office or call Ms. Montanez at 310-230-7219.

**Mobile Unit Dates**

- 1/23/2024 8:30AM - 2:00PM
- 2/27/2024 8:30AM - 2:00PM
- 3/26/2024 8:30AM - 2:00PM
- 4/23/2024 8:30AM - 2:00PM
- 5/28/2024 8:30AM - 2:00PM

This service is FREE and CONFIDENTIAL!

**Safety Awareness and Drills** (*Goals - Student Socioemotional Well-being and Health; Communication*)

**Hold/Shelter in Place activity during Pali Period** - Wildfire smoke advisories and power outages mean it is time to get prepared for potential airborne events during school hours. The PCHS Safety Team convened to review protocols and make updates to procedures. Prior to the recent practice activity teachers were asked to also review procedures and locate their classroom kits, which are in all classrooms and offices. Information on sheltering in place during an airborne event is located in the Schoology Safety Course available for all teachers, who are also disaster service workers (CA Government code sections 3100-3109 as well as CA Health and Safety Code Section 131021). Being prepared is key!

**Counseling Department Update from Heather Schon, Department Chair** (*Goal - Academic Achievement*)

- Counselors have been updating student records and meeting with Seniors and Juniors to review Graduation requirements, A-G requirements and Spring 2024 course selections.
- Counselors will be meeting with Sophomores in the upcoming weeks to review Graduation requirements, A-G requirements and Spring 2024 course selections.
- The Counseling Office welcomes Allison Raynor as the new Intervention Counselor. Allison will work closely with students who are struggling academically to help them stay on track. She will be providing information schoolwide regarding intervention processes and practices.
- Counselors are preparing for the upcoming school wide Pali Period that will focus on course requests for the 2024-25 school year as well as graduation and A-G requirements. The office is also working with department chairs on exciting new additions to the course catalog.
- The Counselors met with *Fuerza Unida* and TVN students during Pali Periods to review Graduation requirements, A-G requirements, and Spring 2024 course selections.

**College Center Update from Karen Ellis, Director of College Advising** (*Goal - Academic Achievement*)

- In August, we welcomed Chelsea Enos, our newest College Counselor, to the College Center team. Chelsea has been a great asset to the team and instrumental in helping us advocate for our students while supporting them in their post-secondary goals.
- As students returned to campus, we hit the ground running with our senior packet activation. Over 300 students returned to school with documents they had prepared over the summer per our instruction in their junior meetings last spring.

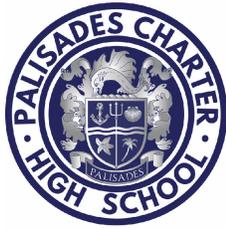
- The College Counselor spent most of August, September, and October with seniors to solidify their college aspirations. Students were further introduced to Naviance, Common App, UC App, and the CSU App. We also worked with students with applications to international schools.
- Early September, the College Center hosted a 9<sup>th</sup>/10<sup>th</sup> parent and student meeting was to discuss their high school academics as it relates to their college goals. We shared information on creating your college resume, how to choose rigorous courses, how to manage your academics without overloading yourself and the importance of knowing that all your high school grades matter. Nearly 300 parents/students attended the meeting, it was very interactive, and we stayed until 9pm answering questions.
- In October, we welcomed, Ronnie Cohen, a former Pali AP teacher to our team to assist the seniors with their college essays. Students have been scheduling 30-45 minute appointments and Mr. Cohen is available two days each week for 3-4 hours each day. We have noticed that many students are using this service and there have been many repeat appointments.
- October 11<sup>th</sup>, we hosted a College Fair with over 70 colleges from across the country and 10 college-prep vendors in attendance. The fair was well received and well attended.
- On Saturday, October 14<sup>th</sup>, we administer the PSAT to approximately 200 juniors. This was the first year using. The digital PSAT and it was a very successful event. With the assistance of proctors, IT and the College Center team, all students were able to submit their answers without difficulty.
- Over 350 letters have been written to meet the November 1<sup>st</sup>, Early Decision/Early Action Deadline. All letters were written for students who advised us they were applying ED or EA. Currently we are working to complete the letters for students applying Regular Decision.
- On Saturday, November 4<sup>th</sup>, in collaboration with CSUN, the College Center hosted a hands-on UC/CSU application workshop to assist seniors with their UC/CSU application. It was attended by both parents and students.
- The College Center will be hosting a “Understanding Financial Aid” presentation in Mercer Hall. (Possible date – December 14<sup>th</sup>) TBD

**EDP Professional Development** – Attended the annual Charter School Development Conference in Anaheim, CA Thursday, November 9. The Charter Schools Development Center (CSDC) conference provides comprehensive training, resources and analysis of the current, major fiscal, policy, and regulatory trends affecting California charter schools for charter leaders. I attended sessions addressing Risk Management, Actionable Calendaring for Student Achievement, and the 2023 Charter School Leadership and Finance update.

