

**PALISADES CHARTER HIGH SCHOOL  
BOARD OF TRUSTEE'S MEETING  
PRINCIPAL/CHIEF ADMINISTRATIVE OFFICER'S REPORT  
OCTOBER 18, 2011**

**School Communication System** – On October 11, LAUSD terminated the Blackboard Connect services to Palisades High Charter School without giving the school any advance notification. The Blackboard Connect services are provided to the LAUSD schools and affiliated charters without charge. Independent charters are not included in the District contract. Blackboard Connect is the service used to send automated phone messages to parents and the school community. PCHS has requested to be reconnected for a two-week period to allow time to research systems and make transition arrangements while ensuring that the school has the capability to make emergency announcements if needed.

**Drinking Fountains** - Rayne Water Systems is working with PCHS to examine all drinking fountains on campus to ensure that new filters have been installed and that fountains are working properly.

**UTLA Negotiations** - On September 28, the PCHS and UTLA bargaining teams met with the goal of reaching a final settlement in negotiations for 2011-2012. The parties are pleased to report that substantial progress was made. While PCHS board and faculty approval are pending, the parties believe they are in tentative agreement for a framework to close negotiations for the 2011-2012 school year.

**School Development** – Ms. Carla Levenson met with a group of interested PCHS stakeholders on October 17 to discuss potential development and marketing plans for PCHS. Ms. Levenson currently works with Da Vinci Schools in El Segundo, CA to coordinate school fundraising opportunities such as identifying and applying for grants, developing donor databases, coordinating giving campaigns, and assisting with school website development.

**Human Resources** – Ms. Cee Cee Hale, Human Resources consultant and retired Assistant Superintendent of Human Resources from Culver City Unified School District will assist PCHS in coordinating the hiring of a Human Resources Director and with other HR related duties until a new director is hired. Ms. Hale will report to PCHS three days per week from 8am-2pm.

**Support for PCHS instructional programs** –Educational consultant Carole Ferraud from Cf Educational Consultants will assist PCHS in the important task of building consistent and effective instruction throughout the school with a focus on math and EL students. During October, Ms. Ferraud will conduct a curriculum, instruction, and assessment audit of existing practices including administrative use of data, site and teacher use of data, curriculum development, curriculum implementation, professional development, lesson planning and coaching. In addition to the audit, Ms. Ferraud will deliver a report of her findings and provide recommendations for next steps.

**LAUSD Charter School Visit** - Tom Nichols and three other members of the LAUSD Charter School team visited PCHS on Wednesday, September 28. The group observed classes and met with various groups including parents, students, department chairs, classified staff, and administrators. The team will return for a follow-up visit second semester.

**Administrators' Retreat** - PCHS administrators met on Thursday, September 29 to refine the PCHS goals for 2011-2012 in addition to determining the means of measuring these goals. PCHS data consultant and teacher Maggie Nance presented information on School Performance Management, a goal setting model from the Charter School Initiative that she studied through professional development offered at Stanford University.

**School Schedule for 2012-2013** – LAUSD has decided to proceed with implementation of a District-wide Early Start Instructional Calendar for the 2012-2013 school year. All students in grades K-12 will continue with a two-semester instructional calendar. Under the District-wide Early Start Instructional Calendar, the first day of instruction will be August 14, 2012 and the last day of instruction will be June 4, 2013. LAUSD reports that for the first time in decades, almost the entire school district will be on one calendar. PCHS parents have begun contacting the school to determine if we will be following the new calendar. PCHS will begin gathering input from families in the school community through surveys to help determine the level of support for this change.

**PCHS Homecoming and 50<sup>th</sup> Anniversary Events** The next 50<sup>th</sup> event will be the October 21 Ribbon cutting, time capsule opening, and Homecoming. The ribbon cutting begins at 8:30 with a breakfast reception and PCHS-Temescal Canyon historical video. There will be an alumni pre-game gathering from 4:30-7:00pm and continuing during the game. Food and beverages will be available on campus starting when school ends until game time. For added fun, a special alumni cheering section will be set aside for all returning Dolphins team and band members. Besides food that will be available on campus at the pre-game gathering, the "Quarterback Club" will be grilling hot dogs and burgers at the Stadium by the Sea during both the JV and varsity games. Proceeds from stadium food sale go to support Pali's football teams. The PCHS Leadership class is planning an on-field halftime walk-on salute to all alumni team, and band members in attendance at the game.

The PCHS Homecoming Dance will be held on Saturday, October 22 from 7:00 P.M. 11:00 PM at LoftSEVEN in The HAAS Building at 219 West Seventh Street, Los Angeles 90014. The semi-formal dance is open to all students; tickets cost \$35 and \$45, depending on date of purchase. Dance contracts are posted on the PCHS website.

**PALISADES CHARTER HIGH SCHOOL  
CBO REPORT  
BOARD OF TRUSTEES MEETING  
OCTOBER 18, 2011**

**2010-2011 Updates**

The Unaudited Actuals for 2010-2011, submitted by the September 15<sup>th</sup> deadline to the CDE, are summarized and attached. The Unaudited Actuals (CDE format-8 pages), as submitted, are enclosed as well as the detail Unaudited Financial Statements summarized by line item (PCHS format-4 pages). Additionally, schedules detailing Professional Services (by vendor and type of consulting), Transportation and Permits are also included. These schedules and results were discussed in detail at the Budget & Finance Committee Meeting held October 10<sup>th</sup>.

The Audited Financial Statements need to be completed and filed with the CDE by December 15, 2011. These statements will subsequently be presented to the Board of Trustees at the January 2012 meeting.

**2011-2012 Budget**

Enrollment at the end of Month 1 (17 days) was 2,896 students (2,887 in same period 2010-2011). This enrollment includes 245 students identified with Special Needs, 203 Magnet students, 75 students at Temescal and 96 students designated as English Language Learners. There are 817-9<sup>th</sup> Graders, 717-10<sup>th</sup> Graders, 698-11<sup>th</sup> Graders & 664-12<sup>th</sup> Graders. ADA for the month was 2,822.9 or 97.5 % of enrolled students (2,806.4 & 97.2% for 2010-2011). Preliminary ADA projections would indicate that the funded ADA (after month 7) would be 2,733. Budgeted ADA is 2,747. These early ADA results has the administration looking at our waiting list for additional students (primarily 11<sup>th</sup> grade).

- An initial 2011-2012 Transportation Recap is enclosed. Potential lower costs (approximately \$95,000) and higher parent collections (\$73,000) from the approved budget are encouraging signs.
- Mid-year Budget cuts are still a possibility for Education subject to the State of California's Actual Revenues. The Legislature would have to decide whether to "Trigger" budget cuts that may impact K-12 Funding and # of instructional days. The best current forecast on when any funding changes may take place is December.

**PALISADES CHARTER HIGH SCHOOL  
CBO REPORT  
BOARD OF TRUSTEES MEETING  
OCTOBER 18, 2011**

**2011-2012 Budget (continued)**

- **Analysis of ADA, Salaries, busing, benefits & other expenses is still in process- any material changes or revisions to the Current 2011-2012 Approved Budget will be discussed at the next Budget & Finance Committee meeting.**

**Cafeteria**

**Final Cafeteria results for the first month of operations are pending as of this report, but the Cafeteria will report a profit in the first month of operation. In the 2010-2011 School Year, no profits were reported for any month of operation.**

# Associated Student Body Report

## Important Upcoming Events:

- **Club Day – October 12<sup>th</sup> & 13<sup>th</sup>**
  - This year at Pali, there are 83 clubs. 72 of these clubs are Interest Clubs and 11 are community service clubs.
  - This year, over 80 clubs signed up for a table at Club Day; this is substantially more clubs than have ever signed up for Club Day before.
  - Leadership decided to split Club Day into two different days: Wednesday October 12<sup>th</sup> is for interest clubs and Thursday October 13<sup>th</sup> is for service clubs to recruit members for the school year.
- **Homecoming Dance – October 22<sup>nd</sup>:**
  - Homecoming 2011 will be held at LoftSEVEN 219 W. 7th Street Los Angeles, CA (HAAS Building, Penthouse) from 7:00pm-11:00pm.
  - There will be a Dj and all Pali sponsored events have Pali faculty and administration attending as chaperons. There is a contract that all students and their parents must sign regarding school policies on dancing, dress code, and other regulations that PCHS expects all students to follow if they are attending the dance. There is a separate contract for non-Pali guests. Contracts are available in G101, the Student Store, and palihigh.org.
  - Tickets are on sale for \$35 from October 6<sup>th</sup>-14<sup>th</sup> and for \$45 late sale from October 17<sup>th</sup>-21<sup>st</sup>. Tickets include food and parking.
- **Homecoming Day – October 21<sup>st</sup>:**
  - There is an invitational event for the opening of the time capsule in the morning.
  - There will be an activity schedule and pep-rally between periods 3 and lunch for all classes. The pep-rally will include a parade of all the fall groups that compete for Pali, a ribbon cutting ceremony, as well as many presentations from groups on campus.
  - On top of the pep rally, Leadership is putting together the halftime show for the homecoming game.
- **Spirit Week – October 17<sup>th</sup>-20<sup>th</sup>:**
  - There will be events planned every day for spirit week in the quad on the days leading up to Homecoming.
  - Monday-Pajama Day, Tuesday-Twin Day, Wednesday-Nerd Day, Thursday-Sports Day.

## Event Summaries:

- **Football Fest – September 23<sup>rd</sup>:** To kick-off the first home game of the year, Leadership

planned Football Fest in the stadium parking lot. The event started after school with a senior tie-dye event in the quad and food trucks parked in front of campus. At 4:00, the stadium parking lot was opened and Leadership had 5 different food trucks, a DJ, and booths of student groups like Latino Student Union, Thespians, leadership, and other community organizations. The event was a success as the game and parking lot were filled with students and the different groups were able to fundraise.

- **Rose Gilbert Remembers – September 24<sup>th</sup>:** This event was put on by the 50<sup>th</sup> Committee and was headed by Jill Barker. Mercer hall was packed with former students of Ms. Gilbert from the 60's to the present. Speeches and presentations in Mercer were followed by a reception at the Maggie Gilbert Aquatic Center.
- **Back to School Night – October 6<sup>th</sup>:** The Leadership Class organized different clubs, student organizations, and sports teams to set up tables around the quad at back to school night. Each group gave information to parents about their group and was also given an opportunity to fundraise. On top of fundraising for Leadership, the class sold \$800 worth of merchandise from the student store that will go to the general ASB budget.
- **Class Updates:** There was a Junior Class Meeting on October 5<sup>th</sup>. A Freshman Class Fundraiser and Sophomore Class Movie Night are being planned for the coming weeks as well.
- Leadership planned a meeting with YMCA and the student body during lunch on October 11<sup>th</sup>.

#### Student Organization Reports:

- **Latino Student Union & Fuerza Unida:**
  - LSU is planned an assembly on October 12<sup>th</sup> welcoming Latino Freshman and discussing important information like A-G requirements, supportive teachers on campus, as well as debunking myths about Pali and High School.

