

# GRANADA HILLS CHARTER HIGH SCHOOL

Meeting of the Governing Board

December 11, 2017 4:00 p.m. Library

Minutes

In Attendance:

Brian Bauer, Executive Director (non-voting)

Steve Bourgouin, Retired Teacher member

Lorene Dixon, At Large Member

Jody Dunlap, At Large Member

Joan Lewis, At Large Member

Amita Naganand, Parent Member

Jim Salin, At Large Member (Chair)

Jesus Vaca, At Large Member

The meeting was called to order at 4:04 p.m. Steve Bourgouin led the pledge of allegiance.

No public comment was requested or heard.

## Updates/Reports to the Board

### School Site Council (Jennifer DaCosta, Administrator)

Introductions of new members took place and the purpose of the council was reviewed. Conducted an overview of 2017 dashboard fall release, state and local indicators and student achievement in all student groups. Will be looking more extensively at College and Career Readiness Indicator in the spring. The committee then focused on student groups that performed in the lower brackets (red, orange and/or yellow)-specifically African American students, English Language Learners and Students with Disabilities as areas for growth. Reviewed the purpose and function of the SSC and explained the rationale for proposing a two year term on the SSC instead of one year terms.

### Curriculum and Instruction Committee (Wendy Woodburn, Chair)

Administrative Director Nick Weber updated the committee on the prospect of offering Pre-AP classes next year. Teacher Jane Foygel presented her proposal for a CP Calculus for Business class.

### Student Services (Pam Dunn, Chair)

The committee is discussing a proposal from ASB to change the current hat policy from wearing only GHC logo hats purchased from the student store to wearing solid white, green and black hats that students can purchase on their own. Student safety is the number one reason for the hat rule, and discussion took place about not compromising on that issue. Students will work with Marcia Stancu, student store manager to provide input on the design of school hats.

### Operations Committee (Ron Korb, Chair)

The Kaiser "What Goes Around" assembly bell schedule was approved for February 2018, and also the NWEA MAP testing bell schedule also set for February 2018. A tentative 2019-2020 academic calendar is being reviewed.

### Chief Business Officer's Report (Erin Lillibridge)

- **Action Item #2** –Ms. Lillibridge presented the 2017-18 First Interim Financial Report, covering the the financial and budgetary status for the period ending October 31. The report reflects all changes since the Revised Budget presented to the Board in October 2017. Staff recommends the Governing Board approve this report as presented, and direct staff to continue developing a plan to mitigate projected deficit spending in the current and subsequent fiscal years.

**Lorene Dixon made a motion to approve the 2017-18 First Interim Financial Report. Jody Dunlap seconded the motion.**

**Unanimously approved with the following votes:**

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

- **Action Item #3** – Ms. Lillibridge presented for approval the Year-to-Date Financial Report as of September 30, 2017 which summarizes the school's revenues, expenditures, changes in fund balance, and balance sheet accounts. With the first quarter of the fiscal year complete, revenues and expenditures are tracking overall as expected. In the coming months, the Business Office will be updating attendance projections based on the CBEDS enrollment data reported this month to

the California Department of Education. Currently, the school's unduplicated pupil percentage (UPP) is slightly lower than 50 percent (49.2 percent). Both the final CBEDS enrollment number and the UPP are used in the Local Control Funding Formula calculation, which will be revised for the First Interim Financial Report presented at the Board meeting scheduled for December 4, 2017.

Ms. Lillibridge also provided Board members with three recent informational Fiscal Report articles from School Services of California.

**Lorene Dixon made a motion to approve the Year-to-Date Financial Reports as of September 30, 2017. Jesus Vaca seconded the motion. Unanimously approved with the following votes:**

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

**Action Item #4 – Recommendation of Appointments to the Governing Board.** Jennifer Sheridan presented the recommendation from the Governing Board Screening Committee (Eric Yauger, Brian Mancini, Jennifer Sheridan, Dilmit Singh, Norm Holloway) for appointments to the Governing Board effective January 1, 2018:

**For the At Large/Community Positions:**

**1. Supriya Chakravarty**

- BA – Lady Shri Ram College, Delhi University, India
- MA – State University of New York (Applied Linguistics)
- DA in progress – State University of New York (Applied Linguistics)

Ms. Chkravarty is the parent of a former GHCHS student and has been active as a Granada Parent Ambassador and an ardent advocate for the School during the last year. She currently works in the commercial banking industry and was previously a teacher.

