



PALISADES

CHARTER HIGH SCHOOL

Board of Trustees Meeting Operations Report December 11, 2018

Security/Safety:

- PCHS Safety 1 Category Update: (THIS SUB-SECTION UNCHANGED FROM PREVIOUS REPORT)
 - **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 supplies. Thank You to both organizations! Thank you to the PTSA Volunteers for the packaging work. These supplies have been distributed to classrooms and are in place if needed.

- Active Intruder training developed and implemented by Safe Kids Inc. and conducted on five consecutive Mondays in October. A refresher/recap is planned for Spring Semester.

- PCHS has a mutually agreed upon contract with Social Media Monitoring vendor Social Sentinel (www.SocialSentinel.com) and as an additional early detection/warning of potential threats. This contract being presented at Board's Tue 12/11/2018 meeting for approval. PTSA has agreed to fully fund Year 1 of the Social Sentinel service (\$6,000).

- 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 & 3rd-Party expert process – Fencing.



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Security/Safety (Continued):

- 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 completed last month and held up well in the recent heavy rains. A few more proactive/preventative action items have been identified and are awaiting valuation/estimates to determine if funding available.
 - All the Portable A/C Units budgeted for 2018-19 have been purchased and installed. Additional requested units will need additional funding.
 - Concrete rough-up planned for Winter Break

Transportation:

- Other than for the November fire disruption of the Topanga/Valley route for a week, all 10 regular to/from buses have been running/operating as expected
- Late Bus, Competition Bus, Field Trip, and Special Ed Bus/Transportation operating without much change from last year and limited issues reported.
- Scholarship funds have previously been allocated
- PCHS Transportation Department has continued to allocate available donation funds. A small reserve is being held for the additional students enrolling in PCHS for Spring Semester to assist with their school bus financial assistance requests.
- 2019-20 PCHS School Bus Program Registration and Scholarship Request Applications expected to open in March 2019 and be open for two weeks in correlation with PCHS Enrollment
- Late Bus, Competition Bus, Field Trip, and Special Ed Bus/Transportation operating without much change from last year and limited issues reported.
- 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.



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Permits & Setups:

- Permit Revenue for Nov 2018 was ~\$30,400:
 - ~\$26,200 from Facility Rentals
 - ~\$1,900 from Banner Rentals
 - ~\$2,300 from Filming
- Nov 2018 Revenue down a little due to fire cancellation, baseball field re-seeding, a few filming possibilities that fell through, Thanksgiving week, etc.
- Permit Revenue for Dec 2018 will be available at the next board meeting
- We continue to receive a good volume of calls regarding filming requests. Two December shoots planned for a Louie Vuitton commercial and a movie shoot and a few pending shoots.
- Banner demand continues to be at a strong pace
- PCHS Fall Sports and Sports Permits have wrapped up. Winter sports/permits well underway.
- Nov 2018 Set-Ups/Events:
 - The Barker Play Opening Night – 11/1
 - DTASC Fall Festival – JV 11/3
 - Booster Club Phone-a-thon – 11/5
 - Coffeehouse Concert – 11/5
 - Marching Band Showcase – 11/7
 - Historic Black College Fair – 11/16
 - Dramatic Scene Night – 11/27
 - Jazz band and Concert Orchestra Winter Concert – 11/29
 - Symphony Orchestra and Concert Orchestra Winter Concert – 11/30
- Dec 2018 Set-Ups/Events:
 - Marching Band Banquet—12/1
 - Football Banquet—12/2
 - Winter VAPA Show (Chorus) — 12/3
 - Winter VAPA Show (Band)—12/5
 - Winter VAPA Show (Dance)—12/6
 - FNL Performances—12/7
 - Board Meeting 12/11
 - JSA Winter Cabinet Retreat (12/15)

MGAC/Pool:

- Pool holiday hours to start Monday 12/10
- Available MGAC hours well permitted over holiday/break periods
- Hosting Water Polo Tournament in Mid-December
- 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)



