

# GRANADA HILLS CHARTER HIGH SCHOOL

Meeting of the Governing Board

May 22, 2017

4:00 p.m.

Library

Minutes

## In Attendance:

Brian Bauer, Executive Director (non-voting)

Amita Naganand, Parent Member

Lorene Dixon, At Large Member

Jim Salin, At Large Member (Chair)

Joan Lewis, At Large Member

Jesus Vaca, At Large Member

Jody Dunlap, At Large Member

## Absent:

Steve Bourgouin, Retired Teacher member

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

## Student Council – Josiah Laney, ASB President

Josiah provided updates on senior activities, athletic contests and student body activities. He introduced next year's ASB president, Nadia Vargas.

Public Comment was heard from a parent regarding enrollment procedures.

## Updates/Reports to the Board

### School Site Council Report - Judie Baumwirt, Administrator

The School Site Council unanimously approved the 2017-18 Single Plan for Student Achievement for recommendation to the Governing Board. The major shift in the Plan expenditures, which reflects a decrease in allocation, was to utilize Title I Funding to provide low income and struggling students' summer school opportunities for remediation and credit retrieval. The Plan indicates that funds will be utilized for summer school staffing; teachers, instructional aides, clerical, deans and supervision. The Intervention Coordinator position, a portion of counseling expenses, and required reservations complete the Title I funding allocation. Title II funding was allocated to professional development in preparation for high states testing and training. Data collection of student summer school performance and success will be utilized to provide a snapshot of Title I allocation versus student outcomes.

The council also approved the annual update to the Title 1 Parent Involvement Policy which appears in the Parent/Student Handbook.

Work continues on development of the 2017-2020 Local Control Accountability Plan. The Plan summary and annual update and analysis portions have been completed which includes a comparison between budgeted expenditures and estimated actual expenditures. General differences in these projections are due to benefits calculations, few positions that were not filled, services that were under or oversubscribed, the Chromebook 3-year purchase instead of planned leasing, and LCAP coding which is still in progress.

**Action Item #1 – Jody Dunlap made a motion to approve the 2017-18 Single Plan for Student Achievement and the updated Title 1 Parent Involvement Policy. Joan Lewis seconded the motion. Unanimously approved with the following votes:**

Steve Bourgouin	Absent	Jody Dunlap	Yes	Amita Naganand	Yes	Jesus Vaca	Yes
Lorene Dixon	Yes	Joan Lewis	Yes	Jim Salin	Yes		

Student Services – Pam Dunn, Chair

The committee discussed a proposal to have student detention hours recorded in Home Access Center so parents and students are able to view. The student data services team confirmed this is possible and will implement for the fall semester.

Curriculum and Instruction – Beth Cox, Chair

Ms. Cox reported that the committee approved the Heart Zone system for use in Physical Education classes for all students. At the last meeting there was a presentation from a student on a proposal to incorporate an ethnic studies component in the school’s curriculum. There was also discussion on a proposal to adopt Ed code 51242 to exempt students from 20 units of physical education if the pupil is engaged in a regular school-sponsored inter-scholastic athletic program.

Operations – Maggie Abbott, Chair

- 2018-19 Calendar - the committee is proposing that version 3 of the 2018-19 calendar be approved. Much discussion ensued and Board members had many questions of school staff. Two students provided public comment with a request that the school’s future calendars observe Cesar Chavez Day with a no-school day. Chair Salin requested that the committee address some of these concerns and bring back a revised version for review.
- Murals – students withdrew the proposal for murals.
- Ceramics class project – The committee approved funding for the “totem poles” class project to be displayed around the school campus garden areas. Ceramics teacher Julie Neumann brought a sample of the poles to the meeting and described the meaning of the project.
- Student Desks – Seven classrooms will be painted this summer and receive new desks.

**Action Item #3 – Joan Lewis made a motion to add new Chief Business Officer Erin Lillibridge to the Certification of Signatures authorizing her to sign checks and contracts and withdraw funds on behalf of the School. Lorene Dixon seconded the motion. Unanimously approved with the following votes:**

Steve Bourgouin	Absent	Jody Dunlap	Yes	Amita Naganand	Yes	Jesus Vaca	Yes
Lorene Dixon	Yes	Joan Lewis	Yes	Jim Salin	Yes		

**Public Hearing** -\_Mr. Wallace briefed the Board on our requirement to hold a Public Hearing on the receipt and use of funds from the College Readiness Block Grant to provide California’s high school pupils additional supports to increase the number of students who enroll at institutions of higher education and complete and undergraduate degree in four years. The preliminary entitlement for GHCHS is \$359,114; half of the funding has already been received, and the balane is expected later this spring. Our school has three years to spend these funds in support of increased college readiness of our identified students. The plan has two primary componenets – homework help/tutoring available online through Princeton Review and AP/IB Test Fee Waiver support for the next three years. In addition, the GHCHS LCAP has goals and actions to increase college readiness among all students.

This public hearing gives Board members and the public an opportunity to hear about this program and provide input prior to a formal approval of the plan at the next Board meeting.

**The Public Hearing to take comment and input on the above matter was opened at 5:45 PM. No persons appeared to make comment and the public hearing was closed shortly thereafter.**

Chief Business Officer's Report (Walter Wallace)

- **Action Item #4 - March and April Financial Reports** – The March report reflects year to date activity compared to the 2016-17 Preliminary Budget and Revised Budgets. For the April report, the summary of revenue and expenditures through April 30 is followed by three pages of detailed information, including the balance sheet accounts. Changes in revenue projections of over \$1 million fall into several areas – an increase in projected average daily attendance, additional funding from Option 3 for Special Education, and cafeteria equipment and Prop 39 energy grants. Expenditures for staffing have been reduced, while costs for supplies, materials, maintenance and

repairs have increased. The overall financial position of the school remains healthy and we project that the school will continue to end the year with a strong surplus due to the higher than budgeted enrollment and ADA and additional one time funds received.

