

GRANADA HILLS CHARTER HIGH SCHOOL

Meeting of the Governing Board

October 16, 2017 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)

Jesus Vaca, At Large Member

Absent:

Steve Bourgouin, Retired Teacher member

Amita Naganand, Parent Member

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

Updates/Reports to the Board

Student Council (*Nadia Vargas, ASB President*)

Ms. Vargas reported on the following:

- Club Rush was held on September 29
- Homecoming theme is Back to the Future
- ASB Freshman Elections were conducted
- Fall sports season is well underway
- A successful senior day took place on October 11

Special Presentation – College counselor Jenny Noble reported that of the 1.6 million juniors in more than 22,000 high schools, who entered the 2018 National Merit Scholarship Program by taking the 2016 Preliminary SAT (PSAT), less than one percent of U.S. high school seniors advanced to become a Semifinalist. Out of the 16,000 Semifinalists, about 15,000 students are expected to advance to the Finalist level this February based on their skills, accomplishments, and potential for success in rigorous college studies. Every Finalist will compete for one of thousands of scholarships from the sponsoring businesses, colleges, and the National Merit Scholarship Program. We proudly recognize the following National Merit Scholarship Semifinalists from Granada Hills Charter High School:

- Rachel H. Glass
- Alexander J. Kavcioglu
- Tyler H. Kwon
- Daniel Lin
- Lisha Mohan
- Joseph A. Springer

School Site Council (*Jennifer DaCosta, Administrator*)

The SSC met and received updates from the Intervention Coordinator, EL Coordinator and the Director of Outreach which centered on a parent engagement focus. Intervention presented the series of scheduled parent workshops for the year which provides opportunities and training on academic success and emotional support. EL parents are brainstorming ways to engage the community to increase their reach to more parents and the Director of Outreach introduced the new GHC app which will push information/updates about the school out to all stakeholders who download the app to a mobile device.

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

Wendy Woodburn reported that she was elected chair and Maria Ferriter was elected secretary. The committee reviewed this year's testing calendar, professional development and the student intervention process.

Student Services (Pam Dunn, Chair)

Pam Dunn was not present, so Jennifer Sheridan reported in her absence. Ms. Sheridan reported that Pam Dunn was elected chair and she (Ms. Sheridan) was elected secretary. At the last meeting Ms. Dunn reviewed the purview of the Committee including, but not limited to, school safety, security, attendance, and any other such matters affecting student life as directed by the Board. The committee approved the following goals for the 2017-18 year:

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

Future discussion items include updating the dress code poster and creating a “printing room” where students would be able to print school documents.

Operations Committee (Ron Korb, Chair)

Prior to the report from the Operations Committee, Chair Jim Salin made some remarks on behalf of the Board, thanking the committee members for the work that has been done this year on the 18-19 calendar, acknowledging the many meetings, discussion and communication about how best to proceed. He stated that it is clear more and more is being packed into the school calendar with additional days off, desire to maintain certain holiday periods, and meeting the operational and instructional program needs of the school. The Board is aware of conversations taking place on campus with all stakeholders and supports a process that is collaborative. Mr. Salin stated that the Board must ultimately make a decision and is confident that can be done today.

Mr. Korb reported that he was elected chair and that Helen Kennedy was elected secretary. Two additional meetings have been held to discuss proposed options for the 2018-19 school calendar. They have come up with three additional versions referred to as 1) Unified Version, 2) Unified “Light” Version, and 3) Divisive Version that they are presenting to the Board for consideration. In addition, the committee is proposing that the Administration modify the Summer School and Summer Transition Academy calendars to be reduced by two days but adding those minutes to the schedule so that each day is a little longer than it currently is to allow more time for the preparations needed in order to open the school year appropriately.

Public Comment was heard from a student and a teacher regarding the 2018-19 calendar.

None of these new proposed calendar versions reflect the day before Thanksgiving as an unassigned day but the Board has been adamant about not having school on that day due to the high student absenteeism. As a result, Board member Jody Dunlap proposed a few modifications for consideration.

