

PCHS Financials
Profit & Loss Statement
 2011-2012 Budget Updates With
 2012-2013 Best/Worst Case Scenarios

Item IV. E.

	2011-2012		2012-2013		COMMENTS
	BOARD APPROVED 06/21/11	Updated Projection	Potential Budget Cuts- Best Case	Potential Budget Cuts worse Case	
				\$ (366)	6.6% Maximum Cut Proposed for 2012/2013
	\$ 6,116	\$ 6,093	6,133	\$ 5,727	Per ADA Funding Level (Rev. 02/10/12 for SB 81)
ADA	2,747.0	2,741.2	2,747.0	2,747.0	ADA levels est. updated for Revised Month 4 Actual projections
Revenue:					
Revenue Limit Sources	13,012,759	12,922,088	12,968,787	11,916,686	Lowered ADA funding for December "Trigger" Cuts (\$13/ADA)
Federal Revenues	1,345,406	1,349,878	1,349,878	1,349,878	Slight increase in Fed Sp Ed Funding from Budget-Lower Title II Funding
Other State Revenues	3,798,222	3,750,854	3,750,854	3,750,854	Lower State Sp Ed Funding (\$117k)/Higher EIA Funding (\$75k) than budgeted
Other Local Revenues	5,116,011	5,047,615	5,047,615	5,047,615	Revised Permit Revenue for Staffing changes
Total Revenues	23,272,398	23,070,434	23,117,133	22,065,032	
			46,699	(1,005,402)	Funding difference for 2012-2013 vs. 2011-2012 (IF Nov.2012 Ballot Measures Fail)
Expenses:					
Certificated salaries	10,198,731	10,092,765			Part Time Counselor Position filled, ROP Savings offset by add'l Step
- School Administrative	595,737	587,500			
Classified Salaries	2,471,783	2,324,527			Lowered for Reclass of Cafeteria Salaries to Consulting
- Administrative	295,239	265,715			Open Postions still pending-Estimated
Total employee benefits	4,480,858	4,429,703			Act. Work Comp Rates higher (\$30k), Lower Care benefits (\$75k)
Total Salary & Benefits	18,042,349	17,700,210			
Books and supplies	1,557,252	1,294,502			Favorable Transportation Updates from Budget (02/12)-\$19k
Services & other operating expenses	2,652,600	3,007,691			Additional Cafeteria Consulting Exp. Offsets Salary/Benefits, Add'l LAUSD Chgs
Capital Outlays	150,100	150,100			
Facility use fee to LAUSD	449,618	449,618			LAUSD Facility Use Fees Est. at 2.5% of Funding in 2011-2012 (2010-11 includes prior year amts. Not yet billed)
Subtotal-Operating Expenses	22,851,920	22,602,121			
Debt service	96,267	96,267			2011-2012 Loan Updates
Principal repayment	324,194	324,194			2011-2012 Loan Updates
Total debt service	420,462	420,462			
Total Expenses	23,272,381	23,022,582			
Net General Fund Addition/(Reduction)	\$ 17	\$ 47,852			Fund Addition Available to fund other needs or add to reserve/ Reductions to be funded with reserve or other cuts

**PALISADES CHARTER HIGH SCHOOL
BOARD OF TRUSTEE'S MEETING
EXECUTIVE DIRECTOR AND PRINCIPAL'S REPORT
FEBRUARY 21, 2012**

LAUSD Charter Office Visit – February 15

The LASUD Charter Office conducted their second charter review visit this year on Wednesday, February 15. The team observed in classrooms at PCHS and Temescal Academy, then met with teachers, students, parents, and board members. The team provided the following preliminary feedback and will return in March to observe in additional classrooms.

1. Student Achievement and Educational Performance

Areas of strength:

- a. 2011 API was 828. 2010 API was 819.
- b. In 2011 school met 22/22 AYP criteria. This is an improvement over the previous year. In 2010 the school did not meet the proficiency targets for English Learners in ELA and Math.
- c. According to the CDE in 2010-2011 92% of students passed ELA portion of CAHSEE and 94% passed the math portion of CAHSEE.
- d. CST ELA and Math results are above those of comparable schools.
- e. The schoolwide Academic Growth over Time (AGT) in ELA and Math are within the district average for 2010-11. The 3 year AGT indicates the school is above the district average in general math and far above district average in Algebra I. The 3 year AGT for 9th grade ELA and 11th grade ELA is above the district average.

Areas recommended for improvement:

- a. The school is in Program Improvement P1 status.
- b. In ELA the 9th grade cohort Academic Growth over Time (AGT) is above district average; the 10th grade cohort is below the district average; the 11th grade cohort is within the district average.
- c. The 3 year AGT average in 10th grade ELA is far below the district average.
- d. Work to increase the percentage of graduates meeting A-G requirements.
- e. Continue to work towards increasing proficiency levels of all subgroups that are below school-wide proficiency levels.

2. Governance and Organizational Management

Areas of strength:

- a. The school provided evidence that the governing board and school committees structure is functioning efficiently and continuing to clarify roles and accountabilities.
- b. School's Executive Director is working collaboratively with the governing board to establish organizational goals.
- c. School is refining and developing performance evaluation systems and metrics for Executive Director, administrators, and teachers.
- d. School is encouraged to develop collaboration opportunities with Paul Revere Middle School.

- e. Parent liaison role has developed and appears to effectively provide a voice for all parents.
- f. Evidence of collaborative problem solving.
- g. Parent interviews report more stable leadership team working for common goals.
- h. Stakeholder interviews indicated that overall, relationships between teachers and parents has improved.