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Information Technology:

- The E-Rate infrastructure project is still on-hold pending state approval. LearningTech, who assists us with our E-Rate processes, have issued their annual executive overview. A key highlight of the report is a savings of \$33,997.54 on annual allowable services this past fiscal year.
 - 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
- Continuing to work with Impero, our classroom device management tool, for a Spring Semester rollout. At this time, the software is working fantastically on school owned devices but there are a number of workflow issues with BYOD devices, along with some bugs on macOS devices. John Vieira is working with a small number of teachers to get feedback and create PD for teacher use when we are able to go live.
- Continuing to work with Microsoft and prep our systems for Single Sign-On (SSO) integration. We have final-check meetings scheduled during Winter Break, with a go-live meeting also scheduled should everything look good.
- Attended a series of webinars about a line of security cameras and software, compatible with our system, which provides real time facial recognition.
- Worked with Facilities Team to troubleshoot/repair issues with the school-wide PA system.
- Continuing to identify areas of cost savings and reduce cost where possible with phones and fax systems.
- Installed a new Inventory Management system and preparing to migrate all student Access First data from existing system into new Destiny system.
- Resolved access issue for American National Biography system, utilized through the school Library.



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Information Technology (Continued):

- Gathered and used information to create a technical requirements checklist for the Attendance Office, who is looking to ensure the schools needs are being met by our photography and ID card vendor.
- Swipe12K carts have been setup and delivered and are now in use by the Attendance Office. The carts streamline student tardy processing, allowing the students to get to the classroom faster, and provide increased reporting metrics.
- Processed, configured, and dispersed new Chromebooks to the Special Education department.
- Created and pushed out script to resolve macOS host name reporting reliability (a long-standing issue) to all macOS devices.
- Preparing for annual asset inventory during Winter Break

Facilities/Projects:

1. Heating line near C-Bldg. repaired and bypass tubing for School main heating line installed underground and set to be connected into overall main system over Winter Break.
2. Completed installing "Vending Miser" devices on vending machines, which provide more energy efficient operation of the machines while still keeping the products at targeted temperatures.
3. Completed renovation of new psychologist office space for new school psychologist Lauren DeNoia
4. Updated Fire Control & Access Panel Location ID's for various buildings to reflect the space/facility usage and therefore easier to identify fire alarm locations in the event of a fire alarm. Additional buildings to be reviewed and refined over Winter Break.
5. Rotated/Changed exterior hallway locker combos that were no longer in use so that we can accommodate those students without lockers as well as any new incoming students requests.
6. Continued Prop39 LED lighting upgrades in some remaining J-Bldg & Gym locations. Mercer Hall to be upgraded over Winter Break.
7. Infield/Outfield baseball field repairs underway and will be completed in time for late January Opening Day.
8. Large & Small Gym floor refinishing planned for late December
9. Completed Roofing & Gutter repairs on our Main Buildings (A, C, D, E, F, G) as well as loading dock roof and Mercer Hall roof were well tested recently and held up very well.
10. Collecting school wide data for HVAC and PA systems as part of a much larger project for issues to address in conjunction with LAUSD.
11. Winter Break work tasks planned for Facilities & Janitorial Teams



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Facilities/Projects (Continued):

Larger Scale Projects:

- **Security Fencing (Unfunded)** – 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. Phase 1 completed over Thanksgiving Break. Phase 2 expected to be completed over Winter Break. Funding expected to be provided by LAUSD - 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-April 2019, but further start date delays are possible.
- **Student Restroom Renovation Project (Donor Funded)** – Project planning underway for full execution Summer 2019. Exterior Entrance improvements planned for Winter Break.
- **Garden Gateway Phase 3 (Fully Boosters Funded)** – Project approval obtained from LAUSD. Full-Scope bids received for Construction 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, vendor selection completed (Liliput, Inc.), contract process underway. Expected start date 12/17/2018.