



PALISADES

CHARTER HIGH SCHOOL

Board of Trustees Meeting Operations Report January 15, 2018

Security/Safety:

- Campus-Wide 5-Year Shelf-Life Lockdown Emergency Supplies funded by Boosters and PTSA are now all distributed to all offices (classrooms were done previously). Thank You to both organizations!
- Active Intruder training developed and implemented by Safe Kids Inc. and conducted on five consecutive Mondays in October. A refresher/recap for Faculty/Staff and Students planned for 2/28/2019. Safe Kids representatives were on hand for the Monday 1/8/2019 PD Day for all Faculty/Staff.
- Our Board approved social media alerting vendor Social Sentinel's (www.SocialSentinel.com) system has been setup and initially configured (Thank You PTSA for the Year 1 funding!). Additional refinements expected to be added in January and February but the system is operational.
- 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.
- 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.



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Security/Safety (Continued):

- 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

Transportation:

- All buses finished out the fall semester (and started spring semester) operating as expected.
- PCHS Transportation Department has continued to allocate available donation funds. A small reserve of donations are being allocated as needed to newly enrolled spring semester students, and others who have requested additional assistance. All scholarship funds were previously fully allocated.
- 2019-20 PCHS School Bus Program Registration and Financial Assistance Applications expected to open in March 1, 2019 and be open for two weeks (closing March 12th) in correlation with PCHS Student Enrollment for 2019-20.
- 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 for school bus registration are at a \$2,250/year per student (\$225/mo./student) cost for bus riders in 2019-20.



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Transportation (Continued):

- Effective 3/18/2019, the Big Blue Bus (BBB) company have agreed to run a Pali Express public transportation bus from the Santa Monica 4th Street train station to Pali High with no in-between stops. The bus's route will be from the train station to PCH to Sunset and 1st Stop is at the corner of El Medio & Sunset at the top of our back staircase, 2nd Stop at Temescal & Sunset corner before continuing along Sunset. This should cut the transit time for PCHS students in half from the current "local" route that has 10+ stops before reaching PCHS. A BBB express bus from PCHS to the station will exist in the afternoon soon after our first dismissal as well. Details on the specific schedule coming soon from BBB.
- Late last semester, the Metro Bus organization agreed to add a second bus to pre-existing Metro Bus Route 206 just after Pali's first dismissal time so that more students could take the Metro 206 Bus route since the single bus at about that time was frequently full or near full. Details are on the Metro web pages in the Transportation section of PCHS's website

Permits & Setups:

- Permit Revenue for Dec 2018 was ~\$42,200:
 - ~\$29,600 from Facility Rentals
 - ~\$1,100 from Banner Rentals
 - ~\$11,500 from Filming
- Dec 2018 Revenue very healthy, especially considering the Baseball Field and Large Gym were out of commission for 1-2 weeks in December for annual maintenance.
- Permit Revenue for Jan 2019 will be available at the next board meeting
- Steady volume of filming request calls continue with three pending shoots in January
- Banner demand continues to be solid
- Winter sports/permits well underway
- 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)
 - PCHS Quiet Week (12/3-12/7)
 - PCHS Finals Week (12/10-12/14)
 - Winter Break (12/17-1/8)



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Permits & Setups (Continued):

- Jan 2019 Set-Ups/Events:
 - PD Day – 1/7
 - BSU Rehearsals (1/8-1/30)
 - Activity Drill (Fire Drill) – 1/15
 - Senior Panorama Picture – 1/17
 - Fuerza Unida Parent Meeting – 1/19
 - PPWC Parking Event (rescheduled due to Woosley Fires) – 1/20
 - Coach Todd's Football Camp – 1/21
 - PPTFH 2019 Homeless Count – 1/23
 - Blood Drive – 1/23
 - Advanced Drama Scene Night – 1/24
 - Counseling Office Symposium – 1/25
 - Girl Scout Cookie Distribution – 1/26
 - BSU Showcase Performances– 1/31-2/1
 - Board Meeting – 1/15
 - School Tours – 1/16 and 1/24

MGAC/Pool:

- Pool Winter Hours in effect
- Regular PCHS and Club Teams Activities Continuing
- Hosted Water Polo Tournament successful (and won by PCHS)
- Competition Scoreboard Repaired/Updated
- Lifeguard Training/Testing Conducted
- Pool House gas leak repaired
- 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 Microsoft Single Sign-On (SSO) integration between Infinite Campus and Active Directory went into effect at the start of this semester and is a very welcome upgrade. A few hiccups along the way may occur, but this is a giant step forward for PCHS and its users.



