



# Palisades Charter High School

## Board Meeting

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### Date and Time

Tuesday January 28, 2025 at 5:00 PM PST

### Location

Join from PC, Mac, iPad, or Android:

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

Phone one-tap:

+16699009128,,81835738513# US (San Jose)

+16694449171,,81835738513# US

Join via audio:

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+1 669 444 9171 US

+1 719 359 4580 US

+1 253 205 0468 US

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 689 278 1000 US

+1 301 715 8592 US (Washington DC)

+1 305 224 1968 US

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 360 209 5623 US

+1 386 347 5053 US

+1 507 473 4847 US

+1 564 217 2000 US

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+1 646 558 8656 US (New York)

+1 646 931 3860 US

Webinar ID: 818 3573 8513

International numbers available: <https://palihigh-org.zoom.us/j/81835738513>

*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</i></p>			

Purpose                      Presenter                      Time

*the allotted time to speak, and the total allocated time shall be appropriately increased as well. Govern Code § 54954.3(b)(2).*

**Google Form Public Comment Procedure:** A Google form is available 24 hours prior to the meeting for Public Comment. Please refer to the Dewey Dolphin email or copy/paste this link <https://forms.gle/kSsxkvL6T9GgXpdEA>. Your comment will be read aloud by the Board Vice Chair. Public comments submitted through the Google form will be read after the public comments presented live at the meeting. General public comments not read after 60 minutes will be included in the meeting minutes. Due to public meeting laws, the Board can only listen to your comment, not respond or take action. Comments are limited to two (2) minutes, per person and one cannot cede their time to another. A member of the public who requires the use of a translator, in order to receive the same opportunity as others to directly address the Board, shall have twice the allotted time to speak, and the total allocated time shall be appropriately increased as well. Govern Code § 54954.3(b)(2).

- |           |   |                 |                |     |
|-----------|---|-----------------|----------------|-----|
| <b>D.</b> | Approve Minutes   | Approve Minutes | Sara Margiotta | 2 m |
|           | Approve minutes for Special Board Meeting on January 21, 2025 |                 |                |     |
| <b>E.</b> | Approve Minutes   | Approve Minutes | Sara Margiotta | 2 m |
|           | Approve minutes for Special Board Meeting on January 14, 2025 |                 |                |     |
| <b>F.</b> | Approve Minutes   | Approve Minutes | Sara Margiotta | 2 m |
|           | Approve minutes for Board Meeting on December 10, 2024        |                 |                |     |

**II. Organizational Reports 5:38 PM**

- |           |                                       |     |  |     |
|-----------|---------------------------------------|-----|--|-----|
| <b>A.</b> | Student Report                        | FYI | Charlie Speiser                                | 3 m |
| <b>B.</b> | Parent Report                         | FYI | Kristina Irwin, Roger Crystal, Jessica Recinos | 3 m |
| <b>C.</b> | Represented Classified Staff Report   | FYI | Andrew Paris                                   | 3 m |
| <b>D.</b> | Unrepresented Classified Staff Report | FYI | Dr. Martha Monahan                             | 3 m |

	Purpose	Presenter	Time
<b>E.</b> Faculty Report	FYI	Maggie Nance, Nicholas Albonico, Minh Ha Ngo	3 m
<b>F.</b> Human Resources Director (HR) Report	FYI	Dr. Martha Monahan	5 m
<b>G.</b> Director of Operations Report	FYI	Rafael Negroe	3 m
<b>H.</b> Director of Information Technology Report	FYI	Jeff Roepel	5 m
<b>I.</b> Director of Development Report	FYI	Rene Rodman	3 m
<b>J.</b> Chief Business Officer (CBO) Report	FYI	Joseph Lin	3 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>6:17 PM</b>
<b>A.</b> Academic Accountability Committee Update	FYI	Sara Margiotta	5 m
The next meeting is via Zoom on Thursday, January 30.			
<b>B.</b> Budget & Finance Committee Update	FYI	Sara Margiotta	5 m
<b>C.</b> Election Committee Update	FYI	Sara Margiotta	5 m
There is nothing to report at this time.			
<b>D.</b> Charter Committee Update	FYI	Sara Margiotta	5 m
<b>IV. Board Committees (Board Members Only)</b>			<b>6:37 PM</b>
<b>A.</b> Board Members Only - Committee Updates	FYI	Various	5 m
<ul style="list-style-type: none"> <li>• Audit Committee</li> <li>• Grade Appeal Committee - There is nothing to report at this time.</li> <li>• Survey Committee</li> </ul>			
<b>V. Academic Excellence</b>			<b>6:42 PM</b>
<b>A.</b> Facility and Temporary Relocation Planning Updates	FYI	Dr. Pam Magee, Joe Lin, and Rafael Negroe	20 m

	Purpose	Presenter	Time
<b>B.</b> LAUSD Charter School Compliance Monitoring and Certification of Board Compliance Review 2024-2025	FYI	Dr. Pam Magee	10 m
<b>VI. Finance</b>			<b>7:12 PM</b>
<b>A.</b> 2024-25 Budget vs Actual	FYI	Joseph Lin	10 m
<b>B.</b> Executive Director Executive Orders	FYI	Joseph Lin	10 m
<b>VII. Consent Agenda</b>			<b>7:32 PM</b>
<b>A.</b> Finance Items: School Organized Conferences/Trips  February 27 - March 2   Anaheim Marriott - California DECA State Career Development Conference   Supervising Teacher: Mr. Brad Kolavo	Vote	Sara Margiotta	5 m
<b>B.</b> Personnel Items	FYI	Dr. Martha Monahan	5 m
<b>VIII. New Business / Announcements</b>			<b>7:42 PM</b>
<b>A.</b> Announcements / New Business  Monthly Board Meeting: Tuesday, February 25, 2025 at 5:00pm via Zoom	FYI	Sara Margiotta	1 m
<b>B.</b> Announce items for closed session, if any.	FYI	Sara Margiotta	1 m
<b>IX. Closed Session</b>			<b>7:44 PM</b>
<b>A.</b> Potential Conference with Legal Counsel  • Potential Temporary Lease Contracts	Vote		5 m
<b>B.</b> Conference with Legal Counsel - Anticipated Litigation  • Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Government Code Section 54956.9: (one potential cases)	Vote		5 m

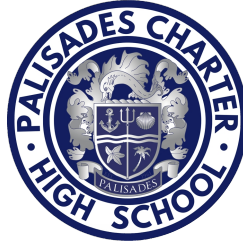
	Purpose	Presenter	Time
<b>C.</b> Employee complaint/Assignment/Discipline/Dismissal/Release	Vote	Dr. Martha Monahan	5 m
<ul style="list-style-type: none"> <li>• (Govt. Code section 54957) (Education Code section 44929.21)</li> </ul>			
<b>D.</b> Potential Litigation	Vote		5 m
<ul style="list-style-type: none"> <li>• Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Government Code section 54956.9</li> </ul>			
<b>X.</b>	<b>Open Session</b>		<b>8:04 PM</b>
<b>A.</b>	Return to Open Session	FYI Sara Margiotta	1 m
<b>B.</b>	Report Out on Action Taken In Closed Session, If Any.	FYI Sara Margiotta	1 m
<b>XI.</b>	<b>Closing Items</b>		<b>8:06 PM</b>
<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 Special Board Meeting on January 21, 2025

DRAFT



# Palisades Charter High School

## Minutes

### Special Board Meeting

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#### Date and Time

Tuesday January 21, 2025 at 5:00 PM

#### Location

Join from PC, Mac, iPad, or Android:

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

Webinar ID: 891 5351 9291

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#### Trustees Present



Amir Ebtehadj (remote), Andrew Paris (remote), Jessica Recinos (remote), Maggie Nance (remote), Martha Monahan (remote), Minh Ha Ngo (remote), Nicholas Albonico (remote), Roger Crystal (remote), Sara Margiotta (remote)

**Trustees Absent**

Kiumars Arzani, Kristina Irwin

**Trustees who arrived after the meeting opened**

Nicholas Albonico

**Ex Officio Members Present**

Dr. Pam Magee (remote)

**Non Voting Members Present**

Dr. Pam Magee (remote)

**Guests Present**

Charlie Speiser (remote), Jeff Roepel (remote), Joseph Lin (remote), Karen Cox (remote), Rafael Negroe (remote), Tyler Farrell (remote)

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**I. Opening Items**

**A. Call the Meeting to Order**

Maggie Nance called a meeting of the board of trustees of Palisades Charter High School to order on Tuesday Jan 21, 2025 at 5:11 PM.

Maggie Nance will be chairing the meeting as Sara Margiotta does not have the bandwidth to run the meeting.

**B. Record Attendance and Guests**

**II. Approval of the PCHS Board Policy and Resolution Course-Based Independent Studies**

**A. PCHS Board Policy and Resolution Course-Based Independent Studies**

Legal counsel Lisa Corr presented on independent studies policy and J13 Certification requirements. Corr outlined two existing programs: traditional independent study and course-based independent study, recommending the latter as more suitable for PCHS given current circumstances. Course-based independent study requires credentialed subject matter teachers and streamlines administrative processes while maintaining educational rigor equivalent to in-person instruction.

The policy maintains flexibility in synchronous learning requirements, with a minimum of once weekly meetings, allowing departments discretion in scheduling additional

synchronous sessions. Student participation will be monitored through educational work and assessment completion and synchronous attendance.

The Board approved modifications to Section 8 of the PCHS Board Course Based IS Policy, extending the assignment period from five to forty school days and adding a 20% threshold for assigned educational work and assessments.

The policy is designed to complement potential future transitions to part-time in-person learning.

Nicholas Albonico arrived at 5:54 PM.

Minh Ha Ngo made a motion to approve the PCHS Board Policy and Resolution Course-Based Independent Studies with amended changes.

Martha Monahan seconded the motion.

