



Palisades Charter High School

Special Board Meeting

Date and Time

Tuesday February 25, 2025 at 4:30 PM PST

Location

Join from PC, Mac, iPad, or Android:

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

Phone one-tap:

+16694449171,,86302920528# US

+16699009128,,86302920528# 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

+1 301 715 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

+1 646 558 8656 US (New York)

+1 646 931 3860 US
+1 689 278 1000 US
Webinar ID: 863 0292 0528
International numbers available: <https://palihigh-org.zoom.us/j/kcyrtlGMJ1>

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

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

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

Agenda

| | Purpose | Presenter | Time |
|---|---------|----------------|----------------|
| I. Opening Items | | | 4:30 PM |
| Opening Items | | | |
| A. Call the Meeting to Order | | Sara Margiotta | |
| B. Record Attendance and Guests | | | 2 m |
| C. Public Comment | | | 30 m |
| <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> | | | |

| | 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).

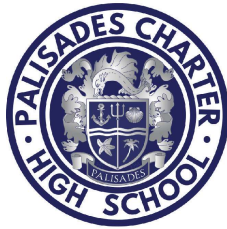
Google Form Public Comment Procedure: A Google form is available 24 hours prior to the meeting for Public Comment. Please refer to the Dewey Dolphin email or copy/paste this link <https://forms.gle/kSsxkvL6T9GgXpdEA>. Your comment will be read aloud by the Board Vice Chair. Public comments submitted 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).

| | | | | |
|-------------|--|------|----------------|----------------|
| II. | Academic Excellence | | | 5:02 PM |
| A. | CAASPP Waiver Due to Palisades Fire Related Conditions | Vote | Diana Kim | 10 m |
| | "To Approve the CAASPP Waiver Due to Palisades Fire Related Conditions." | | | |
| III. | Finance | | | 5:12 PM |
| A. | CARS 2024-25 Winter Release | Vote | Joseph Lin | 5 m |
| | "To Approve 2024-25 CARS Application – Winter Release." | | | |
| IV. | Closing Items | | | 5:17 PM |
| A. | Adjourn Meeting | FYI | Sara Margiotta | 1 m |

Coversheet

CARS 2024-25 Winter Release

| | |
|--------------------------|---------------------------------------|
| Section: | III. Finance |
| Item: | A. CARS 2024-25 Winter Release |
| Purpose: | Vote |
| Submitted by: | |
| Related Material: | 2024-25 CARS App - Winter Release.pdf |



PALISADES CHARTER HIGH SCHOOL

Empowering Educational Excellence.

CHIEF BUSINESS OFFICER

COVER SHEET FOR AGENDA ITEMS

February 25, 2025

TOPIC/ AGENDA ITEM:

VI. FINANCE

B. 2024-2025 Consolidated Application (CARS Application)

PERSONNEL INVOLVED:

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

ISSUES INVOLVED/FISCAL IMPLICATIONS (IF ANY):

The purpose of this action is to approve the 2024-2025 Consolidated Application and Reporting System certification. The Consolidated Application (also known as ConApp) is used by the California Department of Education (CDE) to distribute categorical funds from various federal programs (e.g., Title I, Part A; Title II; etc.) to county offices, school districts, and direct funded charter schools throughout California. The attached CARS application is part of the Spring Release (deadline of 9/30/2024) and contains the entitlements for each Federally funded program.

The CARS App, which PCHS submitted on 9/29/24, certifies that PCHS has applied for these funds and will use the funds according to Federal rules and regulations. The Winter release was certified on 2/9/2025.

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

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

CHIEF BUSINESS OFFICER'S RECOMMENDATION:

The Chief Business Officer recommends that the Board approve the 2024-2025 Consolidated Application - Winter Release.

RECOMMENDED MOTION:

"To approve 2024-25 CARS Application – Winter Release."

Joseph Lin
Chief Business Officer

California Department of Education**Consolidated Application**

Palisades Charter High (19 64733 1995836)

Status: Certified
Saved by: Joseph Lin
Date: 9/29/2024 9:08 PM**2024–25 Certification of Assurances**

Submission of Certification of Assurances is required every fiscal year. A complete list of legal and program assurances for the fiscal year can be found at <https://www.cde.ca.gov/fg/aa/co/ca24assurance.toc.asp>.