Areas in need of corrective action: Welligent reports several IEPs in “red.” School will provide evidence of clearing these by March 7, 2012.

Areas recommended for improvement:

- a. School is encouraged to continue to collaborate and articulate with Paul Revere Middle School.
- b. Teacher observations are beginning.
- c. School is encouraged to ensure that all student services provided are documented in Welligent service logs.
- d. School is encouraged to continue to refine and develop its performance evaluation process for teachers.

3. Fiscal Operations: Demonstrating sound management and use of public funds and meeting all regulatory requirements

4. Fulfillment of the Charter’s Educational Program

Areas of strength:

- a. Most terms of the charter are implemented.
- b. There is significant evidence the school actively identifies students who may have exceptional needs, assesses them promptly, and develops IEP’s as necessary in a timely manner, and maintains records in Welligent.
- c. There is evidence the school provides Special Education programs in accordance with students IEP’s.

Areas recommended for improvement:

- a. School is encouraged to continue to refine its 9th grade POD structure.
- b. School is encouraged to build on its common assessments to develop school-wide benchmark assessments.
- c. School is encouraged to continue to develop processes for monitoring and increasing number of students completing A-G requirements.
- d. Teachers are encouraged to develop systems for on-going checking for understanding during lesson delivery.
- e. School is encouraged to consider developing instructional rituals, routines, and procedures to increase consistency throughout the school.

PCHS will engage in long-range planning for the next six years during upcoming Strategic Planning sessions. Representatives from all stakeholder groups will be participating in this planning process which will be held in the PCHS library from 8am-3pm. Educational Consultant Carole Ferraud who provided the PCHS Curriculum Instruction and Assessment Report and presented instructional strategies during recent professional development will facilitate the meetings which will address the school's mission, vision, goals, strategies, specific results, and action plan.

Collective Bargaining

PCHS and UTLA representatives met on Friday, February 10 to discuss preliminary goals. The teams are scheduled to meet again on February 22. Discussions with PESPU are ongoing.

Professional Development

During February, PCHS teachers participated in two days of professional development focused on learning objectives, instructional strategies to increase student engagement, reflection on teaching practices, technology, and classroom walkthrough protocols. In addition, executive communications consultant Drew Kugler spoke to teachers about the importance of effective communication with parents.

The Human Resources office recently surveyed classified staff to determine most meaningful professional development offerings. Based on the survey recommendations, PCHS will provide technology and customer service training during the spring.

Student Information System (SIS) Team Progress

The Student Information System team met on February 16 to continue the review of information systems for the purpose of identifying the most effective system for PCHS. Three systems were selected from seven for the next level of review. The outdated system in place at Pali is more than 20 years old. A comprehensive web-based system will increase staff efficiency and improve school/home communication.

A new system will create class schedules, grades, attendance, homework and assignments, graduation status reports, report cards and progress reports, transcripts, test scores, staff email addresses, and more. A new SIS is a significant investment that will cost approximately \$300,000. A fundraising campaign is being initiated to generate funding for the system.

Marketing and Fundraising Progress

Fundraising and marketing consultant Carla Levenson is focusing on the following key areas: PCHS logo and Pali brand; PCHS website; E-blasts/E-newsletters/Contacts, and fundraising. She is working with Pali and the Booster Club to support a campaign to raise funds to upgrade school technology. (*See attached report*)

Lunch with the Principal

Students are invited to a bi-weekly lunch with the principal starting in March. Teachers and counselors provided initial recommendations for participants. This opportunity is open to all students who would like to participate. The lunches provide an opportunity for students to share their feedback about their experiences at Pali.

Fundraising Policy Update

Meetings with representatives from Booster Club and athletic policy writers have convened to discuss revisions to the proposed fundraising policy. Input from other fundraising groups will be incorporated before the policy is submitted to the PCHS Policy Committee for vetting.

Progress report on PCHS Schoolwide Goals

Goal 1 Improve Student Achievement

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 integration of differentiated instruction to increase student learning.

Measurement:

- a. All instructors will be within a two-week window of a PLC pacing plan as verified by the administration four times this year. Each PLC pacing plan can be skill and/or content driven;
- b. Create a minimum of 3 common assessments (formative or summative) to be administered by each instructor in a PLC verified by administration via Mastery Manager reports. Common assessment must contain identified standards and performance levels to determine student proficiency;
- c. Analyze student work/data for 3 common assessments as verified by administration via PLC submission of student work/data analysis worksheets;
- d. Participate at least one time in the R&R (re-teaching and reassessing) program as verified by administration via R&R data; and
- e. Submit a consistent grading policy outlining how grades will be determined in a PLC based on student common assessments and homework. PLC grading policies will be submitted to the administration by June 2012 for implementation next fall.

Progress: All PCHS PLCs submitted end of semester notebooks documenting their progress in the areas specified in the school goals. The Executive Director & Principal, Assistant Principals, and PLC Coordinator are reviewing PLC semester progress. Additional support will be provided to PLCs who are still in the development phase of the designated goals, in addition to consulting with individual teachers who need assistance. A spring mid-semester review will be conducted at the end of March.

Goal 4 Maximize facility use funding and efficiency through effective management and communication of permits and programs.

