



PALISADES CHARTER HIGH SCHOOL

Empowering Educational Excellence.

CBO Report
Board of Trustees Meeting
October 17, 2023

2023-2024 BUDGET UPDATE

- A Budget vs Actuals report will be presented as a separate agenda item.
- The main update is that the budget now accounts for an additional \$75,000 increase in certificated substitute salaries (Board approved increased sub rate in Aug 2023).
- Will wait until First Interim (Dec 15th) to account for the impact of bargaining. Still pending PESPU/unrep.
- We are not tracking towards our conference/PD expense line item, but will wait until Second Interim period to revise the estimate

2023-2024 AVERAGE DAILY ATTENDANCE (ADA)

- PCHS submitted the Month 2 attendance reports to LAUSD. Our ADA for Month 2 (period of Sept 11, 2023 through October 6, 2023) reflects an ADA of 2,842. Our Month 1 ADA was 2,850.
- As a reminder, our 2023-24 Approved Budget estimates an annual ADA of 2,820.
- However, we still are required to file a J-13 waiver with the CDE to account for the lost instructional day on Monday August 21, 2023 (LAUSD closed our school site).

2023-2024 CREDIT CARD REPORT

- The credit card report covers the period of July 1, 2023 through September 30, 2023, and now provides an update on any outstanding balance owed. Page 2 of the report outlines the statement balance (as of 9/25/2023) as well as the current balance as of October 16, 2023.
- Given the most recent CSD finding regarding credit card late fees, we are being proactive to show account balances.

COMPLIANCE

- PCHS received a notice from LAUSD Charter School Division regarding a 2023-24 LCAP Revision. The areas of concern are the action items and metrics related to CAASPP ELA & Math. The CSD team confirmed that this does not constitute as a material change to the LCAP, so there is no need to hold a “public hearing” or re-approved the LCAP at a Board Meeting. However, we are required to update this section of the LCAP by November 17, 2023
- The 2022-23 actuarial valuation is also in-progress with an estimated completion date of October 31, 2023.
- The plan is to present it in November.
- We are also underway with our 2022-23 independent audit. The deadline is Dec 15, 2023.



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Request for Proposal(s)

- Finance office is working on request for proposals for transportation, security and janitorial services.
- A timeline will be published, along with instructions, rating matrix, etc.
- A sub-group of individuals will be tasked with reviewing the bids once they become available.
- ETA for bids: December 2023

LOOKING AHEAD

- Continuing monitoring enrollment/attendance trends
- 2022-23 Actuarial report. Estimated completion is October 31, 2023.
- November meeting: Update on 10-year facilities/maintenance plan
- Dec 15th - 2023-24 First Interim Financial Report
- Dec 15th: Independent Audit Report Due
- Dec 2023 - Request for Proposals
 - 2024-25 Transportation Services
 - Janitorial Services
 - Security Services