



PALISADES

CHARTER HIGH SCHOOL

Board of Trustees Meeting Operations Report August 28, 2018

Security/Safety:

- PCHS Safety 1 Category Update:
 - **Fix/Improve General Public Address System:** ~20 Classroom PA speakers fixed or replaced. Additional work done on the main system. Waiting for report from LAUSD for further enhancement recommendations.
 - **Emergency Exit Push-Bar Gates:** The 1 budget approved Emergency Exit Push-Bar Gate has been installed at Pali Academy (pending hardware refinements).
 - **Fencing:** Fencing was budgeted for Parking Lot and PE Tunnel. Structural Engineers are working on both design and construction documents for submittal to LAUSD for approval. LAUSD required PCHS to hire an engineering firm so submittal of this project for approval. A presentation to the Board for design selection is anticipated for the September 2018 Meeting.
 - **Fence Breach Detection/Alerting System:** This project was not funded for the 2018-19 budget. While ideal to install after the additional fencing is installed, this system would be useful even without some or all of the additional fencing.
 - **Additional Security Cameras:** This project was not funded for the 2018-19 budget. Add more security cameras, and the infrastructure to make them work, to monitor the new push-bar gates and other perimeter and campus blind spots.
- The Safety 2 Category Update:
 - The U113/U114 Safety Flooring issue has been fixed/completed.
 - The Air-Handler/Duct Cleaning for the G, M and A Buildings has been completed
 - All the Portable A/C Units budgeted for 2018-19 have been purchased, have arrived and in the process of being deployed where are awaiting arrival (they were backordered), and will be deployed
 - Roofing/Gutter/Drainage repair planning is underway and expected to be executed in September ahead of the Nov/Dec start of the rainy season.
- PCHS has installed temporary fencing in all three recommended fencing areas that have been identified as the higher need/risk areas. The fencing is in the locations and rough configuration as to how long-term fencing will be placed.
- PCHS in contract negotiations Social Media Monitoring vendor Social Sentinel (www.SocialSentinel.com) and as an additional early detection/warning of potential threats. Costs quoted/estimated at \$1,500/mo.



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Security/Safety (Continued):

- Intrusion Detection System (IDS) proposals received and evaluated (~\$50,000). Project put on-hold while more School Day specific safety measures are being evaluated, but funding still needed.
- Contracting with a locally patrolling security company for on-call emergency support when needed to quickly get additional trained guards on campus in the event of a true crisis. Besides our one (1) on-site LAUSD-PD Officer, even in a 911 situation, additional LAUSD-PD and LAPD are often 30-60minutes away and we need much faster response time in such events. Costs estimated at \$1,000-\$1,500/month, but funding still needed.
- Additional safety/security measures to increase campus safety have been compiled and prioritized by National Education on Safety & Security Institute (NESSI) and PCHS personnel working together.
- PCHS Security Guard coverage has been maintained from the 2017-18 2nd Semester levels, but additional guard coverage and proactive monitoring of security cameras still desired.
- Campus-Wide Emergency Supplies were reviewed and refreshed (as well as Classroom supplies re-surveyed/re-refreshed) for lockdown scenarios to ensure Faculty/Staff & Students have what they need.
- PCHS's fundraising campaign for Safety/Security – Detailed status to be provided by Mike Rawson. Bottom Line – ~\$75,000 raised and still much more funding needed.

Permits & Setups:

- It was a very busy summer for the Permits and Facility Usage/Events this Summer
- Permit Revenue for June 2018 was ~\$126,700:
 - ~\$35,000 from Facility Rentals
 - ~\$2,500 from Banner Rentals
 - ~\$42,000 from Filming
 - ~\$47,200 from Events
- Permit Revenue for August 2018 will be available for the September Meeting
- Based on volume of requests, additional filming revenue expected in Fall
- Annual 4th of July Celebration (Concert & Fireworks) went as planned and was enjoyed by all
- Summer camps/permits Occurred as expected
- Orientation Week, 9th Grade Orientation in particular, went well re setups
- Fall Sports Permits in full swing
- School Start well underway



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MGAC/Pool:

- Outdoor Showers Install
- Pool Deck Improvements Completed: deck umbrellas, guard chairs, new signs
- Water Quality System Improvements Made re CO2
- Staff Red Cross Certifications Completed
- Incident Reporting yielded a decrease in severity of incidents (an improvement)
- Chemical and Incident Reporting now done All digital.
- New Online Membership System Implemented
- Community Memberships have Doubled
- Everyone seemed to have a good time at the pool this summer!!!!
- Concrete and plaster issues being observed and noted
- Need for Additional Security Lights Identified and In-Progress
- Frequency of miscellaneous repairs at Pool starting to climb as Pool Equipment ages
- PCHS should continue accruing/saving for major repairs in the 3-5 year timeframe as major pool components start to reach their useful life of 8-10 years.
 1. Replace Lochinvar High Efficiency Heaters (2) that serve all pools (~\$40-\$50k)
 2. Re-Plaster All Pools (~\$160-\$200k)
 3. Replacement Competition Pool Pump (~\$25-\$35k)

Information Technology:

- E-Rate project is still awaiting Federal approval before starting.
- Konica contract negotiations stalled. Hoping for better progress for Sept.
- Heat & Humidity impacting copiers negatively. Repair persons onsite daily for 2 weeks.
- Classroom technology disconnected, moved, and reconnected; and sometimes multiple times to accommodate multiple ongoing projects.
- Technology Office moved from trailers behind J-Bldg to freshened version of Psychologists old office.
- Chromebook fleet processed, audited, and prepped for rollout to students.
- Surplus of old Apple technology in process of being sold to 3rd party and reinvested in current technology.
- New workstations, printers, and staff support devices rolled out to new and various existing staff, campus wide.
- Classroom management software purchased and installed on a new server, which has been stood up to support the initiative. Once SIS integration is completed, it will be rolled out to all school managed devices.
- Microsoft environment audited to cull unneeded accounts and licensing. Work in progress.



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Information Technology (Continued):

- JIVE phone system testing for fax capabilities conducted. When mature, most fax lines will be transitioned from expensive physical lines to cost effective virtual fax to/from email lines.
- Stale file server data migrated to G-Suite to stretch limited campus storage. Work in progress.
- Video camera storage rebalanced across the two existing servers based on highest motion volume, in attempt gain a more stable and consistent amount of usable history. Work in progress.
- Adjusted the more strategic cameras on campus for improved fields-of-view.
- Firmware updated on multiple cameras to improve performance or resolve issues.
- Worked with vendors to plan for A/V updates and overhauls of various classrooms, to begin in late September, and be conducted over the course of many months.
- Modified G-Suite & Azure AD student and staff accounts in preparation for WIP Single Sign-On project.
- Provided day-to-day teacher/student support during Summer School & Dolphin Leadership Academy.
- Updated Identimetrics system to create automation rules for annual student promotion tasks.
- Created new template to streamline and create Identimetrics imports of new students into system.
- Redesigned our Microsoft 365 licensing assignment method to a more streamlined and automated fashion based on group membership, reducing new account complexity and time management required for changes.
- Updated Access First form to include late fee for devices returned after school ends. The team has spent over 50 hours this summer dealing with Chromebooks that were not returned.
- Worked with the California State Library department to setup access to new, free databases and resources. Setup is complete but integration to our systems still TBD.

Transportation:

- ATS RegularEd & Trips busing contract received Board Approval in June and was signed thereafter.
- Student Transportation of America (STA) / Mission bus company continues providing Special Ed busing. Their contract for 2018-19 approved at the May 2018 board meeting.
- 2018-19 school year PCHS School Bus Registration is opened as planned on Thu 5/17 and will ran through Mon 7/23 (~8 weeks). ~625 students registered for to ride the bus.
- The 3rd-Party Contractor for PCHS School Bus scholarship determination (ISM – Fast Aid) opened as planned and processed Transportation Financial Assistance requests during the Registration Process timeframe. ~345 students applied for scholarships.



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Transportation (Continued):

