

GRANADA HILLS CHARTER HIGH SCHOOL
Meeting of the Governing Board
October 19, 2015 4:00 PM Library
Minutes

In Attendance:

Brian Bauer, Executive Director (non-voting)
Sonja Brown, Parent
Lorene Dixon, At Large Member

Jody Dunlap, At Large Member
Joan Lewis, At Large Member
Jim Salin, At Large Member (Chair)

Absent:

Steve Bourgouin, Retired Teacher
Leila Vickers, At Large Member

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

Updates/Reports to the Board

Curriculum and Instruction – Elisa Ragus, Chair

- Staff Development – Math and science departments are implementing the new common core standards (math) and the Next Generation Science Standards; science teachers continue to attend conferences and workshops to increase their understanding of the standards.
- Testing Assessment – PSAT offered to all 9th, 10th, and 11th graders on October 14, 2015. Due to the cancellation of the CAHSEE, the committee is investigating alternative uses for the two days of testing.
- Technology – Training for staff in Google apps, classroom, school city (student data system) and Hapara (classroom management tool) continue and will be on-going all year in response to staff requests. To ensure equity in access to Chromebooks, personal Wi-Fi hotspots are available for use by students who do not have reliable wireless internet access at home. The purpose of this program is to provide internet access for students at home. Internet service is provided by T-Mobile at a cost of \$10 per month that will be charged to the student's account. Students may be eligible for a cost waiver based on income qualifications. All students were surveyed about their home internet access and the technology staff is working with the families to establish this service.
- Discussion Items – The committee is revisiting the grading categories and comments from eSchool to update them in accordance with the new standards and department goals. The committee also agreed to re-examine the make-up work and absence policy to make certain the plan is up-to-date. Should the committee determine it is needed to modify this policy, it will be brought to the Board for discussion and approval.

Student Council – Noel Vargas, ASB President

Ms. Vargas reported spirit week was a great success as evidenced by the number of students participating in spirit week festivities. Homecoming saw a record number of ticket sales. While spirit week has concluded, ASB will continue to conduct pep-rally and Friday activities throughout the school year. ASB will be hosting a MEND (Meet Each Need with Dignity) drive on October 26 through November 17 to address poverty in the surrounding community.

Operations – Maggie Abbott, Chair

- Facilities – The reconfigured showers in the boys and girls PE area are 95 percent complete. Completion of this project allows for the addition of a new classroom and office.
- New Business – An Old Technology subcommittee is being formed to facilitate the donation of old unused technology.
- Discussion Items – The committee is taking suggestions and discussing ways to best utilize their budget of \$25,000. The facilities cleaning schedule is being reviewed to address classroom and office cleaning concerns. The committee is currently reviewing the special bell schedule for the Kaiser Permanente What Goes Around assembly, scheduled for February 17 and 18, 2016, to ensure instructional minutes are split equitably between all periods. Discussions are ongoing to address safety concerns in the M and H buildings regarding baseballs and softballs being hit into classrooms and the surrounding areas.

Student Services – Pam Dunn, Chair

The committee is currently reviewing the Student Wellness Policy and will continue making suggestions for updates to the policy at the upcoming meetings.

School Site Council (SSC) Update – Judie Baumwirt, Administrative Director

Ms. Baumwirt provided copies of the School Site Council Committee Members list and noted that Denise Mumma (Parent Representative) was elected Chair and Kaitlin Mogan (Teacher Representative) was elected Secretary. The committee has begun reviewing data in preparation of the evaluation of the Single Plan for Student Achievement. Committee members have also reviewed the Greene Act Requirements, SSC bylaws, and roles and responsibilities of the SSC in preparation of their Council responsibilities.

The English Language Advisory Council (ELAC) has elected two parent co-chairs, Nandini Ratti and Malena Fuentes, to serve for the 2015-16 school year.