# Coversheet

## Academic Accountability Committee Update

**Section:** III. Board Committees (Stakeholder Board Level Committees)  
**Item:** A. Academic Accountability Committee Update  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** AAC Board Report 11\_14\_2023.pdf



# PALISADES CHARTER HIGH SCHOOL

*Empowering Educational Excellence.*

## Academic Accountability Report Board of Trustees Meeting November 14, 2023

### Committee Membership (Vote)

Chair: Minh Ha Ngo  
 Vice-chair: Tyler Farrell  
 Secretary: Randy Tenansnow

Faculty	Administration	Student	Parent
Tyler Farrell Michael Friedman Stephen Klima Paul Mittelbach Nicole Newble Minh Ha Ngo Randy Tenansnow	Chris Lee	Taylor Regen Casey Scaduto	Melissa Harris Rebecca Houriani Stewart Wilson-Turner Gazal Yashouafar

### October 26, 2023 Meeting Recap

The committee met on October 26<sup>th</sup> to begin examining the effective uses of Pali Period. The committee formed a task force led by Dr. Lee to examine this topic. The task force is interested in examining existing data from the 22-23 SY and comparing it to new data soon to be collected. The task force plans to utilize surveys as the main source of data collection and plans to present their finding to the Board of Trustees in the spring semester.

### Pali Period Task Force Members:

- Michael Friedman
- Rebecca Houriani
- Chris Lee
- Minh Ha Ngo
- David Pickard
- Taylor Regen

The Academic Accountability Committee recently completed a two-year task of examining and reviewing PCHS academic departments and programs. The committee is requesting a similar task from the Board of Trustees. If tasked, the committee is ready to present a schedule of departments/programs to be examined and updated questions/prompts for the next cycle at the next BoT meeting on December 12 for approval. A copy of the former prompts is included below as well as some suggestions we came up with. Board members should email Dr. Ngo with suggestions for revisions to these prompts before the next AAC meeting (11/30/23).

Out of the discussion around Pali Period, the topic of the bell schedule came up, specifically how a bell schedule could be used to meet intervention and academic goals. A suggestion was made to form an ad hoc committee to examine “intervention and the bell schedule.” The AAC is interested to know if this is a task the Board of Trustees would like us to investigate.



# PALISADES

## CHARTER HIGH SCHOOL

TO: \_\_\_\_\_

The PCHS Board of Trustees has tasked The Academic Accountability Committee with gathering information and presenting to the Board information about the academic departments and/or programs at Palisades Charter High School. As part of this review, the Committee will examine the following areas outlined in the Board resolution:

- (a) specific steps each course, Professional Learning Community (PLC) or Small Learning Community (SLC) (e.g., AP US History; Algebra I, Spanish II, Honors Chemistry) has taken (or is taking) to align the course to the new Common Core standards and what professional development teachers have received to help prepare students for Common Core;
- (b) beginning in 2016, the areas of strengths and challenges in ELA and Math (using Common Core data or internal data, as appropriate), as well as student pass rates (C or better) for each such class;
- (c) starting in 2016 (or as soon thereafter as Common Core scores or other data are available), a comparison of PCHS's scores with those of PCHS's peers, which shall include (as available), but not necessarily be limited to, LAUSD generally, high performing high schools within LAUSD, Santa Monica High School, Beverly Hills High School, Granada Hills High School, and, to the extent that data is available, showing that comparison over the last 5 years;
- (d) a candid, honest, and detailed discussion of the department's strengths and challenges;
- (e) areas in which the Board of Trustees can aid the department in improving;
- (f) steps that the administration and department are taking to improve areas where the department is challenged and solidify areas of strength; and
- (g) whatever other areas of information the department believes would be helpful to the Academic Accountability Committee and the Board

Please prepare a written report, as well as a 10-15 minutes presentation to the Academic Accountability Committee at our next meeting on **Thursday, \_\_\_\_\_ at 3:00pm** for your department/program. If you need assistance with gathering any of the information/data requested, please consult with your supervising administrator. Please keep in mind, this review is NOT an evaluation of the department/program. The report will be shared with the Board to keep them informed about our academic departments/programs. You are also invited to participate in the presentation to the Board as well.

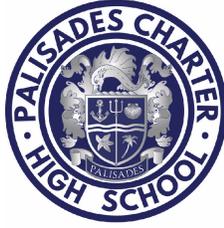
Thank you for your cooperation and contribution,

Dr. Minh Ha T. Ngo  
Academic Accountability Committee Chairperson

(310) 230 - 6623

15777 Bowdoin Street, Pacific Palisades, CA 90272

[www.palihigh.org](http://www.palihigh.org)



# PALISADES CHARTER HIGH SCHOOL

*Empowering Educational Excellence.*

## **Additional Questions to Consider for Academic Departments & Programs**

- What steps has the department taken to ensure courses/curricula are relevant, rigorous, and include representation from marginalized populations?
- How does your department utilize PLCs and/or SLCs? Provide information on the makeup of each group including how often they meet, and a sampling of what is discussed/reviewed during these meetings.
- What professional developments has your department participated in(or plans to participate in) this school year?
- How has your department's curriculum delivery changed since the implementation of our 1:1 Device Program?
- How has your department utilized the self-selected Pali Period time?
- Elaborate on any new courses your department has added within the past 3 years. Please include the course title, a brief description, and other relevant information( A-G, UC Honors, AP, CTE Pathway, etc.).