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

**Roll Call**

Sara Margiotta	Aye
Kristina Irwin	Absent
Kiumars Arzani	Absent
Jessica Recinos	Aye
Nicholas Albonico	Abstain
Andrew Paris	Aye
Maggie Nance	Aye
Amir Ebtehadj	Aye
Minh Ha Ngo	Aye
Martha Monahan	Aye
Roger Crystal	Aye

**B. Public Comment (One minute allotted per speaker)**

General public comment occurred at 6:05.

Liz Tyler: Concern was expressed in regards to attendance being recorded without any educational progress being tracked or recorded. Additionally seeks more consideration for students from varying learning levels and backgrounds, IEP, A.P, SpEd.

Kenda: Is there a target date to the school returning on campus instruction?

Hilla Nourmand: If independent study takes place, would it be limited to the work assigned in synchronous teaching? Will there be opportunities for students to meet with their teachers outside of class? How about if students miss class due to moving, lack of access to devices?

Cat Benner: A class like AP Pre-Calculus not taught at Pali, will they be able to move around the requirement? Her daughter's teacher lost her home and has not received communication from them yet, how will they proceed?

Paula Anderson: Very satisfied to be on Zoom with her students today, from chatting with them, she would like the board to consider the hybrid platform even if the school returns to in-person learning at the temporary location.

Monica Gonzalez: Her son was concerned about the WiFi situation that she has, is seeking some advice on how to support him better.

Gosia Ashby: Lives in Topanga and son wanted to make swim class in Santa Monica, had to drive two hours to make the practice as well as the Zoom class. Would like hybrid learning to be considered.

Nikki K.: Concerned about where AP testing will be taking place, i.e AP World History on May 8th. Would like to know where the testing will be hosted.

Shawn: If a student goes temporarily to another school, will "once a Dolphin, always a Dolphin" be honored. Believes current students should take precedence over new students.

### **Online Form Submitted Responses**

Anonymous: Me nor my husband currently have a car and my daughter so if school decides for a temporary location I don't know how I would get my daughter there because I pay for the school bus every month. And I also paid it this month and i'm not sure if i'm going to get that money back. Me and my husband work 2 jobs so we can give our kids a decent life and just throwing that money away for the bus and not seeing that money back is very hard on us and especially in this economy.

Anonymous: Is transportation also being considered during campus relocation? PCHS is our resident-assigned school and we live in Topanga. Will PCHS consider a pick-up point along PCH, Palisades or Santa Monica to transport students still living on this side? Also, I'm hearing Santa Monica High School is taking PCHS students? I know PCHS doesn't want to lose students, but families need correct information. Are other districts (ie SMMUSD, Las Virgenes) waiving residency requirements to help PCHS students? Like many other families, we want to stay at Pali, but we have to consider what's best for our family. Without PCHS-provided transportation, we need to attend a high school that is closer to us. A campus that is much farther than Santa Monica, is not going to work. Thank you.

Anonymous: I want to know if there is any information on summer school for those who are missing credits from first semester 2024.

Anonymous: Regarding virtual academy. I've heard it is full. Is there any discussion around opening that up to more students given the circumstances. Also is it an option to relax the requirements to take a minimum of 4 classes.

Anonymous: Please make sure you're addressing the needs for practice and competition for ALL the sports teams, not just the marquis ones.

Also, there are rumors going around about how many students have actually left Pali already. It would be great to get this information from an official source.

Kat Yeatman: Hi thank you to everyone who is ensuring continued quality education. We are so grateful for every person who is involved.

My questions are: what was our attendance today? How many students have we lost?

Can kids stay online if they choose when our temporary location begins?

Thank you

Hilla Nourmand: If a student enrolls at another school in order to do in person learning, would they be able to re-enroll at Pali, if a permanent physical location is secured in 4-6 weeks ?

Lisa Morrison: Are you extending the school year? Will Pali continue to receive funding if student participates via Zoom? If we find a temporary location for half the students and staff, can they have a split schedule? In person and remote learning?

Anonymous: When do you think you will have an idea of when a location will be found? If a student enrolls at another school will they be able to re-register at Pali mid semester if an in- person location is established?

### **III. Facility and Temporary Relocation Planning Updates**

#### **A. Facility and Temporary Relocation Planning Updates**

EDP Magee acknowledged community support during the crisis, specifically thanking state partners, Governor's office, First Partner, Mayor Karen Bass and her team, including Larry Frank who is assisting with temporary location efforts. EDP Magee recognized the impact on relocated families and pledged continued support. Appreciation was expressed to LAUSD, LACOE, District Four Board Member Nick Melvoin, Senior Adviser Allison Holdorff-Polhill, and Pali faculty and staff for ensuring smooth transition to remote instruction.

Director of Operations Rafael Negroe reported the fire remains approximately 60% contained within an active zone. He outlined a three-pronged operational approach: normalizing operations, supporting academics, and securing temporary facilities. The recovery process follows a four-step cycle: assessment, clean-up, return, and rebuild. Transportation refunds were confirmed as available upon request.

CBO Joe Lin provided an update on the ongoing temporary site search process. Ms. Nance emphasized student preference for in-person learning and referenced LAUSD Board Member Melvoin's commitment to resume in-person instruction within four to six weeks, requesting a clear timeline for this transition.

#### **IV. New Business / Announcements**

##### **A. Announcements / New Business**

Regular scheduled board meeting will take place next Tuesday, January 28th at 5pm on Zoom.

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

#### **V. Closing Items**

##### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:43 PM.

Respectfully Submitted,  
Amir Ebtehadj

# Coversheet

## Approve Minutes

**Section:** I. Opening Items  
**Item:** E. Approve Minutes  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for Special Board Meeting on January 14, 2025

DRAFT



# Palisades Charter High School

## Minutes

### Special Board Meeting

---

#### Date and Time

Tuesday January 14, 2025 at 5:00 PM

#### Location

Join from PC, Mac, iPad, or Android:

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

Webinar ID: 883 7547 0792

Phone one-tap:

+16694449171,,88375470792# US

+16699009128,,88375470792# US (San Jose)

Join via audio:

+1 669 444 9171 US

+1 669 900 9128 US (San Jose)

+1 253 205 0468 US

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 719 359 4580 US

+1 564 217 2000 US

+1 646 558 8656 US (New York)

+1 646 931 3860 US

+1 689 278 1000 US

+1 301 715 8592 US (Washington DC)

+1 305 224 1968 US

+1 309 205 3325 US

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+1 312 626 6799 US (Chicago)

+1 360 209 5623 US

+1 386 347 5053 US

+1 507 473 4847 US

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**Trustees Present**

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**Trustees Absent**

Andrew Paris

**Trustees who arrived after the meeting opened**

Kiumars Arzani, Kristina Irwin

**Ex Officio Members Present**

Dr. Pam Magee (remote)

**Non Voting Members Present**

Dr. Pam Magee (remote)

**Guests Present**

---



Charlie Speiser (remote), Jeff Roepel (remote)

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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 Jan 14, 2025 at 5:05 PM.

### B. Record Attendance and Guests

Kiumars Arzani arrived at 5:29 PM.

Kristina Irwin arrived at 5:30 PM.

### C. Public Comment (One minute allotted per speaker)

Dylan Iamarre: Expressed their feelings, they have created a fundraiser and are here to listen and support.

Negeen Ben-Cohen: Son is a freshman at Pali, she is a real estate attorney. She is here to express her support and help in seeking a temporary location. Herself and her staff are willing to support in the regulation and funding aspects.

Ryan Saul: Son Tyler is a senior at Pali, sent an email out to the recovery email, suggesting that Fox or Culver Studios, SamoHi, Beverly or other spaces. Inquiring how parents can help.

Joseph Richardson: Alum from 1989, has created a Facebook page to help support the school. Looking forward to help and organize the alums.

Christopher Coleman: Created alongside Joseph, Palisades Fire Meet. Both he and Joseph were in ASB at Pali, and they are now working to bring together alums and be here for the school.

Ary Naim: Pali parent, son is a 10th grader on the football team. He started a petition with change.org to get people on site. Former JPLer and the Altadena Fire also hits home. Wants to offer his assistance going forward in regards to emergency prep and infrastructure. Wants to make sure this does not happen again.

Pete Stevens: Been only here one semester, online is fine with his family. Prefers this over having students at many different schools.

Jacqueline McIntyre: Several questions: Where would AP testing locations be now? If students left the school this semester and live outside the zone, would they be able to return in the fall? How does this affect the end of the year timing, will the end be pushed

back? They know several other families that have relocated their children to other schools.

Angela Telles: Currently in Scottsdale, looking to relocate their children to Pali this fall? How can they help from Scottsdale, they have a freshman and junior coming in. Are there plans for the school to open in the new year?

Niloo Farhadian: Parent of a senior and an 8th grader at Revere, what can they expect from the new year? Many parents are seeking private or alternative options as enrollment deadlines are looming for those schools. Is there any possibility that students will return to campus?

Archie's parent: Really hoping to not change schools? Wondering if there could be any official photographs of the campus to be published? What still exists and what is damaged?

Kristin Dattilo: Mother of 11th grader, trying to figure out trying to help. There are many students who want to help the community, wondering if there could be some sort of Zoom to get the student body activate to help rebuild.

Bahareh Leviadin: Really want an update, they do not want to go anywhere else. Could we please get a timeline about this semester and next school year.

Charlie Guillen: Member of Santa Monica-Palisades Masonic Lodge, wanted to support the students and school to help with physical space donations or monetary support.

Virgine Drouot: Wondering if colleges will be aware of the impact of the fire on student performance and grades, especially if online.

Ashly Stohl: Pali grad 1989, son is in 10th grade. There are kids leaving, and knows that the finances and the funding is dependent on the attendance. Concerned of teachers leaving because of the funding issue. Does not want to lose any teachers. Give all teachers raises.

Cahill Family: Lisa, mom of Michael a junior, given the ongoing issues with online learning as well as specific issues with technology and online grading issues. Wants to know what steps are being taken? Wants to know of an estimated deadline for the temporary location.

Gerard Bocaccio: Parent of Scarlett, 11th grader, fourth child at Pali. On the website, hopes that the website can be utilized as a tool to bring people together.

