



PALISADES CHARTER HIGH SCHOOL

Empowering Educational Excellence.

CBO Report
Board of Trustees Meeting
November 6, 2023

2023-2024 BUDGET UPDATE

- There is no Budget vs Actuals update versus last month. During last month's meeting, we presented a Budget vs Actuals report through September 30, 2023. However, as of the date of the budget committee meeting, we have not closed the books for the month of October. We do not close October books until mid November.
- Will wait until First Interim (Dec 15th) to account for the impact of bargaining. Still pending PESPU/unrep.

2023-2024 AVERAGE DAILY ATTENDANCE (ADA)

- PCHS submitted the Month 3 attendance reports to LAUSD. Our ADA for Month 3 (period of October 9, 2023 through November 3, 2023) reflects an ADA of 2,781.75. Our Month 1 ADA was 2,850 and Month 2 ADA was 2,842. Our Month 1-3 ADA is 2,833.
- As a reminder, our 2023-24 Approved Budget estimates an annual ADA of 2,820
- Our 2023-24 budget also assumed an enrollment of 3,000. However, our current enrollment is approximately 2,983.

2023-2024 CREDIT CARD REPORT

- The credit card report covers the period of October 1, 2023 through October 31, 2023. Please note, the current report included some expenses from late September that were not included in the prior month report.
- Page 2 of the report outlines the statement balance (as of 10/25/2023) as well as the current balance as of November 3, 2023.
- Given the most recent CSD finding regarding credit card late fees, we are being proactive to show account balances.

2023-2024 DEVELOPMENT/FUNDRAISING

- As of November 3, 2023, YTD donations total \$172,620
 - YTD Unrestricted: \$166,570
 - YTD Restricted: \$3,700
 - YTD Matching: \$2,350
 - TOTAL: \$172,620
- The YTD total is approximately \$62,000 less compared to the prior year report. However, last year 2022-23 was our best year ever
- There are approximately 9 families who have not donated this year (but donated last year by this time), which helps explain the difference.
- CBO will coordinate a meeting with the Development committee to discuss the strategy for 2nd semester



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RECENT POWER OUTAGE(S)

- As a result of the recent LA DWP power outage(s) in the area, the cafeteria lost approximately \$6,000 of food. We were able to salvage some refrigerated/freezer items and utilized another commercial kitchen. Otherwise, the loss would have been more significant.
- The school also had to purchase \$800 of food items so that we could have enough food on the following school day, which will reflect on next month's credit card report.
- We are now evaluating the cost of stand by generator(s) or different sources of back-up power for emergency response purposes.

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. We did not meet our internal deadline of October 31, 2023 but will have the report completed before the CDE deadline of 12/15.
- We are also underway with our 2022-23 independent audit. The deadline is Dec 15, 2023. So far, no deficiencies have been noted.

REQUEST FOR PROPOSAL(S)

- Finance office is working on request for proposals for transportation, security and janitorial services.
- A timeline will be published soon, 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
- Nov 20th: 2023-24 First Interim Financial Report
- Dec 15th: Independent Audit Report Due
- Dec 15th: 2022-23 Actuarial Report
- Dec 2023 - Request for Proposals
 - 2024-25 Transportation Services
 - Janitorial Services
 - Security Services