Next Meeting: November 30, 2023

# 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 Agenda 11\_06\_2023.pdf  
Budget Com Meeting Minutes 11\_06\_2023.pdf



# PALISADES CHARTER HIGH SCHOOL

*Empowering Educational Excellence.*

REGULAR MEETING AGENDA - BUDGET/FINANCE COMMITTEE  
MONDAY, NOVEMBER 6, 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. Call to Order & Roll Call R Rodman
  - 1. Introductions
- B. Public Comments
- C. Approval of Minutes from R Rodman
  - 1. October 16, 2023

**II. OLD BUSINESS (DISCUSSION & POSSIBLE ACTION ITEMS):**

- A. Copy Clerk (Increased Hours/Revised Job Description) JP Herrera/M Monahan

**III. REPORTS (5 minutes each):**

- A. Executive Director P Magee
- B. CBO Report-Discussion JP Herrera
- C. Fundraising & Development Various
- D. ASB Treasurer Report ASB Leadership
- E. Booster Club R Rodman
- F. Credit Card Purchases-Discussion/Recommend JP Herrera

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

- A. 2023-24 Budget vs Actuals (FYI) JP Herrera
- B. Title IX Project (FYI) JP Herrera
- C. RFP Updates (FYI) JP Herrera

**V. OTHER:**

Date of Next Regular Meeting: December 4, 2023. Agenda items must be submitted to B&F Committee Recording Secretary by November 27, 2023 @ 2pm (via EMAIL).



# PALISADES CHARTER HIGH SCHOOL

*Empowering Educational Excellence.*

REGULAR MEETING MINUTES - BUDGET/FINANCE COMMITTEE  
MONDAY, NOVEMBER 6, 2023  
3:30-5:00 PM, Library

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

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**I. PRELIMINARY:**

- A. Call to Order & Roll Call – In attendance: S Margiotta, D Gronich, S Sherkhonov. Absent: R Rodman, J Lunde. Non-voting members: JP Herrera and P Magee. (In R Rodman’s absence, S Margiotta, Chaired the meeting as second ranking officer.)
- B. Public Comments – None given
- C. Approval of Minutes from October 16, 2023. D Gronich made a motion to approve the minutes from October 16, 2023 as submitted. S Sherkhonov seconded the motion. The motion passed unanimously with no absentions.

**II. OLD BUSINESS** (DISCUSSION & POSSIBLE ACTION ITEMS):

- A. Copy Clerk (Increased Hours/Revised Job Description) - JP Herrera/M Monahan reported that this issue has been resolved and a Copy Clerk was hired with the current job description.

**III. REPORTS** (5 minutes each):

- A. Executive Director - P Magee reported that the Administration is continuing to work on the Title IX issue, Progress Report 2 are upcoming, they are digging into technology with the tools which are now in place. School has also begun Tech Tuesdays for training and these have been well attended.
- B. CBO Report - JP Herrera reviewed and stands as submitted.
- C. Fundraising & Development – JP Herrera reviewed and stands as submitted.
- D. ASB Treasurer Report – No report given.
- E. Booster Club - R Rodman/D Gronich reported that Boosters has raised approximately \$160,000 of the \$250,000 goal. Giving Tuesday will happen after Thanksgiving. Boosters approved approximately \$24,000 in donation requests last month. The highlighted the ongoing issue to ensure that requests are being approved by coaches/teachers/administrators prior to them going to Boosters for approval to ensure requests are needed and there isn’t funding available from other sources.
- F. Credit Card Purchases-Discussion/Recommondations - JP Herrera – Reviewed and stands as submitted.

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

- A. 2023-24 Budget vs Actuals (FYI) - JP Herrera reviewed as noted in CBO report and stands as submitted.



# PALISADES CHARTER HIGH SCHOOL

*Empowering Educational Excellence.*

- B. Title IX Project (FYI) - JP Herrera reported that an agreement has been reached related to the baseball vs. softball spaces. PCHS will create a make shift softball field in the right corner of the baseball field. It is a practice field and does not meet the CIF requirements for games. Softball games are held on the football field in an already created space.
- C. RFP Updates -JP Herrera reviewed and stands as submitted.

## V. OTHER:

Date of Next Regular Meeting: December 4, 2023. Agenda items must be submitted to B&F Committee Recording Secretary by November 27, 2023 @ 2pm (via EMAIL).

Meeting was adjourned at 4:18 pm.

# Coversheet

## PCHS Programs Incorporating Virtual Learning

**Section:** V. Academic Excellence  
**Item:** A. PCHS Programs Incorporating Virtual Learning  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** Online Program Board Presentation 11\_14\_2023.pdf

# PCHS Online Programs

November 2024

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# HISTORY

- **Board Request & Approval 2010-2011**
  - **Need for alternative learning program to meet attendance & student needs**
  - **Exploration 2011-2012**
  - **Online curriculum had started being used with IEP students**
- **Coordinator Oversight**
- **First Independent Study Program Summer School 2012 then 2012-2013 School Year**
- **PA adopted online curriculum in 2014**
- **Credit Recovery 2014**
  - **LAUSD removed Adult School**
- **Expansion with 504 students 2016**

# UPDATES & CHANGES

- GROWTH IN ATTENDANCE CONCERNS
- POST COVID- INCREASE IN NEED
- MASSIVE MENTAL HEALTH SPIKE NATION/WORLDWIDE
- LEGAL RESPONSIBILITIES TO PROVIDE CURRICULUM
- STUDENT LEARNING STYLES

---

# VIRTUAL ACADEMY

## WHO

- 248 Students
  - 50% Health/Mental Health Concerns
  - 25% Athletes/Artists
  - 17% Transportation Concerns
  - 4% Working/Preference
- 248 Students
  - AANHPI: 3%
  - Black: 15%
  - Latin: 13%
  - Biracial: 13%
  - White: 56%
  - 504: 24%
  - IEP: 10%

---

# VIRTUAL ACADEMY

## ABOUT

- Hybrid Opportunities
- Homerooms
- Teacher Intervention
- Pali Teachers
- Academic Support
- Counselor Support
- College Center Support