Bob Kapoor: Has a junior, works in a REIT, would be helpful if he can get timelines and information for funds and their usage. Wants to get more information, phases, so that they can help acquire funds.

Emily Ames: Ballpark estimate how long online learning will last?

Hilla Nourmand: 9th grader and does not want to leave the school, how many hours a day will online learning consist of? If any sports will be implemented in any way? If students are registering at other schools, will they be able to re-enroll when Pali opens?

Cat Benner: Pali grad class of 1993, mother of freshman and junior. For those kids who are taking AP classes, she is concerned about the continuity of learning? Are teachers committed to continuing instruction via Zoom? Especially concerned

Nicole Toobin: For those who had their Pali High issued devices burned in the fire, what steps will be taken to reconnect those students with devices for online learning.

Stephanie Moore: Teaches at PaliHigh, she wants to make sure students are doing well and maintain rigor but also be cognizant of the current situation.

#### FORM SUBMITTED COMMENTS

Anonymous: How do you plan on making the surrounding area safe enough for Pali students to return this semester? With all the surrounding area burnt down how fast are cleanup crews going to be working ?

Jenna Ringer: I'm a senior at pali high and I am desperately wondering about things like graduation, prom, Ap exams/classes, and other senior events. I love this school so much, I'm devastated.

Anonymous: If many people's homes and belongings were damaged or lost during the Palisades fire, how will they have access to start the school spring semester online? Some that are trying to find their way around such a disastrous event are unable to have access to a device, let alone having to worry about school starting in less than 10 days.

Anonymous: How are students going to get to school if there house burnt down. How are students going to be in school if the whole town around them is burnt to the ground doesn't make sense.

Anonymous: It is incredibly difficult for families to drive their students to another campus (if Pali relocates temporarily). Every student that attends Pali does so with a way to get to school and a way to get home. Some students who live hours away from the campus might have to drive even more just to get to school. Pali should be hybrid, students who live nearby a temporary location can attend in person, the rest will be online. Paul Revere

followed this structure at one point during Covid. I, and many of my friends with children attending Pali, are fully prepared to un-enroll our children out of Pali if the school moves. Pali will lose a lot of families.

Anonymous: Pali has been my home forever. I hope we can figure out a way to keep my friends at this school and provide a space where we can still feel a sense of community.

Anonymous: I love this school and I know everyone else does all I wish for is us to come back In person this semester and to have football in the summer along with a winning season let's make it happen Pali!!!

Riley Donner: As the captain of the lacrosse team, it would be a dream to be able to run out onto the Pali field one more time. Hopefully this could be a senior night or championship situation if able to make happen.

Anonymous: I am a senior at Pali, and I wanted to share my experience and concerns about the current situation with our campus. During online school, I struggled immensely. I dealt with depression and suicidal thoughts, and I felt like I couldn't function, mentally and academically. Returning to campus was a critical part of my recovery and being able to succeed in school again. My F's became straight A's when I came back to campus. Being able to interact with my friends in person has been my lifeline during some of the hardest moments in my life. Their support and presence have carried me through when nothing else could, and right now, I need that more than ever.

Now, with the damage to the school, I feel like that progress is slipping away. If only some of the buildings are gone, why can't we clear the debris and set up temporary structures to replace the lost classrooms? There's space in the quad and around campus to erect these structures quickly. They can go up in matters of days.

I know there are logistical challenges, but as a senior, I need to be on my campus—our campus. It's where I feel connected and where I want to finish my time at Pali. I'm asking the Board to please prioritize this solution so that we can all get back to the place we belong as soon as possible. Thank you so much, and I hope that everyone on the board is doing well and is safe. Thank you for your work and your support!

Joumana Saba: Thank you to the Board of Trustees for the much needed support at this difficult time. My heart goes out to everyone in the Palisades community and to all those who have lost their homes and livelihoods. My heart goes out especially to the Pali school community and our students. At this incredibly challenging time, I urge the Board to think creatively in how we can maintain a hybrid model in the immediate future. While finding a temporary physical location is ideal, the logistics of finding space that will accommodate all students can prove to be a challenge. Additionally, many of the Pali families are currently displaced and will need to also consider access and transportation logistics for any physical space. A consideration of a hybrid (virtual and in-person) model

might be more tenable. Additionally, for Seniors and Juniors these are critical times as they navigate their transition to higher education and will need the ability to maintain their academic focus, while also being in community, especially as they go through the grief of losing homes and circle of friends. Our young people are resilient and I have no doubt that the Pali community will rise and strive again.

Lara Magnusen: I have a student who has no login info or a laptop. When will tech be available to assist? I say this knowing tech and everyone is overwhelmed so I completely understand the delay - I simply have a panicked teen at home feeling very disconnected. Thank you everyone!

Joseph Richardson: Spoke earlier on public comment. FB Group is called Palisades Fire Meeting Place. (Chat was closed on meeting so couldn't leave it there). <https://www.facebook.com/groups/1301083501030746>

## II. State of Emergency Declaration

### A. Formal Declaration for the School

Ms. Nance inquired about the end date on this declaration, it is as needed.

The ten days are within the EDPs privilege to close the school.

Maggie Nance made a motion to approve the emergency declaration with the amended grammatical changes.

Nicholas Albonico seconded the motion.

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

#### Roll Call

Amir Ebtehadj	Aye
Sara Margiotta	Aye
Jessica Recinos	Aye
Minh Ha Ngo	Aye
Martha Monahan	Aye
Kiumars Arzani	Absent
Maggie Nance	Aye
Kristina Irwin	Absent
Nicholas Albonico	Aye
Andrew Paris	Absent
Roger Crystal	Aye

### B. Maggie Nance moves to make this item a voting item.

## III. Strategic Planning

### A.

## Discussion of Immediate Next Steps and Action Items

Initial assessments indicate the campus bungalows sustained damage, while Buildings A and classroom buildings, Gym, Mercer Hall, and Gilbert Hall remain intact. Multiple safety inspections are required before campus reentry. Support from various government officials has been secured to expedite the inspection process. Damage assessment for FEMA funding and grants is underway. Administration is prioritizing keeping the student body and staff unified during the transition, with a timeline for return to in-person instruction forthcoming.

## IV. Facilities Status Update

### A. Facilities Status Update

**Director of Operations Rafael Negroe** reminded that the campus remains an active disaster zone with safety as the principal focus. Environmental teams are assessing chemical hazards and cleanup requirements, coordinating with 20 agencies on safety protocols, cleanup operations, and water source safety. Recent insurance documentation confirms damage concentrated in the rear campus area, with legacy "alphabet" buildings largely preserved. Comprehensive cleaning and safety inspections will precede any campus return. Administration continues temporary facility search with state-level support.

**Director of Academic Achievement Diana Kim** outlined professional development resources for staff and confirmed continuation of EVEN/ODD schedule structure with synchronous Zoom classes for attendance. ParentSquare remains the primary communication platform. Teachers are adapting lesson plans for online delivery, with built-in flexibility during asynchronous periods and office hours. Plans for potential satellite location tutoring services are under consideration. NWEA testing has been temporarily suspended.

**Director of Admissions, Attendance and Accountability Tyler Farrell** announced the 2025-2026 lottery date is being rescheduled, with new date forthcoming. Families opting to transfer students are requested to notify the attendance office via email.

**Director of Special Education Dr. Ian Sayer** reported secured SELPA (Special Education Local Planning Association) support and confirmed IEP emergency provisions are in place to accommodate current changes. The special education team is prepared to resume student services.

**Director of Counseling Chad Greendale** reported second semester schedule change requests will be communicated via ParentSquare links. Mental health counseling is available via Zoom from 1:30-3pm daily. All senior activities including Prom, Senior Night, and graduation are to proceed as planned. The College Center continues supporting seniors with college communications regarding school status.

**Director Athletics, Discipline and Student Activities Adam Licea** updated regarding the student survey data:

2,520 students responded, roughly 86% of families.

1,027 students responded they have been directly affected.

177 students have had their meal access affected.

150 students do not have access to any device.

Athletics has received much support from teams, other schools, donors and facilities for student athletes to still maintain their competitions. ASB has been working hard to figuring out how to bring students together, a picnic, or other outing to bring students together.

**ASB President Charlie Speiser** reported that the ASB is working to plan different events to bring students together, sports games, in-person and via Zoom. A lot happening in the future but a lot in the now.

**Director Jeff Roepel** announced procurement of several hundred replacement devices for impacted students. T-Mobile provided six-month hotspot wifi access, and Lenovo pledged device donations for teachers. Technology needs assessment and distribution survey forthcoming via Parent Square.

**Executive Director and Principal Dr. Pam Magee** reminded that the parent community is still active and thriving through parent activities including the Booster Club (their upcoming spring fundraiser), the PTSA and other groups are organizing.

**Director of Human Resources Dr. Martha Monahan** reported 11 teachers lost homes and 14 are displaced. Staff gathering held at Beverly Hills USD with strong attendance both in-person and virtually. Administration working with union leadership on extended absence provisions and support measures for affected employees.

**CBO Joseph Lin** emphasized resource allocation for rebuilding efforts. Highlighted Give Butter donations platform and continued review of site recommendations and support offers.

Maggie Nance expressed concern about balancing toxic hazard mitigation with timely campus return, affirming her commitment to keeping students at Pali. She emphasized the importance of community resilience and rebuilding together through this challenging period.

Kiumars Arzani commended administrative leadership's swift response and reported on LAUSD's efforts to secure state funding for recovery. He proposed implementing 10-20 modular buildings on campus and noted LA City Councilmember Adrin Nazarian's work on supportive city resolutions. He encouraged discussion of enhanced community partnerships during recovery and PaliHigh becoming a community hub for the rebuild effort.

Sara Margiotta expressed appreciation for EDP Magee's rapid response in preserving campus resources and structures.

## **V. Executive Director's Report**

### **A. Presentation of Survey Results and Analysis**

### **B. Updates on Planned Field Trips and Conferences**

No new approvals at this time, however, school trips and conferences will continue and take place as scheduled.