## **OPERATIONS, FACILITY & TECHNOLOGY COMMITTEE**

### **Report to the Board of Trustees for the Oct, 18, 2011 Regular Meeting**

#### **LONG TERM PARKING PLAN UPDATE**

- At the June meeting the committee agreed to contract with C&A to put in place the interim parking improvements they presented at that meeting. Estimated cost \$16,000. Booster club approved 50% and Mr. M.A Smith approved matching funding from school.
- A traffic survey was done June 10 & 13. (Cost \$2614.00). With the change in school leadership and summer break, the traffic study /parking plan which was supposed to be in place by the start of the school year came to a complete halt. The approved funds have been reallocated for campus improvements (see facility facelift) during summer.
- Dr. Magee is following up on what happened to the survey results and if Pali entered in to a contract with C&A.

#### **INTRIM PLAN**

- Mr. Howard, who took over some of Mr. Smith's duties, implemented a short term plan at the beginning for the school year that includes new parent Drop-Off procedure on Bowdoin as well as opening the El Medio gate for students in the morning and the 2:00 pm dismissal for a brief period of time.
- This is helping with congestion in teacher parking lot and Bowdoin. The parking lot now clears within 12 min at dismissal time.
- Currently, students are charged for parking (\$25 permit) the committee discussed free parking for students to get them off the neighborhood streets.
- Discussion revolved around dividing student and faculty parking upper level with more permit markings due to damages already occurred.

#### **FACILITY FACELIFT**

- Mr. Hayes, a neighbor, spearheaded the facility improvements over the summer. This included pressure wash and de-gum campus walkways, painting, installing sod and benches, cleaning planters and removing the non functional phone booth.

#### **COPIER UPDATE**

- Faculty was trained during PD day and as of 10/4, copy codes were distributed.
- Committee concerns are that there are already 680,000 copies done as of 10/3 the contract allows for 3.3 million/anno. At this pace will exceed our contract by April 2012.
- The copiers will not be available over the weekend (6 week trial) and the committee is awaiting personnel assignments for non-Bonnie Collins times and turning on the machines (Monday mornings.)
- We are still having scanner issues with documents longer than 2 pages.

#### **TRAVELING TEACHERS**

- The committee is working on providing traveling teachers and dislocated teachers access to technology and work space.

#### **TECHNOLOGY UPDATE**

- We are looking into regulating student printing in the library and study center.
- 80 % of campus wireless has been deployed.
- LACOE line should be in place which will increase our speed from 10 mbps to 50 mbps.
- We are developing a survey about technology for all staff.
- 20 new imacs installed in the photo class and thin clients placed in English classrooms.

## 9<sup>th</sup> grade SLC Update – Sept. 19, 2011

The 9<sup>th</sup> grade Small Learning Communities (SLCs) or Pods were formed at Pali in 2003 to offer personalized, rigorous, interdisciplinary education to all 9<sup>th</sup> grade students. Prior to the SLCs, Pali provided this type of curriculum only to a small group of 9<sup>th</sup> grade students through the *Humanitas* program. However, the program was disbanded when it became clear that the overwhelming majority of *Humanitas* students were White and Asian, a demographic distribution that was not representative of the diverse Pali population.

PCHS created the Pod/SLC program, as outlined in the 2005 charter, in order to offer all 9<sup>th</sup> graders a personalized transition into a large high school. The Pods are tailored to meet our students' learning and affective needs, and to provide caring relationships and a sense of family. However, without training in interdisciplinary teaching, with rotating leadership & membership, and with an unclear mission, the SLC program has, over the years, moved further away from its vision of a research-based, collaborative, and equitable program devoted to equity and success for all 9<sup>th</sup> grade students.

This year, the SLC leaders, Sarah Crompton and Marike Anderson, are refocusing Pali's Pod teachers on the SLC Mission and Vision, according to the PCHS Charter, with the goal of providing teachers with the *Humanitas* training that was the original intention of the Pod program. Over the summer, SLC teachers met to analyze the 2005 and 2010 Charters to delineate our vision, our Mission, and ways to implement our Mission. We read and discussed research about diverse schools and systemic inequities that may prevent all students from succeeding at Pali.

At our September meeting, we trained SLC teachers to use the LAUSD My Data system to personalize their instruction and intervention. Pods will be comparing their individual pod data to the entire SLC so that we can better understand the demographics of our students and if we have achieved heterogeneously-mixed Pods, as called for in our charter.

The next few SLC monthly meetings will address the themes of college-going culture, art in high school, heterogeneous grouping, and other professional development topics. Tyrone Howard, Director of UCLA's Black Male Institute will be speaking with SLC teachers about culturally responsive pedagogy and equity in the classrooms. In addition, each individual Pod will continue to meet regularly in order to properly differentiate instruction, provide support and intervention, and personalize the Pali experience for all our students. We are also using Survey Monkey to elicit feedback from SLC teachers about the process and how we can tailor this process to our teachers' needs. So far, teachers seem excited about this SLC reinvigoration process. We will constantly be reviewing and stream-lining our vision, Mission, and implementation strategies throughout the year.

In a few months we will have research-based knowledge of how we want to improve our SLC program, and we will take steps to remodel the program. This will include looking at how we distribute students and teachers into each Pod. We need to assess if each teacher in a Pod is a good fit in our SLC Program. Some teachers may be excellent subject-content teachers, but not right for Pods, and other, currently non-Pod teachers may enjoy working in a collaborative, interdisciplinary group. We believe that the culture of the school needs to modify to emphasize the importance of the 9<sup>th</sup> grade year and the value of



excellent teaching and collaboration in the SLC program. Pod teachers must be committed to interdisciplinary, collaborative work, as it is the only way to ensure rigor and equity across the Pods.

Sarah and Marike are currently working with the Los Angeles Educational Partnership (LAEP) to develop a *Humanitas* training program for Pali's SLC teachers. We are looking into grant funding of \$34,000 to pay for a three-day, thirty-teacher *Humanitas* training at Pali in the spring. In addition, we have been invited to attend a four-day training in November for Pod teams willing to attend night courses at LAEP. This PD is free for Pali teachers. We already have several pods signed up to attend.

**Palisades Charter High School Goals  
2011-2012**

1. Improve student achievement.

- a. PCHS will meet all state and federal growth targets with emphasis on the English Learner (EL) population.

Measurement:

- 1) Student performance on common formative assessments
- 2) CAHSEE and CST scores

- b. PCHS will continue improvement and refinement of Richard DuFour's PLC model through development and implementation of pacing guides, development and implementation of common assessments, and consistent integration of differentiated instruction to increase student learning.

Measurement:

- 1) Monthly PLC meeting minutes and completed pacing guides, common assessments, and lesson plans incorporating differentiated instruction
- 2) Quarterly meetings with PLCs to review progress and to determine support needed
- 3) Classroom observations
- 4) Quarterly review of student performance data (class performance and standardized assessments)

- c. All PCHS 9<sup>th</sup> graders will work with counselors, SLC teachers, and parents to develop four-year academic plans.

Measurement:

- 1) Quarterly monitoring of progress toward goals established in the implementation plan and timeline
- 2) Completed four-year plans

- d. Establish Temescal as an alternative learning site for credit recovery, independent study, and acceleration through the implementation of a distance learning program.

Measurement: Development of implementation plan

2. Provide meaningful professional development opportunities.

PCHS will provide relevant and consistent professional development to support effective implementation of differentiated instruction and facilitate the use of technology.

Measurement:

- 1) Annual professional development schedule

- 2) Staff needs assessment surveys
- 3) Post-professional development staff surveys

- 3. Maintain student body diversity in compliance with the PCHS charter.
  - a. PCHS will continue student recruitment through outreach to other schools, advertisements, mailings, tours, and other appropriate means.

Measurement: Establish baseline data through statistical analysis of zip codes and ethnicities to maintain comparative populations

- b. PCHS will continue the cost effectiveness of the transportation program.

Measurement: Maintain full capacity on buses with Palisades Charter High School funding no more that 25% of the cost for 9<sup>th</sup> and 10<sup>th</sup> graders

- c. Maintain a positive climate for traveling students on the Palisades Charter High School campus through programs such as The Village Nation and Fuerza Unida.

Measurement: Results of school climate survey administered through The Village Nation and Fuerza Unida

- 4. Maximize facility use funding and efficiency through effective management and communication pertaining to permits and programs.

- a. Palisades Charter High School will hire the transportation and permit coordinator.

Measurement: Post position, interview, and hire the transportation and permit coordinator

- b. Palisades Charter High School will publish and frequently update a calendar of facility use.

Measurement: Weekly update of online facility use calendar

- c. Palisades Charter High School will establish and maintain permit revenue streams and facility budget.

Measurement: Quarterly review and report on facility and transportation budget with transportation and permit coordinator

- 5. Establish a school-based development and fundraising program.

- a. Palisades Charter High School will seek out grant funding that supports school-wide goals and targeted needs.

Measurement: Increase in grant applications submitted and funded

- b. Palisades Charter High School will develop and maintain an outreach program focusing on alumni, community, and business resources.

Measurement:

- 1) Database of alumni, community, and business contacts
- 2) Quarterly review and report on results of alumni, community, and business outreach

**PALISADES CHARTER HIGH SCHOOL  
TRANSPORTATION RECAP  
2010-2011 SCHOOL YEAR WITH 2011-2012 UPDATES**

	2010-2011 Approved Budget	2010-2011 Updated 04/2011	2010-2011 Unaudited Actuals	2011-2012 Approved Budget	2011-2012 Updates
LAUSD-MOU Payment	\$ 600,000	\$ 509,000	\$ 509,000	\$ 872,960	\$ 808,480
Global Transportation		311,520	318,600		
Tumbleweed Transportation					
Late Buses		62,500	184,750	75,000	44,100
Athletic Buses	105,000	105,000	100,473	100,000	100,000
Special Ed Buses	55,000	55,000	55,000	55,000	55,000
Field Trips	47,000	35,000	34,415	-	-
LAUSD-Misc. Bus Services			4,775		
Transportation Pmts Received/Budgeted		(108,000)	(54,783)	(202,500)	(202,500)
Total Transportation Expenses	\$ 807,000	\$ 970,020	\$ 1,152,230	\$ 900,460	\$ 805,080

14 Buses (Sept)/15 (Oct-June)  
3 Late Buses (Cost Est. \$84 per bus)

No Change  
No Change

No Change

# of 9th-12th Grade Students riding bus needing to pay	No Actuals	135	270	37
Pre-payment rate			\$	900
Cost per student	Given	\$ 800	\$ 1,000	310
10 Payment plan rate			\$	1,000
Total Potential Student Reimbursable Amount		\$ 108,000	\$ 270,000	\$ 343,300
Original Budget Amount to be collected (from above)		(54,783)	(202,500)	(202,500)
Total Budgeted Uncollected Transportation (Potential Additional Revenue)		\$ 53,217	\$ 67,500	\$ 140,800
	Collected to Date 09/30/2011		\$	\$ 105,251