CDE Program Contact:

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

Consolidated Application Certification Statement

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

| | |
|--|------------------------|
| Authorized Representative's Full Name | Joseph Lin |
| Authorized Representative's Signature | |
| Authorized Representative's Title | Chief Business Officer |
| Authorized Representative's Signature Date | 09/29/2024 |

*****Warning*****

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Report Date: 2/9/2025

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California Department of Education**Consolidated Application**

Palisades Charter High (19 64733 1995836)

Status: Certified
Saved by: Joseph Lin
Date: 9/29/2024 9:09 PM**2024–25 Protected Prayer Certification**

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

CDE Program Contact:

Miguel Cordova, Title I Policy, Program, and Support Office, MCordova@cde.ca.gov, 916-319-0381

Protected Prayer Certification Statement

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

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

| | |
|--|------------------------|
| The authorized representative agrees to the above statement | Yes |
| Authorized Representative's Full Name | Juan Pablo Herrera |
| Authorized Representative's Title | Chief Business Officer |
| Authorized Representative's Signature Date | 08/13/2024 |
| Comment If the LEA is not able to certify at this time, then an explanation must be provided in the comment field. (Maximum 500 characters) | |

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2024–25 LCAP Federal Addendum Certification**CDE Program Contact:**Local Agency Systems Support Office, LCAPAddendum@cde.ca.gov, 916-323-5233**Initial Application**

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

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

Returning Application

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

| | |
|--|------------------------|
| County Office of Education (COE) or District For a COE, enter the original approval date as the day the CDE approved the current LCAP. For a district, enter the original approval date as the day the COE approved the current LCAP | |
| Direct Funded Charter Enter the adoption date of the current LCAP | 06/11/2024 |
| Authorized Representative's Full Name | Juan Pablo Herrera |
| Authorized Representative's Title | Chief Business Officer |

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California Department of Education**Consolidated Application**

Palisades Charter High (19 64733 1995836)

Status: Certified
Saved by: Joseph Lin
Date: 9/29/2024 9:09 PM**2024–25 Application for Funding****CDE Program Contact:**Consolidated Application Support Desk, Education Data Office, ConAppSupport@cde.ca.gov, 916-319-0297**Local Governing Board Approval**

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

| | |
|---|-----|
| By checking this box the LEA certifies that the Local Board has approved the Application for Funding for the listed fiscal year | Yes |
|---|-----|

District English Learner Advisory Committee Review

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

| | |
|---|-----|
| By checking this box the LEA certifies that parent input has been received from the District English Learner Committee (if applicable) regarding the spending of Title III funds for the listed fiscal year | Yes |
|---|-----|

Application for Categorical Programs

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

| | |
|---|-----|
| Title I, Part A (Basic Grant) ESSA Sec. 1111 et seq. SACS 3010 | Yes |
| Title II, Part A (Supporting Effective Instruction) ESEA Sec. 2104 SACS 4035 | Yes |
| Title III English Learner ESEA Sec. 3102 SACS 4203 | Yes |
| Title III Immigrant ESEA Sec. 3102 SACS 4201 | No |
| Title IV, Part A (Student and School Support) ESSA Sec. 4101 SACS 4127 | Yes |

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California Department of Education**Consolidated Application**

Palisades Charter High (19 64733 1995836)

Status: Certified
Saved by: Joseph Lin
Date: 2/9/2025 2:45 PM**2024–25 Federal Transferability**

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

Note: Funds utilized under Title V, Part B AFUA are not to be included on this form.

CDE Program Contact:

Lisa Fassett, Professional Learning Support & Monitoring Office, LFassett@cde.ca.gov, 916-323-4963
Kevin Donnelly, Rural Education and Student Support Office, TitleIV@cde.ca.gov, 916-319-0942

Title II, Part A Transfers

| | |
|---|----------|
| 2024–25 Title II, Part A allocation | \$56,781 |
| Transferred to Title I, Part A | \$0 |
| Transferred to Title I, Part C | \$0 |
| Transferred to Title I, Part D | \$0 |
| Transferred to Title III English Learner | \$0 |
| Transferred to Title III Immigrant | \$0 |
| Transferred to Title IV, Part A | \$0 |
| Transferred to Title V, Part B, Subpart 1 Small, Rural School Achievement Grant | \$0 |
| Transferred to Title V, Part B, Subpart 2 Rural and Low-Income Grant | \$0 |
| Total amount of Title II, Part A funds transferred out | \$0 |
| 2024–25 Title II, Part A allocation after transfers out | \$56,781 |

Title IV, Part A Transfers

| | |
|--|----------|
| 2024–25 Title IV, Part A allocation | \$18,762 |
| Transferred to Title I, Part A | \$0 |
| Transferred to Title I, Part C | \$0 |
| Transferred to Title I, Part D | \$0 |
| Transferred to Title II, Part A | \$0 |
| Transferred to Title III English Learner | \$0 |
| Transferred to Title III Immigrant | \$0 |
| Transferred to Title V, Part B Subpart 1 Small, Rural School Achievement Grant | \$0 |
| Transferred to Title V, Part B Subpart 2 Rural and Low-Income Grant | \$0 |
| Total amount of Title IV, Part A funds transferred out | \$0 |
| 2024–25 Title IV, Part A allocation after transfers out | \$18,762 |

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California Department of Education**Consolidated Application**

Palisades Charter High (19 64733 1995836)

Status: Certified
Saved by: Joseph Lin
Date: 2/9/2025 2:45 PM**2024–25 Title I, Part A LEA Allocation and Reservations**