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

Measurement: Posting position, interviewing, and hiring a permit and transportation 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 budget with permit

coordinator

Progress: PCHS has hired a permanent full-time transportation coordinator. This person is in charge of all aspects of transportation coordination including working with the transportation provider, communication with parents, determination of bus routes, and collection of fees. After carefully reviewing job descriptions, the decision has been made to leave permit coordination duties with the Operations Manager. As a new Operations Manager will be in place starting March 1; this position has been vacant since June of 2011. In addition to other duties, the Operations Manager will assume management duties of the three primary areas of permitting: pool facilities, athletic facilities, and other school areas. PCHS updates the school calendar posted on the PCHS website weekly. The consolidated calendar shows school events and permit use. The calendar is easily accessible by all who are interested in school events and facilities use. The PCHS CBO currently reviews and reports on the facility budget. The Operations Manager who is charged with permit coordination will coordinate quarterly reports on facility budgeting with the Executive Director & Principal and CBO with the advisement of the Operations, Facilities, and Technology Committee.

Launch of 1st Annual Dan Eldon Creative Visions Film Festival

Creative Visions Foundation President Kathy Eldon met with Pali High film students to introduce the newly formed Dan Eldon Creative Visions Film Festival. Students learned about the following contest parameters:

1. Make a film (video) about an issue or problem you care about, big or small
2. Format can be fiction or a documentary, even a commercial, spoof, music video, or art film. Let your imagination run wild
3. Propose a solution, maybe one that is actionable for your audience
4. Motivate them to take action and show how you and they can make a difference now
5. Make it informative and/or entertaining

All films will be screened in Mercer Hall for students and the public in the spring. The best film will receive a \$1,000 Creative Activist Film Award. Participants will work with an impressive list of industry mentors and judges including:

Kathy Eldon – President Creative Visions Foundation, Producer

Credits: *Dying to Tell the Story*, *Global Tribe*, *Extraordinary Moms* hosted by Julia Roberts

Jon Turtletaub – Producer/Director

Credits: *3 Ninjas*, *Cool Runnings*, *The Kid*, *National Treasure*

Ed Saxon – Oscar-winning Producer

Credits: *Silence of the Lambs*, *Philadelphia*, *That Thing You Do!*, *Fast Food Nation*, *Enlightened* (HBO).

Lee Harry – Principal and Editor at Buddha Jones, winner of Student Oscar for Directing

Credits: *The Hangover*, *No Country for Old Men*, *Toy Story 3*, *Kung Fu Panda 1 and 2*, *Jackass 3D*

Nick Turner – Senior Vice President of Online Marketing at Relativity Media, which has produced more than 200 films and has received over 60 Oscar nominations.

Debra McGuire – Costume Designer, nominated for two Primetime Emmys
Credits: *Superbad*, *The 40 Year Old Virgin*, *Anchorman*. TV: *Heroes*, *Friends*, *90210* and *The New Girl*

Barbara Boyle – Chair of the UCLA School of Theater, Film, and TV, and award-winning Producer of films such as *Instinct*, *Phenomenon*, and *Bottle Rocket*

www.creativevisions.org<<http://www.creativevisions.org/>

www.danelondon.org<<http://www.danelondon.org/>

Other PCHS updates

Attendance and Enrollment

PCHS cumulative ADA is 96.3% (up from last year's 95.6%). Current enrollment is 2866.

Admissions

- Currently, PCHS has collected over 1,662 applications through our outreach program.
- 950 seats are open in the 2012-13 school year. Applications close March 1st with acceptance letters going out mid-March.

Health, Safety and Welfare

- The "In An Instant" safe driving program is scheduled for May 30.
- PCHS held a successful **Fire Evacuation Drill** on February 16 with a full evacuation of the school in 5 minutes and all students accounted for in 23 minutes. 82% of teachers had "room cleared" signs posted on their doors.

Small Learning Communities (SLC)

- PCHS is completing the SLC revamp for the 2012-13 school year.
- Changes in the SLC program for all pods include implementation of *humanitas* curriculum, inclusion of resource teachers, 10th grade link teachers, and counselors.
- Two new themes will be added to the pods.

Parent Meeting/Academic Support

- PCHS will host a **parent meeting for students in need of academic support** on Saturday, February 25 in Mercer Hall on Saturday, February 25 from 9am-1pm. Information will be presented in English and in Spanish.

The Village Nation and *Fuerza Unida* will host a **Bridge Assembly** on March 29 to screen the new documentary movie "**First Generation**" The film raises awareness for college access and educational reform, following low-income students striving to be first in their families to attend college.

The **WASC** team is finalizing chapters 2,3, and Category A. The complete self-study document will be edited next week, sent out to stakeholders for final suggestions, and sent out to the visiting team on March 1. The PCHS site visitation takes place on April 16-18.

Special Education

Monies through COP SELPA have been made available to member schools through

Professional Development and Technology grants. For Professional Development, we will receive \$18,589. PCHS is using this money to provide subs for teachers who attended the autism workshop last month; to support humanitas training and to provide professional development for special education teachers. Each teacher has been asked to attend a professional development opportunity by June 1st.

For Technology, PCHS plans to purchase Acellus, a computerized **learning system** for delivering self-paced instruction in an interactive format. Acellus has over 50 courses in all core content areas for grades K-12, and is compatible with multiple platforms, including the iPad. Comprehensive curriculum is available in Science, Mathematics, Social Studies, Language Arts, and Reading. \$3,050 for five servers, the 1st year of Annual Support and 10 student licenses. Mary Bush is working with the company to develop a proposal for up to 20 servers, annual support, and professional development for 5-10 special education teachers.

There is a special education matching grant that expires next week making the system more affordable. Acellus offers remedial reading and math programs for both special education students and those identified as requiring intervention. Additionally, it provides distance learning options in core academic classes which may be used to support credit attainment / recovery for indentified students. Pali will receive \$32,179 to be used toward improving technology for special education students. PCHS is looking at developing a Learning Center where students may come and access this program with the support of a special education teacher by the end of this school year. The Learning Center will expand as funding becomes available. A Pali parent has expressed interest in providing architectural support and possible funding for the learning center.