	(0)	(0)	(0)	(0)	(0)	(0)	(0)	(0)	(0)
	Title II-Teacher Qual.	Title II-Technology	Title III-LEP	California	Federal Jobs	Lottery-Prop 20	Spec Ed-AB680	Misc. State	
	4035	4045	4203	5310	5510	5300	5500	7510	
	D	D	D	F	D	F	F	F/D	
	fund balance not allowed	fund balance not allowed	fund balance not allowed	Allocate Allowable Expenditure (mouseover to see NOTE)	fund balance not allowed	Allocate Allowable Expenditure (mouseover to see NOTE)	Allocate Allowable Expenditure (mouseover to see NOTE)	Allocate Allowable Expenditure (mouseover to see NOTE)	
1. REVENUES (Summary - See details below)									
1) Revenue Limit Sources	0	0	0	0	0	0	0	0	0
2) Federal Revenues	27,653	2,138	9,412	431,594	619,421	0	0	0	0
3) Other State Revenues	0	0	0	42,544	0	45,583	1,750,480	4,617	0
4) Other Local Revenues	0	0	0	154,385	0	0	0	0	0
5) TOTAL REVENUES	27,653	2,138	9,412	658,527	619,421	45,583	1,750,480	4,617	0
2. EXPENDITURES (Summary - See details below)									
1) Certificated Salaries	11,071	0	0	0	531,105	0	725,217	3,900	0
2) Classified Salaries	0	0	8,967	205,892	0	0	291,713	0	0
3) Employee Benefits	0	0	0	132,159	88,316	0	394,436	0	0
4) Books & Supplies	0	0	445	273,652	0	45,583	41,964	717	0
5) Svcs., Other Op Exp	16,597	0	0	141,565	0	0	649,546	0	0
6) Capital Outlay	0	2,138	0	0	0	0	0	0	0
7) Other Outgo	0	0	0	0	0	0	0	0	0
8) Dir. Suppl/indir. Costs	0	0	0	0	0	0	0	0	0
9) TOTAL EXPENDITURES	27,653	2,138	9,412	753,468	619,421	45,583	2,102,975	4,617	0
3. EXCESS (DEF) OF REV OVER EXP									
BEF OTHER FIN. SRCS & USES	(0)	0	0	(54,942)	0	(0)	(342,396)	0	0
4. OTHER FINANCING SOURCES/USES									
1) Interfund Transfers									
a) Transfers In	0	0	0	0	0	0	0	0	0
b) Transfers Out	0	0	0	0	0	0	0	0	0
2) Other Sources/Uses									
a) Sources	0	0	0	0	0	0	0	0	0
b) Uses	0	0	0	94,942	0	0	342,396	0	0
3) Contrib to Restricted Programs	0	0	0	94,942	0	0	342,396	0	0
4) TOTAL OTHER FIN SRCS/USES	(0)	0	0	0	0	(0)	0	0	0
5. NET INCREASE (DECR) IN FD BAL									
FUND BALANCE RESERVES									
1) Beginning Fund Balance	0	0	0	0	0	0	0	0	0
a) As of June 2010 - Unaudited Actuals fund ending balance	0	0	0	0	0	0	0	0	0
b) Audit Adjustments	0	0	0	0	0	0	0	0	0
c) Restatements	0	0	0	0	0	0	0	0	0
d) Adjusted Beginning Balance	(0)	0	0	0	0	(0)	0	0	0
2) Ending Fund Balance	(0)	0	0	0	0	(0)	0	0	0
Components of Fund Ending Balance									
a) Reserved Amounts:									
Prepaid Expenditures	0	0	0	0	0	0	0	0	0
General Reserve	0	0	0	0	0	0	0	0	0
Legally Restr. Bal (if from other sources enter in column BA, resource 90	0	0	0	0	0	0	0	0	0
b) Designated Amounts:									
Designated for Economic Uncertainties	0	0	0	0	0	0	0	0	0
Designated for Carryovers	0	0	0	0	0	0	0	0	0
c) Undesignated/Unappropriated Amounts	(0)	0	0	0	0	(0)	0	0	0

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
 - MODIFIED ACCRUAL (GOVERNMENTAL FUNDS)

REVENUES (Summary - See details below)

- 1) Revenue Limit Sources
- 2) Federal Revenues
- 3) Other State Revenues
- 4) Other Local Revenues

EXPENDITURES (Summary - See details below)

- 1) Certificated Salaries
- 2) Classified Salaries
- 3) Employee Benefits
- 4) Books & Supplies
- 5) Svcs., Other Op Exp
- 6) Capital Outlay
- 7) Other Outgo
- 8) Dir. Suppl/indir. Costs

EXCESS (DEF) OF REV OVER EXP  
 BEF OTHER FIN. SRCS & USES

OTHER FINANCING SOURCES/USES

- 1) Interfund Transfers
- a) Transfers In
- b) Transfers Out

- 2) Other Sources/Uses
- a) Sources
- b) Uses

Contrib to Restricted Programs

TOTAL OTHER FIN SRCS/USES

NET INCREASE (DECR) IN FD BAL

FUND BALANCE RESERVES

- 1) Beginning Fund Balance
- a) As of June 2010 - Unaudited Actuals fund ending balance
- b) Audit Adjustments
- c) Restatements
- d) Adjusted Beginning Balance

Ending Fund Balance

Components of Fund Ending Balance

- a) Reserved Amounts:
- Prepaid Expenditures
- General Reserve
- Legally Restr. Bal (if from other sources enter in column BA, resource 90

- b) Designated Amounts:
- Designated for Economic Uncertainties
- Designated for Carryovers

Undesignated/Unappropriated Amounts



STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
- MODIFIED ACCRUAL (GOVERNMENTAL FUNDS)

	(0)	4035	4045	4203	5310	5810	6300	6500	7810
		D	D	D	F	D	F	F	F/D
		fund balance not allowed	fund balance not allowed	fund balance not allowed	Allocate Allowable Expenditure (mouseover to see NOTE)	fund balance not allowed	Allocate Allowable Expenditure (mouseover to see NOTE)	Allocate Allowable Expenditure (mouseover to see NOTE)	Allocate Allowable Expenditure (mouseover to see NOTE)
Other Local Revenues									
5096									
8689									
Fund Raising/OTHERS									
TOTAL REVENUES	27,658	2,138	9,412	658,527	619,421	48,983	1,760,480	4,617	

SACS Object	4035	4045	4203	5310	5810	6300	6500	7810
1) Certified Salaries								
Teachers	11,071	0	0	0	352,867	0	585,353	0
School Admin	0	0	0	0	117,249	0	71,238	3,900
Librarians	0	0	0	0	0	0	0	0
Guidance, Welfare	0	0	0	0	60,988	0	0	0
Physical/Mental	0	0	0	0	0	0	58,626	0
Certified Salaries	11,071	0	0	0	531,105	0	725,217	3,900
2) Classified Salaries								
Instr'l Aides	0	0	8,967	0	0	0	291,713	0
Admin. Sall	0	0	0	0	0	0	0	0
Clerical/Office	0	0	0	0	0	0	0	0
Maint./Oper	0	0	0	0	0	0	0	0
Food Services	0	0	0	205,892	0	0	0	0
Other Classified	0	0	0	0	0	0	0	0
Classified Salaries	0	0	8,967	205,892	0	0	291,713	0

SACS Object	3101	3202	3302	3301	3402	3501	3502
3) Employee Benefits							
STRS - Certificated	0	0	0	0	0	0	0
STRS - Classified	0	0	0	0	0	0	0
PERS - Classified	0	0	18,827	18,827	0	0	0
OASDI Regular - Certificated	0	0	0	0	0	0	0
OASDI Regular - Classified	0	0	12,765	12,765	0	0	0
OASDI Medicare - Certificated	0	0	0	0	0	0	0
OASDI Medicare - Classified	0	0	2,471	2,471	0	0	0
Health & Welfare Benefits - Certificated	0	0	0	0	54,173	0	0
Health & Welfare Benefits - Classified	0	0	90,000	90,000	0	0	0
Unemployment Insurance - Certificated	0	0	0	0	0	0	0
Unemployment Insurance - Classified	0	0	0	0	0	0	0
Workers' Compensation - Certificated	0	0	0	0	0	0	0





PCHS  
PROFESSIONAL SERVICES ANALYSIS  
2010-2011 AND 2011-2012

Vendor	2010-2011 Budget	2010-2011 Projection	2010-2011 Actual	2011-2012 Budget	COMMENTS
HESS AND ASSOCIATES, INC. Total	4,110	4,110	2,922	4,110	STRS/PERS consultants
LOS ANGELES UNIFIED SCHOOL DISTRICT Total	500	500	-	500	Misc. Program Fees
MICROS & BUSINESS SOLUTIONS Total	1,800	1,800	1,800	1,800	Payroll Tax consultants
SODEXO, INC & AFFILIATES Total	120,000	135,558	141,566	138,177	Sodexo Staff/Oversight Fees
SOLVED CONSULTING		3,360	3,360		Tech Plan Review-In Lieu of Ops Mgr Vacant Position
EPLER COMPANY Total		4,700	3,500	7,500	Actuarial Review
ELIZABETH LESAN Total	5,000	5,000	5,300	5,700	Student College Counseling Prep Services
AppleOne		233	233		Misc. Fees
UC Regents	26,000	26,000	12,750		Organization Restructre Contract-Approved by Board
Cosca	19,080	19,080	19,080		PCAO Search Contract-Approved by Board
IRVINE PRODUCTS, LLC. Total		2,000	2,000		Attendance Lotto
Fund Tix for Charity			62		Fundraising cost for Golf revenue received
Data & Surveying Services			2,614		Paring Lot Surey
Rocky Montz			2,412		Services for Employee on Disability
Cal PADS Services			2,077		State SIS Consulting
<b>Total</b>	<b>131,410</b>	<b>200,341</b>	<b>199,675</b>	<b>157,787</b>	

	2010-2011 Budget	2010-2011 Projection	2010-2011 Actual	2011-2012 Budget	Notes
Other Contracted Services	5800	22,000	23,889	24,000	LACOE-Financial Software/STRS & PERS
Total Budget-General Consulting	5810	200,341	199,675	157,787	See above
LAUSD Consulting		1,610,300	1,745,039	1,326,009	LAUSD Alloc
Total Budget-Special Ed Consulti	5810.65	84,690	117,168	180,750	See 5810.650000 tab
Total Budget-Instructional Consu	5850	46,776	54,542	34,500	See 5850 Tab
<b>Total Consulting</b>	<b>1,898,978</b>	<b>1,964,108</b>	<b>2,140,313</b>	<b>1,723,046</b>	
Legal & Accounting	5821	90,000	84,312	90,000	Lower Legal Charter Renewal/Negotiations
<b>Total Professional Services</b>	<b>1,998,978</b>	<b>2,054,108</b>	<b>2,224,626</b>	<b>1,813,046</b>	