## **VI. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:03 PM.

Respectfully Submitted,  
Amir Ebtehadj



# Coversheet

## Approve Minutes

**Section:** I. Opening Items  
**Item:** F. Approve Minutes  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for Board Meeting on December 10, 2024

DRAFT



# Palisades Charter High School

## Minutes

### Board Meeting

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#### Date and Time

Tuesday December 10, 2024 at 5:00 PM

#### Location

Mercer 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:*

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

#### *ALL TIMES ARE APPROXIMATE AND ARE PROVIDED FOR CONVENIENCE ONLY:*

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

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#### Trustees Present

Amir Ebtehadj, Andrew Paris, Kiumars Arzani, Kristina Irwin, Maggie Nance, Martha Monahan, Minh Ha Ngo, Nicholas Albonico

**Trustees Absent**

Jessica Recinos, Roger Crystal, Sara Margiotta

**Ex Officio Members Present**

Dr. Pam Magee

**Non Voting Members Present**

Dr. Pam Magee

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**I. Opening Items**

**A. Call the Meeting to Order**

Maggie Nance called a meeting of the board of trustees of Palisades Charter High School to order on Tuesday Dec 10, 2024 at 5:01 PM.

**B. Record Attendance and Guests**

**C. Public Comment**

Mark Saba - Student Athlete:

A student athlete spoke regarding the recent dismissal of distance track coach Robert Hawkely. He highlighted Coach Hockley's achievements, including three consecutive 3200-meter city championship titles and state-level recognition for both boys' and girls' teams. Mark shared personal examples of the coach's dedication to student athletes, including emergency care during training trips and personalized recognition at team banquets. The speaker noted the existence of a petition with approximately 200 signatures supporting Coach Hockley's from current and former athletes, parents, and community members.

Melinda Hsu- Parent of Distance Runner:

She spoke regarding recent coaching changes in the track program. They expressed concerns about the timing and communication of staff transitions, particularly during finals week, and raised questions about previous hiring decisions and social media conduct. The speaker requested an in-person meeting with administration and suggested implementing trust-building measures between the new coach and student athletes to maintain the team's culture of mutual support and high performance standards.

Shonda Price- Parent:

A parent spoke about concerns regarding interactions between the head track coach and student athletes. The speaker described witnessing incidents of unbecoming communication with students, including her daughter, which required intervention from other coaching staff. The speaker reported previous discussions with administration about these concerns and echoed the request for a meeting between the coach, parents, and administration regarding student treatment.

Kayla Price- Student Athlete:

A student athlete shared personal experiences with coaching interactions on the track team. The speaker described conflicts between academic commitments and practice attendance, resulting in public confrontations that discouraged their participation. The speaker noted initial decisions to leave the team, subsequent return after encouragement from another coach, and ongoing concerns about the coaching environment affecting student athlete retention.

FORM SUBMITTED COMMENTS:

Pali distance track team: "The Pali track team has been informed that Coach Rob Hockley has been dismissed of his job as distance track coach with no understandable justification. Considering the unprecedented success he has brought to our team in the last few years, the Pali distance track team was absolutely shocked and appalled to hear this. In the last two years, Coach Rob has produced two teams on the boys distance side who broke the Cross Country City Championship course record in consecutive years. In the last four years he has gotten Pali to win four boys City Championships and one girls City Championships on the Cross Country scene. This success has carried over to the Pali distance track team in which Coach Rob has brought Pali the last three individual boys city titles in the 3200m. On top of all the success he has brought to Pali athletics, Coach Rob has become a unanimously loved mentor on and off the track for the runners at Pali. Upon hearing the news of his dismissal, both the children and parents of the distance track team are outraged and in despair as we wouldn't want to run without him. We wanted to bring awareness to this issue and plea that the administration would support his reinstatement as our coach."

Reverend John Shaver: "I am highly disappointed with the school in removing Coach Rob Hockley from the Track and Field Staff after he has coached and mentored both teams this fall. I also feel great concern in replacing him with Coach Shropshire's son, Claudius who has an Instagram account called The Snake Father. After looking at a few pictures that objectify women, men, children, and animals, I can not understand how the school is even considering this shift in the staff. On behalf of other clergy/faith leaders in town and parents on the team, I am very disappointed and frustrated with the school and the mishandling of this matter. There was an easy resolution and now you have brought one more thing that the youth have to think about during their finals. I strongly suggest the Board to intervene on this matter."

Amrita Bessin: "I am a parent of a long distance runner. Our family is disappointed and upset about the dismissal of Coach Rob for the track season. The reason given, 'taking the team in a different direction' is vague and doesn't make sense. The team has learned so much with Coach Rob and the students love and respect him. The team also has a winning record. Our family (and I imagine others) feel blind-sided and confused by this decision. We believe in Coach Rob and wish for him to continue coaching during the track season. Our family and other families of long-distance runners are supportive of him and the program, both in spirit and with our pocketbooks. Please take our comments to heart and reconsider this decision. Thank you for your time."

**D. Approve Minutes**

Nicholas Albonico made a motion to approve the minutes from Board Meeting on 11-19-24.

Kristina Irwin seconded the motion.

Minh Ha Ngo: Finn Nance's comment was abbreviated for brevity,

Ingrid Knap last name misspelled

Dr. Ngo's comments were not included,

Approve as corrected.

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

**Roll Call**

- Kiumars Arzani Aye
- Maggie Nance Aye
- Nicholas Albonico Aye
- Minh Ha Ngo Aye
- Kristina Irwin Aye
- Roger Crystal Absent
- Jessica Recinos Absent
- Sara Margiotta Absent
- Andrew Paris Aye
- Amir Ebtehadj Abstain
- Martha Monahan Aye

**II. Organizational Reports**

**A. Student Report**

Logan Mirzadeh, ASB Treasurer sitting in for Charlie Speiser.

Students are complaining about the computers in the CS classes in preparation for the finals.

Working with Jeff Lin for budget.

**B.**

## **Parent Report**

### **C. Represented Classified Staff Report**

### **D. Unrepresented Classified Staff Report**

### **E. Faculty Report**

Teachers are still inquiring regarding TAs, especially for APs.

Dr. Ngo welcomed Dr. Ian Sayer, Director of Special Education.

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

Dr. Ngo inquired about the new raptor system that will be implemented for the volunteers. The school has already adopted the modules, it also allows parents and volunteers to apply online and does automatic monthly background checks and tracks the hours that the volunteers are working.

Dr. Ngo inquired about the expense, Dr. Monahan stated that it has already been approved in B&F.

### **G. Director of Operations Report**

### **H. Director of Information Technology Report**

Stands as submitted.

### **I. Admin. Safety and Security Team**

Brooke King has requested to be removed from this monthly update.

### **J. Director of Development Report**

### **K. Chief Business Officer (CBO) Report**

Stands as submitted.

### **L. Executive Director/Principal (EDP) Report**

EDP Magee announced the award of a \$400,000+ grant, secured by CTE Coordinator David Picard, for improving computer science labs. EDP Magee highlighted ongoing end-of-semester activities and preparations for the new term in January. Current initiatives include committee work on potential schedule changes and enhanced professional development programs. An ad hoc committee, including Ms. Nance and other educational partners, is developing options to present to faculty, staff, and the Board of Trustees. Ensuring there are a range of representatives in these discussions before it is brought to all the stakeholders.

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

#### A. Academic Accountability Committee Update

Dr. Ngo brought up the approved academic calendar for 2026-27 sent by Mr. Klima. FYI for next month's meeting.

#### B. Budget & Finance Committee Update

Projected to have a net deficit of 75k for the year.

#### C. Election Committee Update

No report submitted.

#### D. Charter Committee Update

No new updates.

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

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

No updates to report.

### V. Academic Excellence

#### A. 2024 PCHS CA School Dashboard Report

#### B. ELD (English Learner Development) Redesignation Criteria

Just reading data will be used from the 41-60th percentile band to assess student performance and apply the RFEP.

Dr. Ngo is interested to see how many students would get redesignated based on reading, writing, and other metrics, versus just reading.

Kiumars brought up the concerns that reclassification could bring for charter renewal. How LAUSD will respond to the numbers.

Diana Kim stated that since LAUSD uses iReady and we use NWEA it is a bit different but we are following the LAUSD master plan. Currently 31 students.

Maggie: Even though she wants our data to be reflective and strong, we need to be more rigorous to ensure that students are equipped for success.

The NWEA is one part of the four steps in reclassification.

Dr. Ngo has no issue with this, but would like to see the reading and writing data. And more data to make an informed decision.

Dr. Monahan: if we are setting a higher bar for the EL, then the district who is our authorizer sees our data, if it is lower then it can flag concerns.

Kiumars stated that we should wait and assess the data before making a longterm plan.

Maggie asked about how many students would be affected by this policy being implemented.

Only a handful of students get reclassified at the beginning of the semester.

Kiumars inquired regarding SBAC, and the questions and preparation. Such as practicing the questions and content before the test.

### **C. Math Data Presentation/Information**

### **D. CA Alternative Diploma**

Kiumars: What are advantages and disadvantages of doing this?

Dr. Sayer: We would have a year to spread the information and knowledge with the parent community and prepare them for the change that will be mandated from the State next year.

Certificate of Completion vs. Alternative Diploma, there is now the ability to support and to give them the services up to 22 years of age.

Scheduled visits with Granada to go over their process and department.

Kiumars encouraged a partnership between Granda and El Camino to work together through the process especially in preparation to Charter renewals.

Currently, students receive a certificate of completion at age of 22.

Dr. Ngo asked about the years listed in the chart, all of them line up to our general A-G, except the English requirement.

These students on this track are not in general education classes. Currently, eight students would qualify.



Maggie Nance made a motion to approve the option of Alternative Diploma Pathway/Diploma With Exceptions for students who qualify for the California Alternate Assessment.

Kiumars Arzani seconded the motion.