Chief Academic Officer’s Report – Dilmit Singh

Ms. Singh presented an overview of the GHCHS Academic Programs. A roster with a short description of each Academic Program was provided to the Board members. The majority of incoming students are programmed into the Granada Guaranteed Curriculum (GGC) which provides the greatest schedule flexibility of all Academic Programs and serves 54 percent of the student body. GGC students have the opportunity to opt-in to any of the additional Academic Programs offerings. Students who opt-in to a specific Academic Program become part of a small cohort for specific courses but still have access to the larger GGC offerings. Granada offers a variety of Academic Programs for students. Unlike Small Learning Communities, Academic Programs provide students with flexibility within a given cohort. Students share part of the day with a cohort and have access to the larger menu of class offerings in the Granada Guaranteed Program (GGC). The Humanitas students share interdisciplinary learning with English, Social Sciences and Visual Arts. The STEM students have common learning shared with the English, math and science and computer science programs, the Global History of Ideas (GHI) students share learning in Literature, philosophy and art history, the Global Business and Finance (GBF) program share their English, business, marketing and math classes. All students have access to Advanced Placement (AP) classes of choice, extracurricular and sports activities.

In grades 11 and 12, interested students can opt to take the AP Capstone Program that has been implemented this year or the International Baccalaureate Program (IB) that was instituted four years ago. The IB students work in cohorts for two years and the AP students have the flexibility to take AP courses of interest along with the seminar and research classes. Both programs have different appeals and students are encouraged to pursue their interests and provided with ample support and guidance. The majority of incoming students are programmed into the GGC program which provides the greatest schedule flexibility of all Academic Programs and serves 54 percent of the student body. GGC students have the opportunity to opt-in to any of the additional Academic Programs offerings.

Chief Business Officer’s Report – Eugene Straub

September 2015 Monthly Financial Report – the current year-to-date operating budget and the proposed October Budget Revised, based on current enrollment numbers, were presented to the Board in tandem. The reduced enrollment projections in the budget revise were based on lower than anticipated residential overflow enrollment, slightly lower than targeted iGranada enrollment and an increase in the number of checkouts at the beginning of the year. The impact of the lower enrollment will be offset by savings realized in salary and benefits costs due to certain positions not being filled and budgeted projections for total salary and benefit costs, both certificated and classified. The current operating expense budget remains unchanged as September was the first full month of school and all expense budgets are on track. The overall state of the school remains strong and the cash flow remains positive without any need for borrowing. All revenue payments are being processed and received in a timely manner and the outlook for the overall economy remains positive for the remainder of the school year. The revised budget will be reviewed further at the November meeting.

Action Item #1 – Lorene Dixon made a motion to approve the Financial Report as of 9/30/2015. Jody Dunlap seconded the motion. Unanimously approved with the following votes:

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

Action Item #2 –Mr. Straub presented the proposed budget update to the Board. The revised budget was reflective of the most recent enrollment projections, revenue projections and expenditure updates. There was a discussion about the factors contributing to enrollment for the 2015-16 school year. Mr. Straub shared that the reduction in revenue will be offset by reductions to salary and benefits costs realized through the truing up process of projected to actual costs.

After discussing the revised budget, the Board Chair asked to revisit this item at the November Board meeting in order to allow the Board additional time to review the budget

Action Item #3 – Mr. Straub presented the Fiscal Policies and Procedure Handbook. The Fiscal Policies are reviewed by the Board annually and were last reviewed at the February 2015 meeting. There were no recommended changes to the Fiscal Policies. An update will be required if future action is taken on the Boston Private investment account.

Lorene Dixon made a motion to approve the Fiscal Policies – Annual Review. Jody Dunlap seconded the motion. Unanimously approved with the following votes:

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

Action Item #4 – Tobi Mason, Ketan Desai, and Hank Miller of Boston Private were introduced to the Board by Mr. Straub. Boston Private provides over 25 years of experience, with over 9 billion in assets under management and advisement, and offices on both the east and west coast. A fully personalized investment plan was presented to the Board.

Jim Salin thanked the representatives of Boston Private for their presentation. The Board would like time to review and further discuss the Boston Private presentation before taking action in the future on a revised investment policy.

Executive Director’s Report – *Brian Bauer*

Performance Metrics – Mr. Bauer provided copies of the GHCHS Performance Metrics and 2015 Smarter Balance Assessment. A recalibration of goals were recommended in order to improve tracking of college readiness and college persistence. Beginning in 2016-17, college acceptance data will be tracked through Naviance, the college and career readiness software that all seniors use to submit college applications.

Meeting adjourned at 6:23 p.m.