



PALISADES

CHARTER HIGH SCHOOL

Board of Trustees Meeting Operations Report March 19, 2019

Security/Safety:

- The two recent Safety Drills (2/28 Safe Kids HERO Recap and 3/5 Active Intruder drill) were conducted. While things generally went well, there is room for improvement in terms of further education, practice and discussion.
- The next two scheduled Safety Drills are the 4/23 Shelter-in-Place and 5/21 Fire Drill.
- PCHS is being more diligent on ensuring adults are visibly wearing their PCHS IDs/Badges during school days/hours. A reminder that all adults should be wearing PCHS IDs or a Visitors Badge at all times.
- PCHS fundraising campaign for Safety & Security is needed for this semester to build up the necessary funds to implement the #1 Safety Priority as determined via a multiple Stakeholder & 3rd-Party expert process – Fencing.
- Unfunded and Currently Not Being Pursued, but Desired:
 - Fence Breach Detection/Alerting System
 - Contracting with a locally patrolling security company for on-call emergency support
 - Additional Security Cameras
 - Additional Emergency Exit Gates
 - Intrusion Detection System
- Additional safety/security measures to increase campus safety have been compiled and prioritized by National Education on Safety & Security Institute (NESSI) and PCHS personnel working together.

Permits & Setups:

- Permit Revenue for Feb 2019 was ~\$42,400:
 - ~\$31,100 from Facility Rentals
 - ~\$2,000 from Banner Rentals
 - ~\$8,600 from Filming
 - ~\$700 from Misc. Events
- Feb 2019 Revenue very healthy in light of it being a short month and the amount of rain that sometimes cancels outdoor usage.
- Permit Revenue for Mar 2019 will be available at the next board meeting



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Permits & Setups - Continued:

- Many filming requests coming in regularly with an Audi Commercial and a short film shoot looking the most promising at this time for remainder of March. Modern Family did shoot in March and an Adidas Shoot is hopeful for April.
- Banner demand continues strong
- Winter sports/permits finished and spring sports/permits well under way
- Feb 2019 Already Occurred Set-Ups/Events:
 - BSU Showcase Performances – 2/1
 - Junior Presentations – 2/4, 2/5 & 2/8
 - Basketball Bash (PCHS Boys Basketball Playoff Game) – 2/8
 - Pali Post Spelling Bee – 2/10
 - 4 Year Planning Sessions with Students (Mercer Hall Periods 1-6) – 2/11-2/19
 - CIF Playoff Qtr.-Finals – 2/16
 - Filming on Stadium Track and Field
 - CIF Playoff Semi-Finals – 2/20
 - Choral Theme Concert (Mercer) – 2/22 & 2/23,
 - Choral Theme In-School Performance 2/25
 - Senior Opportunities Fair (Mercer) – 2/27
 - Teen Court – 2/27
- Mar 2019 Coming Soon Set-Ups/Events:
 - CAASPP/CAST Testing – 3/1-3/8
 - Immigration Exhibit (Human Rights Watch) – 3/1
 - Gift of Light Benefit Concert – 3/2
 - FNL Performances – 3/8
 - 2019 VAPA Showcases Week – 3/8 to 3/15
 - Ambassadors – March Madness Basketball Tournament – 3/11 to 3/15
 - AP Info Week – 3/12 to 3/15
 - Pali Admissions Lottery – 3/13
 - 2019 VAPA Showcase Night – 3/14
 - VAPA Orchestra – 3/15
 - MomsLA Event – 3/16
 - CAASPP Testing – 3/18-3/22
 - JSA – one day convention – 3/23
 - Pali Symphony – 3/24
 - Spring Musical Performance – 3/28 to 3/30



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Transportation:

- All buses operating reasonably well considering all the rain and traffic issues over the last month. Some delays have occurred in both AM and PM.
- PCHS Transportation Department has continued to allocate available donation funds. Four students helped over the last month. PCHS Bus Fund has additional funds for any families that fall on hard times the remainder of this year. Any remaining funds at year end to be held over for use for the 2019-20 school year. All 2018-19 scholarship funds were previously fully allocated.
- Former PCHS Student George Grimes, Class of 1975, unexpectedly passed away earlier this year. A memorial services was held here at PCHS in Mercer Hall and they setup a “George Grimes Bus Fund” that has received ~\$5,000 in donations. These funds will be used in George’s honor/memory in the same manner as the PCHS Bus Fund.
- The 2019-20 PCHS School Bus Program Registration and Financial Assistance Applications time periods opened March 1, 2019 and were scheduled to be open for 2+ weeks (closing March 17th) in correlation with PCHS Student Enrollment for 2019-20. The Registration/Application window is being extended for two more weeks to run through Sun March 31st.
- Unless the Board decides to subsidize all bus riders for the 2019-20 school year, bus costs for next year for students without a scholarship and without donations have gone up to \$225/mo./student for an annual cost/student of \$2,250/year. The Transportation Dept., Administration, Budget & Finance Committee and the Board need to determine the funding for 2019-20 PCHS School Bus Scholarships in order to let students and their families know what their net total cost/student will be in order for them to make their decisions on how to best get their students to/from PCHS every day.
- As reported last month, PCHS has worked with Metro LA and the Big Blue Bus (BBB) company to add additional public transportation buses, and create a Pali Express bus. We have also just reached an agreement with Metro LA for them to bring their Metro Customer Center (MCC) to PCHS’s campus once a month for the remainder of this school year and for the 2019-20 school year. The MCC will enable students and Faculty/Staff to apply for Tap Cards and the Re-Load TAP Cards for use on Metro Bus and Rail lines.
- Late last semester, the Metro Bus organization agreed to add a second bus to pre-existing Metro Bus Route 206 just after Pali’s first dismissal time so that more students could take the Metro 206 Bus route since the single bus at about that time was frequently full or near full. Details are on the Metro web pages in the Transportation section of PCHS’s website



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Information Technology:

- IT Team is preparing for budget season and has starting to put together its internal budget for the 2019-20 school year. Significant purchases for maintenance, infrastructure repairs and upgrades, student devices, etc. will be included.
- The IT Team is also working with the Ed Tech Team with all the various departments on their technology budgeting for 2019-20.
- IT Management continued to collaborate with Ed Tech Management in preparation of PCHS's long-term Tech Plan.
- The Team have been working on deployments, tickets, testing, AV setups, software installs in labs, and SBAC testing support, while also updating our JAMF server, inventory, and Chromebook cart building to help support testing.
- The submitted to Boosters grant proposal to overhaul our main quad sound system is hoped to be awarded this week. The proposal requests funding to update the components and related materials that drive the existing speakers, providing options for better management, control, and usage of the system. The goals are to have fully functioning for safety drill/event needs and increase student and school event utilization of the sound system while greatly reducing the human resources required for typical quad setups.
- A new faculty device assignment model is being developed – Utilizing a desktop computer in every classroom for teacher/substitute use, while also issuing a Chromebook to each teacher for the frequently asked for teacher mobility within the classroom and device availability outside the classroom for meetings and professional development. This model could also reduce cost as the two items together typically cost less than the average faculty laptop purchase.
- Copy Center Repairs – The two Duplo devices we own have reached practical end-of-life. Manufactured in 2003, the machines have lost the ability to print lengthwise along the first few inches of the left hand side of paper. Unfortunately, this is not a repairable problem and the machines will need to be replaced. We are hopeful that the issue does not progress further before the end of the year. As we approach the start of our budget planning cycle, we will be submitting different models from multiple vendors to replace or augment both the Duplo and Konica printing devices



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Information Technology (Continued):

- Continuing to work with Impero, our classroom device management tool, for a Spring Semester rollout. At this time, the software is working well with school owned devices but there are a few issues overall that still need to be ironed out. John Vieira is working with a small number of teachers to get feedback and create PD for teacher use when we are able to go live.
- The E-Rate infrastructure project – The company that was awarded the contract reached out to us and said that their eRate consultants said that we can proceed with our portion of the funding, allowing them to perform a percentage of the work until the Federal portion of the funding becomes available. We will be sending this information with our eRate consultants and if correct, work with the Administrative Team to determine the best course of action. Project highlights are:
 - Replace aged and failing core network infrastructure
 - Replace aged and/or failing classroom lab networks
 - Supplement wireless access points in classrooms with insufficient infrastructure
 - Grow physical network in insufficient, non-existent, or otherwise problematic areas
 - Provide for, repair, or replace the battery backup to each network IDF
 - Repair/Replace fiber runs that have stopped working
 - Run new fiber runs to new classroom labs and new IDF's
 - Add new Ethernet capacity where exhausted in lower A, B101, AA office, H, E, G, J, Mercer Hall, Cafeteria/Staff Cafeteria