Current numbers: 240 special education students
74 504 students (9 pending requests)

English Learners

PCHS has been exploring options to improve services to our English Learner population. A CAHSEE support class will begin next week. Approximately 25 10th grade students (RFEPs within the EL subgroup) will be enrolled in a support class taught by Emilie Larew, RSP. The class will take place during 4th period in the Study Center and will focus on English Language standards and test taking strategies.

Athletics/Playoffs

Pali athletic teams are winding down a successful winter season.

- Wrestling is currently competing in the playoffs.
- Boys/Girls basketball won first round playoffs.
- Boys/Girls soccer both won first round.

PCHS Logo/Pali Brand

The current Pali logo (Fig. 1), while representative of the school's Dewey Dolphin mascot and proximity to the ocean, is bland and generic and appears as if it were developed from a stock image rather than an original work of art. A great logo is simple, memorable, timeless, versatile and appropriate. The current official Pali logo is not distinctive and does not create an iconic brand identity. The second Pali logo (Fig. 2), created by Global Village Concerns, is being used on some Pali fashion gear. It is nicely stylized but too busy. It is also somewhat "aggressive" with shark-like fins and an evil dolphin eye. The second logo identifies closely with the sports culture at Pali. The third logo (Fig. 3), a shield, is the original Pali logo dating back 50 years. It is a beautiful and ornate logo, a contemporary take on a classic traditional symbol. It is also busy and may not reproduce well on athletic wear or in black and white ink. The fourth logo is a secondary logo and is in use on some athletic uniforms. In addition, there are other Pali logos and colors that are currently in use on team uniforms.

As you can see, there are numerous logos, colors and typefaces associated with the Pali "brand". The number one rule of branding is brand consistency. A similar logo should be used in a similar way on all marketing materials and merchandising thereby communicating brand recognition, familiarity and trust.



Fig. 1



Fig. 2



Fig. 3



Fig. 4

Recommendation

It is difficult to create a "brand image" before a clear strategic plan is in place, but we should begin to create a consistent "look and feel" that will evolve over time. My recommendation is to develop simplified versions of logos #2 and #3 and perhaps create a third option for the Communications Committee and other stakeholders to review and buy in to. We can have a primary and secondary logo for official school documents and athletic uniforms but they should be closely integrated.

Cost: Approx. \$650 for redesigned logo and letterhead

Timeline: We should be able to review new design options in two weeks. Once approved, we can implement the new logo on the PCHS website, on letterhead, in the Pali e-newsletter, and on other marketing collateral.

PCHS Website

The current PCHS website and content management system (CMS) are built on a proprietary platform with Edlio hosting and controlling the files and databases associated with the website. A website that is hosted on a proprietary platform is a legacy website (obsolete) from day one since it cannot be moved or upgraded. In addition, most proprietary platforms create zero SEO (search engine optimization) because the site architecture is created to improve search rankings for the host company, not the client (us). In a nutshell, we are locked in to a \$5,400/year website subscription and cannot take the files with us without migrating to another platform, i.e. hosting company. There is some question as to who actually owns the code of the website. It may well be that Edlio owns the code and we own the graphics and content. This is still to be determined.

Pali currently pays \$5,400 per year (\$3,600 for the basic Edlio subscription, plus \$600 for a fundraising module, \$600 for forms, and \$600 for a store module that we do not use). Long story short, we are paying Edlio for a “feature rich” CMS that is not being used. The IT guys know Dreamweaver (html) and make changes on their own. The other people who make website changes mostly use the “ticket” system and do not use the CMS. Last year, about 60 tickets were created to make small changes to the Pali website.

The current website does not have good architecture so we are much better off spending the money to redesign the site. A good website should be easy to read, easy to navigate, the information should be easy to find, the design should be clear and consistent, and the site should be quick to load. The current website has outdated and incomplete information throughout and the navigation is very unintuitive. A good navigation system should be clear and simple and answer three questions: Where am I? Where have I been? Where can I go? Unfortunately, it is very easy to get lost on the PCHS website. You can't find the information you need when you need it.

Recommendation

There are many problems with proprietary platforms, most of all they are costly and painful to change. My recommendation is we migrate to a website designed on an open source CMS (or no CMS) where we can manage the content on our own. By way of example, the Da Vinci Schools website (www.davincischools.org) is hosted by Go Daddy for \$60 per year. There is no CMS. All changes are made via Dreamweaver (for html users) or Adobe Contribute (for non-html users). Contribute costs a one-time fee of \$50 per user. This is a huge savings of more than \$5,000/per year.

It may be possible to move the current website to a new host, but it is not recommended because of the cost involved in moving such a large site. The Edlio subscription is renewed yearly and is up for renewal on February 10, 2012. My recommendation is to inform Edlio of our desire to build a new site and to ask

if they would allow Pali to continue the subscription on a quarterly or semi-annual basis. There is a store feature for \$600/year that we are currently not using and this should be subtracted from the invoice.

Cost of website redesign: Approx. \$10,000

Timeline: Once the expenditure is approved, the site may take up to six months to build and implement.

E-blasts/E-newsletters/Contacts

The current e-blast that is sent to families and the community has no logo or masthead. PCHS is not in the subject line or the From line. Each blast has different fonts and colors – there is no consistency in form or format. In fact, it is often difficult to determine who the sender is and what organization the emails pertain to.