- Communication
- Proctored Exams
- Attendance
- PLC Aligned
- Legal Requirements
- Approved PCHS Courses

## PLATFORMS/COURSES

- Historically: Apex, Accelerate, FLVS Global, Acellus
- Currently: UC Scout core courses-A-G, NCAA, Rigor
- Mirrors Common Statewide/Similar Schools' Practices
- Asynchronous Courses

# VIRTUAL ACADEMY

## COMPARATIVE DATA

SOCIAL SCI 22-23	A	B	C	D	F
VA	56%	26%	10%	<1%	8%
TRADITIONAL	50%	28%	15%	<1%	7%

MATH 22-23	A	B	C	D	F
VA	37%	32%	19%	5%	7%
TRADITIONAL	46%	35%	7%	5%	7%

---

# VIRTUAL ACADEMY

## COMPARATIVE DATA- NUMBER OF ENROLLED

AP COURSES 23-24	AP ENG	AP CALC/ STATS	AP BIO	AP COMPUTER	AP US HIST
VA	35/175 (20%)	17/175 (10%)	5/239 (2%)	20/239 (8%)	11/75 (15%)
TRADITIONAL	711/1353 (53%)	172/1353 (13%)	73/2032 (4%)	276/2032 (14%)	228/692 (32%)

---

# VIRTUAL ACADEMY

## AVERAGE AP EXAM SCORES 2022-2023

	AP ENG	AP CALC/ STATS	AP BIO	AP COMPUTER	AP US HIST
VA	3	4	3	2.5	3

# VIRTUAL ACADEMY

## COMPARATIVE DATA- CURRENT GRADES

AP US History FALL 2023	A	B	C	D	F
VA	45%	27%	0%	18%	9%
TRADITIONAL	39%	46%	12%	1%	3%
AP Calculus / AP Stats FALL 2023	A	B	C	D	F
VA	65%	12%	6%	0%	18%
TRADITIONAL	28%	45%	20%	7%	0%

# 504 & IEP STUDENTS

## WHO

- Students whose disabilities impact their learning in a specific classroom setting/environment. Could be medical/mental health. Students with 504s were granted access to the self-paced online classes to alleviate the need for further interventions (Special Ed, NPS, etc.)
- Accommodations embedded within online program(Visuals, Audio, Large print/font,etc.)

## TYPES OF CLASSES

- Study Seminar on campus course supports Acellus or any online learning platform
- Academic subjects as needed. Need determined by counselor/504 coordinator/Case Manager. Does not include World Language

# Total number: 504 & IEP STUDENTS

## 504

- One Course: Student Numbers to be provided
- Two or more: Student Numbers to be provided

## Special Education-IEP

- One Course: Student Numbers to be provided
- Two or more: Student Numbers to be provided

# PALI ACADEMY

## WHO

- Students that are deficient 30 or more credits- in danger of not meeting graduation requirements.
- Students that need a smaller environment to overcome obstacles, recover academic credit, graduate, and develop a postsecondary plan.

## COURSES

- Pali Academy students take Acellus/online credit recovery courses, science classes with labs, English in person, mathematics courses, and electives.
- Pali Academy students take traditional courses and at least 2 to 3 acellus courses at a time.

# CREDIT RECOVERY

## WHO

- Students who need to make up credits for courses they did not pass
- Students who are deficient in required credits for graduation

## PROCESS

- Counselors refer students to Academic Intervention Counselor who enrolls students in an Acellus course and supports them through the completion of the course.

# SUMMER SCHOOL

- Credit Recovery Focus
- Uses Online Platform (A-G approved)
- 600-700 students
- Pali Teachers
- In Person and Virtual Opportunities
- IEP and 504 Support
- Science Labs Provided and World Language Spoken Support
- LCAP Goal and Support
- Proctored Exams

# OUTSIDE PROGRAMS

- PCHS WILL ONLY POST COURSES WHICH SATISFY GRADUATION OR MINIMUM A-G REQUIREMENTS
  - MAINLY ELECTIVES OR ABOVE AND BEYOND MINIMUM REQUIREMENTS
- TRANSCRIPTS FOR COURSES NOT POSTED MAY BE SUBMITTED WITH PCHS TRANSCRIPT DIRECTLY TO COLLEGES

# Coversheet

## Local Assignment Option for Specific Teachers

**Section:** VI. Human Resources  
**Item:** A. Local Assignment Option for Specific Teachers  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** Board Motion - Local Authorization 11\_14\_2023.pdf



# PALISADES

## CHARTER HIGH SCHOOL

### DIRECTOR OF HUMAN RESOURCES

### COVER SHEET FOR LOCAL ASSIGNMENT OPTIONS

November 14, 2023

#### TOPIC/ AGENDA ITEM:

Authorization of Local Assignment Options for employees who are working outside of their primary credential area.

#### PERSONNEL INVOLVED:

Seven PCHS Certificated Staff Members

#### ISSUES INVOLVED/FISCAL IMPLICATIONS (IF ANY):

Education Code (EC) and Title 5 Regulations (T5) provide local educational agencies (LEAs) with educator assignment options that can be used when an LEA is unable to assign a certificated employee with the appropriate credential. These options, known as Local Assignment Options (LAOs), allow flexibility at the local level and are used solely at the discretion of the LEA. governing board approval is required annually. This is intended to guarantee transparency in assignments, as board agendas are public and accessible to parents and stakeholder groups.

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

The action requested of the Board today will allow PCHS to maintain compliance with California Statewide Assignment Accountability System (CalSAAS) requirements.

