



PALISADES

CHARTER HIGH SCHOOL

Human Resources Report Board of Trustees Meeting April 18, 2023

Unrepresented Longevity Stipend

Currently, our unrepresented support staff and middle managers do not receive a longevity stipend, unlike our teachers, classified staff, and administrators. PCHS Leadership recommends that our long-time employees in this class receive a stipend for their ongoing service to the Pali community. The approved longevity stipend for administration is \$3000 after two years at the highest step. The recommendation for our other unrepresented employees is:

Middle Managers: \$2500 after two years at the highest step

Support Staff: \$2000 after two years at the highest step

Unrepresented Staff (non-Admin) Longevity Stipend							
Year	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
# of Eligible	8	5	5	7	8	10	10
Cost (Salary+Taxes)	\$ 25,956.00	\$ 12,437.25	\$ 12,437.25	\$ 17,844.75	\$ 20,007.75	\$ 24,874.50	\$ 24,874.50

The following positions are/will be eligible

Eligible 2022-2023

Director, College Center

Aquatics Director

Information Technology Director

Nurse RN

Human Resource Spec.

Eligible 2024-2025

Facility, Grounds & Maintenance Supervisor

IT Team Supervisor

Eligible 2025-2026

Executive Assistant

Eligible 2026-2027

Permits Set-up Department Manager

College Advisor



Frontline Employee Management System

A primary goal at PCHS this year has been to develop transparent systems to provide clarity, accountability, and consistency for all stakeholders. It is the recommendation of PCHS administration that we move from paper-based employee management to a centralized system, which would provide a streamlined experience for employees from recruitment through retirement. The system would also ensure compliance with all federal, state, county, LAUSD and PCHS requirements.

Frontline Recruiting and Hiring

- Access to credentialed applicants to recruit
- Communicate directly with applicants for interviews, document verification, offers
- Paper-free onboarding
- 100% of required documents are completed and stored securely

Frontline Central

- All contracts, benefit election, credentials, renewals, policy compliance documents in one location
- Employees may access their own information, are informed when credentials are expiring, are noticed if/when trainings are completed, may update personal information

Frontline Evaluation Management

- Evaluation process is clear and visible to employee and evaluator
- Requirements, documents, observations all visible to employees and evaluators
- Evaluations documents follow PCHS professional growth rubrics
- Feedback is relevant and timely
- Analytics to identify strengths, needs and trends among employees

Already in use at PCHS

Frontline Absence Management

- Seamlessly integrates with Frontline Central to allow employees to track their absences in real time

Cost:

Initial Implementation (Configuration, personalization, training)	\$12,122.50
Subscription (Annual)	\$17,382.68

Retiree Health and Welfare Benefits

All retirees have been enrolled in Medicare A&B and are on the retiree plans.



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Collective Bargaining

PCHS/UTLA VAPA MOU: After gathering input from PCHS teachers, an agreement to increase stipends for Visual and Performing Arts teachers was signed on April 12, 2023. This agreement bases compensation for Pali VAPA teachers on a sliding scale, which considers a range of criteria including the scale and number of events as well as the hours spent with students beyond the school day.

Human Resources Activity

New Hires

Resignation/Retirement

Employee # 080822

Closed Session

Public Employee Discipline/Dismissal/Release, pursuant to Government Code Section 54957:
None.

Respectfully Submitted,
Martha Monahan, Ed.D.
Director of Human Resources