According to Ms. O’Grady, families are removed from the email list once the student graduates. With an Alumni Directory on the website with 2,173 registered users and 15,509 visits to the Alumni Directory in the past *three months* alone, it appears that we are missing a huge opportunity to reach PCHS alumni. This is especially important for our fundraising efforts. The 50th Anniversary Committee is likely reaching out to this group, but the outreach efforts are not coordinated at this time.

Recommendation

Once a logo is finalized, it should be added to the e-blasts immediately. We should segment our contacts into different groups (current families, alumni, community, etc.). More targeted emails should be sent to alumni and the Palisades community and extended community. We should work toward creating a new monthly community e-newsletter that highlights the major news and events at Pali, including alumni news. The current eblasts are mostly geared to the “day to day business of school” and do not highlight the big picture stories and achievements at Pali. Contacts also need to be coordinated with the Booster Club.

Cost: No cost

Timeline: The contacts can be gathered and segmented forthwith. In order to start a new monthly newsletter, we need to identify people to help develop the content and sustain the effort.

Fundraising

Fundraising at Pali appears to be “schizophrenic” with many different fundraisers and fundraising groups competing for the same dollars. For example, the Booster Club raises funds as well as individual sports teams and music and theater groups, among others. The administration also has raised funds in the past. None of these efforts are coordinated. Additionally, there is no coordinated outreach to alumni. The administration does not have any high quality marketing materials of “Who We Are” to share with prospective donors. The needs at Pali are great, particularly in the area of technology infrastructure.

Recommendation

There is huge potential at Pali to raise significant dollars through more coordinated fundraising and outreach, particularly to alumni. My recommendation is to have one place on the Pali website with a dropdown menu in which donors could select where their money is to be directed. For example, they could choose to direct their money (or a combination thereof) to the Booster Club, Technology, Areas of Greatest Need, Athletics and Arts.

With regards to Pali's technology needs, we might consider creating a separate fundraising appeal for technology infrastructure and programs. This can be easily developed over the next month.

Once a logo and brand image are created, we will create appropriate marketing materials to support Pali fundraising efforts, including outreach to alumni and a targeted appeal for technology dollars.

Cost: Graphic design costs for technology appeal, printing, mailing, postage – approx. \$2,000

Timeline: We can proceed once the logo and brand image are created with a technology appeal in March.

Additional Thoughts

There are many reasons why shared governance and high participation from PCHS stakeholders are necessary at this time, but this approach has a high cost as well, one that at times results in unproductive and bureaucratic committee work. I have found it challenging to be productive under these circumstances and have a significant desire to contribute at a faster clip. I have also found that in addition to what feels like a death by committee approach, there have been pockets of unresponsiveness. Perhaps it was just the run up to the holidays and after the New Year. I look forward to a productive and rewarding 2012!

Dated: January 23, 2012

**PALISADES CHARTER HIGH SCHOOL
CBO REPORT
BOARD OF TRUSTEES MEETING
FEBRUARY 21, 2012**

2010-2011 Updates

The Audited Financial Statements are in were completed by our External Auditors and filed with the CDE by December 15, 2011. These statements will be presented to the Board of Trustees at the February 21, 2012 meeting by the Audit Partner, Bob Wilkinson.

2011-2012 Budget

Preliminary ADA projections using Month 4 ADA revised the “Funded ADA” (YTD ADA after month 7) projection to 2,741.2 (2,871 enrolled/96.4% attendance). Budgeted ADA is 2,747. These ADA projections have been used in the latest 2011-2012 Budget forecast. The financial impact of the 5.8 lower ADA to the 2011-2012 Budget is a loss in funding of approximately \$38,000.

- **On February 10, 2012, The State Legislature passed SB 81 which enacted across the board one-time budget cuts to School Districts and Charters of approx. \$40 per ADA for Categorical Transportation Funding cuts.**
- **The latest PCHS Transportation Update financial projections are updated and included in the 2011-2012 results (\$19,000 lower projected expense than prior month’s estimates) .**
- **The LAUSD Charter Office-Finance Division conducted its’ Annual Financial review as required as part of their Fiscal Oversight of Charters on February 2nd. There were no concerns or issues that were identified during this visit.**
- **The consolidated application normally submitted to the CDE by the end of January has been delayed due to CDE form revisions. No updates have been received by the CDE on this process.**
- **Pending STRS regulations, requiring earlier submission of data funds to them are under discussion with LACOE and CCSA.**

2011-2012 Budget (continued)

Cafeteria

The Cafeteria Operations continues to show improved (profitable) results for the 2011-2012 School Year. A profit of \$3,800 was generated in the month of January 2012. There were 927 eligible Free & Reduced students (approx. 32.3% of enrolled students) at the end of January 2012.

Participation reviews are being made comparing PCHS Free & Reduced participation to other independent charter high schools in LAUSD (Granada, El Camino, Birmingham, & PCHS).

2012-2013 Budget

Governor Brown's Budget Funding gave a State of the State address in January that indicated that the State of California Budget, while improved, was facing a projected \$9 million deficit for the 2012-2013 Fiscal Year. Education may be impacted with cuts equivalent to 15 days of instruction. Subject to updated financial information to be released in the May Revise, Governor Brown is proposing a Balanced budget that again will contain triggers that would be invoked, if needed. He has promised to put Tax increase initiatives (Sales & income) on the November ballot as a means to balance the budget and avoid cuts in funding. Included in the 2011-2012 Projections are 2012-2013 Best Case/Worse Case Revenue Projections. The attached 2012-2013 Budget Calendar was presented at the last Board meeting with no changes offered. This calendar is on the Agenda to be approved today.