- A PCHS Transportation Committee was formed to manage the Scholarship Awards/Allocations, and Appeals processes and requests. All \$308,000 of Board Approved/Capped scholarships were awarded on or about 7/30/2018. The Appeals deadline was 8/8/2018 and 27 students/families appealed their scholarship award in a timely fashion. 22 of the 27 received modest increases in their scholarship awards. All Appeal Award recipients were notified of their Appeal Determination and revised awards on 8/10/2018.
- To date, ~8 students have left PCHS claiming it was due to exclusively due to Bus Costs or bus Scholarship Amounts. ~\$11,500 in previously awarded scholarship funds have been made available due to cancellation of taking the bus to school. All those unutilized awards have been re-awarded to others. PCHS is out of Scholarship Award funding, but additional scholarship appeals continue to be made.
- Ridership is down significantly as compared to last year at this time and from forecasted/budgeted amounts back in May/June and from 2018-19 Registrations. ~820 students rode the bus at the start of 2017-18; only ~625 registered to ride a bus; and only ~450 are paying and riding a bus. Ridership is down ~370 students from last year (down ~45%). Bus seat occupancy is down from 89% at start of 2017-18 to about 51% now.
- Planning underway to likely consolidate stops and routes to reduce the number of buses to increase Occupancy Rates back to the ~90% level to prevent increased PCHS costs for 2018-19 School Bus Transportation.
- Special Ed Bus needs have increased in Aug 2018 from the 2017-18 2nd Semester levels used for 2018-19 budgeting. Budget called for 1 bus based on known riders as of May/June. Needs now are 2 buses likely for the entire school year. A second bus will add ~\$80,000 to the cost of 2018-19 transportation.
- Late Bus and Competition Trip busing at this time look to be on-track to remain as budgeted for 2018-19.
- Good News is that all buses from ATS are Yellow School-to-School buses that have been reconditioned inside and have been running predominantly on-time other than for unpredictable roadway accidents.

Facilities/Projects:

- School Accountability Report Card (SARC) Compliance Work and Inspection Completed in June
- Mental Health Services Rooms Work Completed
- 4 Trailers behind J-Building removed per LAUSD Mandate – 3 Relocated as Needed. 1 Returned
- J-Building Trailers Rooms Work Completed
- LAUSD Accessibility Study/Assessment underway. Schedule for Mid-Ag through Mid-Oct
- Pali Academy Emergency Exit Push-Bar Gate Installed (hardware install pending)
- Classes/Offices Deep Cleaned & Floors Waxed
- Restrooms Deep Cleaned and Machine Scrubbed



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Facilities/Projects (Continued):

- New Classroom Furniture, Whiteboards and Bulletin Boards Ordered – Recently Received and in progress for install
- LAUSD initial site visit for Public Address issues; Referred us to GC who is scheduled to also do its own investigation and site visit
- Duct Cleaning in A-Bldg; G-Bldg; M-Bldg Completed
- PE Tunnel Temp Fence Installed
- Fire Dept. Compliance Testing & Inspection for Hazardous Waste Program
- Fire prevention of landscaping completed
- Heating System leak near C-Bldg still not repaired. LAUSD saying they have an alternative way to get us heat for this winter so they are holding off on fixing this leak.
- Gym Building area water main leak occurred a day after school started. Emergency repairs done that night and the next 2 days. Patching and surface repaired to finish up this weekend.
- Additional thermostats replaced in A206, A210, D208, E102, F205, G107
- Data Center/Room A/C replacement completed over summer
- Missing classroom window guards/grates installed to further secure classrooms
- Phase 3 of the LED Lighting project mostly completed over summer. Some misc. rooms/areas waiting for specialty parts.
- Front of A-Building Landscaping project put on hold for budgetary reasons
- Stadium Landscaping project put on hold for budgetary reasons
- **Security Fencing** – LAUSD mandated Architectural & Structural Engineering plans to be created and submitted for their approval. Breen Engineering Inc. is contracted to do this work and will submit plans to LAUSD as required.
- **Garden Gateway Phase 3 (Boosters Funded)** – Project approval has been obtained from LAUSD. Bids received for Construction portion of the project are still being leveled. Landscaping buds are anticipated very soon. Hoping to have a recommendation to the Boosters in early September. Hope to start construction in late September or early October.
- **Modular/Trailer Relocation Project** – LAUSD is requiring/forcing PCHS to move the Modulares/trailers behind the J-Building to a new location to get them farther away from J-Bldg, widen the Fire Lane, etc. All issues held over from their installation in 2015. 3 of the 4 trailers will be retained for ongoing and temporary use.
- **Gym A/C Project (LAUSD Funded)** – Project has been DSA Approved. LAUSD currently preparing bid packages for General Contractor bidding/selection. Latest estimated start date pushed back to 11/15/2018 (and completion by Feb 2020 - 15 months), but further start date delays are possible.



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- **Heating System Infrastructure Replacement Project (LAUSD Funded)** – Project design phase still underway. Estimated start date Summer/Fall 2019 and completion Winter/Spring 2020 (anticipated as a 10-month project). Many milestones still to be cleared before confidence in project being started at all becomes high. Temporary heating solution still be analyzed and planned by LAUSD.