

# GRANADA HILLS CHARTER HIGH SCHOOL

## Meeting of the Governing Board

March 28, 2016 4:00 p.m. Library

### Minutes

#### In Attendance:

Brian Bauer, Executive Director (non-voting)  
Steve Bourgouin, Retired Teacher  
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 4:00 p.m. Jody Dunlap led the Pledge of Allegiance.

#### Updates/Reports to the Board

##### Student Council – Noel Vargas, ASB -President

Ms. Vargas reported that ASB applications have been collected and elections will take place via student Chromebooks on April 1. The Clean Campus committee will be assuming the responsibilities of Recycle Week, and the Special Events Committee is working on Teacher Appreciation Week.

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

Ms. Baumwirt reported that the committee has met in subgroups to discuss responses to the Local Control Accountability Plan (LCAP) Survey. The full School Site Council met today to share results, brainstorm new ideas and discuss progress on the LCAP.

##### Curriculum and Instruction – Elisa Ragus, Chair

The committee has not met since the last Board meeting. At the next meeting they are scheduled to approve additional courses.

##### Operations – Maggie Abbott, Chair

The committee has not met since the last Board meeting. At the next meeting they are scheduled to approve the spring testing schedule, the spring pep rally schedule and discuss the 2017-18 academic calendar.

##### Student Services – Pam Dunn, Chair

The committee has not met since the last Board meeting. At the next meeting they will be discussing proposals that have come in regarding committee funds, bulletin boards and student parking.

##### Chief Business Officer's Report (Eugene Straub)

**Action Item #1 – Approval of the February Financial Report.** Mr. Straub presented the February 2016 financial report which details the revenues, expenditures, fund balance, balance sheet accounts and statement of cash flow as of February 29, 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 February 2016 Financial Report. Steve Bourgouin 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 # 2 – Steve Bourgoiin made a motion to approve the Second Interim Financial Report. Jesus Vaca seconded the motion. Unanimously approved with the following votes:**

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

Bond Financing Update – Mr. Straub updated the Board on the continuing work being done to secure bond financing for both the repayment/refinancing of the Devonshire property and the school’s portion of the LAUSD Augmentation Grant project for which the school will be submitting an application on March 31st. Mr. Straub informed the Board that the school may find it necessary to issue two separate bonds – one to cover the obligations related to the Devonshire property and a second to fund the augmentation project depending on the time it takes for LAUSD to review and approve the augmentation grant application. Finally, Mr. Straub informed the Board that documents will be delivered to the Board for review once the closing date(s) have been determined and the transaction structure has been finalized

Executive Director’s Report – Brian Bauer

- Augmentation Grant Update – We are planning to submit the Augmentation Grant Application package to LAUSD on March 30. The grant will allow us to replace approximately 28 portable classrooms with 48 classrooms in a two-story building that includes an ADA compliant elevator as well as a multi-purpose meeting space, and will allow an additional 550 student seats. Should have more information by the next Board meeting.
- GHCHS and State Assessments Update – David Bensinger provided a written update on the Spring testing events that will be taking place as follows on April 12-15:
  - State Mandated Assessments – Grade 11 SBAC in ELA and Math, Grade 10 CST for Science
  - Granada-Selected Assessments – Grades 9 and 10
    - Northwest Evaluation Association Measure of Academic Progress (NWEA MAP)
    - UCLA Mathematics Diagnostic Testing Project (MDTP)
    - Organization for Economic Co-operation and Development (OECD) Test for Schools.

For the 2015-16 academic year, less than two percent of instructional time will be dedicated to the administration of both the CAASPP and the GHCHS-selected assessments. Further, other than one homeroom period to ensure that students and teachers are familiar with the technology and format of the tests, the school does not dedicate instructional time to test-prep activities.

Advanced Placement (AP) and International Baccalaureate (IB) testing will take place from May 2-20, but the bell schedule on these days is not modified. GHCHS students will take more than 2400 AP tests from over 25 different AP courses and more than 600 IB tests from across 30 difference courses.

Board members were also given a copy of the letter that has been sent home to parents via email and is also posted on the GHCHS website on a page that is dedicated to testing information.

- College and Career Readiness and Support – Administrative Director Julia Howelman provided Board members informational materials on the following services that are offered through the College and Career Office:
  - Meetings with students and parents to provide individualized college and career planning and support
  - Workshops covering all aspects of the college planning and admissions process
  - College planning presentations for all 10th, 11th and 12th grade students and parents
  - The largest area College/Career Fair with representatives from more than 100 different colleges and companies
  - Daytime visits from more than 75 individual colleges during fall semester
  - College and career planning facilitation using the online program Naviance
  - Junior/Senior College Newsletter on the College Office Blog
  - Computers dedicated to college and career searches and applications
  - Regular scholarship and financial aid information
  - Up-to-date information on upcoming testing dates and requirements
  - Tours to college campuses in the Southern California area for 10th, 11th and 12th graders
  - An extensive library of informational material, college catalogs, test preparation materials and more

**Jody Dunlap made a motion to approve the 2/29/2016 Board meeting minutes. Lorene Dixon 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			

Meeting adjourned to Closed Session at 5:23 p.m.

Meeting reopened to Public Session at 6:00 p.m. Chair Salin reported that no action was taken during Closed Session.

Meeting adjourned at 6:01 p.m.