A preliminary PCHS-UTLA planning meeting took place last week to discuss the 2012-2013 Budget Funding Outlook. The PCHS-UTLA initial negotiation's meeting is currently is being planned for February 22nd.



A CALIFORNIA DISTINGUISHED SCHOOL

Human Resources Report February 21, 2012

- **Staffing : New Employees**

1. Karen Hoffman -- Special Education Teacher (1/30/12)
2. Tammy Johnson – English Teacher (2/6/12)

Change from Long-term Sub to Permanent:

1. Velvet McReynolds – English Teacher (2/6/12)
2. Evelyn Rivera—English Teacher (2/6/12)

Contracted Position:

1. David Riccardi – Operations Manager (3/1/12)

Upcoming Events:

- **CalSTRS Retirement Fairs:**

1. April 11, 2012 (Retirement Basics)
2. May 2, 2012 (Retirement Check-up for those within 1-5 years of retirement)

February 2012 Associated Student Body Report

January and February Leadership Class Event Summaries:

- PCHS Winter Blood Drive – January 13th: The Leadership class worked with the UCLA Blood and Platelet Center to host a blood drive on campus. There was overwhelming support from the student body and participants were also awarded 5 hours of community service for donating blood. Over 600 lives were saved as a result of the blood drive.
- 50th Anniversary 60's Day – January 13th: The Leadership class collaborated with Pali's 50th Anniversary Committee to put on the 60's decade day as a treat for current students that was followed by alumni events that Saturday. Events included a 60's car show by the flagpole.
- Dodgeball Tournament – January 17th-20th: A dodgeball competition was held between fall sports during lunch with the baseball team taking home the trophy. Students were charged a quarter for entry to the tournament and all proceeds, along with those from the spring dodgeball tournament in March, will go to a sports charity.
- Winter Formal Dance – February 4th: Winter Formal this year was held at the Annenberg Beach House only 5 minutes from campus. Students enjoyed gourmet food, dancing, and a photo booth. This was the second successful Winter Formal dance and Leadership has received positive reviews from those who attended. Leadership would also like to thank teachers and administrators for their overwhelming support as chaperons for the dance.

Upcoming Leadership Class Events:

- Mix It Up Week – February 27th-March 2nd: The Leadership class has teamed up with the Black Student Union, Latino Student Union, Gay Straight Alliance, and Thespians to plan Pali's first ever "Mix It Up" week. The mission of "Mix It Up" week is to pull students out of their comfort zones and give them the opportunity to connect with the many diverse groups of students on campus that they might otherwise not interact with. In doing so, we hope to foster a greater understanding between the different student groups on campus and encourage lasting relationships that would pave the road for further development between student groups. The first three days of the week will be devoted to assemblies followed by the actual mix it up day where students who signed up to participate will be randomly assigned to groups. The week will culminate with a day of reflection on the week's activities.
- Casino Night – March 16th: Mark your calendars!

Leadership Class Initiatives:

- The Leadership Class has been working with the Student Store to have it open during 7th period and after school. The store would be run by student organizations that will use a percentage of sales to fundraise.

- The Leadership Class is working with the Budget and Finance Committee to put together a campaign to reach out to students eligible for free and reduced lunch.
- The Leadership Class has been meeting with representatives of the Black Student Union and the Latino Student Union to discuss future events and possible partnerships to make all school events more inclusive.

Student Organization Reports:

- Pali's Video Production class is working on a video highlighting Palisades Charter High School's relationship with the surrounding community for WASC.
- The Yearbook Class is on schedule for putting together the 2011-2012 yearbook.
- Thespians are currently in the works of this year's Senior Show: The Laramie Project. The show opens on March 1st and has other show times on the 2nd and 3rd at 7 pm in Mercer Hall.
- The Tideline newspaper is working on their 4th issue. They are also putting together a poll and slideshow for this semester's Senior Picnic.
- Academic Decathlon is finished with city competitions and is preparing for state.
- The Latino Student Union is having a parent meeting on February 25th.

**POLICY COMMITTEE REPORT TO THE BOARD OF TRUSTEES
FEBRUARY 21, 2012
Julia O’Grady, Policy Committee Chair**

1. Items discussed at the Policy Committee meeting on February 8, 2012 include:

PRESENTATION/DISCUSSION/ACTION ITEMS

A. SPORTS TEAM POLICY SUBCOMMITTEE UPDATE

Mr. Russel Howard gave the Sports Team Policy subcommittee update.

- The policy is moving forward on all fronts. Different groups of stakeholders are working on separate parts of the policy.
- Mr. Howard is finalizing the surveys about coaches and each sports program that will be made available to the players on each team and their parents.
- The fundraising section of the Sports Teams Policy is on hold until the umbrella PCHS Fundraising Policy is completed.
- Mr. Howard hopes to have a draft of the policy ready by the March 2012 meeting

B. POLICY SUGGESTION FORMS REVISION

The Committee updated the “Request to Place an Item on the Policy Committee Agenda Form” and “School Policy Recommendation Form” (renamed “PCHS Proposed School Policy Form”). Ms. O’Grady will make the corrections to the current forms and post them on the Pali website (click on Governance and then Policy)

C. POLICY STATEMENT OF PURPOSE PROPOSAL

The suggested, “statement of purpose” will be incorporated into the “PCHS Proposed School Policy Form”.

INFORMATIONAL/ INTRODUCTORY ITEMS

A. MEMBER CONCERNS

B. PUBLIC CONCERNS

Mr. Michael Friedman, mathematics teacher, suggested several updates to the PCHS Make Up Work Policy (2008).