#### OPTIONS OR SOLUTIONS:

The expectation is that the board approve the Local Assignment Option for the following certificated employees:

Peter Ye

Laura Vladika

James Buckman

Megan Lamb

#### DIRECTOR OF HUMAN RESOURCES' RECOMMENDATION:

The Director of Human Resources recommends that the Board approve the recommendation.

#### RECOMMENDED MOTION:

“To approve Local Assignment Option for certificated employees to work in a limited capacity outside their primary credential area or are in the process of meeting additional authorizations.”

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Martha Monahan, Ed.D.

Director of Human Resources

# Coversheet

## Unrepresented Staff Compensation

**Section:** VI. Human Resources  
**Item:** C. Unrepresented Staff Compensation  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** Board Motion - Unrepresented Compensation.pdf



# PALISADES

## CHARTER HIGH SCHOOL

### DIRECTOR OF HUMAN RESOURCES

### COVER SHEET FOR UNREPRESENTED COMPENSATION

NOVEMBER 14, 2023

#### TOPIC/ AGENDA ITEM:

Unrepresented Staff Compensation

#### PERSONNEL INVOLVED:

Board of Trustees, Executive Director/Principal, CBO, Human Resources, Administrative Team, Unrepresented and Management Staff.

#### ISSUES INVOLVED/FISCAL IMPLICATIONS (IF ANY):

The purpose of this action is to approve a salary increase for PCHS unrepresented and management staff equivalent to that of UTLA/PCHS employees.

The estimated cost of the agreement is \$216,186.39. This includes a 7% salary schedule increase and pension obligations and payroll taxes. The total cost was considered during our 2023-2024 budget development process.

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

The action requested of the Board today will support the PCHS and Governance Board's commitment to fair minded compensation and treatment of all staff.

#### OPTIONS OR SOLUTIONS:

The expectation is that the board approve the 2023-2024 salary increase.

#### DIRECTOR OF HUMAN RESOURCES' RECOMMENDATION:

The Director of Human Resources recommends that the Board approve the recommendation.

#### RECOMMENDED MOTION:

"To approve the 2023-2024 equivalent salary increase for unrepresented staff and management retroactive to July 1, 2023"

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Martha Monahan, Ed.D.  
Director of Human Resources

# Coversheet

## 2023-24 Budget vs Actuals Update

**Section:** VII. Finance  
**Item:** A. 2023-24 Budget vs Actuals Update  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** 2023-24 Budget vs Actuals through 9-30-23.pdf

Palisades Charter High School - 2022-2023 Unaudited Actuals 2023-2024 Adopted Budget, Actuals to Date 9.30.23

ADA	2022-2023 Unaudited Actuals			2023-2024 Adopted Budget, Approved June 2023			2023-2024	2023-2024	% of Budget Received/Spent	Comments
	Obj Code	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Actuals to Date, 8/31/2023		
										\$ 12,008.00
<b>A. Revenues</b>										
LCFF/Revenue Limit Sources										
State Aid	8011	18,380,353		18,380,353	16,191,849		16,191,849	1,565,230	3,896,463	24%
Education Protection Act	8012	2,633,871		2,633,871	10,932,076		10,932,076	-	2,490,868	23%
State Aid (Prior Years)	8019	792,583		792,583			-			
In Lieu of Propety Tax	8096	9,478,243		9,478,243	9,316,331		9,316,331	1,706,697	2,465,229	26%
<b>Total, LCFF/Revenue Limit Resources</b>		<b>31,285,050</b>	<b>-</b>	<b>31,285,050</b>	<b>36,440,256</b>	<b>-</b>	<b>36,440,256</b>	<b>3,271,927</b>	<b>8,852,560</b>	<b>24%</b>
Federal Revenues										
Special Education - IDEA	8181		676,938	676,938		685,262	685,262	118,377	170,989	25%
Child Nutrition - Federal	8220		174,499	174,499		200,000	200,000			0%
Other Federal										
Title I	8290		277,895	277,895		300,803	300,803			0%
Title II	8290		57,948	57,948		60,677	60,677			0%
Title III - English Learners (4203)	8290		6,256	6,256		3,069	3,069			0%
Title III - Immigrant (4201)	8290		4,759	4,759		5,150	5,150			0%
Title IV	8290		21,799	21,799		23,591	23,591			0%
Perkins	8290		38,500	38,500		40,728	40,728			0%
Dept of Rehab	8290									
Child Nutrition - Supply Chain (5466)	8220							95,569	95,569	
ELC COVID Testing Award	8290									
ESSR I (COVID-19 Grant)	8290									
ESSR II (COVID-19 Grant)	8290		117,642	117,642						
ESSR III (COVID-19 Grant) (3213)	8290		580,824	580,824						
ESSER III - Learning Loss (3214)	8290									
Expanded Learning Opportunity (ELO): ESSER II (3216)	8290		302,419	302,419					136,108	
Expanded Learning Opportunity (ELO): GEER II (3217)	8290		69,408	69,408						
Expanded Learning Opportunity (ELO): ESSER III (3218)	8290		180,564	180,564						
Expanded Learning Opportunity (ELO): ESSER III State (3219)	8290									
American Rescue Plan - Homeless Children & Foster Youth (5634)	8290									
Learning Loss & Mitigation (CRF)	8290									
Learning Loss & Mitigation (GEER)	8290									
<b>Total, Federal Resources</b>		<b>-</b>	<b>2,509,451</b>	<b>2,509,451</b>	<b>-</b>	<b>1,319,279</b>	<b>1,319,279</b>	<b>213,946</b>	<b>402,666</b>	<b>31%</b>
Other State Revenues										
Child Nutrition - State	8520		825,293	825,293		400,000	400,000			0%
Mandated Cost Reimbursement	8550	141,692		141,692	154,752		154,752			0%
State Lottery (Non Prop 20)	8560	617,178		617,178	476,850		476,850			0%
State Lottery (Prop 20)	8560		313,222	313,222		187,935	187,935			0%
CTE	8590	170,954		170,954	328,096		328,096			0%
Student ID/CAHSEE/Charter School ADA	8590		467,115	467,115						
In-Person Instruction Grant	8590		73,257	73,257						
Expanded Learning Opportunities Grant	8590									