**Lorene Dixon made a motion to approve the March and April Financial reports. Jody Dunlap seconded the motion. Unanimously approved with the following votes:**

Steve Bourgoquin	Absent	Jody Dunlap	Yes	Amita Naganand	Yes	Jesus Vaca	Yes
Lorene Dixon	Yes	Joan Lewis	Yes	Jim Salin	Yes		

- **Action Item #5 – 2017-18 Preliminary Budget** – Mr. Wallace presented next year’s preliminary budget that was filed recently with the LAUSD Charter Office as required. While this was completed before the May Revision of the Governor’s 2017-18 Budget was released, many of the assumptions will remain the same as we continue to refine the Adopted Budget which will be presented at the June meeting. The primary assumptions for the budget reflect the continuing core operation of the school at both campuses. Staffing costs reflect step and column movement on the salary schedules, an agreed year end bonus, and known increases in the STRS and PERS employer contributions rates, along with anticipated mid-year increases in the cost of employee health benefits.

**Lorene Dixon made a motion to approve the 2017-18 Preliminary Budget as presented. Jody Dunlap seconded the motion. Unanimously approved with the following votes:**

Steve Bourgoquin	Absent	Jody Dunlap	Yes	Amita Naganand	Yes	Jesus Vaca	Yes
Lorene Dixon	Yes	Joan Lewis	Yes	Jim Salin	Yes		

- **Action Item #6 – Approval of Resolution 2017-02** supporting the GHCHS Prop 51 application to the Office of Public School Construction and the California School Finance Authority by June 5, 2017. California voters passed Prop 51 in November 2016 and \$500 million has been made available for the Charter School Facilities Program.

**Lorene Dixon made a motion to approve Resolution 2017-02. Joan Lewis seconded the motion. Unanimously approved with the following votes:**

Steve Bourgoquin	Absent	Jody Dunlap	Yes	Amita Naganand	Yes	Jesus Vaca	Yes
Lorene Dixon	Yes	Joan Lewis	Yes	Jim Salin	Yes		

Executive Director’s Report – Brian Bauer

- Academic Program Presentation – Mr. Bauer invited Spencer Wolf, AP Capstone lead teacher, and Nick Weber, IB Coordinator, to provide program information to the Board.
  - Mr. Wolf reported Granada’s first class of AP Research students just finished their yearlong research projects as part of the AP Capstone program. This project required students to identify some gap in the existing body of literature on a topic of their choosing, and then to conduct original research to add to this body of knowledge. 45 seniors are projected to earn a qualifying score of 3 or better on the assessment. Of these 45, 40 are projected to earn the full Capstone Diploma. Students in the program have shown tremendous growth in their college readiness, while also exploring academic topics of their own choosing. Our ongoing project is to spread awareness of the program and encourage more students to take the Capstone classes to further their own personal and academic growth, and increase their critical thinking skills and curiosity in a variety of disciplines and contexts.
  - Mr. Weber reported
- **Action Item #7** – Mr. Bauer requested that Granada Hills community member John Seletos be appointed to the GHCHS Education Foundation Governing Board to replace Gene Straub. Mr. Seletos is the parent of a former Granada student and is very active in the Granada Hills community. **Jody Dunlap made a motion to approve the appointment. Lorene Dixon seconded the motion. Unanimously approved with the following votes:**

Steve Bourgouin	Absent		Jody Dunlap	Yes		Amita Naganand	Yes		Jesus Vaca	Yes
Lorene Dixon	Yes		Joan Lewis	Yes		Jim Salin	Yes			

- Action Item #8** – Mr. Bauer reminded the Board that LAUSD is denying our material revision request of April 2016 to redistribute our enrollment capacity approved in our last charter petition (moving 200 students from the Devonshire campus to the Zelzah campus), even though we are not requesting to increase our overall enrollment. Mr. Bauer also reminded the Board that the Material Revision application was submitted to the LAUSD Charter Schools Division (CSD) following the submission of our LAUSD Charter Augmentaion Grant application that asked for bond funds to partially fund the replacement of many of the Q and M portables and to replace them with a new, state of the art two-story building complex which would house more students. The GHCHS Board discussed whether it wished to request that the LAUSD Board take action on the School’s material revision application submitted a year ago. **Jim Salin made a motion to direct Mr. Bauer to pursue the material revision and augmentation grant application with LAUSD. Lorene Dixon seconded the motion. Unanimously approved with the following votes:**

Steve Bourgouin	Absent		Jody Dunlap	Yes		Amita Naganand	Yes		Jesus Vaca	Yes
Lorene Dixon	Yes		Joan Lewis	Yes		Jim Salin	Yes			

**Jody Dunlap made a motion to approve the 4/3/2017 Board meeting minutes. Jesus Vaca seconded the motion. Unanimously approved with the following votes:**

Steve Bourgouin	Absent		Jody Dunlap	Yes		Amita Naganand	Yes		Jesus Vaca	Yes
Lorene Dixon	Yes		Joan Lewis	Yes		Jim Salin	Yes			

Meeting adjourned to Closed Session at 6:50 p.m.

Meeting reconvened to Open Session at 7:40 p.m. Chair Salin reported that no action was taken.

Meeting adjourned at 7:41 p.m.