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

**Roll Call**

Minh Ha Ngo	Aye
Roger Crystal	Absent
Nicholas Albonico	Aye
Kristina Irwin	Aye
Kiumars Arzani	Aye
Martha Monahan	Aye
Sara Margiotta	Absent
Andrew Paris	Aye
Amir Ebtehadj	Aye
Maggie Nance	Aye
Jessica Recinos	Absent

**VI. Finance**

**A. 2024-2025 First Interim Financial Report**

Dr. Ngo inquired regarding deficit regarding ADA numbers, the budget is based off of 3,000 enrollment, but ADA is 2,790.

Kiumars asked about the numbers in P1 of this year.

Maggie asked about the 1.5% variation of the deficit, should not be alarmed about the 670k. Minh Ha also stated we should be making the balance up through development.

Joe stated that we should seek more enrollment and grant opportunities.

Kiumars stated the LAUSD policy.

Kiumars Arzani made a motion to approve the 2024-2025 First Interim Financial Report.

Nicholas Albonico seconded the motion.

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

**Roll Call**

Kristina Irwin	Aye
Jessica Recinos	Absent
Amir Ebtehadj	Aye
Roger Crystal	Absent
Maggie Nance	Aye
Minh Ha Ngo	Aye
Nicholas Albonico	Aye
Sara Margiotta	Absent

**Roll Call**

Kiumars Arzani Aye  
Andrew Paris Aye  
Martha Monahan Aye

**B. 2023-24 Actuarial Valuation**

Dr. Ngo. mentioned that the gist is to put away more.

Maggie: Do these numbers change based on the state of the American economy? Joe mentioned that the ROI and the medical premiums have all been considered in the formula.

Martha Monahan made a motion to 2023-24 Actuarial Valuation.

Minh Ha Ngo seconded the motion.

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

**Roll Call**

Kristina Irwin Aye  
Kiumars Arzani Aye  
Sara Margiotta Absent  
Minh Ha Ngo Aye  
Martha Monahan Aye  
Amir Ebtehadj Aye  
Nicholas Albonico Aye  
Andrew Paris Aye  
Maggie Nance Aye  
Roger Crystal Absent  
Jessica Recinos Absent

**VII. Consent Agenda**

**A. Finance Items: School Organized Conferences/Trips**

Amir Ebtehadj made a motion to approve the school organized conferences/trips as submitted.

Nicholas Albonico seconded the motion.

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

**Roll Call**

Sara Margiotta Absent  
Jessica Recinos Absent  
Maggie Nance Aye  
Amir Ebtehadj Aye  
Nicholas Albonico Aye  
Andrew Paris Aye  
Minh Ha Ngo Abstain  
Kiumars Arzani Aye  
Roger Crystal Absent

**Roll Call**

Kristina Irwin Aye  
Martha Monahan Aye

**B. Personnel Items**

Personnel changes as submitted in the report.

**VIII. Closing Items**

**A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:36 PM.

Respectfully Submitted,  
Amir Ebtehadj

# 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 01\_28\_2025.pdf



**PALISADES**  
CHARTER HIGH SCHOOL  
*Empowering Educational Excellence.*

**Human Resources Report  
Board of Trustees Meeting  
January 28, 2025**

**Support for Pali Staff Impacted by the Palisade Fire**

Since evacuating on January 24, 2025, the HR team has been focused on assuring that employees are supported during this challenging time. We are grateful for our UTLA-PCHS and PESPU leaders, who have collaborated with us to quickly pivot to support our Pali students.

**Staff Gathering**

In fellowship and with tenacity, approximately 120 Pali staff members gathered on Monday, January 13<sup>th</sup>, while another 82 staff members joined us online. State and local leaders were in site to express their support, including First Partner Jennifer Siebel Newsom; Governor's Advisory Council on Physical Fitness and Mental Well-Being member, Nisha Devi; Executive Director of Mindsight Institute Dr. Dan Siegel; Mental Health Trauma Speaker Ross Szabo; LAUSD District 4 Representative, Nick Melvoin and District Director/Senior Advisor, Allison Holdorff Polhill, We are grateful to Beverly Hills Unified School District for hosting our staff as we began to address this unprecedented challenge together.

**Closed Session**

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

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 01\_28\_2025.pdf



# PALISADES CHARTER HIGH SCHOOL

*Empowering Educational Excellence.*

## Board of Trustees Meeting Operations Report January 2025

### Rafael Negroe

Director of Operations & Facilities

### Executive Summary

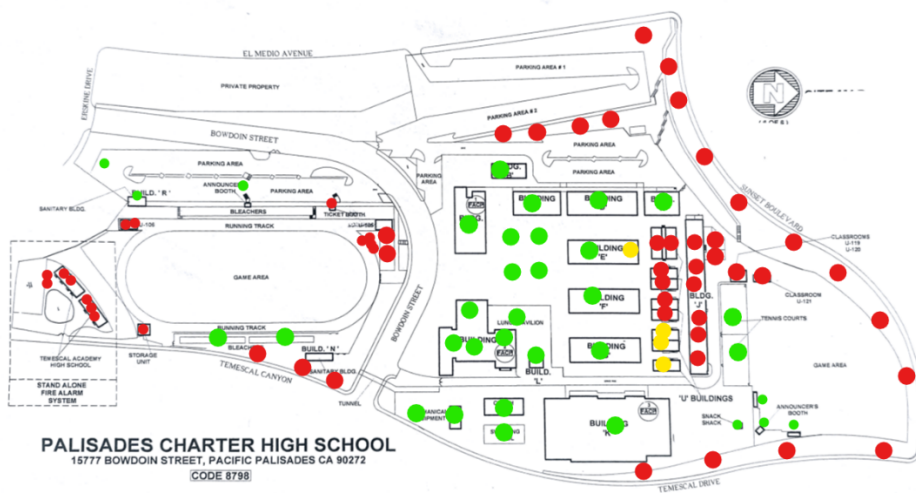
On January 7th, a fire emergency occurred at the Pali campus, necessitating a full evacuation. The evacuation process began at 11:15 AM and was completed by 11:35 AM. NO HUMAN LOSS, Unfortunately, the campus sustained significant damage due to the fire.

Key points of damage include:

- **Vegetation:** 90% of the vegetation on the hills surrounding the campus was burnt.
- **Modular Offices:** The modular offices near classrooms W119, W120, and W121 were destroyed.
- **Classrooms:** U101, U102, U103, U104, U105, U106, U107, U108, W119, W120, and W121 are a total loss.
- **J Building:** The entire J building and the adjacent storage space were destroyed.

Please refer to the attached damage map for a visual representation of the affected areas. The map uses the following color codes:

- **Red:** Total loss
- **Yellow:** Damaged
- **Green:** Not burnt or damaged by fire, but requires cleaning





# PALISADES CHARTER HIGH SCHOOL

*Empowering Educational Excellence.*



## **Kalei Park**

Permit Manager

- Permits office lost
- Utilizing permits department to continue scheduling all sports activities and other off campus activities
- Permits is managing utilization of the parking lots. Several agencies have requested to use the parking lots
- Permits will collaborate with Facilities to facilitate revival of items from Pali when permissible by authorities; we will use FMX to manage and track all requests





# PALISADES CHARTER HIGH SCHOOL

*Empowering Educational Excellence.*

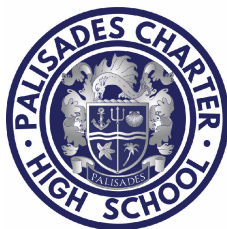


**Brooke King**  
MGAC Aquatic Director

## **MGAC/Pool:**

- The Aquatic Center was not damaged. Quick shutdown procedures and actions by the team prior to the evacuation ensured damage avoidance and prevented a potential explosion due to the flammable chemical tanks in storage.
- As a follow up, the aquatic director coordinated electrical shut off to the pool equipment through her liaison with Pali Fire Department to avoid damage to the filtering equipment.





# PALISADES CHARTER HIGH SCHOOL

*Empowering Educational Excellence.*



## **Susan Darvish**

Transportation Coordinator

- **ATS has been informed to suspend service and invoicing**

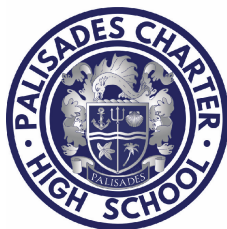
## **Summary:**

Some users have asked for a refund.

- 41 users have requested a refund totaling \$28,455.00
- 312 users have paid for January totaling \$76,380.00
- 89 users have paid for February totaling \$23,130.00
- 60 users have paid for March totaling \$16,000.00
- 58 users have paid for April totaling \$15,360.00
- 409 users have paid for May totaling \$105,645.00
- Total potential refund \$236,375

## **Cesar Gomez**

Campus Security Lead



# PALISADES CHARTER HIGH SCHOOL

*Empowering Educational Excellence.*

## **Security/Safety:**

### **Summary:**

Currently working with LAUSD and other agencies to secure the campus. The campus is being utilized by various fire departments as a staging point and gate remain unlocked.

All buildings are locked

### **Oscar Cabrera**

Facilities & Grounds Manager

Facilities Report: Fire Damage Summary

Pali Academy: Total loss.

Stadium:

- Field Level Lacrosse Locker Building (Shane Shack): Total loss
- Emergency Supplies Container (South End): Damaged.
- Garage (Southeast End): Total loss.
- Ticket Booth: Total loss.
- Field Level Outdoor Football Weight Room and Coaches' Office: Total loss.
- Infield (turf filler) (Under Visitor's Side): Burnt.

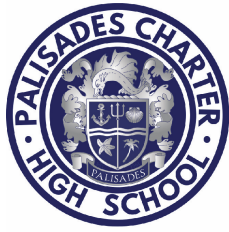
Main Campus: Damage explained above.

Department Equipment Loss:

- Golf carts
- Tools
- Supplies
- Other items

### **NO Fire damage to:**

- Legacy buildings (A, B, C, D, F, G)
- Gym (small and Large)
- Baseball Field

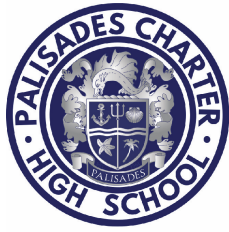


# PALISADES CHARTER HIGH SCHOOL

*Empowering Educational Excellence.*

- Basketball courts (black top)
- Mercer Hall
- Cafeteria and kitchen
- Student store
- Lunch pavilion





# PALISADES CHARTER HIGH SCHOOL

*Empowering Educational Excellence.*





# PALISADES CHARTER HIGH SCHOOL

*Empowering Educational Excellence.*

The team has been actively searching for a suitable temporary location. So far, we have visited five potential sites and are scheduled to visit three more. In addition, we have evaluated dozens of locations but deemed them unsuitable based on logistics and feasibility.

