



# PALISADES

## CHARTER HIGH SCHOOL

### Board of Trustees Meeting Operations Report November 6, 2018

#### Security/Safety:

- PCHS Safety 1 Category Update: (THIS SUB-SECTION UNCHANGED FROM OCT)
  - **Fix/Improve General Public Address System:** Classroom PA speakers added, fixed or replaced. Additional work done on the main system is waiting for report from LAUSD for further enhancement recommendations.
  - **Emergency Exit Push-Bar Gates:** The one budget-approved Emergency Exit Push-Bar Gate has been installed at Pali Academy and is functioning as needed. Additional Emergency Exit Gates will require additional funding.
  - **Fencing:** Fencing was budgeted for Parking Lot and PE Tunnel, and our contracted 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). However, additional funding will be needed to install the fence as the Safety & Security Campaign funds raised Spring Semester are no longer available, and the likely deficit reduction approaches planned will further deplete the partial funding that remained.
  - **Unfunded Other Safety 1 Projects:**
    - Fence Breach Detection/Alerting System
    - Additional Security Cameras
    - Additional Emergency Exit Gates
    - Intrusion Detection System
- Campus-Wide Classroom Lockdown Emergency Supplies funding received FROM Boosters and PTSA to fund the 5-Year Classroom Supplies request for water/food for lockdown scenarios. Thank You to both organizations! This will help Faculty/Staff & Students have what they need for such scenarios more consistently over the next five years.
- Active Intruder training developed and implemented by Safe Kids Inc. conducted on five consecutive Mondays in October. Professional Development for all Faculty/Staff was conducted in August at the start of the 2018-19 school year, and will be refreshed again at the January 7<sup>th</sup>, 2019 PD Day. Additionally, the Safe Kids people met with our Leadership Students on Thu 11/1, and plan to meet with our Faculty on Tue 11/13, to provide their feedback and receive feedback as well.
- PCHS has a mutually agreed upon contract with Social Media Monitoring vendor Social Sentinel ([www.SocialSentinel.com](http://www.SocialSentinel.com)) and as an additional early detection/warning of potential threats. This contract being presented at Board's Tue 11/6/2018 meeting for approval.



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### Security/Safety (Continued):

- PCHS fundraising campaign for Safety & Security needed for 2018-19 and beyond to build up the necessary funds to implement the #1 Safety Priority as determined via a multiple Stakeholder & 3<sup>rd</sup>-Party expert process – Fencing.
- 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.
- Unfunded and Currently Not Being Pursued, but Desired - 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 30-60 minutes away and we need much faster response time in such events. Costs estimated at \$1,000-\$1,500/month, but funding still needed.
- The Safety 2 Category Update:
  - Roofing/Gutter/Drainage repair for existing problems is underway and expected to be completed in October. More proactive/preventative work planned has been put off until funding is available.
  - All the Portable A/C Units budgeted for 2018-19 have been purchased and installed. Additional requested units will need additional funding.
  - All planned Air-Handler/Duct Cleaning for the G, M and A Buildings completed

### Transportation:

- PCHS Regular Ed “Rightsizing” of all Regular Ed Routes/Stops implemented effective Monday 9/24/2018, which reduced buses from 16 to 10 on a daily basis. Revised route configuration and schedules implemented on Monday 10/1/2018, Monday 10/12/2018 and Monday 11/5/2018. Additional schedule changes possible, but not likely at the current ridership levels.
- Ridership impact of the rightsized and revised routes/schedule has seen ~15 students leave the PCHS School Bus Program. Several more left over the last week as the unrestricted period (Oct) for departures was ending. Further departures from the bus program may occur over the rest of the school year for the usual reasons that occur every year.
- PCHS Transportation Committee has continued to meet and has allocated virtually all available scholarships funds and donation funds.
- Late Bus, Competition Bus, Field Trip, and Special Ed Bus/Transportation operating without much change from last year and limited issues reported.



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### Transportation (Continued):

- The new 3-Year ATS contract should enable PCHS to execute the 2019-20 school year Bus Registration and Bus Scholarship Application processes in the Feb thru May 2019 timeframe in order to have a better idea of ridership and scholarship needs going into the May 2019 budgetary process. The 3<sup>rd</sup>-Party Contractor for PCHS School Bus scholarship determination (ISM – Fast Aid) expected to be used again for 2019-20 scholarship applications.
- Unless the Board agrees to subsidize all bus riders for the 2019-20 school year, bus costs for next year for students without a scholarship and without donations will go up at least \$10/student to \$225/mo./student. Additional price increases could still occur over and above that, but preliminary projections are a \$2,250/year/student (\$225/mo./student) cost for bus riders in 2019-20.

### Permits & Setups:

- Permit Revenue for Oct 2018 was ~\$63,500:
  - ~\$41,000 from Facility Rentals
  - ~\$1,900 from Banner Rentals
  - ~\$20,600 from Filming
- Permit Revenue for Nov 2018 will be available at the next board meeting
- We continue to receive many calls regarding filming requests. Currently have three pending requests, with one of them potentially substantial (a Hulu movie), and the others are DSW and Under Armor commercials. There continues to be a strong interest in shooting at PCHS.
- Banners continue to generate good revenue; at least 1-2 calls a day about new potential business to use that service
- PCHS Fall Sports and Sports Permits ongoing and doing well
- Annual College Fair in Gym was a success
- Mock Election in Mercer went well
- Football Fest on 9/28 also very well attended
- PCHS Spirit Week, Pep Rally, Homecoming Football Game, and Homecoming Dance upcoming
- Oct 2018 Set-Ups/Events:
  - Sister Act Opening Night – 10/4
  - College Fair – 10/8
  - Mock Election – 10/9
  - Softball Fundraiser – 10/14
  - PCHS Spirit Week – 10/15-10/19
  - The Great Shakeout – 10/18
  - PCHS Homecoming – 10/19
  - Pali Symphony Performance – 10/21



