

GRANADA HILLS CHARTER HIGH SCHOOL

Meeting of the Governing Board

November 16, 2015 4:00 p.m. Library

Minutes

In Attendance:

Brian Bauer, Executive Director (non-voting)

Steve Bourgoon, Retired Teacher

Sonja Brown, Parent Member

Lorene Dixon, At Large Member

Jody Dunlap, At Large Member

Joan Lewis, At Large Member

Jim Salin, At Large Member (Chair)

Absent:

Leila Vickers, At Large Member

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

Updates/Reports to the Board

Curriculum and Instruction – Elisa Ragus, Chair

The committee has not met since the last Board meeting. The following items will be discussed at the upcoming meeting:

- Possible additions to the grading categories and/or comments in eSchool
- Suggestions for modifications to the absence policy and make-up work
- The new Next Generation Science Standards and possible changes in science courses/sequence in 2016-17
- PSAT schedule for 2016 and suggested instructional activities following the test (jointly with Operations Committee)

Discussion Item #1 – Jake Chipps, Math Department Chair

Mr. Chipps informed the Board that based on the recommendation from the math department, the instructional leadership team is recommending that the GHCHS math course sequencing be changed from *Algebra I, Algebra II, Geometry* - to - *Algebra I, Geometry, Algebra II*, effective for the 2016-17 academic year. In order to accommodate the shift of Trigonometry standards into Algebra II under the Common Core State Standards, it is recommended that students successfully complete Geometry before taking Algebra II. Under the proposed course sequence, all students at GHCHS will have access to Advanced Placement and International Baccalaureate courses. This item will come before the Board for a vote at the next meeting.

Operations – Maggie Abbott, Chair

The committee has not met since the last Board meeting. The following items will be discussed at the upcoming meeting:

- Bell schedule for the annual What Goes Around Kaiser Permanente presentation assembly
- Suggestions for the committee's budget distribution
- Progress of the subcommittee working on ways to dispose of outdated technology items
- PSAT schedule for 2016 and suggested instructional activities following the test (jointly with Curriculum and Instruction Committee)
- Procedures to follow in case of an emergency in the early morning or evening hours (jointly with Student Services Committee)
- Revisions to the minimum day bell schedule

Student Services – Pam Dunn, Chair

The committee has not met since the last Board meeting, but will be finalizing the Student Wellness Policy at the next meeting.

Student Council – Noel Vargas, ASB -President

Now that the MEND drive is over, ASB is working on collecting and counting cans to determine the class with the most donations. The ASB webpage is being updated so students are able to contact ASB more easily. The State of the School

lunch assembly is being planned for next semester as well as the Leadership Conference activity which provides an opportunity for students to learn about the Associated Student Body (ASB) and the School Leadership Council (SLC).

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

Ms. Baumwirt provided the minutes of the last SSC meeting and reminded the Board that the Single Plan for Student Achievement will be provided at the next Board meeting and recommended for approval.

Chief Business Officer's Report (Eugene Straub)

Discussion Item #2 – Educator Effectiveness Expenditure Plan. As part of the most recent state budget, one-time funding has been allocated to LEAs to support Educator Effectiveness. These funds are specifically to be used for professional development, coaching and support services as outlined in the legislation. The first apportionment will be released in December and the remainder in March. As a condition of receiving the funds we must develop and adopt a plan delineating how the funds will be spent. In addition, GHCHS must also provide a detailed expenditure report to the CDE that includes an accounting of specific purchases made. Based on the projected funding rate we should receive \$290,812.00. Based on our ongoing needs and desire to enhance professional development around the implementation of the Common Core State Standards, GHCHS intends to allocate these funds in the following manner:

- Professional Learning Days (August 2015) \$164,115
 - Standards-aligned Professional Development (FY16) \$116,697
 - Teacher/Administrator Induction Support (FY16) \$ 10,000
- Total \$290,812

The Educator Effectiveness Expenditure Plan will be voted on at the next Board meeting.

Action Item #1 – Approval of Updated 2015-16 Budget. Mr. Straub presented an updated revised 2015-16 budget that reflected the following items:

1. Enrollment reduced by 139 students
2. Revenues reduced by \$769k
3. Expenses reduced by \$830k
4. Projected Net Income increased by \$61k.

He also provided a detailed five-year outlook showing the expected changes in revenues, enrollment and expenses compared to the current year's budget.

Steve Bourgouin	Yes		Lorene Dixon	Yes		Joan Lewis	Yes		Leila Vickers	Absent
Sonja Brown	Yes		Jody Dunlap	Yes		Jim Salin	Yes			

Steve Bourgouin made a motion to approve the Revised 2015-16 Budget. Lorene Dixon seconded the motion. Unanimously approved with the following votes:

Action Item #2 – Approval of October Financial Report. Mr. Straub presented the October 2015 financial reports which detail the revenues, expenditures, fund balance, balance sheet accounts and statement of cash flow as of October 3, 2015. The overall financial position of the school remains healthy and we continue to believe that the school will end the year with a surplus despite the lower than anticipated enrollment. 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.

Steve Bourgouin made a motion to approve the October 2015 Financial Reports. Jodie Dunlap seconded the motion. Unanimously approved with the following votes:

Steve Bourgouin	Yes		Lorene Dixon	Yes		Joan Lewis	Yes		Leila Vickers	Absent
Sonja Brown	Yes		Jody Dunlap	Yes		Jim Salin	Yes			

Investment Management Update – Mr. Straub reported that we are currently looking at some investment options that would achieve the same results but at a lower cost than what was presented by Boston Private at last month's Board meeting. He will present recommendations and cost options at a future meeting, along with a revised Investment Policy.

