



PALISADES

CHARTER HIGH SCHOOL

SPECIAL MEETING AGENDA - BUDGET/FINANCE COMMITTEE

THURSDAY, MAY 26, 2022 – 9:00 am to 1:00 pm

WEDNESDAY, JUNE 1, 2022 – 2:15 pm to 5:15 pm

THURSDAY, JUNE 2, 2022 – 9:00 am to 1:00 pm

All meetings being held via ZOOM

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.

Zoom Meeting: <https://palihigh-org.zoom.us/j/89166926629?pwd=UXp3RndKdmRzUIZueWRJY3AwcDJldz09>

Meeting ID: 891 6692 6629

Passcode: 694831

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

I. PRELIMINARY:

A. Call to Order & Roll Call S Margiotta

1. In attendance May 26, 2022: S Margiotta, R Rodman, D Gronich, M Batts-King, C Heisen, L Diamond. Non-Voting members: JP Herrera, A Ilyas. Please see sign in sheet for other guest attendants.

In attendance June 1, 2022: June 1, 2022: S Margiotta, R Rodman, D Gronich, C Heisen, L Diamond. Non-Voting members: JP Herrera, A Ilyas

In attendance June 2, 2022: S Margiotta, R Rodman, D Gronich, MB King, C Heisen, L Diamond. Non-Voting members: JP Herrera, A Ilyas

B. Public Comments – No public comments made on May 26, 2022, June 1, 2022 and June 2, 2022.

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

A. 2022-2023 Budget Development

Discussions from 5/26/22: May revised was reviewed by JP Herrera as presented in the 2022/2023 Budget Packet. Budgets that were reviewed include: 2021/2022 adopted budget; 5/25/21, 6/11/21, 1/31/22 revised and draft 2022/2023 draft budget dated 5/23/22. Technology was discussed including eHall pass noting that there are upcoming changes in discipline for the 2022/2023 school year. 1:1 tech was also included as part of the Tech proposal along with 131,000 in visual upgrades and a lab refresh for J123. Subscriptions were reviewed. Large increase is ACELIS and will be offset with \$50,000 of relief funds. Addition subscription of KRITIK is \$31,500 with overall annual increases to other subscriptions. There is also a NWEA testing batter which is a new requirement for Charters to measure academic growth from grade level to grade level. The cost of this will also be offset with relief funding. Performance Housing is also a new expense which is included in Schoology. Textbooks reviewed and include new Language dept. requests. IMA was reviewed and appears to be fine with exceptions for Math, Athletics, VAPA and Science which all need further clarification due to high costs. Tech supplies reviewed along with other supplies. It was noted that hospitality provided at various points during the school year are helpful and appreciated by faculty and staff. It was noted that there was an increase in other expenses because the frequency of fingerprinting had increased due to turnover. Rentals/leases/repairs reviewed. Consulting reviewed noting that substitutes continue to help with check-in and bathroom coverage. Legal, Ed Consulting and Cafeteria also reviewed.



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Discussions from 6/1/22 – J Roepel clarified that the teacher refreshes outlined in the Tech request is primarily comprised of new computers. He also clarified that the refresh for appropriate PCHS staff includes their computer of choice noting that most of the Apple computers purchased primarily support the VAPA department. IMA was revisited. The need to provide graph paper from the school was noted. In addition Teacher pays Teachers is a program that has been historically used. Science IMA was reviewed noting that all dissections are consumables. Historically multiple students were dissection specimens and department would like to have fewer pupils per to increase learning. It was also noted that Chemistry Dept. is doing real Chemistry labs now. Anatomy and Physiology are also dissection heavy. It was noted that Dept. Chairs should work with their faculty to determine individual needs. R Howard discussed athletic requests. He reported that most of the IMA requested is for athletic uniforms noting that they try to support teams with the most traveling students and that uniforms should come in under budget. He reported that his Dept. likes handling out the athletic awards and varsity letters. He also clarified that this budget item does not include PE uniforms. R Rodman noted that Boosters received a request for helmets and confirmed that these were not included in the athletic budget. R Howard also discussed coaches stipends noting LAUSD increased stipends by 50% and hopes PCHS will follow suit to remain competitive. JP Herrera also confirmed that some of these requests will be allocated under PCHS Fund. VAPA IMA was reviewed. J Roepel clarified Tech will work with VAPA to vet their tech needs. It was noted that all non-requested Dept. IMA requests will be tied to 3 year historical average. Ed Fund Update – It will identify expenditures which can be tied to donor intents. Once done this income will be added to overall budget. Development draft budget was reviewed and will loaded into overall budget once finalize. CAP-Ex was discussed. S Margiotta questioned earmarking safety money to some specific items because it is currently being assessed by Safety Committee and then will be reviewed by the Board. It was commented that some of these one time purchases could be used with one time funding coming from the State. It was clarified that anything which is CAPEX should be paid in CAPEX. It was noted that B&F Committee could not approve allocation of PPP loan without Administration weighing in. The Administration needs to make recommendations for all one time funding. These recommendations then need to go to B&F for vetting and recommendation and then subsequently to the Board of Trustees for approval. Need for additional lockers was also discussed. There was a question as to whether school enrollment was expected to decrease. M Nance noted locker sign up may be more effective than just giving all students a locker since many students do not in fact use the locker given to them. She suggested asking freshman if they wanted a locker so they were “walking” into the locker system rather than automatically being given one. It was noted that \$60,000 in new lockers could be used for additional class programming. It was also noted that locker use decreased when the school moved to a block schedule. Benches were discussed along with located student device charging stations. There is 1 time grant money from Giving Tuesday in the amount of \$35,000 which can be used for student charging stations. Booster water fountains still pending. Boosters have also historically at other schools funded bungalows etc. &/or maintenance for something which they originally funded. It was also noted that there is \$4K for mosaic repair. Originally CAPEX budgeted at \$235,000. Current CAPEX request now has an additional \$144,000. CAPEX will be re-reviewed at meeting on 6/2/22. Furniture request reviewed and stands as submitted. D Gronich also requested a column which highlights where CAPEX requests are originating (ie. Depts. vs Operations).

