

GRANADA HILLS CHARTER HIGH SCHOOL

Meeting of the Governing Board

April 13, 2015 4:00 PM Library

Minutes

In Attendance:

Brian Bauer, Executive Director (non-voting)
Steve Bourgouin, Retired Teacher
Sonja Brown, Parent
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

The meeting was called to order at 4:00 p.m. Lorene Dixon led the Pledge of Allegiance.

Updates/Reports to the Board

Student Council – Thomas Han, ASB President

Mr. Han introduced Noel Vargas, ASB president-elect, and then provided the following updates:

- The trash on campus after lunch has significantly decreased.
- ASB continues to spread awareness of green practices through a recycling and reusing campaign and emphasize campus beautification through the Operation Green committee.

Operations – Maggie Abbott, Chair

The committee continues to discuss the need for additional staff parking, the 2016-17 academic calendar, and the rubric for evaluating the cleanliness of the campus following the lunch period.

Student Services – Pam Dunn, Chair

The committee approved a roof repair project between the textbook room, student store and D building at a cost of \$8,000. This will provide much needed shade for students during the lunch break. They are now also considering the purchase of Mini-Shelter Shade Structures that are made of steel and can be permanently installed for additional shade coverage. The cost of this purchase is estimated at \$18,376 and will be voted on at the next meeting.

Curriculum and Instruction – Elisa Ragus, Chair

- Staff Development – teachers are using professional development time on Tuesdays to prepare instruction/review department benchmarks and CAASPP (California Assessment of Student Performance and Progress).
- Testing/Assessment – The test prep and testing bell schedules have been finalized and distributed. Only the 11th graders participate in the online CAASPP tests, but all other students attend school all day as well for two of the four testing days to participate in meaningful activities aligned with GHCHS curricular goals.
- Technology – The technology sub-committee has completed its review of the 1:1 computer program and will submit its recommendation to C & I this week.
- Discussion Item – The committee continues to discuss the math department proposal to re-sequence Algebra, Geometry, and Algebra II to reflect the changes made in the middle schools as they adjust to the new Common Core standards. The proposed changes would not be implemented until the 2016-17 school year, so the committee agreed to postpone any formal change until after the results of the state testing is completed and the middle schools have an opportunity to analyze the changes they have made in their curriculum.

Following questions and comments by several Board members about the math sequencing of courses, Brian Bauer requested that an informational report be made at the May or June Board meeting so the entire school community will have enough notice of the proposed changes to provide feedback and input.

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

Ms. Baumwirt reminded Board members that the School Site Council serves as an advisory to the Board for the Local Control Accountability Plan (LCAP) and that the SSC is currently reviewing all suggestions and input being provided through the website and from the various standing committees and parent group meetings. The SSC will be bringing recommendations for approval to the Board. Council members are also reviewing the council bylaws.

Chief Business Officer’s Report – Eugene Straub

Action Item #1 – Gene Straub presented the February 2015 Financial Reports detailing the revenues, expenditures, fund balance, balance sheet accounts and statement of cash flow as of February 28, 2015. The reported year-to-date activity is compared to the 2014-15 Adopted Budget as well as both the First Interim and Second Interim Budget updates provided to LAUSD. The overall financial position of the school remains strong, and, as evidenced by the Second Interim updates, we continue to believe that the school will end the year with a modest surplus and, based on our semester-two enrollment projections, there is potential for additional improvement.

Mr. Straub also provided a California economic update which included news that the General Fund revenues are exceeding the Governor’s State Budget projections. If this pattern continues it may lead to additional funding for California’s education budget.

Planning for the GHCHS 2015-16 budget continues based on the preliminary data released by the Governor’s office in mid-January. Initial budgets will be subject to updates as we await the release of the Governor’s Revised Budget in May.

Mr. Straub also provided a communication from Wilkinson Hadley outlining their responsibilities as the Board’s auditor for the 2014-15 year.

