

GRANADA HILLS CHARTER HIGH SCHOOL

Meeting of the Governing Board

September 28, 2015 4:00 p.m. Library

Minutes

In Attendance:

Brian Bauer, Executive Director (non-voting)
Lorene Dixon, At Large Member
Jody Dunlap, At Large Member

Joan Lewis, At Large Member
Jim Salin, At Large Member (Chair)
Leila Vickers, At Large Member

Absent:

Steve Bourgouin, Retired Teacher
Sonja Brown, Parent Member

The meeting was called to order at 4:03 p.m. Joan Lewis led the Pledge of Allegiance.

Updates/Reports to the Board

Student Council – Elena DeYoe, ASB Vice-President

Ms. DeYoe reported that all the freshman delegates are in place. The Homecoming theme will be “A Night Under the City Lights” with the football game on Friday, October 16 and the dance on Saturday, October 17. Club Rush will take place this Friday during an extended lunch period.

Curriculum and Instruction – Elisa Ragus, Chair

- Staff Development – Regular PD meetings are focusing on integrating the new technology tools into the curriculum. The math department is implementing the new common core standards and the science department is implementing the Next Generation Science Standards (NGSS). English and social science are embedding the common core standards into curriculum and instructional approaches to focus on critical reading, writing and thinking.
- Intervention - Supplemental Educational Services (SES) workshop will be held on 9/26/15 in Highlander Hall. This service is targeted toward students who are at risk academically. During the meeting parents and students will be informed of the various support services the vendors provide in academic tutoring free of charge to GHCHS families.
- Testing - The PSAT is being administered to all 9th, 10th, and 11th graders on Oct 14, 2015.
 - In the spring, 11th graders will once again take the on-line Common Core test. Preliminary results from last year’s initial SBAC test confirm that GHCHS students are being well prepared for college and career choices and align with the CST results from previous years: 76% of last year’s 11th graders scored at or above proficient in English (top 13% of all California 11th graders); 58% scored at or above proficient in math (top 7% of all California 11th graders).
- Technology - Training for staff in google apps, classroom, school city (student data system) and Hapara (classroom management tool) continues and will be on-going all year in response to staff requests. To ensure equity in student access to the Chrome books, we will be providing at home wireless access through hot spots in conjunction with wireless providers to students who do not have reliable internet access at home. All students were surveyed about their needs and the technology staff is working with the families to establish this service.

The committee continues discussions on the following:

- Monitor AP Capstone implementation
- Review effectiveness of GAP period offerings and Study Hall
- Establish a sub-committee of the Technology committee to collect and analyze data on the effectiveness of the 1:1 program
- Re-examine all grading criteria categories in eSchool to update if needed.
- Discuss future Math Dept. restructuring or re-design of math analysis to pre-calculus

Additionally, Leadership is revisiting the grade-level research projects that were approved by the Curriculum and Instruction Committee and the Board in 2004-05 school year but have not been updated since 2008. Any modifications to the scope and skills sequence of the reports will be reviewed and approved by C and I and brought to the Board.

The committee approved the following proposals:

1. The allocation of \$4,000 from the C and I committee fund to the College Office for college visit field trips.
2. The addition of two grading categories to eschool to reflect standards in ESL: speaking and listening.
3. Math sequencing for 2016-17 school year: Algebra I, Geometry, Algebra II.

Operations – Maggie Abbott, Chair

The committee continues to discuss possibilities for improving the staff parking situation, improving the softball field, and projects for the committee’s budget. They approved special bell schedules for Club Rush, Homecoming Pep Rally, and the PSAT.

Student Services – Pam Dunn, Chair

The committee finalized the following goals for 2015-16:

1. Improving the physical environment of the school
2. Fostering positive staff/student relations
3. Improving school culture and climate
4. Raising school spirit
5. Improving student safety and attendance
6. Maintaining and updating the Student Wellness Policy

Action Item #1 – Karla Diamond requested approval for Norm Holloway to teach one period of a competitive sport for which students receive PE credit. He does not have a Physical Education credential but has special skills for coaching a sport and have completed a comprehensive first aid/CPR course. **Lorene Dixon made a motion to approve. Leila Vickers seconded the motion. Unanimously approved with the following votes:**

Steve Bourgouin	Absent		Lorene Dixon	Yes		Joan Lewis	Yes		Leila Vickers	Yes
Sonja Brown	Absent		Jody Dunlap	Yes		Jim Salin	Yes			

Chief Academic Officer’s Report (Dilmit Singh)

Dr, Singh provided the following updates:

- Instructional Program: Support and Success for All
 - Supporting all teachers to create and promote class climate that promotes learning.
 - Continue to focus on instructional practices that make learning meaningful and relevant to students’ lives – frequent checks for understanding, using collaborative techniques that help students who may be struggling and afraid to ask for help, using the supports of the AHA program and the 26 additional classroom tutors hired this year to support students in the classroom during instructional time.
 - Continue to work on developing and practicing critical thinking skills using guidelines from Elements of Critical Thinking workshops
 - Field trips to museums, banks, libraries, universities, and art and music centers, directly related to classroom instruction, and guest speakers who can bring in real world experiences are encouraged and supported.
 - Teachers had opportunities to attend workshops such as MindUp – management techniques that help students and teachers manage stress, behaviors and daily responses to adversity and unfamiliar circumstances.
- 2015-2016 Professional Development - All teacher professional development is identified within the context of the discipline. Topics are self-identified by departments at a granular level or have a whole school focus such as the technology training that is essential for the effective use of the newly launched ChromeBook program. Teachers are provided with various resources both at school and departmental level to engage in continuous learning. Tuesday meetings are invaluable in bringing teachers together and sharing instructional techniques that work stressing the importance and relevance of internal common assessments and examining student outcomes.
- Next Generation Science Standards (NGSS) - Our teachers are working on the full implementation of NGSS by the 2017 academic year. All science instructors are encouraged to attend the implementation training seminars and

workshops around the city and state. Most teachers have attended and a large group is going in early December. The goal is to have all members of the science department attend at least one session on the roll out.

Chief Business Officer's Report (Eugene Straub)

Mr. Straub provided updates on the following:

- Technology – Nearly 4500 Chromebooks have been issued. Chromebook service center running in A5/A6 – students are never without access. The new wifi network is performing without any issues. Nearly every teacher is using Google Classroom on a daily basis to interact with students. Safeguards have not identified any major incidents to date. Working with T-Mobile to provide low-cost wifi access for students who do not have access at home. Working on organization structure to provide support for both instructional and enterprise needs with the rollout of the 1:1 Chromebook strategy.
- Finance – Revised budget to be presented at the October 19 Board meeting. State budget update reflects initial steps being taken to put Prop 30 extension on the ballot. No changes seen coming to deal with increased retirement costs to employers. No more “windfall” revenues for K-12.
- Facilities/Operations – Focusing on 3-5 year plan to address deferred maintenance, portable classroom replacements, facility upgrades. Goal is to fund a minimum of \$500,000 per year in the operating budget. Breakfast meals increased over last year, lunch meals decreased. Free/Reduced eligible population is at 51.15 percent, down slightly from 14-15.

Executive Director's Report – Brian Bauer

Mr. Bauer provided the following updates:

- **Action Item # 2 – Approval of the 2016 Board Meeting Dates. Joan Lewis made a motion to approve. Leila Vickers seconded the motion. Unanimously approved with the following votes:**

Steve Bourgouin	Absent		Lorene Dixon	Yes		Joan Lewis	Yes		Leila Vickers	Yes
Sonja Brown	Absent		Jody Dunlap	Yes		Jim Salin	Yes			

- Enrollment and Staffing – Our enrollment numbers are approximately 125 less than we projected; as our current enrollment is 4,475 compared to a projected and budgeted enrollment of 4,600. We had a larger number of check-outs during the first and second weeks of school than is usual, plus the higher number of residential overflow of students we normally see did not materialize. As a result, we will postpone filling the administrative director of instruction position and a few others as well. A revised 2015-16 budget reflecting this years’ enrollment/ADA will be submitted to the Board in October or November.
- Performance Metrics/Board Goals – Additional data has been inserted for the Board’s review and more will be forthcoming and can be consulted when considering Board goals for 2015-16
- Expiring Board member terms – Four Board member terms are expiring on 12/31/2015 – Sonja Brown (parent), Leila Vickers, Lorene Dixon and Jody Dunlap (At Large). All are eligible to apply for another term. The notices for applications have gone out with a due date of October 23. Following receipt of the applications, the Board’s Screening Committee (consisting of teachers, classified staff, administrators and parent) will convene to review applicants and make a recommendation to the Board.

Lorene Dixon made a motion to approve the 8/10/2015 Board meeting minutes. Leila Vickers seconded the motion. Unanimously approved with the following votes:

Steve Bourgouin	Absent		Lorene Dixon	Yes		Joan Lewis	Yes		Leila Vickers	Yes
Sonja Brown	Absent		Jody Dunlap	Yes		Jim Salin	Yes			

Meeting adjourned at 5:36 p.m.