



# PALISADES

## CHARTER HIGH SCHOOL

### MEETING MINUTES - BUDGET/FINANCE COMMITTEE

MONDAY, MAY 8, 2023

3:30-5:00 PM, D102

*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.*

*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 - R Rodman called the meeting to order at 3:33 pm. In attendance: R Rodman, S Margiotta, D Gronich, S Sherkhanov, C Heisen, N Kojoonwaeze. Non-voting members: P Magee, JP Herrera. Please see sign-in sheet for list guests in attendance.

B. Public Comments – L Weiner (Co-Chair of the Math Department) spoke on behalf of himself and his Co-Chair. He voiced support for the 1:1 device program for the school noting that there is evidence that this leads to increased student engagement. It also gives students the ability to collaborate and will allow bell-to-bell lessons. It will also allow for more exploratory lessons and improve exam security. He also noted that a 1:1 program may also be able to replace calculators and our current calculator loner program. He doesn't believe that this will be significant in closing the learning equity gap, noting that this must be done by changes in teaching style.

K Pollock (PCHS teacher) noted that she came from a school with a 1:1 program. She observed that it improves student outcomes and facilitates teaching. Teachers can work with technology to create/use programs to help them with student teaching/learning. She highlighted differences/challenges across platforms. She also discussed Schoology capability to grade work so she can focus on qualitative assessments. She also discussed the ability of 1:1 program to provide security in student usage. Uniformity also provides better understanding of device and provides healthy digital boundaries.

S Burr spoke as a 26-year veteran teacher who has been involved with the school technology for years. He thinks 1-time funds all PCHS the opportunity to create a 1:1 program and that this program will make it easier for the tech team to manage devices and issues as they arise. It will also facilitate testing.

A King noted that the library has been closed for 4 ½ weeks for AP testing and 2 weeks for standardized testing. She discussed challenges of finding students for make-up testing noting that there are salaries being impacted by the way testing is currently done.

R Rodman expressed concern regarding communication to parents who have already purchased devices for their students. Committee further discussed the 1:1 program. Students in Virtual Academy were highlighted noting that they are being tested with lockdown browsers. They are currently 10% of our student population. The # of state exams expected to be taken next year (which was included in B&F materials) was also reviewed. The model used at SaMo was outlined noting that students are allowed to use their own devices unless it is a class exercise/lesson or test that required the school provided devices. D Gronich noted that B&F has had ongoing concern about how the program would be maintained moving forward. What are others willing to give up to maintain 1:1 program. There should be communication to parents regarding this discussion which may come to



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fruition. It was noted that there are advantages to shortening the testing window. DataLink has also met with students to discuss their concerns.

A possible transitional period was brought up and there was administrative support for this. D Parcell stated that this was a priority and the administration will make the rest of the budget work.

S Sherkhanov voiced support for funding 1:1 noting it will provide uniformity but won't affect achievement gap. He also asked whether the suggested device support all of the demands in the years to come.

Quotes are in process and various devices and applicable uses are being evaluated. J Roepel stated that the Tech Dept liked the Lenova because they are all compatible between years/models. Levona is dominant in school echo-systems because of this. He also noted that it is important to give students access to Windows because this is 70% of the market. It was also noted that training would be needed for students who didn't have exposure to Windows.

C. D Gronich made a motion to approval the meeting minutes from April 17, 2023. S Sherkhanov seconded the motion. Motion passed unanimously with no abstentions.