Palisades Charter High School  
2010-2011 and 2011-2012 Budget  
LAUSD Fees

	SP Ed	Transition	Custodial	Other-Misc	Police	Total
2010-2011 Budget	677,134	57,879	592,193	121,228	99,100	1,547,534
2010-2011 Updated projection 04.11	672,779	55,000	662,193	121,228	99,100	1,610,300
2010-2011 Unaudited Actuals	716,215	54,335	770,791 (a)	108,109	95,589	1,745,039
2011-2012 (21% SpED Oversight Budget)	442,692	55,000	609,217	120,000	99,100	1,326,009

COMMENTS

(a)-Included prior year(s) retro billing for \$94,000

LAUSD SpEd Fee's from 30% to 21% in 2011-12

LAUSD Custodial reduced for Add'l furlough days 2011-2012

LAUSD Provided DHH Services need 2011-2012 (New) Est. \$56,000

PALISADES CHARTER HIGH SCHOOL-  
CONSULTING SPECIAL ED  
YTD 06/30/11  
and 2011-2012 BUDGET

Vendor Name	2010-11 Budget & Projection	2010-11 Actuals	2011-2012 Budget	
BRUCE M. GALE, PhD Total	-	2,156		
Contract Serv-SpEd LVN Temp Total	-	2,275		
KELLY SERVICES, INC. Total	-	128		
MAXIM HEALTHCARE SERVICES, INC. Total	-	39,368	50,000	SpEd Temp LVN Budgeted
PAULA MCNAMARA Total	8,750	6,516		
SPEECH, LANGUAGE AND EDUCATIONAL Total	46,240	62,645	55,250	By type of Service not by Vendor
STEVE KAUFMAN Total	-	4,080		
Child Counseling and Behavior (BII & BID)	27,000		72,000	Additional Amt Alloc to Salaries
Physical TP	2,700		3,500	
<b>Total</b>	<b>84,690</b>	<b>117,168</b>	<b>\$ 180,750</b>	

**PALISADES CHARTER HIGH SCHOOL  
CONSULTING-INSTRUCTIONAL  
2010-2011 AND 2011-2012**

Vendor	2010-2011		2010-2011		2011-2012		Notes
	Budget	Projected	Actuals	Budget	Budget		
CURTIS M. SHAW Total	2,340	2,340	3,042	2,500		Business Academy	
ELIZABETH BUTLER Total		1,732	2,540	2,500		Testing	
KEVIN B. DUNGEY, II Total	2,340	2,340	858	2,500		Business Academy	
TEACHERS ON RESERVE, LLC Total	16,664	16,664	21,770	15,000		Sub Teachers	
THE VILLAGE NATION Total	5,000	5,000	3,500	5,000		TVN Program Support	
AP Readiness UCLA Contract	9,000	7,000	7,000	7,000		AP Support from UCLA	
TOM POUNGPONSRI Total		700	700			Coverage for Tech Coordinator-Vacant	
APPLEONE EMPLOYMENT SERVICES Total	80,000	11,000	13,191			Temp Replacements for Leave/Disable EE's/CalPad	
DISTANCE LEARNING CONSULTING		-				Not Currently Budgeted 2011/2012	
EPLER COMPANY Total			1,200			Actuarial Services-Miscoded	
KELLY SERVICES, INC. Total			741			Temp Service-nurse	
<b>Grand Total</b>	<b>115,344</b>	<b>46,776</b>	<b>54,542</b>	<b>34,500</b>			

PCHS  
 FACILITY/PERMIT  
 2010-2011  
 Unaudited Actuals

	Original Budget		Total	Revised Total	
	Pool	Other Facilities		Pool	Other Facilities
Income					
Leases & Rentals	448,580	340,504	789,084	190,228	489,447
Expenses:					
Salary	146,000	67,616	213,616	99,239	159,334
Benefits	35,679	10,142	45,821	27,386	36,400
Total Salary & Benefits	181,679	77,758	259,437	126,625	195,734
Operating Expenses					
Custodial Support		10,000	10,000		10,000
Utilities	70,000		70,000	31,049	31,049
Insurance	10,000		10,000	2,480	2,480
Other Supplies	39,000	10,000	49,000	26,660	38,062
Advertising/PR	5,000		5,000	1,000	1,000
Total Operating Expenses	124,000	20,000	144,000	61,189	82,591
Total Expenses			403,437	187,814	278,325
Operating Profit/(Loss)	142,901	242,746	385,647	65,436	211,122
Debit Service					
Interest			90,200		86,516
Principal			319,800		207,910
Total Debit Service			410,000		294,426
Net Permit Reserve Reduction FYE 2010-2011			(24,353)		(83,304)
Reserve Balance at 06/30/2010					18,088
Legal Settlement on Pool June 2011					(550,000)
Net Permit Balance due General Fund 06/30/2011					(615,216)

CDE  
FORMAT

118

PAUSADES CHARTER HIGH SCHOOL

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
- MODIFIED ACCRUAL (GOVERNMENTAL FUNDS)

FUND ENDING BALANCE CARRY FORWARD NEXT FISCAL YEAR.	Lobby-Unrestricted		Title I		Fed Stimulus Funds		SPEECH-IDEA	
	0000	1100	3010	3200	3310	3310	3310	3310
UNAUDITED ACTUALS	F	F	D	D	D	D	D	D
6/30/2011	Allocate Allowable Expenditure (mouseover to see NOTE)	Allocate Allowable Expenditure (mouseover to see NOTE)	Allocate Allowable Expenditure (mouseover to see NOTE)	Allocate Allowable Expenditure (mouseover to see NOTE)	Allocate Allowable Expenditure (mouseover to see NOTE)	Allocate Allowable Expenditure (mouseover to see NOTE)	Allocate Allowable Expenditure (mouseover to see NOTE)	Allocate Allowable Expenditure (mouseover to see NOTE)
A. REVENUES (Summary--See details below)								
1) Revenue Limit Sources	13,359,152	0	0	0	0	0	0	0
2) Federal Revenues	2,136,255	0	1,442,501	0	0	0	0	0
3) Other State Revenues	4,032,598	0	0	252,363	0	0	0	531,509
4) Other Local Revenues	5,322,538	0	0	0	0	0	0	0
5) TOTAL REVENUES	24,850,542	0	1,442,501	252,363	262,159	0	0	531,509
B. EXPENDITURES (Summary-- See details below)								
1) Certificated Salaries	10,516,546	0	811,127	0	0	0	0	218,951
2) Classified Salaries	2,750,815	0	186,893	0	0	0	0	88,071
3) Employee Benefits	4,293,159	0	149,466	0	0	0	0	15,712
4) Books & Supplies	1,813,518	0	71,284	0	0	0	0	12,669
5) Svcs; Other Op Exp	3,164,958	0	221,593	0	0	0	0	196,105
6) Capital Outlay	1,653,873	0	2,138	0	0	0	0	0
7) Other Outgo	0	0	0	0	0	0	0	0
8) Dir.Supp/indir. Costs	174,282	0	174,282	0	0	0	0	0
9) TOTAL EXPENDITURES	24,307,251	0	1,442,501	0	0	0	0	531,509
C. EXCESS (DEF) OF REV OVER EXP	543,291	0	0	0	0	0	0	0
BEF OTHER FIN. SRCS & USES	543,291	0	0	0	0	0	0	0
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers	0	0	0	0	0	0	0	0
a) Transfers In	0	0	0	0	0	0	0	0
b) Transfers Out	0	0	0	0	0	0	0	0
2) Other Sources/Uses	294,426	0	0	0	0	0	0	0
a) Sources	294,426	0	0	0	0	0	0	0
b) Uses	0	0	0	0	0	0	0	0
3) Contrib to Restricted Programs	0	0	0	0	0	0	0	0
4) TOTAL OTHER FIN.SRCS/USES	(294,426)	0	0	0	0	0	0	0
E. NET INCREASE (DECR) IN FD BAL	248,865	0	0	0	0	0	0	0
F. FUND BALANCE - RESERVES								
1) Beginning Fund Balance	4,791,127	0	0	0	0	0	0	0
a) As of June 2010 - Unaudited Actuals fund ending balance	4,791,127	0	0	0	0	0	0	0
b) Audit Adjustments	(376,522)	0	0	0	0	0	0	0
c) Restatements	0	0	0	0	0	0	0	0
d) Adjusted Beginning Balance	4,414,605	0	0	0	0	0	0	0
2) Ending Fund Balance	4,663,470	0	0	0	0	0	0	0
Components of Fund Ending Balance								
a) Reserved Amounts:								
Prepaid Expenditures	45,644	0	0	0	0	0	0	0
General Reserve	0	0	0	0	0	0	0	0
Legally Restr. Bal. (if from other sources enter in column BA, resource 50)	439,591	0	0	0	0	0	0	0
b) Designated Amounts:								
Designated for Economic Uncertainties	1,215,363	0	0	0	0	0	0	0
Designated for Carryovers	0	0	0	0	0	0	0	0
c) Undesignated/Unappropriated Amounts	2,962,872	0	0	0	0	0	0	0

FUND ENDING BALANCE CARRY FORWARD NEXT FISCAL YEAR. Lottery-Unrestricted Title I Fed Stimulus Funds SpEd-IDEA