Action Item #1 – Jody Dunlap made a motion to conditionally approve the Unified “Light” Version of the 2018-19 calendar with the following modifications: remove one of the Professional Learning Days in August, move the pupil-free day to August 8, and make the Wednesday before Thanksgiving an unassigned day. Final approval will be voted on at the next Board meeting after review of the proposed adjusted summer school schedules. Lorene Dixon seconded the motion. Unanimously approved with the following votes:

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

Chief Business Officer's Report (Erin Lillibridge)

- **Action Item #2** –Ms. Lillibridge presented the 2017-18 Revised Budget and Multi-Year Projections for approval which staff prepared using the enacted 2017-18 State Budget Act as the basis for assumptions to develop the current and subsequent fiscal year financial projections. Following the May revision, that state adopted its own budget for the 2017-18 fiscal year, adding close to \$877 million in one-time discretionary funds and reducing the Local Control Funding Formula amount slightly. The GHC revised budget reflects these changes, as well as adjustments to ending fund balances from the 2016-17 year-end financial close. The school ended last year with an operating deficit of \$1.2 million, thereby reducing the overall 2017-18 beginning balance by a like amount. Staff recommends the

Governing Board approve the 2017-18 revised budget as presented, and direct staff to develop a budget stabilization plan to mitigate the projected deficit spending.

Lorene Dixon made a motion to approve the 2017-18 Revised Budget. Jesus Vaca seconded the motion. Unanimously approved with the following votes:

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|-----------------|--------|-------------|-----|----------------|--------|------------|-----|
| Steve Bourgoiin | Absent | Jody Dunlap | Yes | Amita Naganand | Absent | 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 Bourgoiin | Absent | Jody Dunlap | Yes | Amita Naganand | Absent | Jesus Vaca | Yes |
| Lorene Dixon | Yes | Joan Lewis | Yes | Jim Salin | Yes | | |

Executive Director’s Report (Brian Bauer)

- **Action Item #4** – Mr. Bauer presented the GHCHS Service Animal Policy for approval. This policy was prepared by our legal counsel to address the issue of parents and community members wishing to bring animals on campus during the school day. This policy allows for registered service animals that have been trained to do work or perform tasks for the benefit of an individual with a disability to be brought on campus. Therapy or companion animals, including pets, are not service animals, and are not permitted on GHCHS facilities or at school-sponsored activities.

Joan Lewis made a motion to approve the GHCHS Service Animal Policy. Jesus Vaca seconded the motion. Unanimously approved with the following votes:

| | | | | | | | |
|-----------------|--------|-------------|-----|----------------|--------|------------|-----|
| Steve Bourgoiin | Absent | Jody Dunlap | Yes | Amita Naganand | Absent | Jesus Vaca | Yes |
| Lorene Dixon | Yes | Joan Lewis | Yes | Jim Salin | Yes | | |

- **Academic Program Presentation – iGranada.** Alexis Boyadjian, Administrative Director, presented an overview of the iGranada academic program that operates on both campuses – Zelzah and Devonshire. He included statistics on testing and graduation rates for the students in that program.
- **Math Placement Analysis** – David Bensinger, Administrative Director. In accordance with the California Mathematics Placement Act of 2015, GHC has a Board approved policy that places all incoming grade nine students into an appropriate mathematics course based on a fair, objective, and transparent protocol. The purpose of this policy is to ensure that all students have the opportunity to succeed in mathematics and are properly prepared for college and future careers. Each year, the results of the placement process are shared with the Board. As of September 8, 2017, 100 percent of grade 9 students have been correctly placed into their math class per the GHCHS policy.
- **Board Accountability Metrics** – Mr. Bensinger presented the results of the 2017 Spring Smarter Balanced Assessment (SBAC) results. On the Spring 2017 administration of the CAASPP Smarter Balanced Assessments

(SBAC), 79% of grade 11 students met or exceeded the standard in ELA and 53% met or exceeded the standard in Math.

Although GHCHS is still significantly above LAUSD and California, there was a slight decrease in overall performance in both math (-6%) and ELA (-1%). Both LASUD and California scores are about the same as last year. GHCHS students scored in the top 9% of all California high schools in Math and the top 12% in ELA.

The performance gap between the different ethnicities has narrowed in ELA - the largest gap in 2017 is between Asian and Hispanic students - 7%. In prior years, the gap between the highest and lowest scoring subgroups was in excess of 20%.

The gap is still significant in math - Asian students significantly outperform all other groups, but the gap has decreased between the other subgroups. Much of the overall decrease in math is due to lower scores on the performance task section of the assessment. To address this, the math department is focusing on writing in math, including developing assessments that mirror the performance tasks on the SBAC.

Lorene Dixon made a motion to approve the 8/21/2017 Board meeting minutes. Jim Salin seconded the motion. Unanimously approved with the following votes:

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|-----------------|--------|--|-------------|-----|--|----------------|--------|--|------------|-----|
| Steve Bourgoiin | Absent | | Jody Dunlap | Yes | | Amita Naganand | Absent | | Jesus Vaca | Yes |
| Lorene Dixon | Yes | | Joan Lewis | Yes | | Jim Salin | Yes | | | |

Meeting adjourned at 6:05 p.m.