**2. Jody Dunlap**

- BA – California State University, Northridge (Physical Education, Biology)
- MS – Pepperdine University (School Management and Administration)
- Ed.D – Pepperdine University (Institutional Mangement)

Ms. Dunlap currently works in the Educational Leadership and Policy Studies department at CSUN as a professor and department chair. She served as the Superintendent for the Oxnard Union High School District from 2005-2009, and was a teacher and administrator in LAUSD for 30 years before that. Ms. Dunlap has expertise in K-12 education human resources management, school law and finance, curriculum development, and facilities and operations. She has been a member of the Governing Board since 2015.

**3. Jesus Vaca**

- BA – California State University, Northridge (Urban Studies)
- MA – California State University, Northridge (Educational Administration)
- Ed.D. – California State University, Northridge (Educational Leadership)

Mr. Vaca is currently the Assistant Superintendent of Human Resources at the Oxnard School District. After many years teaching, he became a principal for the Ventura Unified School District – first at the elementary level, then middle and high school. His experience with district budgets, union negotiations, curriculum programs, and school site operations contributed positively to his prior service as a GHCHS Board member for the 2012, 2013 and 2014 terms. After taking a year off, he was appointed again for the 2016-17 term.

**For the Parent Member position:**

**Lorene Dixon**

- BA – University of California, Los Angeles (Theatre Arts)

Ms. Dixon is currently Vice President of Bookkeeping and Business Management at Kellogg & Andelson Global Management, Inc., a global accounting firm. She has extensive professional experience in financial analysis and reporting. Ms. Dixon has served as a member of the Governing Board since 2015 and is the parent of two former and one current GHCHS student (class of 2020).

**Joan Lewis made a motion to accept the recommendation of the Screening Committee to appoint the named individuals to the Governing Board. Steve Bourgoiu seconded the motion. Unanimously approved with the following votes:**

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

Executive Director's Report (Brian Bauer)

- **California Data Dashboard Review** –Administrative Director Jenny DaCosta provided an overview and explanation of the new Dashboard system, specifically targeting new priorities and the evaluation of progress around state indicators and local indicators. Focus for College and Career Indicator (new status year) was addressed for a deeper dive during the next Board meeting.
- **Action Item #5 – Approval of Obsolete School Property Policy.** Administrative Director David Bensinger presented the Obsolete/Surplus Property Policy for approval. This policy establishes the procedures for identifying and disposing of obsolete textbooks, instructional resources, technology, furniture and other school property. It offers definitions of obsolete property used in classroom instruction and the general operation of the school and details the procedures for disposition of this property.

**Steve Bourgoiu made a motion to approve the Obsolete School Property Policy. Jesus Vaca seconded the motion. Unanimously approved with the following votes:**

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

- **Action Item #6 – Approval of 2018 Governing Board Meeting dates. Lorene Dixon made a motion to approve. Jesus Vaca seconded the motion. Unanimously approved with the following votes:**

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

- **Action Item #7 – Re-Appointment of Mitchell Englander** to the Granada Hills Charter High School Education Foundation Board of Directors for a three year term expiring December 31, 2020. **Lorene Dixon made a motion to approve. Jody Dunlap seconded the motion. Unanimously approved with the following votes:**

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

**Jim Salin made a motion to approve the 10/16/2017 Board meeting minutes. Lorene Dixon seconded the motion. Unanimously approved with the following votes:**

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

Meeting adjourned to closed session at 5:05 p.m.

Meeting reopened to public session at 5:22. Chair Salin reported that the student expulsion reinstatement request was approved.

Meeting adjourned at 5:25.