The evaluation process considers several critical factors, including:

- **Location**
- **Rent/lease cost**
- **Cost of construction or buildout**
- **Zoning laws and other regulatory restrictions**
- **Desire to keep the student body together**
- **Timeline for a move-in date**

These factors are essential in ensuring the chosen location meets the needs of the student body and Pali.

Getting Back to normal:

To support this effort, the team has conducted dozens of virtual and in-person meetings with federal agencies, state personnel, city and county officials, LAUSD, and insurance companies. These meetings aim to identify the process and needs to assess the current state of the facility, and strategize environmental assessment and cleaning protocols, debris removal, reconstruction, and ultimately the simultaneous return to Pali while reconstruction is occurring.

# Coversheet

## Director of Information Technology Report

**Section:** II. Organizational Reports  
**Item:** H. Director of Information Technology Report  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** Technology Board Report 01\_28\_2025.pdf



## **Board of Trustees Meeting – Information Technology Report January 28, 2025**

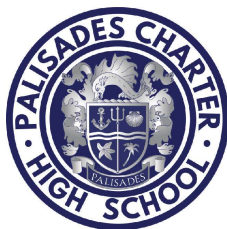
- The Technology Team has been focused on continuity support for students and staff. Receiving calls to the Help Desk line, responding to tickets, handing out devices to students on the weekends, and making house-calls to faculty and staff and students in dire need.
- Additional recovery and continuity efforts include working with all vendors to secure hardware, services, or to provide other supports.
  - Virtualization of domain controllers in the cloud to support critical synchronization with our Azure AD environment.
  - Working with state and local officials to organize and plan all aspects of technology recovery
  - Visiting and evaluating sites for temporary relocation potential
  - Processing and shipping emergency remote office supplies to faculty and staff
- The IT department continues to support the normal day-to-day operations within Infinite Campus, Schoology, and all other PCHS systems.



# 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 01\_28\_2025.pdf



# PALISADES CHARTER HIGH SCHOOL

*Empowering Educational Excellence.*

## CHIEF BUSINESS OFFICER

### Board of Trustees Meeting

**January 28, 2025**

#### **2024-2025 BUDGET UPDATE**

- Estimated Actuals as of December 2024 projected to have a net decrease of \$182,342 due to an increase in expenditures of \$764,692 offset and a decrease in revenue by \$12,827. First Interim net balance is projected to be \$777,519 lower compared to Adopted Budget.
- LCFF estimate is based on October 2024 ADA projected to be claimed for the remainder of the school year. ADA projected to be 2739 for 2024-25.
- Budget includes the full retention of all PCHS staff
- Projection includes a 2-month suspension of contracted services: Janitorial, Security, Food Services, and Transportation.

#### **2024-2025 AVERAGE DAILY ATTENDANCE (ADA)**

- **ADA estimate of 2,739 (94.22%) for the 2024-25 school**
- The Palisades Fire has displaced many students, as a result, ADA for the remainder of 2024-25 is difficult to predict.
  - J13-A waiver will all PCHS to maintain ADA based on October 2024
- 3 year hold harmless, filed on our behalf by CCSA, if passed by the State Legislature will allow PCHS to maintain ADA for 2024-25; 2025-26; 2026-27.

#### **COMPLIANCE**

- 2023-24 independent audit extension requested. Updated completion March 31, 2025.

#### **Temporary Site**

- We are in the process of narrowing down an alternative site which makes the most sense, educationally, logistically, and financially in the short and long-terms for our students, faculty, and staff.

#### **LOOKING AHEAD**

- 2025-26 Budget Calendar and Template Release, Feb 14, 2025

# 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 01\_28\_2025.pdf



# PALISADES CHARTER HIGH SCHOOL

*Empowering Educational Excellence.*

## **Executive Director/Principal Report Board of Trustees Meeting January 28, 2025**

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

**Schoolwide goals:** Academic Achievement, Communication, Diversity, Student Socioemotional Well-being, and Health

### **PCHS Temporary Relocation Update**

PCHS opened the new semester in a virtual learning environment with classes hosted on Zoom. Although virtual learning is not ideal for many students, I am grateful for the dedicated teachers, staff, and support providers who offer daily opportunities for students to continue learning and engaging with each other. *Everyone* at Pali High appreciates our faithful families who have rallied to keep our community strong.

PCHS trustees, administrators, faculty, and staff are fully committed to returning to in-person learning in the coming weeks. The relocation team works around the clock to secure and prepare a temporary environment suitable for in-person learning. We have narrowed our options by considering location, site size/capacity, the necessity for build-out/customization, occupation-readiness timelines, available resources, and potential instructional schedule adjustments. Simultaneously, we communicate daily with LAUSD and the many agencies and entities involved in restoring our campus to a safe and fully functional environment for students and staff. PCHS has the solid support of LAUSD to rebuild and repair the damaged portions of the campus expeditiously. Pali staff and I regularly engage with federal, state, and local agencies that provide support and guidance for those impacted by fires. I continue participating in town halls and meetings to stay fully informed of developments related to recovery efforts and leverage this information to expedite Pali's temporary relocation and restoration.

As PCHS prepares to shift to a new location, we will also do our best to support families unable to access in-person learning. When the time comes, PCHS will provide options and instructions for students who need to continue in a virtual environment.

### **Second Semester Preparation:**

#### **“Return to Learning” Staff Gathering and Professional Development - January 13, 2025**

Beverly Hills Unified School District hosted Pali High's “Return to Learning” gathering. The compassionate hospitality provided by Superintendent Dr. Michael Bregy and his staff along with the BHUSD Education Foundation was truly remarkable. The BHUSD team anticipated our

every need and provided a beautiful location, meals, tech assistance, and moral support. We are eternally grateful for the unprecedented support and partnership.

Guest Speakers: -

- Nisha Devi - Founder for Kala Wellness and Advisory Council on Physical Fitness/ Mental Well-being
- Jennifer Siebel Newsom - First Partner of California
- Nick Melvoin - District 4 Board Member of LAUSD with Senior Advisor & District Director Allison Holdorff
- Dr. Dan Siegel - MD and Founder and Director of Education, The Mindsight Institute
- Ross Szabo - Wellness Director at Geffen Academy at UCLA
  - Summer Mental Health Institute Director
  - Mental Health Advocate and Curriculum Designer
  - Director of Outreach of National Mental Health Awareness Campaign
  - Speaker to more than 2 million people and author of “Behind Happy Faces”

Preparation for online instruction January 14-17, 2025

Faculty and staff engaged in daily check-in & updates meetings as well as department and PLC meetings. In addition, the Academic Achievement Team provided training on instructional continuity planning and online lesson preparation.

**Department Updates**

*Attendance and Admissions Department – Mr. Tyler Farrell, Administrative Director of Admissions, Attendance, and Accountability*

- The PCHS Attendance Office is working as quickly as possible to complete checkouts for students leaving PCHS.
- We are working closely with LAUSD to explore all possible avenues for students who leave Pali, to return in a future semester. In the meantime, students will be issues return rights, which will make the re-enrollment process more streamlined.
- The 2025-26 Lottery will be run at 4:30pm on Friday January 31<sup>st</sup>.
- The total number of withdrawals is still unclear. However, now that our office staff have been set up with their tech tools, we anticipate being able to give a more detailed report at the next regular board meeting in February.
- HUGE thank you to the PCHS IT Team Jeff, Brian, Christian, Jaime, and Jon for their incredible support of our team and helping us get up and running as quickly as possible.

Other Activities

- The PCHS Colorguard will be merging with one of our sister programs, Santa Monica HS Colorguard, for the competitive Winterguard Season. Thank you to the SaMoHi, administration team, band director Kevin McKeown, and colorguard director Juan Gonazalez for the hospitality and giving our students a home this season.
- The PCHS Winter Drumline has secured donated and borrowed instruments for their upcoming season.
- I have heard many wonderful things about various teachers and their zoom lessons this week. It was truly inspiring.

*Counseling and Guidance Department – Mr. Chad Greendale, Administrative Director of Student Support Services*

- Counselors are working through schedule changes up to January 31.
- The department is reviewing final lists and identifying students for study skills, getting IEP students situated in their new classes, and enrolling new students.
- Counselors are meeting with students and parents.
- Credit recovery enrollment is in process.
- Mental Health supports are being provided to both students and parents.
- Information about community resources is also provided to families.
- Counselors are responding to hundreds of daily emails.
- Student records are being updated.
- Senior letters will be sent in February.

*Curriculum and Instruction Department – Ms. Diana Kim, Administrative Director of Curriculum and Instruction*

- All classes started smoothly on Zoom on Tuesday, January 21st "Check-in" with students.
- Students have Student Help Zoom when or if there are problems with Zoom.
- Classes are synchronous, one hour each alternating periods 1, 3, 5 and 2, 4, 6.
- Teachers had and will continue to have professional development focused on online teaching using Zoom, Kami, Padlet, Nearpod, Albert IO, Peardeck, IXL, and other software including e-textbooks. Teachers had a PD, Department Meeting, and PLC Meetings all week long on January 13<sup>th</sup> to 17<sup>th</sup>.
- Math Lab is open from 7:30am (before school) and after school from 12:30-4:00pm on Zoom.
- Study Center is also opened after school on Zoom.
- Every teacher has Office Hours to offer students additional help.