Palisades Charter High School - 2022-2023 Unaudited Actuals 2023-2024 Adopted Budget, Actuals to Date 9.30.23

ADA	Obj Code	2022-2023 Unaudited Actuals			2023-2024 Adopted Budget, Approved June 2023			2023-2024	2023-2024	% of Budget Received/ Spent	Comments
		Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Actuals to Date, 8/31/2023	Actuals to Date, 9/30/23		
	8590			-			-				
	8590		227,748	227,748							
	8590		161,381	161,381			-				Expanding A-G courses, part of restricted beginning balance
	8590			-			-				Expanding A-G courses, part of restricted beginning balance
	8590			-			-				part of restricted beginning balance
	8590			-			-				Initial \$405k was received in Dec 2021 and lives in the beginning balance. Revenue to recognize as expenses are spent
	8590		106,295	106,295			-				
	8590		1,845,367	1,845,367			-				Recognize allocation - unspent revenue part of restricted ending fund balance (per cde)
	8590		925,636	925,636			-				Recognize allocation - unspent revenue part of restricted ending fund balance (per cde)
	8590							21,872	41,558		
			<b>929,824</b>	<b>4,945,313</b>	<b>5,875,138</b>	<b>631,602</b>	<b>916,031</b>	<b>1,547,633</b>	<b>21,872</b>	<b>41,558</b>	<b>3%</b>
<b>Other Local Revenues</b>											
	8311		2,759,779	2,759,779		2,745,310	2,745,310	469,099	677,588	25%	\$978.72 + 8.22% COLA
	8634		55,311	55,311		50,000	50,000			0%	Based on current sales as of January 2023
	8650	1,044,241		1,044,241	976,000		976,000		108,355	11%	
	8660	342,311		342,311	150,000		150,000			0%	
	8679		32,301	32,301							higher receipt from SELPA
	8699	418,663		418,663	450,000		450,000		115,169	26%	
	8699			-			-				ONLY for 22-23
	8980	(3,464,064)	3,464,064				-				
		<b>(1,658,848)</b>	<b>6,311,453</b>	<b>4,652,605</b>	<b>1,576,000</b>	<b>2,795,310</b>	<b>4,371,310</b>	<b>469,099</b>	<b>901,112</b>	<b>21%</b>	
		<b>30,556,026</b>	<b>13,766,218</b>	<b>44,322,244</b>	<b>38,647,858</b>	<b>5,030,619</b>	<b>43,678,477</b>	<b>3,976,844</b>	<b>10,197,897</b>	<b>23%</b>	
<b>B. Expenditures</b>											
<b>Certificated Salaries</b>											
	1110	12,474,550	1,780,787	14,255,337	11,569,469	1,700,134	13,269,603	1,200,912	2,293,536	17%	
	1130	154,228		154,228	134,024		134,024	13,319	25,935	19%	
	1160	459,137	23,754	482,891	470,000		470,000	22,509	22,642	5%	Board approved sub rate increase on 9/19 - increased by \$75,000
	1210	888,922		888,922	942,528		942,528	83,829	163,208	17%	Includes additional hours for counseling staff
	1310	1,078,965		1,078,965	909,644	143,142	1,052,786	68,141	150,685	14%	
	1330			-	128,755		128,755			0%	
	1930			-			-				
				-			-				
				-	129,000		129,000			0%	
				-			-				
				-			-				
	1110			-	98,000		98,000			0%	Estimated additional PD expense for 2023-24 (ELO)
		<b>15,055,802</b>	<b>1,804,542</b>	<b>16,860,343</b>	<b>14,381,420</b>	<b>1,843,276</b>	<b>16,224,696</b>	<b>1,388,710</b>	<b>2,656,006</b>	<b>16%</b>	
<b>Classified Salaries</b>											
	2110	37,990	752,330	790,320		913,047	913,047	65,690	77,286	8%	
	2210	163,843		163,843	209,662		209,662	13,102	25,698	12%	
	2310	499,579		499,579	458,369		458,369	39,250	78,499	17%	
	2410	1,978,083		1,978,083	1,914,135		1,914,135	159,337	274,991	14%	
	2430		69,161	69,161		62,000	62,000	6,304	11,273	18%	Includes additional hours for summer: free/reduced outreach, orientation & Universal meal implementation



Palisades Charter High School - 2022-2023 Unaudited Actuals 2023-2024 Adopted Budget, Actuals to Date 9.30.23