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Information Technology (Continued):

- Annual mid-year tech assessment, cleanup and inventory took place over Winter Break. In addition, most tech identified items from the Winter Break Faculty/Staff needs survey were addressed.
- Also over Winter Break, the long awaited from LACOE Internet Circuit upgrade was started and should be in-place and ready for use in January 2019.
- Social Sentinel's social media alerting service started-up the first week in January. Additional refinements expected to be added along the way in January and February but the system is operational.
- Our new Chromebook Inventory Management System (Destiny Resource Manager) had refinements made, and templates created, and is now in production use to manage PCHS's Chromebook assets.
- A small lab environment was created to test domain joining in our OSX environment, something we used to have but stopped due to more negative than positive effects. The tests were very successful and we will move forward with a few TBD pilot users before the rollout takes place.
- 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.
- Worked with Facilities Team to troubleshoot/repair issues with the school-wide PA system.



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Facilities/Projects:

1. Replaced/Upgraded Mercer Hall light fixtures to LEDs. Also upgraded lighting controls to have more flexibility in rows/banks being on/off or dimmed. Project is part of ongoing campus wide lighting upgrade from fluorescent bulbs to LED bulbs as part of Prop39.
2. Restroom Renovation Project – Upgraded exteriors of nine students’ restroom locations with Pali colored tile, freshly painted exterior, and ordered new signage. Locations: C-Bldg. 1st/2nd (2); E-Bldg. 1st/2nd (2); F-Bldg. 1st(1); G-Bldg. 1st/2nd (4)
3. LAUSD completing the short-term temporary HVAC “Bypass” into the main line to complete the Winter Break heating line project
4. LAUSD conducted a school wide assessment of HVAC system infrastructure for preventative maintenance purposes and in selected problematic classrooms. Remediation of issues found started during Winter Break and are expected to be completed in January 2019.
5. A Public Address (PA) Speaker assessment was done for all faculty/staff survey identified PA issues in various areas. All issues were addressed/fixed.
6. Rotated/changed 30 exterior hallway locker combos to can accommodate those students without as well as any new incoming student requests.
7. Infield/Outfield baseball field/grass renovation completed.
8. Per Cafeteria Food Inspection report – Walk-In fridge, Reach-In fridge, electronic ballasts and patching/painting done.
9. Some A-Bldg 1st Floor Hallway Upgrades were made over Winter Break - Replaced aging baseboards, aging/damaged ceiling tiles, access hatches, waxed floors (A-Bldg hallway 1st/2nd Floor, Main Office, Attendance Office, Counseling Office, Dolphin Tank, etc.
10. Also waxed floors in Mercer Hall, Gilbert Hall, Teachers’ Lounge, Gym Lobby and Snack Shop areas. Carpets cleaned (machine scrubbed) in Library, College Center, Fitness Room and several offices.
11. New counter installed in library
12. Re seeded quads grass areas available. Will reseed by Outdoor Stage as soon as LAUSD removes temporary fencing.
13. Replaced 3 water damaged and rotted doors for U112; U113; U114
14. New location for school psychologist now occupied by Lauren DeNoia, and School Resource Officer (SRO) Officer Johnson moved into office next to Dean’s Office, and several Mental Health Services therapists relocates as needed.
15. Rotated/Changed exterior hallway locker combinations as needed for new/incoming spring semester students.
16. Large & Small Gym floor refinishing completed over Winter Break
17. Many smaller Winter Break work tasks planned/completed by Facilities & Janitorial Teams



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Facilities/Projects (Continued):

Larger Scale Projects:

- **Security Fencing (Unfunded)** – LAUSD mandated Architectural & Structural Engineering plans created by Breen Engineering Inc. Funding needed for fence purchase/installation.
- **Short-Term Temporary Heating System Repair (Primarily LAUSD Funded)** – Project design and execution completed by LAUSD. Phase 1 completed over Thanksgiving Break. Phase 2 completed over Winter Break. Funding expected to be provided by LAUSD - Any cost to PCHS still TBD.
- **Long-Term Temporary Heating System Repair (Primarily LAUSD Funded)** – Project re-design underway by LAUSD. Phase 1 was anticipated to be done over Thanksgiving through Winter Breaks, but has been postponed until Spring 2019. 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 likely.
- **Student Restroom Renovation Project (Donor Funded)** – Project planning underway for full interiors execution Summer 2019. Exterior Entrance improvements completed over 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. However, vendor (Liliput) backed out in Mid-December and Boosters is contemplating their next steps.