UNAUDITED ACTUALS	ALLOCATE ALLOWABLE EXPENSES (YELLOW SHADED)				SPECIALY FUNDED PROGRAMS	REGULAR PROGRAMS	SACS Object	3000 F Allocate Allowable Expenditure (mouseover to see NOTE)	1100 F Allocate Allowable Expenditure (mouseover to see NOTE)	3010 D fund balance not allowed	3200 D Allocate Allowable Expenditure (mouseover to see NOTE)	3310 D fund balance not allowed
	6/30/2011	0	0	0								
38,346	38,346	0	0	0	38,346	8290	0	0	0	0	0	0
40,908	40,908	0	0	0	40,908	8290	0	0	0	0	0	0
(1,731)	(1,731)	0	0	0	(1,731)	8290	0	0	0	0	0	0
12,961,067	12,961,067	0	0	0	12,961,067	8290	0	0	0	0	0	0
320,562	320,562	0	0	0	320,562	8290	0	0	0	0	0	0
0	0	0	0	0	0	8290	0	0	0	0	0	0
13,359,152	13,359,152	0	0	0	13,359,152	8290	0	0	0	0	0	0
252,363	252,363	0	0	252,363	252,363	8290	0	0	0	252,363	0	0
0	0	0	0	0	0	8290	0	0	0	0	0	0
262,159	262,159	0	0	262,159	262,159	8290	0	0	0	262,159	0	0
531,994	531,994	0	0	531,994	531,994	8290	0	0	0	0	531,994	(485)
(485)	(485)	0	0	(485)	(485)	8290	0	0	0	0	0	(485)
27,658	27,658	0	0	27,658	27,658	8290	0	0	0	0	0	0
0	0	0	0	0	0	8290	0	0	0	0	0	0
2,138	2,138	0	0	2,138	2,138	8290	0	0	0	0	0	0
9,412	9,412	0	0	9,412	9,412	8290	0	0	0	0	0	0
431,584	431,584	0	0	431,584	431,584	8290	0	0	0	0	0	0
619,421	619,421	0	0	619,421	619,421	8290	0	0	0	0	0	0
619,421	619,421	0	0	619,421	619,421	8290	0	0	0	0	0	0
2,136,255	2,136,255	0	0	2,136,255	2,136,255	8290	0	0	0	0	0	0
1,119,771	1,119,771	0	0	1,119,771	1,119,771	8425	0	0	0	0	0	0
(1,453)	(1,453)	0	0	(1,453)	(1,453)	8460	0	0	0	0	0	0
252,996	252,996	0	0	252,996	252,996	8480	0	0	0	0	0	0
0	0	0	0	0	0	8480	0	0	0	0	0	0
85,353	85,353	0	0	85,353	85,353	8550	0	0	0	0	0	0
304,273	304,273	0	0	304,273	304,273	8560	0	0	0	0	0	0
3,673	3,673	0	0	3,673	3,673	8560	0	0	0	0	0	0
0	0	0	0	0	0	8590	0	0	0	0	0	0
0	0	0	0	0	0	8434	0	0	0	0	0	0
42,544	42,544	0	0	42,544	42,544	8520	0	0	0	0	0	0
46,184	46,184	0	0	46,184	46,184	8560	0	0	0	0	0	0
2,499	2,499	0	0	2,499	2,499	8560	0	0	0	0	0	0
1,761,934	1,761,934	0	0	1,761,934	1,761,934	8311	0	0	0	0	0	0
(1,454)	(1,454)	0	0	(1,454)	(1,454)	8319	0	0	0	0	0	0
37,272	37,272	0	0	37,272	37,272	8590	0	0	0	0	0	0
222,024	222,024	0	0	222,024	222,024	8590	0	0	0	0	0	0
0	0	0	0	0	0	8590	0	0	0	0	0	0
152,365	152,365	0	0	152,365	152,365	8590	0	0	0	0	0	0
4,617	4,617	0	0	4,617	4,617	8590	0	0	0	0	0	0
3,900	3,900	0	0	3,900	3,900	8590	0	0	0	0	0	0
717	717	0	0	717	717	8590	0	0	0	0	0	0
4,032,588	4,032,588	0	0	4,032,588	4,032,588	8534	0	0	0	0	0	0
184,388	184,388	0	0	184,388	184,388	8534	0	0	0	0	0	0

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - MODIFIED ACCRUAL (GOVERNMENTAL FUNDS)

Revenues (DETAILS)

- Revenue Limit Sources
  - Appportionment At Risk of Retention Low STAR, Grades Supp or Ren 8311
  - Summer School - CY 8311
  - Summer School - PY adjustments 8319
  - General Purpose Entitlement - State Aid - CY 8015
  - Prior Year Adjustments per State 8015
- Federal Revenues
  - NCLB:T1, Part A, Basic Grts Low-Inc & Neglected 8290
  - NCLB:ARRA T1, Part A Basic Grts Low-Inc & Neglected 8290
  - NCLB:T1, Basic School Support 8290
  - STATE FISCAL STABILIZATION FUNDS 8290
  - Special Ed: IDEA Basic Local Assistance - CY 8181
  - Special Ed: IDEA Basic Local Assistance - PY adjustments 8181
  - NCLB:T1L, Part A, Teacher Quality 8290
  - NCLB:T1L, Part A, Administrator Training 8290
  - NCLB:T1L, Part D, Enhancing Ed Thru Tech, Formula Grts 8290
  - NCLB:T1L, Part D, English Prof (LEP) Student Program 8290
  - Child Nutrition: School Programs (e.g. School Lunch, School Breakfast, Milk, Pregnant & Lactating Students) 8220
  - Other Federal Revenues: 8290
  - Special Ed: ARRA Federal Jobs 8290
- Other State Revenues
  - Year Round School Incentive 8425
  - Charter School Categorical Block Grant - CY (exc EIA) 8460
  - Economic Impact Aid Block Grant - CY 8480
  - Mandated Costs Reimbursement 8480
  - State Lottery/Unrestricted Non Prop 20 - CY 8550
  - State Lottery/Unrestricted Non Prop 20 - PY adjustments 8560
  - Morgan-Hart Class Size Reduction, Grades 9 8590
  - Class Size Reduction Operation, Grades K-3 8434
  - Child Nutrition: School Program 8520
  - State Lottery/Prop 20 Instructional Materials - CY 8560
  - State Lottery/Prop 20 Instructional Materials - PY adjustments 8560
  - Special Education AB602 - CY 8311
  - Special Education AB602 - PY adjustments 8319
  - Tobacco-Use Prevention Education(TUPE) Elem Gr. 4-8 8590
  - Art and Music Block Grant 8590
  - Targeted Instructional Improvement Block Grant (TIIG) 8590
  - CAHSSE Intervention Grants 8590
  - Counselors, Grades 7-12 8590
  - All other State Revenues: 8590
  - Other (please insert description below) 8590
  - Reg Teachers (BTS-A) 8590
  - SSUP(Student ID) 8590
- Other Local Revenues
  - Food Service Sales 8534



FUND ENDING BALANCE CARRY FORWARD NEXT FISCAL YEAR. 4,663,470 Lottery/Unrestricted Title I Fed Stimulus Funds SpEd-IDEA  
 -ALLOCATE ALLOWABLE EXPENSES (YELLOW SHADED)

UNAUDITED ACTUALS	REGULAR PROGRAMS	SPECIALLY FUNDED PROGRAMS	0000 F Allocate Allowable Expenditure (mouseover to see NOTE)	1100 F Allocate Allowable Expenditure (mouseover to see NOTE)	3010 D fund balance not allowed	3200 D Allocate Allowable Expenditure (mouseover to see NOTE)	3310 D fund balance not allowed
6/30/2011	489,447		489,447				
8650 Leases & Rentals	63,374		63,374				
8650 Interest	3,746,737		3,746,737				
8096 C.S.Funding in Lieu of Prop.Tax - CV	(432,635)		(432,635)				
8096 Other Local Revenues	1,271,227		1,271,227				
8699 Fund Raising/OTHERS							
1,000,000							
5,322,538	5,322,538	0					
24,850,542	23,408,041	1,442,501	20,365,630	307,945	252,363	262,159	531,509

TOTAL REVENUES

SACS Object	0000	1100	3010	3200	3310
1) Certificated Salaries					
Teachers	8,985,856		543,862		178,744
School Admin	702,971		188,757		21,507
Librarians	1200		100,876		0
Guidance/Welfare	564,772		503,784		0
Physical/Mental	162,071		144,371		17,700
Certificated Salaries	10,516,546		1,421,271		216,951
2) Classified Salaries					
Instr Aides	561,218		121,756		88,071
Admin. Sal	243,534		243,534		0
Clerical/Office	1,148,428		1,148,428		0
Maint./Oper	32,072		32,072		0
Food Services	205,892		205,892		0
Other Classified	559,671		494,536		65,135
Classified Salaries	2,750,815		2,563,922		388,071
3) Employee Benefits					
STRS - Certificated	736,056		701,913		34,143
Instruction 3101	736,056		701,913		34,143
STRS - Classified	4,125		0		4,125
PERS - Classified	206,681		203,088		3,593
School Administration 3202	206,681		203,088		3,593
OASDI Regular - Certificated	8,734		8,734		0
School Administration 3302	166,429		160,858		5,571
OASDI Regular - Classified	166,429		160,858		5,571
OASDI Medicare - Certificated	147,382		147,382		0
Instruction 3301	147,382		147,382		0
OASDI Medicare - Classified	41,007		39,929		1,078
School Administration 3302	41,007		39,929		1,078
Health & Welfare Benefits - Certificated	1,405,284		1,325,586		79,698
Health & Welfare Benefits - Classified	622,486		602,486		20,000
School Administration 3402	622,486		602,486		20,000
Unemployment Insurance - Certificated	13,560		13,560		0
Instruction 3501	13,560		13,560		0

8/18

FUND ENDING BALANCE CARRY FORWARD NEXT FISCAL YEAR. 4,663,470 Lottery-Unrestricted Title I Fed Stimulus Funds SpEd-IDEA

	UNAUDITED ACTUALS 6/30/2011	REGULAR PROGRAMS	SPECIALLY FUNDED PROGRAMS	ALLOCATE ALLOWABLE EXPENSES (YELLOW SHADED)				FUND BALANCE					
				0000 F Allocate Allowable Expenditure (mouseover to see NOTE)	1100 F Allocate Allowable Expenditure (mouseover to see NOTE)	3010 D fund balance not allowed	3200 D Allocate Allowable Expenditure (mouseover to see NOTE)	3310 D fund balance not allowed					
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES													
- MODIFIED ACCRUAL (GOVERNMENTAL FUNDS)													
Unemployment Insurance - Classified	5,366	5,366	0	0	0	0	0	0	0	0	0	0	0
Workers' Compensation - Certified	128,794	128,794	0	0	0	0	0	0	0	0	0	0	0
Workers' Compensation - Classified	56,255	54,997	1,258	0	1,258	0	0	0	0	0	0	0	0
Other Employment Benefits - Certificated	483,000	483,000	0	0	0	0	0	0	0	0	0	0	0
Other Employment Benefits - Classified	208,000	208,000	0	0	0	0	0	0	0	0	0	0	0
Books & Supplies	4,233,159	4,083,693	149,466	0	45,433	0	7,750	15,712	0	0	0	0	0
Services, Other Operating Exp	1,045	1,045	0	0	0	0	0	0	0	0	0	0	0
Capital Outlay	1,482,713	1,482,713	0	0	0	0	0	0	0	0	0	0	0
Other Outgo	86,516	86,516	0	0	0	0	0	0	0	0	0	0	0
Direct Support/Indirect Costs/All Other Financing Uses	174,282	174,282	0	0	0	0	0	0	0	0	0	0	0
TOTAL EXPENDITURES	24,601,677	23,159,176	1,442,501	0	252,363	0	282,159	531,506	0	0	0	0	0

Indirect Cost (Total transfer school supervisory oversight fees only)