MGAC/Pool:

- PE Classes have received swimming training during the last few months
- Regular PCHS and Club Teams Activities Continuing
- Lifeguard Training/Testing Ongoing
- Frequency of miscellaneous repairs continues as Pool Equipment ages
- PCHS should continue accruing/saving for major repairs in the 3-5 year timeframe as major pool components start to reach their useful life of 8-10 years.
 1. Replace Lochinvar High Efficiency Heaters (2) that serve all pools (~\$40-\$50k)
 2. Re-Plaster All Pools (~\$160-\$200k)
 3. Replacement Competition Pool Pump (~\$25-\$35k)



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Facilities/Projects:

1. Main heating line leak near A-Bldg. has now been repaired. Heat flowing to classrooms again.
2. LAUSD completed the short-term temporary HVAC “Bypass” into the main line to complete the Winter Break heating line project. Concrete poured and fencing removed – Finally!
3. LAUSD conducted a wide scale assessment of HVAC system infrastructure for preventative maintenance purposes and in selected problematic classrooms. Remediation of issues found started during Winter Break. Strike and rains delayed completion, but they have all been completed now.
4. Repaired and addressed roof leaks stemming from latest rains storm for rooms W121; U104, U102 and U117
5. Unclogged drainage issue along J-Bldg gutters, near cafeteria and soon in the Upper Tier of the Stadium Parking Lot
6. Sealing/Securing animal entry points in and around Mercer Hall still underway
7. Kitchen class washer/dryer leak has been addressed and now operational

Larger Scale Projects:

- **Security Fencing (Unfunded)** – LAUSD mandated Architectural & Structural Engineering plans created by Breen Engineering Inc. - Funding needed for fence purchase/installation.
- **Student Restroom Renovation Project (Donor Funded)** – Project planning underway for interiors remodel summer 2019. Exterior Entrance improvements completed over Winter Break. A single restroom to be remodeled over Spring Break as a sample for the larger scale summer project.
- **Garden Gateway Phase 3 (Fully Boosters Funded)** – Project approval obtained from LAUSD. Original full-scope bids received for Construction determined by Boosters to be higher than desired. Boosters reduced project scope to remove the decorative pony brick wall and “Palisades Charter High School” sign and just do the landscaping portion of the project. Re-bid process completed, vendor selection completed (Liliput, Inc.), contract process was started with an expected start date 12/17/2018. However, Liliput backed out in Mid-December. Secondary bidder re-engaged and job-walk meeting conducted, revised bid accepted by Booster. MOU between Boosters and PCHS currently being reviewed and expected to be signed soon. Project looking to get started in April.
- **Long-Term Temporary Heating System Repair (Primarily LAUSD Funded)** – Project re-design believed to be completed by LAUSD. Phase 1 was anticipated to be done over Thanksgiving through Winter Breaks, but has been postponed until Late Spring 2019. Supposedly will be voted on at the March 2019 LAUSD Board Meeting. Funding expected to be provided by LAUSD - Any cost to PCHS still TBD.



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Facilities/Projects (Continued):

- **Long-Term Heating System Infrastructure Replacement Project (LAUSD Funded)** – Project design phase still underway. Estimated start date Summer/Fall 2021 and completion Spring/Summer 2022 (anticipated as a 10-12 month project). Many milestones still to be cleared before confidence in project being started at all becomes high. Temporary heating solution still be analyzed and planned by LAUSD.
- **Gym A/C Project (LAUSD Funded)** – Project has been DSA Approved. LAUSD currently preparing bid packages for General Contractor bidding/selection. Latest estimated start date pushed back to “summer” 2019, but further start date delays are possible.