Lorene Dixon made a motion to approve the February 2015 Financial Report. Sonja Brown seconded the motion. Unanimously approved with the following votes:

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

Investment Portfolio Update - In accordance with the Board’s Investment Policy, Mr. Straub provided an update on the current GHCHS investments. At this point in time, GHCHS has one active investment account with Payden & Rygel. This is a bond fund tied to the issuance of the Qualified School Construction Bond (QSCB) in October of 2010. As a condition of the QSCB issuance, the bond fund was established to invest the funds held to meet the principal repayment at maturity in 2020. These funds are not available to the school for general fund activities and will remain in the fund until the bond is repaid. All other GHCHS funds are held in interest-bearing accounts at either FDIC-insured commercial banks or at the County Treasury. These account balances are reflected on the monthly financial statements.

Executive Director’s Report – Brian Bauer

- Devonshire Campus/ iGranada Digital Arts/Science Strand – Construction work has begun to prepare the site for 180-200 high school students for the 2015-16 academic year. There will be no full-time use of the facility prior to mid-August, though the site is being prepared for AP Exam overflow, if needed. We continue to plan internally for operations and support services that will be needed including furniture, technology and transportation between that site and the main campus. A more detailed plan and budget (including staffing, instructional program and facility) will be brought to the Board in June.
- Instructional Technology Plan – Mr. Bauer asked David Bensinger, Administrative Director, to update the Board on the Instructional Technology Plan proposal to recommend implementing a 1:1 student Chromebook program in which students are issued a personal Chromebook for use at school and at home that is designed to work with Google Apps for Education. Mr. Bensinger reported that the Ed Tech Committee (Mr. Nishioka, Ms. Topalian, Ms. Chen, Mr. Yauger, Mr. Tacsik, Ms. McGovern, Ms. Dinh, Ms. Shah, Ms. Collins, and Mr. Cook) is recommending the Chromebook as the device that best fits the needs of the students in terms of ease of operation, productivity, safety, security, and cost-effectiveness. The 1:1 program will provide all students equal access to instructional technology. It will facilitate collaboration among students and faculty, provide access to information, and create an environment that encourages the responsible and effective use of technology.

The school will combine purchase and lease options for the Chromebooks and will implement measures to prevent the inappropriate use of the device and/or Internet in keeping with the GHCHS Acceptable Use Policy. The Ed Tech Committee is currently working to update this policy to reflect the adoption of new technology and is developing a Chromebook Guide to help students understand how to use and care for their device. The

Chromebooks will be issued in the same way any other school property is issued, with the student and parent agreeing to be responsible for inappropriate use, damages, or neglect.

All students will receive a GHCHS-managed Google account – and this account is required to log on to any GHCHS-owned Chromebook. These accounts are fully managed by GHCHS with full control over passwords, access, and user accounts. Emails can be accessed and monitored for inappropriate content and student safety.

The school will comply with the Children’s Internet Protection Act (CIPA) to prevent the inappropriate use of the Chromebook and the Internet, whether the device is being used at school or at home.

Price proposals from several different vendors are currently being reviewed. The total cost of the program over the next three years is estimated at \$1.1 - \$1.2 million with the majority of the costs funded out of common core funds that must be spent on technology.

Performance Metrics – Mr. Bauer presented the performance metrics dashboard and noted that several fields are no longer applicable and will be updated or changed as the new State tests are administered and results tallied. He asked Ms. Baumwirt to provide additional detailed information on the Parent Engagement statistics for the current and previous year. A conservative estimate is that 46 percent of our families are engaged with supporting their students on our campus through committee and informational meeting attendance, volunteering, Back-to-School Night, Open House and small group or individual student support events. Mr. Bauer reminded the Board that GHCHS does not have a mandatory volunteer policy for parents and that parents are not required to attend any event or meeting. But we believe that the students of engaged parents are most likely to succeed and continue our efforts to reach more parents through as many avenues as possible.

Steve Bourgouin made a motion to approve the 3/9/2015 Board meeting minutes. Leila Vickers seconded the motion. Unanimously approved with the following votes:

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

Meeting adjourned to closed session at 5:51 p.m.

Meeting reopened to public session at 6:12 p.m. Chair Salin reported that the Board discussed the Executive Director’s evaluation and UTLA bargaining, but took no action.

Meeting adjourned at 6:13 p.m.