Discussions from 6/2/2022: JP Herrera began review discussion with updated draft 2022/2023 budget noting that this now includes \$450K from Ed Fund donation and the removal of \$450K in device leases. He noted that although the Administrative is supportive of the Technology Program additional details were needed prior to implementation. New ending balance was \$1.860 million noting that this does not include any bargaining agreements. He also notes that this is slightly higher due to one time funding (ESSR, etc.). This also includes additional CAPEX for a total of \$380K. D Parcell addressed CAPEX expenditures noting that he had recategorized things moving items from PPP to true CAPEX. He also created a new grant line which



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includes all future grants (as noted in Special B&F Committee materials posted for 6/2/2022). He noted that the “to be spent now” could be a pre-allocated amount from grant monies to get CAPEX projects started. Updated CAPEX expenses posted for 6/2/22 meeting was reviewed noting the additional column outlining which department has made the CAPEX request. Per prior B&F Committee discussions front entrance safety will be tabled until Board has the opportunity to have further discussions. S Margiotta asked about some of the CAPEX requests: J100 push bars (and classes serviced by these classrooms), extra security cameras vs funding current camera repairs (security purposes vs. bad behavior, monitoring of security videos), light in parking lot (where teachers park), VAPA Climate Controlled Shed and D Parcell/M Ianessa gave justifications for these various requests. It was noted that the climate controlled shed have been a request for several years. It was suggested that things in VAPA have historically not been stored properly so there was a question as to why additional money would be spent for additional storage. The cost of electricity re: this shed was discussed and it was noted that increased AC cost will be minimal as compared to overall school cost of AC once units are installed. It was then noted that the additional costs of AC in future years needs to be factored into budgeting. Alternatives to temp. controlled sheds were discussed and nothing is currently available. M Ianessa discussed historical plan to update Mercer noting that it never was completed. S Margiotta noted that in her time at B&F, she didn’t recall these as issues that needed but was not ever funded. Support for the VAPA program was expressed and perhaps asking VAPA to prioritize requests and also need to look various options to support the program. Musical instrument storage was also revisited. D Parcell noted that these are all high priorities to VAPA and therefore they are being brought forth. Hydration stations were also discussed noting that LAUSD added costs regarding installations. D Gronich also noted that Boosters had in theory approved the instrument storage but had requested additional quotes from various vendors. Noted also that murals for library where bookcases have been removed. Committee discussed that this should possibly be a “class gift” vs funding from the general fund. This will be moved to other monies vs. purchasing from general fund is not a good precedent to set. Field lighting was also discussed and D Parcell noted that he was trying to complete the “intended” lighting for the field. D Gronich inquired about any updates from PermaCity. It was reported that this is still being considered and is being interspersed with AC upgrades with LAUSD. S Margiotta reminded B&F Committee that Board directive was execution of PermaCity solar plan was to be done if financially feasible and she asked the Administration to begin bringing updates from PermaCity/LAUSD to evaluate the financial feasibility of the project as things begin to progress. S Margiotta also discussed items listed in CAPEX as annual rotating projects (painting, door replacement, etc) and requested that the actual rotation scheduled and associated costs be brought to B&F Committee for review. She noted that the current budget approval was for 2022/2023 CAPEX expenses for the upcoming school year vs. B&F Committee committing to annual rotational schedules in 2022 for future years to come. Committee decided that VAPA temp. controlled storage and instrument storage will be tabled and committee also requested new bids for these items. S Margiotta also noted that she would prefer to look to Safety Committee to ensure that the new security cameras are recommendations from the organization with whom the Safety Committee is working. D Parcell confirmed that these additional security cameras were the recommendation of the Safety Committee. S Margiotta commented that what B&F should be reviewing/recommending is the monies is from the general fund for 2022/2023 vs. approving expenses from future allocations of one-time funding. When one-time grant monies are received then B&F can evaluate CAPEX expenses listed in that column along with requests from other departments once vetted and recommended by the Administration. S Margiotta further clarified that she did not think it was appropriate or fair for B&F Committee to approve one time grant money without the input from the Administration after they have had the opportunity to review/evaluate all department requests and plans for expenditures of these monies. JP Herrera also confirmed that this is the approach which needs to be followed. JP Herrera also confirmed that the CAPEX priorities were listed in the true CAPEX columns. It was recommended again that we meet with VAPA