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

CDE Program Contact:Sylvia Hanna, Title I Policy, Program, and Support Office, SHanna@cde.ca.gov, 916-319-0948Rina DeRose, Title I Policy, Program, and Support Office, RDeRose@cde.ca.gov, 916-323-0472

| | |
|---|-----------|
| 2024–25 Title I, Part A LEA allocation (+) | \$292,162 |
| Transferred-in amount (+) | \$0 |
| Nonprofit private school equitable services proportional share amount (-) | \$0 |
| 2024–25 Title I, Part A LEA available allocation | \$292,162 |

Required Reservations

| | |
|---|---------|
| Parent and family engagement (If the allocation is greater than \$500,000, then parent and family engagement equals 1% of the allocation minus the nonprofit private school equitable services proportional share amount.) | \$0 |
| School parent and family engagement | \$0 |
| LEA parent and family engagement | \$5,000 |
| Local neglected institutions Does the LEA have local institutions for neglected children? | |
| Local neglected institutions reservation | |
| Local delinquent institutions Does the LEA have local institutions for delinquent children? | |
| Local delinquent institutions reservation | |
| Direct or indirect services to homeless children, regardless of their school of attendance | \$1 |

Authorized Reservations

| | |
|-------------------------------------|----------|
| Public school Choice transportation | \$0 |
| Other authorized activities | \$0 |
| 2024–25 Approved indirect cost rate | 11.60% |
| Indirect cost reservation | \$15,000 |
| Administrative reservation | \$18,000 |

Reservation Summary

| | |
|---|-----------|
| Total LEA required and authorized reservations | \$38,001 |
| School parent and family engagement reservation | \$0 |
| Amount available for Title I, Part A school allocations | \$254,161 |

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California Department of Education**Consolidated Application**

Palisades Charter High (19 64733 1995836)

Status: Certified
Saved by: Joseph Lin
Date: 2/9/2025 2:46 PM**2024–25 Title II, Part A LEA Allocations**

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

CDE Program Contact:Alice Ng (Fiscal), Division Support Office, ANg@cde.ca.gov, 916-323-4636Lisa Fassett (Program), Professional Learning Support & Monitoring Office, LFassett@cde.ca.gov, 916-323-4963

| | |
|--|----------|
| 2024–25 Title II, Part A allocation | \$56,781 |
| Transferred-in amount | \$0 |
| Total funds transferred out of Title II, Part A | \$0 |
| 2024–25 Total allocation | \$56,781 |
| Administrative and indirect costs | \$0 |
| Reservation for equitable services for nonprofit private schools | \$0 |
| 2024–25 Title II, Part A adjusted allocation | \$56,781 |

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California Department of Education**Consolidated Application**

Palisades Charter High (19 64733 1995836)

Status: None

Date: None

2024–25 Title III English Learner Student Program Subgrant Budget

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

CDE Program Contact:Annie Abreu Park, Language Policy and Leadership Office, AAbreuPark@cde.ca.gov, 916-319-9620Geoffrey Ndirangu, Language Policy and Leadership Office, GNdirang@cde.ca.gov, 916-323-5831**Estimated Allocation Calculation**

| | |
|--|----------|
| Estimated English learner per student allocation | \$130.25 |
| Estimated English learner student count | |
| Estimated English learner student program allocation | \$0 |

Note: \$10,000 minimum program eligibility criteria

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

Budget

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

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California Department of Education**Consolidated Application**

Palisades Charter High (19 64733 1995836)

Status: Certified
Saved by: Joseph Lin
Date: 2/9/2025 2:46 PM**2024–25 Title IV, Part A LEA Allocations**

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

CDE Program Contact:Kevin Donnelly, Rural Education and Student Support Office , TitleIV@cde.ca.gov, 916-319-0942

| | |
|---|----------|
| 2024–25 Title IV, Part A LEA allocation | \$18,762 |
| Funds transferred-in amount | \$0 |
| Funds transferred-out amount | \$0 |
| 2024–25 Title IV, Part A LEA available allocation | \$18,762 |

Reservations

| | |
|--|----------|
| Indirect cost reservation | \$0 |
| Administrative reservation | \$0 |
| Equitable services for nonprofit private schools | \$0 |
| 2024–25 Title IV, Part A LEA adjusted allocation | \$18,762 |

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2024–25 Substitute System for Time Accounting

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

CDE Program Contact:

Hilary Thomson, Fiscal Oversight and Support Office, HThomson@cde.ca.gov, 916-323-0765

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

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

| | |
|---|--|
| 2024–25 Request for authorization | |
| LEA certifies that the following is a full disclosure of any known deficiencies with the substitute system or known challenges with implementing the system (Maximum 500 characters) | |

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California Department of Education**Consolidated Application**

Palisades Charter High (19 64733 1995836)

Status: Certified
Saved by: Joseph Lin
Date: 2/9/2025 2:46 PM**2024–25 Consolidation of Administrative Funds**

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

CDE Program Contact:Hilary Thomson, Fiscal Oversight and Support Office, HThomson@cde.ca.gov, 916-323-0765

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

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