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### Permits & Setups (Continued):

- Nov 2018 Set-Ups/Events:
  - The Banter Opening Night – 11/1
  - DTASC Fall Festival – JV – 11/3
  - Booster Club Phone-a-thon – 11/5
  - Coffeehouse Concert – 11/5
  - Election Day Voting in Mercer - 11/6
  - Marching Band Showcase – 11/7
  - PTSA Meeting - 11/15
  - Historic Black College Fair – 11/16
  - Thanksgiving Break Sat 11/17 thru Sun 11/25
  - Dramatic Scene Night – 11/27
  - Jazz band and Concert Orchestra Winter Concert – 11/29
  - Symphony Orchestra and Concert Orchestra Winter Concert – 11/30

### MGAC/Pool:

- Fall pool hours still in effect, but Holiday Hours coming soon
- Major club swim meet scheduled for Sat 11/3 and Sun 11/4
- Concrete and plaster issues being observed, noted and being monitored for future repairs
- 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:

- The rest of the below items still apply and are the major considerations for IT other than standard school year activities and budgeted line items.
  - Note: A switch failure occurred in the Music Building recently, knocking out Wi-Fi in the Music & Mercer Hall areas for a few days (Wired network remained operational). The E-Rate project will help minimize these types of aging infrastructure issues
- Classroom management software (Impero) continues to be rolled out and tested with teachers/students. Impero allows teachers to easily manage institutional and BYOD devices. It recently was instrumental in uncovering a few students cheating on a test.



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### Information Technology (Continued):

- Over 850 Chromebooks have been checked out to students so far this year. An additional 450+ are allocated to classrooms via Carts or other means, and an additional 400 working Chromebooks available as needed (classroom ad-hoc requests, student pool, testing needs, etc.). Many students have embraced the Bring Your Own Device (BYOD) aspect of PCHS's Supplemental BYOD Program. Further discussions re School Provided Devices, Carts and BYOD are needed in conjunction with Academic and Budgetary considerations.
- E-Rate Category 2 project planned for Winter Break and 2<sup>nd</sup> Semester. This project provides the following long-overdue repairs/upgrades and receives matching funds from the state project where PCHS only has to pay half of these costs:
  - Replace aged and failing core network infrastructure
  - Replace aged and/or failing classroom lab networks
  - Supplement wireless access points in classrooms with insufficient infrastructure
  - Grow physical network in insufficient, non-existent, or otherwise problematic areas
  - Provide for, repair, or replace the battery backup to each network IDF
  - Repair/Replace fiber runs that have stopped working
  - Run new fiber runs to new classroom labs and new IDF's
  - Add new Ethernet capacity where exhausted in lower A, B101, AA office, H, E, G, J, Mercer Hall, Cafeteria/Staff Cafeteria
- Konica contract negotiations - Konica has made the official recommendation that we trade in our 3 copy room machines for 5-6 alternate models, however this is not a budget neutral trade. Cost Benefit analysis/review and negotiations ongoing.
- JIVE fax solution being tested and piloted. If implementation continues to be successful, most fax lines on campus will be migrated to this to reduce monthly phone bills.
- New asset management module ordered which connects to existing Library Management Software (Destiny). Chromebooks will be migrated to Destiny to significantly reduce check-in/checkout time for students and improve our reporting capabilities over existing WASP for EDU system. Other benefits are reduced overhead of personnel and computing power as we reduce the number of systems in place to support Chromebooks, and annual cost reduction of licensing by \$800 per year.



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### Facilities/Projects:

1. Cafeteria gas regulator and gas shut off valve fixed/replaced to re-enable all gas-utilizing appliances.
2. SARC Compliance violations from LAUSD remedied/resolved
3. Completed roofing and gutter repairs on our Main Buildings (A, C, D, E, F, G) as well as loading dock roof and Mercer Hall roof.
4. Completed full fix to faulty storm drain in conjunction with City of Los Angeles, LAUSD and PCHS. Storm drain grate was removed to alleviate the pine needles from clogging the mesh grates, and replaced with a large object blocking crossbar grate. Damaged portion of concrete sidewalk was replaced/leveled, and hillside restored and re-compacted.
5. LAUSD completed its ADA assessment of PCHS for hoped-for future bond funded remediation of targeted deficiencies.

### Larger Scale Projects:

- **Security Fencing** – LAUSD mandated Architectural & Structural Engineering plans being created Breen Engineering Inc. and will then be submitted to LAUSD for their approval. Funding needed for fence purchase/installation.
- **Short-Term Heating System Repair (Primarily LAUSD Funded)** – Project design and execution completed by LAUSD. Estimated start date is mid-Nov with completion by Dec 2019. Any cost to PCHS still TBD.
- **Long-Term Heating System Infrastructure Replacement Project (LAUSD Funded)** – Project design phase still underway. Estimated start date Summer/Fall 2020 and completion Spring/Summer 2021 (anticipated as a 10-12 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.
- **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 Mid-Feb 2019, but further start date delays are possible.
- **Student Restroom Renovation Project (Donor Funded)** – Project planning underway
- **Garden Gateway Phase 3 (Boosters Funded)** – Project approval has been obtained from LAUSD. Bids received for Construction and determined by Boosters to be higher than desired. Boosters reduced project scope to remove the decorative pony brick wall and “Palisades Charter High School” sign and just do the landscaping portion of the project. Re-bid process completed, preliminary vendor selection completed, contract process now underway. Expected start date of late Nov.