- It was suggested that 1 week be the time period by which a student with an excused absence or suspension must makeup an assignment or test.
- It is suggested that cell phones be taken from students before they begin a makeup test.
- It was suggested that all students turn in their cell phones before any classroom test to cut down on cheating.

The committee will discuss the suggested additions at the March 2012 meeting.

Mr. Friedman also suggested the creation of a policy to clarify and standardize rules for Accommodated Students (504 & IEP).

- Students should never leave class with an exam in hand. Ideally it should already be with the resource teacher.
- The wording “time and a half” does not mean taking a test over multiple days. If this is unavoidable then the test must be broken into no more than 2 parts. The student must finish each part in one sitting. Finishing the exam should not take place during the net

class meeting because then the student will fall behind.

- The student is to start the quiz/test on the same day as the rest of the class. This could be done during their resource period, but should always allow for the student to work on the appropriate class subject during that assigned period.
- If a student is allowed to use a calculator or other materials, it is the student's responsibility to bring the necessary tools and to make use of that option during assessments. Forgetting the items should not allow a student to take the test at another time. The student should have spare batteries in case the batteries run out during testing. (Teachers should not be responsible for supplying batteries for the student.)

Mr. Friedman is going to consult with Ms. Mary Bush, AP Student Support Services, about the wording of a proposed policy, if appropriate.

OPERATIONS, FACILITY & TECHNOLOGY COMMITTEE

Report to the Board of Trustees for the Feb.21.2012 Regular Meeting

REVITALIZATION OF NATIVE GARDEN

The committee approved an Eagle Scout project to upgrade the native garden next to B101 and the elevator. The student will be matting down the trail, adding compost, and cedar wood signs with the common and scientific plant names. A small picket fence might be added but only if approved by Mr. Jefferson.

PUBLIC ART

Ms. Pereyra presented a first draft of the Public Art Protocol for committee input. The document will guide students to communicate with the appropriate personnel incl. sign off requirements to get from a proposal of public art on campus to approval. Revised document will be presented at our March meeting.

POSTERS/ FLYERS

Leadership student will be reporting about the poster/flyer posting protocol at the March meeting

TECHNOLOGY

The committee is assessing necessary replacement schedules of aging/dying computers and other tech equipment in classrooms, labs, and offices, as well as gathering data for the PSCH technology Plan. So far we came up with the following short and long term goals:

- Identifying students lacking basic computer skills and adding a computer class for them
- Sending personnel to the Computer User Education (CUE) conference
- Update Data Management System
- School wide Security System with cameras
- Mounted LCD Projectors with document cameras
- Update network infrastructure
- Technology PD days
- Parent tech days – for non English speaking parents using Fuerza Unida
- Print counter to monitor student printing in library and student center
- Increase Tech staff

FACILITTIES

- **Storm drain project**
Pali will not be impacted by the project therefore the committee would like Dr. Magee to reestablish contact with Crain & associates to finish up the traffic study.
- **Baseball Field**
Baseball fencing has been approved by LAUSD and will be installed in the near future
- **FaceLift**
LAUSD facelift projects due to start in April will need to be discussed and prioritized again between CPM John Napoli and our ED/Principal Dr. Magee

Campus Signage

The committee created a subcommittee for Campus signage.

Members are: Maggie Nance, Rick Mills, Tucker Reynolds and Carolin Herrmann.

Rick Mill & Carolin Herrmann did a walk through with Mr. Darryl Yee District sign designer and Mr. Gabriel Ozimek to identify necessary signage on campus. A wish list of signs incl. mockups was provided to them on Feb 16th by Ms. Herrmann for estimating costs only.

Committee is looking forward to see a line item break down and some sample material to make a decision.

PARENT LIAISON REPORT TO THE BOARD OF TRUSTEES – 02-21-12

BOOSTER CLUB

Treasurers Report – Treasurer’s report was passed out and approved Booster Club has spent \$163,000 on school requests since July 1–December 31, 2011. For any information regarding these reports, please contact the Booster Club Treasurer Mrs. Dorotheanne Henne at dhenne@gmail.com. This information is available to any member.

Auction Update- Pali By The Sea - Items for the auction are coming in slowly, but surely. The auction committee took a trip to the Annenberg Community Beach House at night to get a feel for what the event will be like. All were really excited, as the venue is so beautiful. Ms. Monica Ianessa and Ms. Nancy Fracchiolla will be the MC’s for the event. The formal invite should be going out via email the week of January 30th. The cost of the event is \$110 per person. This will include parking, wine, beer, sangria and hors d’ oeuvres. The auction committee is asking for all parents to reach out to friends, school groups, etc. for donations. The event will take place on Saturday, March 10th.

Current Funding Requests and Approvals:

- **Counseling Department-** Jill Barker requested \$1,100.00 for postage to mail 4-year plans to all 9th grade parents early on in the spring semester. These mailing will go out to 739 students. The school currently does not have this funding available.
Total Requested - \$1,100.00
Total Approved - \$1,100.00
- **Yosemite Institute Field Trip** – Science teacher Sarah Crompton requested \$8,307 in financial aid for 14 of the 26 students attending this field trip. Tuition for the trip is \$600/ student. Trip includes room, board, instruction, and Amtrak transportation to and from Yosemite and substitute teachers. Total cost of the trip for 26 students and 3 chaperones is \$17,607. Total collected from students thus far is \$9,300, leaving the difference of the requested \$8,307.00.
Total requested - \$8,307.00
Total Approved - \$8,307.00
It was discussed that next year, teachers going on field trips need to make a bigger effort to self-fund those trips and must, if requesting money from the Booster Club, come well in advance of the date of departure. Ms. Crompton needs to be made aware of the fact that these funds may not be available next year.
- **Debate Team-** Student Drew Kogon request \$300 to help send 40 students to a debate conference.
Total Requested - \$300.00
Total Approved - \$300.00
- **Uganda Foundation** – Student Juno Fullerton requested \$500.00 to have a dance troupe from Uganda come to Pali to perform and exchange cultural ideas with Pali High students. This money was approved prior to the meeting by the Booster Club Executive Board. The event took place January 19th on campus. It was a huge success. Juno Fullerton will be coming to the February 28th Booster Club meeting to show a video of the event.
Total Requested - \$500.00
Total Approved – \$500.00
- **Technology** – Michele Lynch made a presentation about some of the schools needs regarding technology updates.
 - The Library is in need of 10 MacBooks at a cost of \$14,000.

- The Library would like to start a pilot program with 10 iPads - cost \$7,100. The thinking is that iPads are more economical than laptops and can be used just as efficiently for research. Drawbacks include, not being able to transfer info via a flash drive, and typing of papers would be more difficult.
- One of the school's computer labs needs complete updating at a cost of \$38,000.

After much discussion it was decided that **Booster Club would fund the 10 Mac Books for the Library. \$10,000 of the funding would come from a grant from the American Legion.**

Librarian Mrs. Andrea King will be asked to consider purchasing MacBooks versus MacBookAirs, as they may be sturdier. At the Auction party and the on-line bidding, parents will have the opportunity to purchase an iPad for \$500. The Booster Club will fund the difference in cost for each iPad.

Total Requested - \$62,000.00

Total Approved - \$14,000.00

Total Monthly Funding Requested - \$72,270.00

Total Monthly Funding Approved - \$24,270.00

PAC

The next PAC meeting entitled, "A Conversation With...Pali's Counseling Department," will take place on Thursday, February 23rd, at 6:30 pm, in B101. Ms. Kimberly Theard and several counselors will make up the panel.

PTSA

The next PTSA general meeting will be on Thursday, March 1st, at 8:00 am, in the Library. The special guest will be from the Community Service Office on campus. In addition, after the PTSA meeting, Mr. Richard Cohen, founder of Of One Mind, will be presenting a parent education seminar "Avoiding Power Struggles".

LAUSD CHARTER OFFICE SITE VISIT – 02-15-12

Pali parents Katy Anastasi, Michele Lynch, Polly Bamberger, Pati Vinig, Rachel Galper, and I met with Mr. Tom Nichols and Mr. Remon Corley from the LAUSD Charter Office during their site visit to the Pali campus on Wednesday, February 15th. Panel members were asked about Pali's strengths and areas in need of improvement relating to parent input, leadership and governance.

Palisades Charter High School

Graduation Requirements and Minimum College Admission "A-G" Requirements

SUBJECTS	HIGH SCHOOL GRADUATION 9-12	UNIVERSITY OF CALIFORNIA (UC)* CALIFORNIA STATE UNIVERSITY (USC) "A-G" Requirements	PRIVATE COLLEGES
Social Studies "A" Requirement	30 Credits: World History AB US History AB Prin. Am. Democracy (Gov.) Economics	2 years World History, US History, or Prin. Am. Democ.(Gov.)	World Hist, US History, Prin. Am. Democ. & college prep. Electives recommended
English "B" Requirement	40 Credits: 9 th English AB 10 th English AB 11 th American Lit & Contemporary Comp. 12 th Composition & English elective	4 years college preparatory English	4 years college preparatory English
Mathematics "C" Requirement	20 Credits college prep, math: Minimum - Algebra1 & Geometry or Adv. Applied Math or Algebra 2	3 years college prep math Algebra 1, Geometry, Algebra 2, more recommended	college preparatory math each year
Lab Science "D" Requirement (Int/Coor Sci. 1,2,3 meet science college prep, requirements)	10 credits - Biological Science (Biology) 10 credits - Physical Science (Chemistry or Physics)	2 years lab science grades 10-12, more recommended (Int/Coor Sci 1 meets elective requirement) UC:2 out of 3 - biology, chemistry, physics CSU: 1 year life science; 1 year physical science	3 to 4 years lab science
Foreign Language "E" Requirements	None required	2 years same foreign Language 3 rd recommended	3 to 4 years foreign language
VPA- Visual and performing Arts "F" Requirement	10 credits Visual/Perform Arts	1 year course visual & perform arts	Visual & Performing Arts courses count as electives
Electives "G" Requirement	70 credits of electives	1 year or more advanced courses in math, arts, English, lab science, foreign language, or social sciences	college preparatory electives in the subject area of interest
Applied Technology	10 credits –must include one semester of computers	None	None
Physical Ed.	20 credits	None	None
Health	5 credits	None	None
Assessments	California High School Exit Exam (CAHSEE) Total credits needed to graduate: 230	UC: ACT Assessment plus writing or SAT Reasoning Test + 2 SAT Subject test in two different disciplines. CSU: ACT without writing or SAT Reasoning Test (writing part not used)	SAT or ACT tests for some colleges (Subject Tests) Check with individual college
Non-course requirements	1. 40 hours of Community Service 2. CST participation for each year of enrollment 3. Senior Post Graduation Plan		

* This list reflects the minimum UC/USC admissions requirements. For a complete listing and description of the UC/USC admissions requirements please refer to the official websites:

www.universityofcalifornia.edu and www.csumentor.edu