# Coversheet

## 2024-25 Budget vs Actual

**Section:** VI. Finance  
**Item:** A. 2024-25 Budget vs Actual  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** Budget vs Actual December 2024.pdf

Palisades Charter High School - Estimate as of December 2024

		2023-2024	2024-2025 Adopted Budget (DRAFT)			2024-2025 Estimate as of December 2024	Comments
Enrollment		2,988	3,000			2,907	
ADA		2,779	2,790			2,739	
Per student funding		12,992	13,121			13,121	
Description	Obj Code	Unaudited Actuals	Unrestricted	Restricted	Total	Total	
<b>A. Revenues</b>							
LCFF/Revenue Limit Sources							
State Aid	8011	20,614,514	15,598,494		15,598,494	15,313,360	ADA Estimate at 2739 using October ADA to project the remainder of the school year per J-13A waiver. This is a decline of 51 ADA from Budget
Education Protection Act	8012	5,115,989	10,385,940		10,385,940	10,300,508	ADA Estimate at 2739 using October ADA to project the remainder of the school year per J-13A waiver. This is a decline of 51 ADA from Budget
State Aid (Prior Years)	8019	8,174			-	-	
In Lieu of Property Tax	8096	11,092,739	10,516,793		10,516,793	10,324,551	calculated at \$3769.46/ADA per LAUSD RSA (April 2024)
<b>Total, LCFF/Revenue Limit Resources</b>		<b>36,831,416</b>	<b>36,501,227</b>	<b>-</b>	<b>36,501,227</b>	<b>35,938,419</b>	
Federal Revenues							
Special Education - IDEA	8285	720,512		740,968	740,968	727,424	\$265.58/ADA (As of April RSA)
Child Nutrition - Federal	8220	377,026		200,000	200,000	350,000	
<b>Other Federal</b>							
Title I	8290	255,668		255,285	255,285	283,416	per CDE 8/22/24
Title II	8290	50,501		49,690	49,690	54,913	per CDE 8/22/24
Title III - English Learners (4203)	8290	-		2,849	2,849	-	per CDE 8/22/24
Title III - Immigrant (4201)	8290	-		-	-	1,189	per CDE 8/22/24
Title IV	8290	21,866		21,409	21,409	18,747	per CDE 8/22/24
Perkins	8290	38,821		40,695	40,695	40,695	per CTE Budget
Dept of Rehab	8290	-		-	-	-	
Child Nutrition - Supply Chain (5466)	8220	181,328		-	-	-	
ELC COVID Testing Award	8290	-		-	-	-	
ESSR I (COVID-19 Grant)	8290	-		-	-	-	
ESSR II (COVID-19 Grant)	8290	-		-	-	-	
ESSR III (COVID-19 Grant) (3213)	8290	1,088,338		-	-	102,474	Fully obligated by 9/30/2024
ESSER III - Learning Loss (3214)	8290	442,909		-	-	-	
Expanded Learning Opportunity (ELO): ESSER II (3216)	8290	-		-	-	-	
Expanded Learning Opportunity (ELO): GEER II (3217)	8290	-		-	-	-	
Expanded Learning Opportunity (ELO): ESSER III (3218)	8290	16,578		-	-	-	
Expanded Learning Opportunity (ELO): ESSER III State (3219)	8290	238,439		-	-	101,406	Fully obligated by 9/30/2024
American Rescue Plan - Homeless Children & Foster Youth (5634)	8290	1,368		-	-	-	
Learning Loss & Mitigation (CRF)	8290	-		-	-	-	
Learning Loss & Mitigation (GEER)	8290	-		-	-	-	
<b>Total, Federal Resources</b>		<b>3,433,354</b>	<b>-</b>	<b>1,310,896</b>	<b>1,310,896</b>	<b>1,680,263</b>	
Other State Revenues							
Child Nutrition - State	8520	720,887		400,000	400,000	700,000	In line with 2023-4 Unaudited Actuals
Mandated Cost Reimbursement	8550	148,426	153,924		153,924	151,111	\$55.17/ADA
Supplemental Block Grant	8590	32,063			-	-	
State Lottery (Non Prop 20)	8560	619,655	493,830		493,830	484,803	\$177/ADA
State Lottery (Prop 20)	8560	323,761		200,880	200,880	197,208	\$72/ADA

0.942208462

35,938,419.00

(562,808)

0

150,000

369,367

300,000

(2,814)

(9,027)

(3,672)



		2023-2024	2024-2025 Adopted Budget (DRAFT)			2024-2025 Estimate as of December 2024	Comments	
Enrollment		2,988	3,000			2,907		
ADA		2,779	2,790			2,739		0.942208462
Per student funding		12,992	13,121			13,121		
Description	Obj Code	Unaudited Actuals	Unrestricted	Restricted	Total	Total		
CTE	8590	501,404			-	342,000	per CTE Budget	342,000
Arts and Music in Schools (AMS)	8590	388,392			-	-	Recognize allocation - unspent revenue part of restricted ending fund balance (per cde)	
Arts, Music & Instructional Materials Block Grant (6762)	8590	859,896			-	-	Recognize allocation - unspent revenue part of restricted ending fund balance (per cde)	
Learning Recovery Emergency Block Grant (7435)	8590	(264,144)			-	-	Negative revenue adjustment by the state	
Special Ed - Mental Health (65460)	8590	222,401		199,485	199,485	196,983	\$71.50/ADA, New for 23/24	(2,503)
<b>Total, State Revenues</b>		<b>3,967,460</b>	<b>647,754</b>	<b>1,142,365</b>	<b>1,790,119</b>	<b>2,072,104</b>		281,985
Other Local Revenues								
Special Education - AB602	8677	2,667,711		2,562,615	2,562,615	2,558,023	\$918.50/ADA	
Food Service Sales	8634	42,560		50,000	50,000	50,000		
Leases & Rentals	8650	847,003		950,000	950,000	850,000		
Interest	8660	545,176		200,000	200,000	203,222		
LAUSD SpEd Option 3 Grant	8697	-		100,000	100,000	100,000		
Fundraising	8699	327,623		450,000	450,000	450,000		
LAUSD SpEd Option 3 Learning Recovery Grant	8699	-			-	-		
General Fund Contribution (unaudited only)	8980	-			-	-		
<b>Total, Other Local Revenues</b>		<b>4,430,074</b>	<b>-</b>	<b>4,312,615</b>	<b>4,312,615</b>	<b>4,211,244</b>		
<b>Total Revenues</b>		<b>48,662,303</b>	<b>37,148,982</b>	<b>6,765,876</b>	<b>43,914,858</b>	<b>43,902,031</b>		(12,827)
<b>B. Expenditures</b>								
Certificated Salaries								
Teachers' Salaries-Full-Time	1110	14,542,828	12,320,628	1,828,239	14,148,867	14,193,649		
Teachers Salaries-Librarian	1130	152,657	165,849		165,849	152,657		
Teachers' Salaries-Substitute	1160	575,145	472,350		472,350	657,441	Projecting: High substitute usage (illness, leaves, PD, etc.). Similar to 2023-24 Unaudited Actuals	15,003,746
Cert Pupil Supp Sal-Counselors	1200	928,480	1,013,547		1,013,547	1,077,388		
Cert Administrators	1310	907,695	897,786		897,786	976,413		
Other Support/Step& Column Impact	1330		129,399		129,399			
Auxiliaries/Periods/Net	1930				-			
FTEs Increase/Decrease					-			
Impact of Tentative UTLA Agreement					-			
Certificated Off-Schedule Pay					-			
ESSER II/III funded certificated time					-			
ELO Related Certificated Time	1110				-		Estimated additional PD expense for 2023-24 (ELO). None planned yet for 2024-25	
<b>Total, Certificated Salaries</b>		<b>17,106,805</b>	<b>14,999,560</b>	<b>1,828,239</b>	<b>16,827,799</b>	<b>17,057,548</b>		229,749 32,396,253 32,858,999 462,746
Classified Salaries								
Instruct Aide	2110	859,610		862,337	862,337	915,223		974,810 52,885
Maint/Operations	2210	250,780	210,710		210,710	243,224		32,513
Classified Administrators	2310	481,755	452,205		452,205	477,531		25,326
Cler Tech Office Staff Sal-FT	2410	1,931,659	1,923,706		1,923,706	2,200,413		2,220,413 276,708
Food Services	2130	56,423	-	66,672	66,672	59,587		(7,084)
Cler Tech Off Staff Sal-Sub	2460	-	-	40,000	40,000	20,000		(20,000)
Other Classified	2910	1,178,199	1,103,750	100,500	1,204,250	1,081,242		1,406,986 (123,008)
Math Paraprofessionals	2920	308,405		211,837	211,837	325,744		113,907

