

GRANADA HILLS CHARTER HIGH SCHOOL

Meeting of the Governing Board

May 9, 2016

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

Amita Naganand, Parent Member

Jim Salin, At Large Member (Chair)

Jesus Vaca, At Large Member

Absent: Steve Bourgouin, Retired Teacher

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

Updates/Reports to the Board

Student Council – Noel Vargas, ASB -President

Ms. Vargas reported that ASB activities are winding down for the year. The Special Events Committee planned daily treats and gift basket giveaways during Teacher and Staff Appreciation Week. Ms. Vargas introduced Josiah Laney, the 2016-17 ASB President and representative for next year's Board meetings.

Public Comment

Two students from the GHCHS Senior Leadership Council and one student from the Yearbook staff made public comment regarding their request to be allowed to wear stoles for graduation representing their respective positions. Chair Salin thanked them for their comments and referred the matter to the administration. Mr. Bauer recommended that the students confer with Norm Holloway, Administrative Director of Student Services on the current approved policy.

Academic Decathlon Presentation

Mr. Salin welcomed the 2016 National Academic Decathlon champions to the meeting and extended the Board's congratulations on their victory. Two of the team members presented their competition speeches, and the entire team and coaches expressed their appreciation to the Board members for all of the support provided by the school.

International Baccalaureate (IB) Creativity Action Service (CAS) Project Presentation

One of the core components of the IB program is the CAS requirement. Through this service-learning experience, students work to achieve several learning outcomes. CAS is an opportunity for experiential learning and a chance for students to learn and give back to our local or global community by getting involved. Through CAS, each student has an opportunity to give time and skills to benefit other people who may need help or are less fortunate. Four IB students presented their CAS projects to the Board which included an after-school club at a nearby middle school that gives those students a chance to learn computer programming, and a dance program for physically disabled elementary school students.

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

Ms. Baumwirt reported that the SSC has not met since the last Board meeting and is awaiting budget information in order to plan for next year's Local Control Accountability Plan (LCAP).

Curriculum and Instruction – Elisa Ragus, Chair

- Staff Development - Leadership is discussing the agendas for the August 2016 Professional Learning Days.
- Technology – All seniors will be returning their chromebooks as part of senior clearance and receiving information on how to access their google files after they graduate.
- The committee approved several new elective courses for iGranada students that can be accessed through the online curriculum
- A proposal is being discussed to clarify the process by which students are assigned math classes in line with the California Mathematics Placement Act of 2015.

Ms. Ragus presented the revised Excused Absences and Make-up Work Policy for Board approval. Joan Lewis made a motion to approve. Jesus Vaca 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		

Operations – Maggie Abbott, Chair

- The committee is currently reviewing this year’s PSAT bell schedule to determine what changes could be made to make the most out of the time allotted for instruction for next year’s PSAT administration.

Ms. Abbott presented the 2017-18 Academic Calendar for approval. The committee is requesting that the day before Thanksgiving be a minimum day. Board members expressed concern about there being a decline in attendance, both student and staff, in the days prior to Thanksgiving, and fear that a minimum day might exacerbate that issue. The Board will request attendance data for the already approved minimum day scheduled for Thanksgiving 2016 and reserve the right to revoke the 2017 minimum day.

Jody Dunlap made a motion to approve the 2017-18 Academic Calendar, reserving the right to determine at a later date whether the minimum day scheduled for the day before Thanksgiving is prudent, after reviewing Thanksgiving 2016 staff and student attendance data. Joan Lewis seconded the motion. Majority approved with the following votes:

Steve Bourgoquin	Absent	Jody Dunlap	Yes	Amita Naganand	Yes	Jesus Vaca	Absent (left early)
Lorene Dixon	No	Joan Lewis	Yes	Jim Salin	Yes		

Student Services – Pam Dunn, Chair

At its last meeting the committee approved the following proposals:

- Fund four buses and student lunches for the college visits program
- Fund the purchase of 36 metal benches for additional student seating
- Add weekly affirmations to student Chromebook background

Chief Business Officer's Report (Eugene Straub)

Action Item # 3 – Approval of J13A Waiver – Request for Allowance of Attendance Because of Emergency Conditions. This allows apportionments to be maintained and instructional time credited for the unexpected emergency closure on December 15, 2015 due to the terrorist threat to Los Angeles schools. **Joan Lewis made a motion to approve. Jody Dunlap seconded the motion. Unanimously approved with the following votes:**

