



PALISADES CHARTER HIGH SCHOOL

Empowering Educational Excellence.

REGULAR MEETING MINUTES - BUDGET/FINANCE COMMITTEE
MONDAY, DECEMBER 4, 2023
3:30-5:00 PM, Library

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 @ 3:42 pm.
In attendance: R Rodman, S Margiotta, D Gronich, S Sherkanov, J Lande. Non-Voting Members: P Magee, JP Herrera. Please see original sign in log for list of guests.
- B. Public Comments – No public comments made.
- C. Approval of Minutes from November 6, 2023 – Minutes were inadvertently not posted so approval is pending Jan. 2024 B&F Committee meeting.

II. REPORTS

- A. Executive Director - P Magee reported and PCHS is looking at instructional minutes and possible needed adjustments because 7th period is not as popular but it is counted in the overall instructional minutes. She agreed to follow up Grant purchases for chemistry labs.
- B. CBO Report - JP Herrera reviewed report and it stands as submitted. He also reported that transportation RFPs will be submitted to the administrative Transportation Committee for review and other administrative sub-committees will review security and janitorial RFPs.
- C. Fundraising & Development – R Rodman reported that Giving Tues. raised \$37,000. The PCHS Fund has raised \$225K year to date.
- D. ASB Treasurer Report – J Lande reported that things are going well. He discussed the issue with the Prom venue which as since been resolved with no financial revisions.
- E. Booster Club - R Rodman reported that Giving Tuesday raised \$15,000 for the Booster Club. She suggested creating our own “Giving Day” for both the PCHS Fund and Booster Club in years to come because there are so many asks now on Giving Tuesday. Booster Club has raised \$180,000 of their \$250,000 goal year to date. They continue to grant requests money and she highlighted the seed \$ for Robotics and they are also looking at supporting Moot Court. Boosters will do follow-ups at the end of the year and into 2nd semester. There are 45 banner donors (compared to 76 last year). Holiday Party is on Dec. 13, 2023. D Gronich also reported that she continues to follow up with J Roepel regarding what was purchased from the Legion Grant in order to report out. JP Herrera will follow up. She noted that follow-up also needs to be done on the Legion Grant of \$20,000 for Chemistry plus the \$25,000 raised during the paddle raise at the Booster Auction.



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- F. Credit Card Purchases-JP Herrera reported that there is no credit card purchase report to review this month. It will be brought to the committee in January 2024.

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

- A. 2023-24 First Interim Financial Report - JP Herrera reviewed and stands as submitted. S Margiotta made a motion to approve the 2023/2024 First Interim Financial Report. D Gronich seconded the motion. The motion carried unanimously with no absentions.
- B. 2023-24 LCAP Revision - JP Herrera reviewed the revised 2023/2024 LCAP and it stands as submitted.
- C. PCHS Policies & Procedures - JP Herrera reported that these are in process of being updated beginning with the fiscal side as it pertains to fundraising, teams, club/team donation requests, etc.

V. **OTHER:**

Date of Next Regular Meeting: January 22, 2024. Agenda items must be submitted to B&F Committee Recording Secretary by January 15, 2024 @ 2pm (via EMAIL).

Meeting was adjourned at 4:48 pm.