**PALISADES CHARTER HIGH SCHOOL  
2010-2011 Unaudited Actuals and 2011-2012 Budget**

<b>PALISADES CHARTER HIGH SCHOOL</b>	2010-2011 Approved Budget	2010-2011 Unaudited Actuals	Board of Trustees 2011-2012 Budget
	-0.38%		
	ADA		ADA
<b>Revenue Limit Sources</b>	2,742.74	2,716.7	2,747.0
Apportionment: At Risk of Retention, Low STAR, Grades Supp or Rerr	29,654	38,346	29,772
Summer School - FY 2010/11	27,986	40,908	28,037
Summer School - - PY adjustments	0	(1,731)	
General Purpose Entitlement - State Aid - FY 2010/11	12,271,799	12,961,067	13,012,759
General Purpose Entitlement - State Aid - PY adjustments		320,562	
Summer School Reclassifications		(77,523)	(57,809)
	<b>12,329,439</b>	<b>13,281,629</b>	<b>13,012,759</b>
<b>Federal Revenues</b>			
NCLB: T1, Basic School Support	222,039	252,363	250,276
NCLB: <b>AKRA</b> T1, Part A Basic Grts Low-Inc & Neglected	0	131,337	0
Special Ed: IDEA Basic Local Assistance Entitlement	531,846	531,994	520,208
Special Ed: IDEA P/Y Adj	0	(484)	0
<b>Federal Stimulus Funding/Federal Jobs</b>	0	750,243	0
NCLB: TII, Teacher Quality	26,058	27,658	25,810
NCLB: TII, Enhancing Ed Thru Tech, Formula Grts	0	2,138	2,300
NCLB: TV, Innovative Ed Strategies	3,392	0	0
NCLB: TIII, Ltd English Prof (LEP)	12,000	9,412	11,886
Child Nutrition Program	375,711	431,594	534,926
	<b>1,173,545</b>	<b>2,136,255</b>	<b>1,345,405</b>
<b>Other State Revenues</b>			
Charter School Categorical Block Grant- FY 2010/11	1,113,221	1,119,771	1,126,270
Charter School Categorical Block Grant- PY adjustments		(1,453)	0
Economic Impact Aid (EIA)	178,756	252,996	177,060
State Lottery: Non Prop 20 - FY 2010/11	316,774	304,273	304,917
State Lottery: Non Prop 20 - PY adjustments	0	3,673	0
Child Nutrition: School Programs	30,258	42,544	46,978
Mandated Costs Reimbursement		85,353	0
State Lottery: Prop 20 Instructional Materials- FY 2010/11	30,796	46,184	48,073
State Lottery: Prop 20 Instructional Materials- PY adjustments	0	2,499	0
Special Education-	1,725,267	1,761,934	1,613,863
Special Education- - PY adjustments		(1,454)	0
Targeted Instructional Improvement Block Grant (TIIBG)	326,601	222,024	217,734
Arts and Music Block Grant	36,633	37,272	36,286
Supplemental School Counseling Program	148,899	152,365	147,486
<b>All other State Revenues:</b>			0
CAHSEE Intensive Instruction	21,955	0	21,747
Beg. Teachers Salary (BTSa)	1,200	3,900	0
Student ID		717	
Summer School Reclassification		77,523	57,809
	<b>3,930,360</b>	<b>4,110,121</b>	<b>3,798,222</b>

**PALISADES CHARTER HIGH SCHOOL**  
**2010-2011 Unaudited Actuals and 2011-2012 Budget**

<b>PALISADES CHARTER HIGH SCHOOL</b>	2010-2011 Approved Budget	2010-2011 Unaudited Actuals	Board of Trustees 2011-2012 Budget
<b><u>Other Local Revenues</u></b>			
Food Service Sales	210,276	184,388	164,716
Leases & Rentals	789,084	489,447	804,744
Interest	46,927	63,374	58,658
C S Funding In Lieu of PropTax -	3,680,401	3,746,737	3,787,893
CS In Lieu of Property Taxes- PY adjustments		(432,635)	
Fundraising	300,000	271,227	300,000
Loan Proceeds		1,000,000	
	<b>5,026,687</b>	<b>5,322,538</b>	<b>5,116,011</b>
<b>Total Revenue</b>	<b>22,460,032</b>	<b>24,850,543</b>	<b>23,272,398</b>
<b>Less: Loan Proceeds</b>		(1,000,000)	
<b>ADJUSTED REVENUE Loan Proceeds</b>	<b>22,460,032</b>	<b>23,850,543</b>	<b>23,272,398</b>
<b><u>Certificated Salaries</u></b>			
Teachers	8,900,066	8,985,856	8,973,666
School Admin	614,260	702,971	595,737
Librarians	96,878	100,876	98,478
Guidance,Welfare	566,464	564,772	582,464
Physical/Mental	152,955	162,071	160,955
Impact of Furlough/ Step and Column			300,000
Budget committee adjustments			83,168
<b>Certificated Salaries</b>	<b>10,330,623</b>	<b>10,516,546</b>	<b>10,794,469</b>
<b><u>Classified Salaries</u></b>			
Inst'l Aides	580,239	561,218	580,239
Admin. Sal	393,279	243,534	295,239
Clerical/Office	1,089,968	1,148,428	1,074,968
Maint./Oper	24,000	32,072	31,000
Food Services	197,542	205,892	175,256
Other Classified	578,750	559,671	563,750
Impact of Furlough/ Step and Column			65,000
Budget committee adjustments			(18,430)
<b>Classified Salaries</b>	<b>2,863,779</b>	<b>2,750,815</b>	<b>2,767,023</b>
			<b>13,561,491</b>
<b><u>Employee Benefits</u></b>			
STRS - Certificated	818,185	736,058	833,289
PERS - Classified	256,297	206,681	262,777
OASDI Regular - Certificated	5,000	8,734	2,500
OASDI Regular - Classified	177,554	166,429	177,554
OASDI Medicare - Certificated	144,629	147,382	144,629
OASDI Medicare - Classified	40,093	41,007	40,093
Health & Welfare Benefits - Certificated	1,397,000	1,405,284	1,449,991
Health & Welfare Benefits - Classified	595,000	622,486	621,425
Unemployment Insurance - Certificated	8,848	13,560	21,235
Unemployment Insurance - Classified	4,912	5,365	11,789
Workers' Compensation - Certificated	134,360	128,793	178,535
Workers' Compensation - Classified	32,982	56,255	46,041
Other Employment Benefits - Certificated	483,000	483,000	483,000
Other Employment Benefits - Classified	208,000	208,000	208,000
<b>Employee Benefits</b>	<b>4,305,860</b>	<b>4,229,034</b>	<b>4,480,858</b>
<b>Total Salary &amp; Benefits</b>	<b>17,500,262</b>	<b>17,496,395</b>	<b>18,042,349</b>

**PALISADES CHARTER HIGH SCHOOL  
2010-2011 Unaudited Actuals and 2011-2012 Budget**

<b>PALISADES CHARTER HIGH SCHOOL</b>	2010-2011 Approved Budget	2010-2011 Unaudited Actuals	Board of Trustees 2011-2012 Budget
<b><u>Books &amp; Supplies</u></b>			
Textbooks	52,884	35,368	43,345
Instructional Materials	250,231	182,122	224,595
Other Supplies	94,162	121,362	92,225
Pupil Transportation	807,000	1,152,231	900,460
Food Service Supplies	246,626	273,852	296,627
<b>Books &amp; Supplies</b>	<b>1,450,903</b>	<b>1,764,935</b>	<b>1,557,252</b>
<b><u>Services, Other Operating Exp</u></b>			
Personnel Services-Mileage	1,500	1,045	0
Travel/Conference	35,289	16,587	25,810
Due/Memberships	37,266	34,919	17,377
Insurance	171,677	145,189	175,265
Operation and Housekeeping Services	370,013	436,944	377,013
Rentals/Leases/Repairs&Noncapitalized Improvements	116,788	142,625	108,589
Consulting Services-LAUSD	1,547,534	1,745,039	1,326,009
Professional Consulting Services& Operating Exp	451,444	493,189	487,037
Communications	141,000	149,422	135,500
<b>Services, Other Operating Exp</b>	<b>2,872,513</b>	<b>3,164,959</b>	<b>2,652,600</b>
<b><u>Capital Outlay</u></b>			
Sites & Improvement		1,482,713	0
Bldgs & Improvement	29,625	31,893	25,100
Equipment-Technology	128,898	129,755	115,000
Equipment Replacement	8,000	9,512	10,000
<b>Capital Outlay</b>	<b>166,523</b>	<b>1,653,873</b>	<b>150,100</b>
<b>Other Outgo</b>			
<b>Debt Service: RESTRICTED FUNDS-/Pool</b>			
Interest	90,200	86,516	96,267
Principal	319,800	207,910	324,194
<b>Direct Support/Indirect Costs/All Other Financing Uses</b>			
Indirect Cost ( total charter school supervisory oversight fees onl	428,077	174,282	449,618
	<b>22,828,277</b>	<b>24,548,870</b>	<b>23,272,381</b>
<b>Operating Addition/(Reduction)</b>	<b>(368,245)</b>	<b>301,673</b>	<b>16</b>
<b>Add: Net Pool Construction Revenue/Expense</b>		<b>482,713</b>	<b>0</b>
<b>Net General Fund Addition/Reduction</b>		<b>784,386</b>	<b>16</b>

**PALISADES CHARTER HIGH SCHOOL  
BALANCE SHEET-Cash Basis  
2010-2011 UNAUDITED ACTUALS**

	UNAUDITED
	ACTUALS
	06/30/11
<b>ASSETS</b>	
Cash	
a) In County Treasury	2,719,080
b) In Banks	804,539
Investments	269,944
Accounts Receivable (Includes Pledges)	5,088,780
Prepaid Expenditures	45,644
<b>TOTAL ASSETS</b>	<b>8,927,988</b>
<b>LIABILITIES</b>	
Accounts Payable	283,818
Current Loans	337,388
Deferred Revenue	7,381
Other Current Liabilities	3,635,931
<b>TOTAL LIABILITIES</b>	<b>4,264,518</b>
<b>FUND EQUITY- (Total Assets minus Liabilities)</b>	<b>4,663,470</b>

**Unrestricted/Undesignated Reserve Analysis-Cash Basis**

Cash Basis Fund Balance-Unaudited Actuals	\$ 4,663,470
Audit Adjustments	52,808
Adjusted Fund Balance 06/30/2011	\$ 4,716,278
Less: Designated Reserve for Lifetime Benefits	(2,712,243)
Restricted Scholarships	(170,000)
<b>Net Unrestricted/Undesignated Reserve Cash Balance</b>	<b>\$ 1,834,035</b>
Due From Civic Center Permit Future Operations	\$ 615,216
	<b>\$ 2,449,251</b>

## **2011-2012 PCHS Board Calendar**

### July 19, 2011

- Consolidated Application, Part 1 signed- discussion item

### August 16, 2011

- Monies owed (operating expenses, interest costs, debt payments) by Civic Center Permit account to General Fund.
- Emergency Management Succession- Governance Policies schedule of periodic monitoring.

### September 20, 2011

- California and PCHS budget update
- School and Board civility policy- (at the request of 2 Board members)
- 2010-2011 unaudited actuals- discussion item
- College Center Report- list of Class of 2011 colleges.
- Charter & Bylaws Ad-Hoc Board sub-Committee update.
- Presentation of API, AYP, etc. results.
- Task Budget & Finance with multi-year budget plan under various revenue assumptions to be presented to the Board at the late March- Early April 2012 Special Board Meeting.
- Create permanent Board financial audit committee.
- Create ad-hoc election committee.
- WASC update- WASC Board survey- discussion item.
- Approval of School Safety Report- action item.