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

Action Item #4 – Approval of the March Financial Report. Mr. Straub presented the March 2016 financial report which details the revenues, expenditures, fund balance, balance sheet accounts and statement of cash flow as of March 31, 2016. The reported year-to-date activity is compared to the 2015-16 Adopted Budget and the Revised Budget approved by the Governing Board in November 2015, as well as the Second Interim revisions based on certified P1 ADA and projected P2 ADA. The overall financial position of the school remains healthy and we continue to project that the school will end the year with a significant surplus despite the lower than anticipated enrollment and reduced ADA projections.

Mr. Straub also provided updates regarding the California economy and the California Department of Finance as well as an update from the California State Controller’s office. We will continue to monitor the budget closely through the remainder of the academic year and will bring forward any budget concerns at future Board meetings.

Lorene Dixon made a motion to approve the March 2016 Financial Report. Jody Dunlap seconded the motion. Unanimously approved with the following votes:

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

Action Item #5 – Mr. Straub presented and reviewed the draft 2014 Form 990 (Return of Organization Exempt from Income Tax) and accompanying schedules that is being completed by the school’s audit firm and will be filed at the end of the month. **Jim Salin made a motion to approve the 2014-15 Form 990. Lorene Dixon seconded the motion. Unanimously approved with the following votes:**

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

Action Item #6 – Mr. Straub presented and reviewed the 2016-17 Preliminary Operating Budget that has been provided to LAUSD. **Jody Dunlap made a motion to approve. Lorene Dixon seconded the motion. Unanimously approved with the following votes:**

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

Action Item #7 – In October 2014, GHCHS executed a loan agreement in the amount of \$4 million with Capital Impact Partners to reimburse the School for the purchase of the Devonshire property and to extend the School’s ability to issue tax-exempt municipal bonds to refinance the purchase of the property. The agreement had a maturity date of April 2016 and an option to extend to October 2016. Earlier this year the option was exercised and the loan is due in October 2016.

As has been discussed with the Board, our intention has been to include this refinancing in a larger bond offering that would support both the refinancing and the School’s projected obligations related to the Augmentation Grant project. The issuance of a stand-alone bond to repay the loan does not make economic sense as the associated costs of issuance are too great.

Given both the potential delays with the LAUSD Augmentation Grant approval and the costs associated with doing a small bond issuance, it is our recommendation that the Board authorize the Executive Director and the Chief Business Officer to pursue alternative financing options to satisfy the repayment of the loan as quickly as possible. This may include the use of traditional bank financing secured by a first trust deed or other options that we will seek to identify. The Board has previously authorized the School to pursue bond financing to satisfy the repayment of the Capital Impact loan and this new authorization will allow us bring forth a variety of options for the Board’s consideration and approval. It is our belief that we can secure financing that will be competitive on an interest rate basis with the bond offering and that will have significantly lower issuance costs than the bond offering.

Lorene made a motion to approve the pursuit of alternate methods of refinancing the Capital Impact Loan. Jody Dunlap seconded the motion. Unanimously approved with the following votes:

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

Executive Director’s Report – Brian Bauer

Action Item #8 - Mr Bauer reported that our application for the LAUSD Charter Augmentation Grant has been delayed until we submit a request for a material revision to our charter petition to allow for an enrollment capacity redistribution of 4,800 students on the Zelzah campus and 700 students on the Devonshire campus. This revision does not change the total capacity of 5,500 students. Resolution 2016-01 has been prepared for the GHCHS Board to approve this material revision.

Joan Lewis made a motion to approve Resolution 2016-01 requesting a material revision to the GHCHS charter petition to allow for the redistribution of student enrollment to 4800 on the Zelzah campus and 700 on the Devonshire campus. Lorene Dixon seconded the motion. Unanimously approved with the following votes:

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

Jody Dunlap made a motion to approve the 3/28/2016 Board meeting minutes. Lorene Dixon seconded the motion. Unanimously approved with the following votes:

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

Meeting adjourned to Closed Session at 5:55 p.m.

Meeting reopened to Public Session at 6:38 p.m. Chair Salin reported that no action was taken during Closed Session.

Meeting adjourned at 6:39 p.m.