ADA	2022-2023 Unaudited Actuals			2023-2024 Adopted Budget, Approved June 2023			2023-2024	2023-2024	% of Budget Received/Spent	Comments	
	Obj Code	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Actuals to Date, 8/31/2023	Actuals to Date, 9/30/23		
Utilities	5520	584,244	-	584,244	445,222		445,222		-	0%	
Rentals/Leases/Repairs	5610	453,707	28,968	482,675	338,500	-	338,500	50,650	117,758	35%	
Transportation	5811/5812	440,972	79,401	520,373	310,306	167,700	478,006	20,484	81,727	17%	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.
Oth Contracted Services	5800	26,504	-	26,504	38,298		38,298		-	0%	
STRS Int & Penalties	5803	390	-	390	1,200		1,200	4	4	0%	
Contracted Services	5810	1,752,960	2,418,463	4,171,423	1,842,095	2,180,046	4,022,140	314,814	590,478	15%	
Legal, Audit, & Election Costs	5821	66,047	271,814	337,861	123,367	262,891	386,258	77,499	142,645	37%	On pace to exceed expenditures - Cleared approx. \$50k of prior year invoices
Advertisement	5831	1,200	-	1,200	1,500		1,500		-	0%	
Computer/Technlgy Related Serv	5840	5,765	-	5,765	18,900		18,900		-	0%	
Conslt/Ind Contractors(NonEmp)	5850	232,621	-	232,621	150,000		150,000		15,018	10%	Teachers on Reserve - Sub teacher backfill
Fingprpt,Phys, XRY&Oth Emp Cst	5860	15,254	-	15,254	16,483		16,483	1,517	3,164	19%	Hiring costs significantly exceeded prior years - higher staff turnover (FTEs & contractors) resulted in more background clearances/checks, etc.
Other Services	5890	186,980	75,275	262,255	114,500	-	114,500	23,333	98,497	86%	
Communications Services	5910	44,196	-	44,196	60,690		60,690		14,247	23%	
<b>Total, Services</b>		<b>4,854,520</b>	<b>3,326,011</b>	<b>8,180,531</b>	<b>4,720,934</b>	<b>2,718,877</b>	<b>7,439,811</b>	<b>723,770</b>	<b>1,636,048</b>	<b>22%</b>	
Captial Outlay											
Sites & Improvement	6100										
Buildings & Improvement	6200				440,500		440,500	4,928	61,610	14%	\$340,500 for CAPEX for 2023-24 and \$100k deferred for future projects in 24-25 & beyond
Equipment & Technology	6400				1,664,208		1,664,208			0%	
Equipment/Furniture Replacement	6500										
<b>Total, Captial Outlay</b>					<b>2,104,708</b>	<b>-</b>	<b>2,104,708</b>	<b>4,928</b>	<b>61,610</b>	<b>3%</b>	
Depreciation Expense (Financial Reporting Basis)	6900	709,714	97,070	806,784	1,140,000	-	1,140,000	-		0%	
Other Outgo											
Indirect Cost (LAUSD)	7299	181,115	145,956	327,071	364,403		364,403	58,377	84,322	23%	Calculated at a rate of 1% of LCFF revenue
Interest	7438	4,547	1,215	5,762							Track loan to end April 2023
Fund 09 to Fund 20 Payment (Unaudited Only)											
<b>Total, Other Outgo</b>		<b>185,662</b>	<b>147,171</b>	<b>332,833</b>	<b>364,403</b>	<b>-</b>	<b>364,403</b>	<b>58,377</b>	<b>84,322</b>	<b>23%</b>	
<b>Total Expenditures (Financial Reporting Basis)</b>		<b>32,714,103</b>	<b>9,470,698</b>	<b>42,184,801</b>	<b>33,771,685</b>	<b>8,173,897</b>	<b>41,945,582</b>	<b>4,788,167</b>	<b>7,860,781</b>	<b>19%</b>	
<b>Total Expenditures (Cash Reporting Basis)</b>		<b>32,004,389</b>	<b>9,373,628</b>	<b>41,378,016</b>	<b>34,736,394</b>	<b>8,173,897</b>	<b>42,910,290</b>	<b>4,793,095</b>	<b>7,922,392</b>	<b>18%</b>	
<b>C. Ending Balance: Excess (Deficiency) - Financial Reporting Basis</b>		<b>(2,158,077)</b>	<b>4,295,519</b>	<b>2,137,443</b>	<b>4,876,173</b>	<b>(3,143,277)</b>	<b>1,732,895</b>	<b>(811,323)</b>	<b>2,337,115</b>		Note - Ending balance is inflated because it does not yet account for the impact of bargaining. UTLA agreement approved in Aug 2023 - still pending PESPU/unrep
<b>C. Ending Balance: Excess (Deficiency) - Cash Reporting</b>		<b>(1,448,363)</b>	<b>4,392,590</b>	<b>2,944,227</b>	<b>3,911,464</b>	<b>(3,143,277)</b>	<b>768,187</b>	<b>(816,251)</b>	<b>2,275,505</b>		(Revenue - Expenses: Cash Reporting Basis)
<b>D. Net Increase (Decrease)</b>		<b>(2,158,077)</b>	<b>4,295,519</b>	<b>2,137,443</b>	<b>4,876,173</b>	<b>(3,143,277)</b>	<b>1,732,895</b>	<b>(811,323)</b>	<b>2,337,115</b>		
<b>E. Fund Balance</b>											

# Coversheet

## 2023-24 Revised LCAP

**Section:** VII. Finance  
**Item:** B. 2023-24 Revised LCAP  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** 2023-24 Revised LCAP information.pdf



# PALISADES CHARTER HIGH SCHOOL

*Empowering Educational Excellence.*

**Revised LCAP**  
**Board of Trustees Meeting**  
**November 14, 2023**

**2023-2024 REVISED LCAP**

- PCHS received a notice from LAUSD Charter School Division regarding a 2023-24 LCAP Revision. The areas of concern are the action items and metrics related to CAASPP ELA & Math.
- The CSD team confirmed that this does not constitute as a material change to the LCAP, so there is no need to hold a “public hearing” or re-approve the LCAP at a Board Meeting. However, we are required to update this section of the LCAP by November 17, 2023.
- The revised LCAP will be submitted before November 17, 2023, and instead will be presented at the December Board of Trustees meeting.