### October 18, 2011

- California and PCHS budget update- presentation item.
- Quarterly financial planning and budgeting- Governance Policies schedule of periodic monitoring. Board approval of updated 2011-2012 budget.
- Quarterly financial condition and activities- Governance Policies schedule of periodic monitoring. (P&L, balance sheet, cash flow)
- Review and Board approval of 2010-2011 Audit report.
- Fix CBO salary table error.
- Bi-annual monitoring of Civic Center Permit account and monies owed to the General Fund.
- One Academic Department Presentation- PLC's, etc.
- One Board Committee Presentation
- WASC update
- Approval of Board calendar
- Charter Ad-Hoc Subcommittee recommendations- action item
- Specific, quantitative Ends (Goals) Policies- from Board retreat- action item
- Principal & Chief Academic Officer job description (from Board retreat)
- Consent agenda (from Board retreat)
- Election Committee update
- Unaudited actual- line item details

### November 15, 2011

## Special Board Meeting- New Board Member training

### November 17, 2011

- Seating of the new board.
- Selection of the budget & finance and operations committee members- action item.
- Selection of Board committee members.
- California and PCHS budget update
- Review and Board approval of updated 2011-2012 PCHS budget.
- Discussion and Action on Approving/Repurposing Tier III Categorical Funds Received from the State of California for the 2011-2012 School Year That Have Become Unrestricted.
- One Academic Department Presentation- PLC's, etc.
- One Board Committee Presentation
- WASC update
- Retiree Benefit Designated Fund- report from Budget & Finance Committee
- Change in start date (mid-August) for the 2012-2013 school year- discussion? action?

### December 13, 2011

- California and PCHS budget update.
- Creation of Ad-Hoc Board committee (outside Board members) to evaluate the Principal and Chief Administrative Officer.
- One Academic Department Presentation- PLC's, etc.
- One Board Committee Presentation
- WASC update

### January 17, 2012

- California and PCHS budget update.
- 2010-2011 Financial Audit Report (due 12-15-2011)- presentation item by external auditor.
- Board approval of updated budget for the 2011-2012 school year, if needed.
- Quarterly financial planning and budgeting- Governance Policies schedule of periodic monitoring.
- Quarterly financial condition and activities- Governance Policies schedule of periodic monitoring. (P&L, balance sheet, cash flow)
- Bi-annual monitoring of Civic Center Permit account and monies owed to the General Fund.
- Board Action Item to Delegate Authority to PCAO to sign the 2011-2012 Consolidated Application Part II due January 31, 2012.
- First Interim Financial Report filed and reviewed- discussion item.
- Public Hearing: The UTLA-PCHS Initial Proposal for Bargaining a Collective Bargaining Agreement with PCHS (Sunshining)
- Public Hearing: The PESPU-PCHS Initial Proposal for Bargaining a Collective Bargaining Agreement with PCHS (Sunshining)
- Student Transportation financials.
- One Academic Department Presentation- PLC's, etc.
- One Board Committee Presentation
- WASC update



#### February 21, 2012

- California and PCHS budget update.
- Cafeteria update- financials and traffic trends.
- Review of Consolidated Application Part II signed by PCAO- Discussion item
- Administrative/Manager evaluation form review.
- One Academic Department Presentation- PLC's, etc.
- One Board Committee Presentation
- Renewal/selection of auditor- action item
- WASC update

#### March 20, 2012

- California and PCHS budget update
- Administrative compensation comparisons, salary schedule, contract template
- One Academic Department Presentation- PLC's, etc.
- One Board Committee Presentation
- WASC update

#### Late March- Early April Special Board Meeting on the Budget

#### April 17, 2012

- California and PCHS budget update
- Quarterly financial planning and budgeting- Governance Policies schedule of periodic monitoring. Board approval of updated 2012-2013 budget.
- Quarterly financial condition and activities- Governance Policies schedule of periodic monitoring. (P&L, balance sheet, cash flow)
- Review of PCHS Tax Return- Discussion Item
- Accounting of Monies owed by Civic Center Permit account to General Fund- Governance Policies schedule of periodic monitoring.
- Second Interim Financial Report Filed and Reviewed- Discussion Item
- Compensation and Benefits- Governance Policies schedule of periodic monitoring.
- PCAO evaluation- achievement of Goals Policies & Executive Limitations- Governance Policies schedule of periodic monitoring.
- Senior Management evaluations- closed session.
- Senior Management contracts.
- Student transportation for 2012-2013 school year- cost/benefit analysis of various options- presentation and action.
- One Academic Department Presentation- PLC's, etc.
- One Board Committee Presentation
- WASC update

#### May 15, 2012

- California and PCHS budget update

- Student transportation for 2012-2013 school year- cost/benefit analysis of various options- presentation and action.
- Employee medical/dental health plan: cost/benefit analysis of various options- presentation and action.
- Review of food service alternatives and approval of food service contract.

#### June 19, 2012

- Annual report employee turnover, change of status and open positions- Governance Policies schedule of periodic monitoring.
- Quarterly financial planning and budgeting- Governance Policies schedule of periodic monitoring. Board approval of updated budget.
- Quarterly financial condition and activities- Governance Policies schedule of periodic monitoring. (P&L, balance sheet, cash flow)
- Consolidated Application Part 1 due June 30, 2012- delegate signing to PCAO- action item

#### July 17, 2012

- Review of Consolidated Application Part 1, signed by the PCAO. Discussion item.
- Treatment of students and their families- Governance Policies schedule of periodic monitoring.
- Treatment of faculty and employees- Governance Policies schedule of periodic monitoring.
- Communication and support- Governance Policies schedule of periodic monitoring.
- Ends Focus of Grants or Contracts- Governance Policies schedule of periodic monitoring.
- Strength of Financial Institutions- Governance Policies schedule of periodic monitoring.

#### August, 2012

- Quarterly financial planning and budgeting- Governance Policies schedule of periodic monitoring. Board approval of updated budget.
- Quarterly financial condition and activities- Governance Policies schedule of periodic monitoring. (P&L, balance sheet, cash flow)
- Board self-review
- Board goals
- Attendance at 2013 California Charter School Conference

# **Principal & Chief Administrative Officer**

## **PCAO**

### **Job Description**

#### **Position Description:**

Under the direction of the Board of Trustees and working in collaboration with the school administrators and leadership teams, the PCAO is the chief administrative and supervisory official of Palisades Charter High School. The PCAO directs academic and instructional programs that ensure excellence, scholarship, and achievement for all students. He or she is responsible for aligning the curriculum and programs to meet the goals of the organization and yield the best outcomes. The individual will oversee school operations, fundraising, budget and school personnel. In addition, the PCAO will foster relationships with all stakeholders, including students, faculty and staff, parents and community members.

#### **Essential Functions:**

- Serves as the chief administrative and supervisory official of the school.
- Establishes, communicates and implements school-wide vision, ensuring clear understanding and support.
- Provides effective visionary leadership and strategic planning to focus human and material resources towards the primary goal of outstanding education for all students.
- Acts as a student advocate to ensure the rights of all students are respected and that all have equal access to the educational opportunities necessary to meet their needs and abilities.
- Implements strategies to promote a cooperative spirit among the school's personnel and parents to enhance and enrich the educational and social climate of the school.
- Develops and maintains productive Board/staff/community relations with open two-way communication.
- Implements innovative programs to recruit, train, support, and evaluate teaching staff to ensure instructional excellence.
- Develops, refines, and improves curriculum, instruction, and management strategies, techniques and activities to reflect the changing needs of students and to reflect current educational research.
- Develops and oversees a budget that direct financial resources to fulfill the school's vision, mission and objectives.
- Oversees fundraising and development activities to expand revenue sources.
- Advises the Board of Trustees on employee and labor relations, contract negotiations and grievance dispositions. Serves as leader in contract negotiations with all collective bargaining units and promotes positive labor relations.
- Keeps informed on legislation pertaining to school charters and remains actively involved in the charter community.
- Evaluates the management team and implements changes to the organizational structure in order to fulfill the school's mission and goals.
- Empowers administrative and support staff to achieve excellence while they direct their areas of responsibility to meet the organization's vision and objectives.
- Provides leadership for financial management and controls to ensure efficient and effective use of school resources.
- Oversees facilities and operations to ensure a safe, clean, well-maintained campus with appropriate investment to meet educational needs and objectives.
- Directs technology program to enhance the tracking of student information and communication with families, and to gain operational efficiencies.
- Ensures compliance with all applicable federal and state laws and reporting requirements.
- Implements sound personnel practices, observes and evaluates building staff and makes the recommendations for hire, discipline and dismissal of all school employees.
- Acts as primary liaison with LAUSD, LACOE, CDE, etc.
- Leads Professional Development for school community.

- Other duties as assigned.

**INDEPENDENT CONTRACTOR AGREEMENT BETWEEN  
PALISADES CHARTER HIGH SCHOOL AND CARALA LEVENSON**

THIS INDEPENDENT AGREEMENT (hereinafter referred to as "Agreement") is made and entered into as of the date fully executed by and between the Board of Trustees ("Board") of Palisades Charter High School ("PCHS"), a California Non-Profit Public Benefit Corporation and Carla Levenson (hereinafter referred to as **MARKETING AND DEVELOPMENT CONSULTANT**).

RECITALS

WHEREAS, PCHS is a corporation, organized and operating exclusively for educational and charitable purposes pursuant to and within the meaning of Section 501(c)(3) of the Internal Revenue Code; and

WHEREAS, PCHS is authorized pursuant to its Articles of Incorporation and By-Laws to contract for the services of an individual with expertise as a financial aid coordinator to oversee the administration and coordination of financial aid preparation and applications at PCHS and to perform the scope of services outlined in the attached document which is incorporated into this Agreement as Attachment A; and

WHEREAS, PCHS desires to contract with **MARKETING AND DEVELOPMENT CONSULTANT** to provide financial aid coordination services by way of this Agreement and **MARKETING AND DEVELOPMENT CONSULTANT** is qualified to perform such duties; and

WHEREAS, **MARKETING AND DEVELOPMENT CONSULTANT** and PCHS desire to formalize this contractual arrangement by way of this Agreement;

NOW THEREFORE, in consideration of the foregoing recitals and the mutual terms and conditions contained herein, the parties hereby agree as follows:

**AGREEMENT**

1. **INDEPENDENT CONTRACTOR:** Subject to the terms and conditions of this Agreement, PCHS hereby engages **MARKETING AND DEVELOPMENT CONSULTANT** as an independent contractor to perform the services outlined in Attachment A, and **MARKETING AND DEVELOPMENT CONSULTANT** hereby accepts such engagement. **MARKETING AND DEVELOPMENT CONSULTANT** enters into this Agreement as, and shall continue to be, an independent contractor. Under no circumstances shall **MARKETING AND DEVELOPMENT CONSULTANT** look to PCHS as her employer, or as a partner, agent, or principal. **MARKETING AND DEVELOPMENT CONSULTANT** shall not be entitled to any benefits afforded to PCHS's employees including workers' compensation, disability insurance, vacation or sick pay. **MARKETING AND DEVELOPMENT CONSULTANT** shall be responsible for providing, at **MARKETING AND DEVELOPMENT CONSULTANT**'s expense, and in **MARKETING AND DEVELOPMENT CONSULTANT**'s name, disability, workers' compensation or other insurance as well as licenses and permits usual or necessary for performing the services necessary under this Agreement.
2. **TERM:** Subject to the potential of charter revocation and Section 6 herein, PCHS hereby contracts with Carla Levenson to provide marketing and development consulting services to the PCHS for the 2011-2012 academic year according to the terms and conditions set forth herein.
3. **COMPENSATION:** In exchange for the provision of Services, PCHS shall pay Carla Levenson \$60 / HOUR not to exceed \$33,750 per year on a monthly basis, based upon an approved invoice presented to PCHS.
4. **SCOPE OF SERVICES:** **MARKETING AND DEVELOPMENT CONSULTANT** shall perform the scope of work specified in the attached description of duties and performance objectives. This scope

may be altered as needed in consultation with the Principal & Chief Administrative Officer (hereinafter referred to as Principal) and/or the Board. MARKETING AND DEVELOPMENT CONSULTANT shall also report on a periodically to the Principal and/or the Board regarding progress of the work performed and work to be performed in accordance with this Agreement.