		2023-2024	2024-2025 Adopted Budget (DRAFT)			2024-2025 Estimate as of December 2024	Comments
Enrollment		2,988	3,000			2,907	
ADA		2,779	2,790			2,739	
Per student funding		12,992	13,121			13,121	
Description	Obj Code	Unaudited Actuals	Unrestricted	Restricted	Total	Total	
Positions/Hours					-		
Classified Retro					-		
Classified Additional Time					-		
ELO Related Classified Time	2920				-		
<b>Total, Classified Salaries</b>		<b>5,066,832</b>	<b>3,690,371</b>	<b>1,281,346</b>	<b>4,971,717</b>	<b>5,322,964</b>	351,247
Employee Benefits							
State Teachers Retirement System (STRS), Certificated Positions	3111	3,142,721	2,864,916	349,194	3,214,110	3,294,008	STRS Employer contribution rate increases from 16.92% (2021-22) to 19.1% (2022-23). Remained flat at 19.1% for 2023-24 and 2024-25. 79,898
State Teachers Retirement System (STRS), Classified Positions	3112	76,434	60,123		60,123	79,245	19,122
Public Employees Retirement System (PERS), Certificated Positions	3211	31,373	37,230		37,230	61,563	24,333
Public Employees Retirement System (PERS), Classified Positions	3212	941,126	998,245	346,604	1,344,849	1,444,460	PERS employer contribution rate increases from 22.91% (2021-22) to 25.37% (2022-23) to 26.68% in 2023-24. Rate for 2024-25 is 27.05% 99,611
OASDI, Certificated Positions	3311	23,204	23,380		23,380	23,286	271,957 (94)
OASDI, Classified Positions	3312	281,111	228,803	79,443	308,246	293,591	366,882 (14,655)
Medicare, Cert Positions	3331	246,734	217,494	26,509	244,003	248,671	4,668
Medicare, Class Positions	3332	72,450	53,510	18,580	72,090	73,291	1,201
Hlth & Wlfr Benefits, Cert	3411	2,551,426	2,528,666	312,171	2,840,837	2,542,182	2024-25 rate increase of 5.5% (298,655)
Hlth & Wlfr Benefits, Class	3412	1,187,979	995,946	374,863	1,370,809	1,245,899	2024-25 rate increase of 5.5% (124,911)
State Unemploy Insur, Cert Pos	3511	32,093	74,998	9,141	84,139	84,139	Rate returns to 0.050% by state of CA (compared to 0.50% in 22-23) 0
State Unemploy Insur, Clas Pos	3512	13,754	18,452	6,407	24,859	24,859	Rate returns to 0.050% by state of CA (compared to 0.50% in 22-23) 0
Worker Comp Insur, Cert Pos	3611	132,176	127,443		127,443	258,888	2024-25 rate decrease of 11.1% 131,445
Worker Comp Insur, Class Pos	3612	56,833	54,619		54,619	110,955	2024-25 rate decrease of 11.1% 56,336
Lifetime Retiree Benefits, Cert	3931	508,867	553,000		553,000	588,558	Must fund at this level per actuary & LAUSD recommendation. May need to increase funding level according to new actuary valuation. 35,558
Lifetime Retiree Benefits, Class	3932	100,008	237,000		237,000	104,893	Must fund at this level per actuary & LAUSD recommendation. May need to increase funding level according to new actuary valuation. (132,107)
<b>Total, Employee Benefits</b>		<b>9,398,291</b>	<b>9,073,826</b>	<b>1,522,912</b>	<b>10,596,738</b>	<b>10,478,487</b>	(118,250)
Supplies							
Textbooks	4100	399,861			-	41,304	Finance recommends we purchase textbooks 2024-25 textbooks in current year. ESSER III funds were utilized. Amount reflects unbudgeted and necessary textbook purchases. 528,329
Instructional Materials	4300	-	300,718		300,718	255,245	
Instructional Materials - CTE	4300	332,456		144,783	144,783	147,409	CTE Expenses
Office (Tech) Supplies	4350	59,739	5,000		5,000	61,986	
Other Supplies	4390	54,250	56,500		56,500	63,689	
Non-Capitalized Equipment	4410	1,110,614	198,500	445,744	644,244	620,128	
Food Service Supplies	4700	402,957		350,000	350,000	313,245	Increase in number of meals served, resulting in increased food service supplies needed. Decrease in 2 months of food service supplies.
<b>Total, Supplies</b>		<b>2,359,877</b>	<b>560,718</b>	<b>940,527</b>	<b>1,501,246</b>	<b>1,503,006</b>	1,761
Services							
Mileage & Car Allowances	5210	6,240	4,000	1,000	5,000	8,071	
Travel and Conferences	5220	113,028	30,000	75,000	105,000	102,125	PD funds mostly tied to restricted sources (Title II, Educator Effectiveness, etc) 110,197
Dues and Memberships/Subscriptions	5310	493,986	553,075	45,000	598,075	515,168	
Insurance	5400	453,260	510,555		510,555	658,887	

		2023-2024	2024-2025 Adopted Budget (DRAFT)			2024-2025 Estimate as of December 2024	Comments		
Enrollment		2,988	3,000			2,907			
ADA		2,779	2,790			2,739			0.942208462
Per student funding		12,992	13,121			13,121			
Description	Obj Code	Unaudited Actuals	Unrestricted	Restricted	Total	Total			
Operations & Housekeeping Supplies	5510	265,091	207,000		207,000	212,103		662,466	
Utilities	5520	568,768	467,483		467,483	450,363	Increase of 5% LAUSD RSA, increase from FY22-FY23 was 5%		
Rentals/Leases/Repairs	5610	533,752	443,000		443,000	499,522			
Transportation	5811/5812	205,143	334,306	182,700	517,006	969,014	Transportation cost adjusted for 1 month of non-use due to Palisades Fire. Projection includes refund of student transportation.	5,716,975	452,008
Oth Contracted Services	5800	27,623	39,447		39,447	10,502		579,600	
STRS Int & Penalties	5803	886	1,200		1,200	1,251			
Contracted Services	5810	3,938,903	1,814,958	2,180,046	3,995,003	3,960,418	Projection includes 2 month cost reduction of services: Janitorial, Security, Food Services		(34,585)
Legal, Audit, & Election Costs	5821	570,258	147,892	296,006	443,898	393,475			
Advertisement	5831	1,200	1,575		1,575	-			
Computer/Technlgy Related Serv	5840	8,625	19,845		19,845	18,415			
Consl/Ind Contractors(NonEmp)	5850	251,224	244,983		244,983	220,005	Teachers on Reserve - Sub teacher backfill		
Fingrprt,Phys, XRY&Oth Emp Cst	5860	13,396	17,307		17,307	19,287	Hiring costs significantly exceeded prior years - higher staff turnover (FTEs & contractors) resulted in more background clearances/checks, etc.		
Other Services	5890	225,907	243,880		243,880	124,608			
Communications Services	5910	52,710	56,911		56,911	59,769			
<b>Total, Services</b>		<b>7,730,000</b>	<b>5,137,418</b>	<b>2,779,752</b>	<b>7,917,169</b>	<b>8,222,983</b>		305,814	
Captial Outlay									
Sites & Improvement	6100								
Buildings & Improvement	6200	(0)	660,750		660,750	657,982	Allocation for classroom and building deferred maintenance		
Equipment & Technology	6400	0	400,000		400,000	(0)			
Equipment/Furniture Replacement	6500								
<b>Total, Captial Outlay</b>		<b>0</b>	<b>1,060,750</b>	<b>-</b>	<b>1,060,750</b>	<b>657,982</b>			
Depreciation Expense (Financial Reporting Basis)	6900	929,350	1,140,000	-	1,140,000	1,140,000			
Other Outgo									
Indirect Cost (LAUSD)	7299	360,955	365,012		365,012	359,384	Calculated at a rate of 1% of LCFF revenue		
Interest	7438				-			0.19	359,384.19
Fund 09 to Fund 20 Payment (Unaudited Only)									
<b>Total, Other Outgo</b>		<b>360,955</b>	<b>365,012</b>	<b>-</b>	<b>365,012</b>	<b>359,384</b>			
<b>Total Expenditures (Financial Reporting Basis)</b>		<b>42,952,111</b>	<b>34,966,904</b>	<b>8,352,776</b>	<b>43,319,680</b>	<b>44,084,372</b>		764,692	
<b>Total Expenditures (Cash Reporting Basis)</b>		<b>42,022,760</b>	<b>34,887,654</b>	<b>8,352,776</b>	<b>43,240,430</b>	<b>43,602,354</b>			
<b>C. Ending Balance: Excess (Deficiency) - Financial Reporting Basis</b>		<b>5,710,192</b>	<b>2,182,078</b>	<b>(1,586,900)</b>	<b>595,178</b>	<b>(182,342)</b>		68,087.96	(114,253.61)
<b>C. Ending Balance: Excess (Deficiency) - Cash Reporting</b>		<b>6,639,542</b>	<b>2,261,328</b>	<b>(1,586,900)</b>	<b>674,428</b>	<b>299,677</b>	(Revenue - Expenses: Cash Reporting Basis)		777,519
<b>D. Net Increase (Decrease)</b>		<b>5,710,192</b>	<b>2,182,078</b>	<b>(1,586,900)</b>	<b>595,178</b>	<b>(182,342)</b>			
<b>E. Fund Balance</b>									

# Coversheet

## Finance Items: School Organized Conferences/Trips

**Section:** VII. Consent Agenda  
**Item:** A. Finance Items: School Organized Conferences/Trips  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** Request for School Organized Trip.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 Employee Certified \_\_\_\_\_  
School: **Palisades Charter High School** Supervising trip \_\_\_\_\_ Non-Cert. \_\_\_\_\_  
Telephone Number **(310) 230-6623** Grade levels (Circle) 9 10 11 12 OTHER \_\_\_\_\_

1. Destination \_\_\_\_\_ Are admission fees charged? Yes \_\_\_\_\_ No \_\_\_\_\_
2. Dates of Trips \_\_\_\_\_ 3. Number of Students \_\_\_\_\_ Number of adults \_\_\_\_\_
4. Name and employee number of employee who will go on trip: \_\_\_\_\_
5. Substitute required? Yes \_\_\_\_\_ No \_\_\_\_\_ How Many? \_\_\_\_\_ Source of funds \_\_\_\_\_
6. Time schedule required by school: Leave School \_\_\_\_\_ Arrive destination \_\_\_\_\_  
Leave destination \_\_\_\_\_ Return school \_\_\_\_\_
7. Duration of trip: Less than one day \_\_\_ One day \_\_\_\_\_ Overnight \_\_\_\_\_ (if overnight, how many days?) \_\_\_\_\_
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 form this activity. Please state specifically as an instructional objective (not required for athletic trips of Youth Services Activities) The students will \_\_\_\_\_
10. Source of funds for trip \_\_\_\_\_

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.

# Coversheet

## Personnel Items

**Section:** VII. Consent Agenda  
**Item:** B. Personnel Items  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** Personnel Consent Agenda Items 01\_28\_2025.pdf



**PCHS BOARD CONSENT AGENDA: PERSONNEL ITEMS**  
**January 28, 2025**

**Approve/Ratify Certificated Employment**

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE</u>
Ryan, Danielle	Mod/Severe Teacher	1/13/25

**Approve/Ratify Classified Employment**

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE</u>
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**Approve/Ratify Retirement/Resignation/Termination**

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE</u>
Nguyen, Lynne	Mild/Mod RSP Teacher	12/20/24
Solares, Laura	Instructional Assistant	1/6/25
O'Connor, Erin	PE Teacher	1/8/25