# Coversheet

## School Organized Conferences/Trips

**Section:** VIII. Consent Agenda: Finance Items  
**Item:** A. School Organized Conferences/Trips  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** School Organized Trip(s).pdf

**Palisades Charter High School**

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

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

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

1. Destination Green Valley Lake Are admission fees charged? Yes \_\_\_\_\_ No   
 2. Dates of Trips November 8 - November 11 3. Number of Students 12 Number of adults 1  
 4. Name and employee number of employee who will go on trip: Steve Engelmann 612849

5. Substitute required? Yes  No \_\_\_\_\_ How Many? 1 1/3 Source of funds Forestry Challenge  
 6. Time schedule required by school: Leave School 1 PM Arrive destination 3 PM  
 Leave destination 1 PM Return school 3 PM

7. Duration of trip: Less than one day \_\_\_ One day \_\_\_\_\_ Overnight  (if overnight, how many days?) 4 days  
 8. Method of transportation: School bus (indicate number required) \_\_\_ Walking \_\_\_\_\_ Automobile   
 Public Carrier: airplane \_\_\_\_\_ boat \_\_\_\_\_ bus \_\_\_\_\_ train \_\_\_\_\_ other \_\_\_\_\_ (explain) \_\_\_\_\_

9. Brief description of educational benefit to be derived from this activity. Please state specifically as an instructional objective (not required for athletic trips of Youth Services Activities) The students will compete in the San Bernardino region Forestry Challenge - practice scientific forestry techniques to manage forest resources.

10. Source of funds for trip Forestry Challenge grant

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

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

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

13. If hiking or camping activity:

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

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

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

**APPROVALS:**

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

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

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

**Palisades Charter High School**

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

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

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

1. Destination San Diego State Are admission fees charged? Yes  \_\_\_\_\_ No \_\_\_\_\_
2. Dates of Trips 12/3 - 12/4 3. Number of Students 30 Number of adults 2
4. Name and employee number of employee who will go on trip: Brad Kolavo and TBD (Poss Tyler Farrell)
5. Substitute required? Yes  \_\_\_\_\_ No \_\_\_\_\_ How Many? 1 Source of funds CTE
6. Time schedule required by school: Leave School Sunday 12/3 at 3pm Arrive destination 12/3 at 5pm  
 Leave destination Monday 12/4 at 3 Return school Monday 12/4 around 6
7. Duration of trip: Less than one day \_\_\_ One day  \_\_\_\_\_ Overnight \_\_\_\_\_ (if overnight, how many days?) 1
8. Method of transportation: School bus (indicate number required) \_\_\_ Walking \_\_\_\_\_ Automobile \_\_\_\_\_  
 Public Carrier: airplane \_\_\_\_\_ boat  \_\_\_\_\_ bus \_\_\_\_\_ train \_\_\_\_\_ other \_\_\_\_\_ (explain) \_\_\_\_\_  
working with transporation
9. Brief description of educational benefit to be derived form this activity. Please state specifically as an instructional objective (not required for athletic trips of Youth Services Activities) The students will attend the 2023 VEI San Diego Conference and Exhibition
10. Source of funds for trip \_\_\_\_\_

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

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

**APPROVALS:**  
 Principal or Asst. Principal \_\_\_\_\_ Date: \_\_\_\_\_  
 Board of Trustees\* \_\_\_\_\_ Date: \_\_\_\_\_

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Submit by Email

Print Form

**Palisades Charter High School**

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

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

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

1. Destination Delta Hotels Are admission fees charged? Yes  No \_\_\_\_\_  
 2. Dates of Trips 1/6-1/7 3. Number of Students TBD Number of adults TBD  
 4. Name and employee number of employee who will go on trip: Brad Kolavo

5. Substitute required? Yes \_\_\_\_\_ No  How Many? \_\_\_\_\_ Source of funds \_\_\_\_\_  
 6. Time schedule required by school: Leave School 1/6 at 7:30am Arrive destination 1/6 at 8:45am  
 Leave destination 1/7 at 10:30am Return school 1/7 at 12pm

7. Duration of trip: Less than one day \_\_\_ One day  Overnight \_\_\_\_\_ (if overnight, how many days?) \_\_\_\_\_  
 8. Method of transportation: School bus (indicate number required) \_\_\_ Walking \_\_\_\_\_ Automobile \_\_\_\_\_  
 Public Carrier: airplane \_\_\_\_\_ boat  bus \_\_\_\_\_ train \_\_\_\_\_ other \_\_\_\_\_ (explain) \_\_\_\_\_

9. Brief description of educational benefit to be derived from this activity. Please state specifically as an instructional objective (not required for athletic trips of Youth Services Activities) The students will attend the 2024 SoCal DECA Career Development Conference

10. Source of funds for trip \_\_\_\_\_

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

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

**APPROVALS:**  
 Principal or Asst. Principal  Date: 11/2/2023  
 Board of Trustees\* \_\_\_\_\_ Date: \_\_\_\_\_

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