5. **EVALUATION OF SERVICES:** The Principal is responsible for the management and administration of this contract and in consultation with Carla Levenson (if applicable) shall evaluate the services provided by MARKETING AND DEVELOPMENT CONSULTANT. This evaluation of services shall be based on the performance objectives and duties contracted for and defined in this Agreement and must be completed prior to renewal of this contract or entry into a subsequent contract, if applicable, with MARKETING AND DEVELOPMENT CONSULTANT.
6. **TERMINATION OF AGREEMENT:** This Agreement may be terminated by mutual written agreement of the parties, or if either party provides thirty (30) days advance written notice to the other party of termination. In the event of termination, PCHS shall pay MARKETING AND DEVELOPMENT CONSULTANT all amounts owed to MARKETING AND DEVELOPMENT CONSULTANT for work completed by MARKETING AND DEVELOPMENT CONSULTANT. In addition, MARKETING AND DEVELOPMENT CONSULTANT shall provide PCHS with a full status report regarding all ongoing projects under her supervision
7. **NONRENEWAL OF AGREEMENT BY THE PCHS BOARD:** The Principal and / or Board may elect not to renew this Agreement without cause at its sole discretion by providing MARKETING AND DEVELOPMENT CONSULTANT with written notice of non-renewal prior to the end of the school year.
8. **INTELLECTUAL PROPERTY:** Any and all inventions, discoveries, developments and innovations conceived by MARKETING AND DEVELOPMENT CONSULTANT during this engagement relative to the duties under this Agreement shall be the exclusive property of PCHS; and MARKETING AND DEVELOPMENT CONSULTANT hereby assigns all right, title, and interest in the same to PCHS. Any and all inventions, discoveries, developments and innovations conceived by MARKETING AND DEVELOPMENT CONSULTANT prior to the term of this Agreement and utilized by MARKETING AND DEVELOPMENT CONSULTANT in rendering duties to PCHS are hereby licensed to PCHS for use in its operations and for duration of this Agreement. This license is non-exclusive, and may be assigned without MARKETING AND DEVELOPMENT CONSULTANT's prior written approval by PCHS to a wholly-owned subsidiary of PCHS.
9. **CONFIDENTIALITY:** MARKETING AND DEVELOPMENT CONSULTANT acknowledges that during the engagement it will have access to and become acquainted with various trade secrets, inventions, innovations, processes, information, records and specifications owned or licensed by PCHS and/or used by PCHS in connection with the operation of its business including, without limitation, PCHS's business and product processes, methods, customer lists, accounts and procedures. MARKETING AND DEVELOPMENT CONSULTANT agrees that it will not disclose any of the aforesaid, directly or indirectly, or use any of them in any manner, either during the term of this Agreement or at any time thereafter, except as required in the course of this engagement with PCHS. All files, records, documents, blueprints, specifications, information, letters, notes, media lists, original artwork / creative, notebooks, and similar items relating to the business of PCHS, whether prepared by MARKETING AND DEVELOPMENT CONSULTANT or otherwise coming into MARKETING AND DEVELOPMENT CONSULTANT's possession, shall remain the exclusive property of PCHS. MARKETING AND DEVELOPMENT CONSULTANT shall not retain any copies of the foregoing without PCHS's prior written permission. Upon the expiration or earlier termination of this Agreement, or whenever requested by PCHS, MARKETING AND DEVELOPMENT CONSULTANT shall immediately deliver to PCHS all such files, records, documents, specifications, information, and other items in her possession or under her control. MARKETING AND DEVELOPMENT CONSULTANT

further agrees that she shall at all times preserve the confidential nature of her relationship to PCHS and of the services hereunder.

To the extent that MARKETING AND DEVELOPMENT CONSULTANT has access to pupil records during the course of her work at PCHS, MARKETING AND DEVELOPMENT CONSULTANT agrees to maintain the confidentiality of all pupil records in accordance with state and federal law and PCHS policies.

10. **BACKGROUND CHECK:** If MARKETING AND DEVELOPMENT CONSULTANT is to have regular or intermittent contact with children of PCHS, this Agreement shall be conditional upon the completion of a background check, including, but not limited to, fingerprinting and criminal background investigation, pursuant to PCHS policies.
11. **WORKERS' COMPENSATION:** PCHS shall not obtain workers' compensation insurance on behalf of MARKETING AND DEVELOPMENT CONSULTANT.
12. **LOCAL, STATE AND FEDERAL TAXES:** MARKETING AND DEVELOPMENT CONSULTANT shall pay all income taxes and FICA (Social Security and Medicare Taxes) incurred while performing services under this Agreement. PCHS shall not:
  - A. Withhold FICA from MARKETING AND DEVELOPMENT CONSULTANT's payments or make FICA payments on MARKETING AND DEVELOPMENT CONSULTANT's behalf;
  - B. Make state or federal unemployment compensation contributions on MARKETING AND DEVELOPMENT CONSULTANT's behalf; or
  - C. Withhold state or federal income tax from MARKETING AND DEVELOPMENT CONSULTANT's payments.

If MARKETING AND DEVELOPMENT CONSULTANT is required to pay any federal, state or local sales, use, property or value added taxes based on the services provided under this Agreement, the taxes shall be separately billed to PCHS. MARKETING AND DEVELOPMENT CONSULTANT shall not pay any interest or penalties incurred due to late payment or nonpayment of any taxes by PCHS.

13. **ENTIRE AGREEMENT:** This Agreement supersedes any and all other Agreements, either oral or in writing, between the parties hereto with respect to the subject matter hereof, and no other Agreement, statement or promise related to the subject matter of this Agreement which is not contained in this Agreement shall be valid or binding.
14. **WAIVER:** Either party to this Agreement may specifically and expressly waive, in writing, compliance or any breach by the other party with any term, condition or requirements set forth in this Agreement. Any such waiver, however, shall not constitute a further or continuing waiver of the same requirement, unless a specific statement to the contrary is contained with such waiver. No waiver or consent shall be implied from the silence or from the failure of any party to act, except as otherwise specified in this Agreement.
15. **ASSIGNMENT:** MARKETING AND DEVELOPMENT CONSULTANT shall not assign any of her rights under this Agreement, or delegate the performance of any of her duties hereunder, without the prior written consent of PCHS.
16. **JURISDICTION:** The parties hereby understand and agree that this Agreement, and the attachments hereto, have been negotiated and executed in the State of California and shall be governed by, and constructed under, the laws of the State of California.
17. **AMENDMENTS:** No addition to, or modification of, any provision contained in this Agreement shall be effective unless fully set forth in writing and signed by the authorized representative of both parties.

18. **ARBITRATION OF DISPUTES:** The parties agree that any dispute regarding the application, interpretation or breach of this Agreement will be subject to final and binding arbitration. Attorney's fees, costs and damages (where appropriate) shall be awarded to the prevailing party in any dispute, and any resolution, opinion or order of Arbitrator may be entered as a judgment of the Superior Court.
19. **NOTICE:** Any and all notices, demands, or other communications required or desired to be given hereunder by either party shall be in writing and shall be validly given or made to the other party if personally served, or if deposited in the United States mail, certified or registered, postage prepaid, return receipt requested. If such notice or demand is served personally, notice shall be deemed constructively made at the time of such personal service. If such notice, demand or other communication is given by mail, such notice shall be conclusively deemed given five days after deposit thereof in the United States mail addressed to the party to whom such notice, demand or other communication is to be given as follows:

If to the MARKETING AND DEVELOPMENT CONSULTANT:

Carla Levenson  
8116 Gilder Ave.  
Los Angeles, CA 90045

If to PCHS:

15777 Bowdoin St.  
Pacific Palisades, CA 90272

Any party hereto may change its address for purposes of this paragraph by written notice given in the mJaner provided above.

20. **INTERPRETATION AND OPPORTUNITY TO COUNSEL:** In the event of a controversy or dispute between the parties concerning the provisions herein, this document shall be interpreted according to the provisions herein. The parties hereto acknowledge and agree that each has been given an opportunity to independently review this Agreement with legal counsel.
21. **SEVERABILITY:** If any term, provision, condition or covenant of the Agreement shall to any extent be held invalid or unenforceable, the remainder of the Agreement shall not be affected thereby, and each term and provision of this Agreement shall be valid and enforceable to the fullest extent provided by law.
22. **COUNTERPART EXECUTION:** This Agreement may be executed in any number of counterparts, each of which shall be deemed a duplicate original when all counterparts are executed, but all of which constitute a single instrument.
23. **SIGNATURES:** We affix our signatures to this Agreement with the full and complete understanding of the relationship between the parties hereto.

**Dated:** \_\_\_\_\_ **By:** \_\_\_\_\_  
**Principal & Chief Administrative Officer, PCHS**

**Dated:** \_\_\_\_\_ **By:** \_\_\_\_\_  
**MARKETING AND DEVELOPMENT CONSULTANT**



**Palisades Charter High School  
Classified Administrative Salary Schedule  
Effective 7/1/2011**

241 paid days, 229 work days  
8 hours/day  
Exempt from overtime

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
Chief Business Officer	\$ 105,000	\$ 108,000	\$ 111,250	\$ 114,500	\$ 118,000	\$ 121,000	\$ 124,000		
Human Resources Director	\$ 75,000	\$ 77,500	\$ 80,000	\$ 82,500	\$ 85,000	\$ 87,500	\$ 90,000		

Step Increases occur yearly upon positive evaluation from PCAO

Longevity Increases: 1st increment \$1500 after  
years at highest step (9) and 2nd increment \$2800 after an  
additional 5 years

Doctoral Stipend of \$1500 available