## II. **OLD BUSINESS** (DISCUSSION & POSSIBLE ACTION ITEMS):

- A. None

## III. **REPORTS** (5 minutes each):

- A. Executive Director - P Magee reported that a focus has been on research for the 1:1 program to get questions answered.
- B. CBO Report- JP Herrera reports stands as submitted with a highlight on a Kitchen & Training Grant PCHS was awarded in the amount of \$227,000. \$154,000 can be used for equipment and the remainder is tied to preparing fresh meals.
- C. Fundraising & Development - M Rawson noted that the report is the same as submission at the April 2023 B&F Committee meeting. PCHS Fund has raised \$396,422. M Rawson will be following up with donors who have given in the past but not donated this school year as well as reaching out to families who haven't given yet. There is a Donor Breakfast for Banner Donor families and he is working on the PCHS Fund budget for next year.
- D. ASB Treasurer Report – N Kojoonwaeze reported that on Sat. He also reported that they are over budget on PAC cards for next year and ASB is working on a survey regarding the 1:1 device program being discussed.
- E. Booster Club – D Gronich reported that Boosters received a grant from the Women's Club. It was also noted that the Auction Chairs were reporting gross auction earnings vs. net auction earnings and this made have impacted additional donations. There is a need for clearer communications next year. R Rodman also reported Boosters approved \$68K for competition buses in the 2023/2024 school year.

N Kojoonwaeze left at 4:41 pm

- F. Lifetime/Health Benefits -M Monahan there are no additional updates needed and item can be removed from future agendas!!
- G. Credit Card Purchases-Discussion/Recommend - JP Herrera reviewed credit card report and it stands as submitted.

## IV. **NEW BUSINESS** (DISCUSSION & POSSIBLE ACTION ITEMS):

- A EdTEch Plan – please see above (discussed with N Kojoonwaeze present)

(310) 230 – 6623

15777 Bowdoin Street, Pacific Palisades, CA 90272

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- B. 2023-24 IMA Budget - JP Herrera reviewed the IMA budget and it was discussed as a committee. There is \$445,848.95 budgeted of which \$184,405.49 is coming from CTE grant monies. He confirmed that IMA amounts have been vetted with Department Chairs and Department Administrators. This is also the IMA budget recommended by the Administration.

R Rodman made a motion to approve the 2023/2024 IMA budget of \$445,849 of which \$184,405 is to be covered by CTE Grant monies. D Gronich seconded the motion. The motion passed unanimously with no abstentions (but with the absence of N Kojoonwaeze).

- C. 2023-24 Textbook Budget - JP Herrera and A King reviewed the Textbook Budget as submitted. S Margiotta made a motion to approve the 2023-2024 Textbook Budget as submitted for a total of \$85,244, \$9,500 of which will be funded from CTE monies (\$75,744 from the general fund). D Gronich seconded the motion. Motion passed unanimously with no abstentions.
- D. Schoolwide Acellus License - JP Herrera reviewed the schoolwide Acellus license request and stands as submitted. It was noted that this price had not been negotiated and would not be used by all students at the school. Costs and alternatives were discussed since there were not multiple bids to be evaluated. The Administration will go back to T Wilson for follow-up. B&F Committee will delay voting on this item until Administration can come back answers/alternate suggestions at next B&F Committee meeting.
- E. Frontline Subscription for Employee Recruiting, Hiring and Evaluation - M Monahan discussed Frontline and noted that Helios was the only comp she was able to find. She clarified that these subscriptions are geared toward education. She noted that although the start-up cost of Frontline is more expensive, the subscription is less. It also provides personalized PD. Frontline was discussed and reviewed as submitted. She also highlighted need for evaluation module which takes out the potential for human error. She also noted that the price provided was @ a 40% discount.

R Rodman made a motion to approve subscription to Frontline at a cost of \$17,383/year for a 1-year subscription along with \$12,123 one-time implementation fee. C Heisen seconded the motion. Motion passed unanimously with no abstentions (but with the absence of N Kojoonwaeze).

- F. Schedule for 2023/2024 Budgeting Meetings - R Rodman led committee in planning the Special B&F Committee meetings to plan for the upcoming school year. Dates agreed up: May 22, 2023 @ 12 pm, May 30, 2023 @ 9 am, and May 31, 2023 as an additional possibility.

### V. OTHER:

It was noted that there was an error in the submission date for the June 5, 2023 meeting. Submissions should be received by May 30, 2023.

Meeting was adjourned at 5:33 pm.