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teachers to help prioritize requests. VAPA musical storage was also revisited and Boosters is looking for priorities to help support VAPA. M lanessa presented on behalf of Tech Ed noting that the Ed Tech Coordinator position is currently open. She noted that she was part of the new Tech Plan. She noted that PCHS is behind and needs to update technology. She discussed digital security, infrastructure and digital citizenship. She gave a lengthy update regarding collecting assessment data, tools and Performance Matters. She also highlighted PD for Performance Matters. She stressed the importance of state testing and testing students on secure browsers. She discussed the challenges of securing browsers on devices which do not belong to the school. She noted that these testing scores are scrutinized by the state of CA and LAUSD. D Gronich asked about Go Guardian which was the pilot which she thought wasn't proceeding. R Rodman discussed concern regarding maintaining 1:1 long term. She asked how many additional devices are available on campus and how many additional devices would be needed to alleviate testing issues. M lanessa noted that she doesn't know this information but is coming at this from the educational perspective. J Roepel noted that there were upset teachers during testing. Frustrated teachers were in some instances were asking for scantrons and it is impossible to evaluate scantron data. The long-term financial projections were discussed. B&F Committee is looking for an understanding of the annual financial commitment in order to maintain the program long term. The history of 1:1 program was discussed and it was noted that the original 1:1 iPad program was created with the intent that parents would support programs by purchasing iPads for their students. D Gronich confirmed this recollection. She also noted that at the elementary school and middle schools didn't move forward with a technology plan until it had been approved by the respective Board. These technology plans included financial expenses over time. She also noted that if the school is going to commit to a technology plan the teachers need to commit to using the technology provided. It was clarified that PD would assist in the integration process. Part of the evaluation should include how many devices we have, when they need to be replaced, etc. It was also requested to compile a list of the current assessments so that B&F can evaluate this as it correlates to the 1:1 program. M lanessa noted the importance of getting granular with the additional data potentially provided by 1:1. It was noted that B&F is looking for "steady state" with the purchasing and investing in technology so that there is a consistent financial impact (ie. a similar financial impact on an annual basis). B&F confirmed that they are not comfortable approving the purchase of 1:1 devices without Board approval. It was requested that B&F be provided with annual financial impact over the course of 5+year, testing requirement, etc to vet and present to the Board for review/approval. It was requested to be provided several days prior to next B&F Committee meeting so committee has time to review the information provided and to really evaluate the financial impacts, noting that B&F is looking for a fairly consistent dollar amount annually vs. years where there that are large financial "spikes". R Rodman discussed Paul Revere's iPad program noting that there was major concern once Revere's initial iPad program was funded by LAUSD. J Roepel noted that the school is losing 1000K devices for the upcoming year. He noted that other conversion charters are 1:1 but also noted that the have additional free and reduced funding and they don't have transportation programs. If the 1000 devices are not replaced the school will have 1600 remain devices which are with students, device carts, etc. It was discussed that it is important to have stakeholder support for the Tech Ed program. It was noted that we have one time funding and PPP potential allocations to start the program but then it needs to be built into future budgets. D Parcell then represented revised, revised CAPEX plan as submitted which moved \$75K for security cameras to CAPEX, HVAC updated to \$40K for CAPEX as well as Mercer cubbies, etc. Committee ultimately decided not to fund musical instrument storage and climate controlled storage. Final budget adjustments will be reviewed at regular B&F Committee meeting on June 6, 2022.



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V. OTHER:

Date of Next Regular Meeting: June 6, 2022. Agenda items must be submitted to B&F Committee Board Chair (S Margiotta) by May 31, 2022 @ 10:00 am (via EMAIL).