Facilities Plan – Mr. Straub reviewed the Preliminary Facilities Timeline with the Board and provided a general update on the school’s desire to address both deferred maintenance issues as well and additions/improvements to improve the overall usability of the campus. It was further explained that the school intended to continue to earmark a minimum of \$500,000 per year in the general fund budget for facility maintenance, repair and improvement as well as pursuing the issuance of one or more municipal bonds on behalf of the school to provide major project funding and augmentation funding through LAUSD to supplement the project funding available to the school.

Discussion/Action Item #3 – Recommendation of Appointments to the Governing Board. Eric Yauger presented the recommendation from the Governing Board Screening Committee (Eric Yauger, Marty Eisen, Brian Mancini, Jennifer Sheridan, Joyce Killingsworth, Dilmit Singh, Norm Holloway) for appointments to the 2016 Governing Board term:

For the At Large/Community positions:

1. Lorene Dixon

Ms. Dixon is a financial professional, a former GHCHS parent, and was actively involved in the GHCHS bid for Valley Region High School #4 in 2010. She has spoken to the LAUSD Board in Granada’s behalf on several occasions and has provided invaluable support to the GHCHS Global Business and Finance Program, including providing internship opportunities for our students. Ms. Dixon served as a member of the Governing Board for the 2015 year.

2. Jody Dunlap

Ms. Dunlap has a long history in K-12 education as a teacher, dean (at GHHS), administrator and District superintendent. She currently works in the Educational Leadership and Policy Studies department at CSUN. Ms. Dunlap has served as a member of the GHCHS Peer Assistance/Review and Student Expulsion Panels. Ms. Dunlap served as a member of the Governing Board for the 2015 year.

3. Jesus Vaca

Mr. Vaca is currently the Assistant Superintendent of Human Resources at the Oxnard School District. He has been a principal at the elementary, middle and high school levels, as well as a teacher for many years. His experience with district budgets, curriculum programs, and school site operations contributed positively to his prior service as a GHCHS Board member for the 2012, 2013 and 2014 terms.

For the Parent position:

1. Amita Naganand

Ms. Naganand works as a Research Analyst in Institutional Research at CSUN and is the parent of a current GHCHS eleventh grade student. She has served as a parent member of the GHCHS Curriculum and Instruction Committee for the past two years, and participated in our last LAUSD oversight visit as a parent representative.

Mr. Yauger reported that all of these applicants are being recommended because of their direct familiarity with GHCHS, its history and goals, along with their expertise in fields that are relevant to education and the efforts of this school. All have previously served the school in leadership or service positions and have proven to be committed individuals, dedicated to the mission and vision of GHCHS.

Steve Bourgouin made a motion to approve Lorene Dixon’s appointment for a two-year Governing Board term. Jody Dunlap seconded the motion. Motion carried with the following votes:

Steve Bourgouin	Yes		Lorene Dixon	Recuse		Joan Lewis	Yes		Leila Vickers	Absent
Sonja Brown	Yes		Jody Dunlap	Yes		Jim Salin	Yes			

Joan Lewis made a motion to approve Jody Dunlap’s appointment for a two-year Governing Board term. Sonja Brown seconded the motion. Motion carried with the following votes:

Steve Bourgouin	Yes		Lorene Dixon	Yes		Joan Lewis	Yes		Leila Vickers	Absent
Sonja Brown	Yes		Jody Dunlap	Recuse		Jim Salin	Yes			

Lorene Dixon made a motion to approve Jesus Vaca’s appointment for a two-year Governing Board term. Steve Bourgouin seconded the motion. Motion carried with the following votes:

Steve Bourgouin	Yes		Lorene Dixon	Yes		Joan Lewis	Yes		Leila Vickers	Absent
Sonja Brown	Yes		Jody Dunlap	Yes		Jim Salin	Yes			

Sonja Brown made a motion to approve Amita Naganand’s appointment for a two-year Governing Board term. Steve Bourgouin seconded the motion. Motion carried with the following votes:

Steve Bourgouin	Yes		Lorene Dixon	Yes		Joan Lewis	Yes		Leila Vickers	Absent
Sonja Brown	Yes		Jody Dunlap	Yes		Jim Salin	Yes			

Executive Director’s Report – Brian Bauer

Mr. Bauer provided the following updates:

- LAUSD Charter Schools Division Oversight Visit – will be taking place this Friday, November 20. Six team members will be here to validate and confirm our instructional program and school operations. They will be focusing on our CTE, Humanitas/New Media and iGranada academic programs while recording our best practices, the way we access student achievement and how we are implementing restorative justice in our discipline methods.
- Performance Metrics – Current data includes IB performance, parent engagement, and staff retention.
- Enrollment 2016-17 - Our Open Enrollment Lottery is taking place January 26 through February 26, 2016 and will no longer include a separate application for School for Advanced Studies. Only one application per student will be accepted and only one waiting list will be established.

Lorene Dixon made a motion to approve the 9/28/2015 and 10/19/2015 Board meeting minutes. Jody Dunlap seconded the motion. Unanimously approved with the following votes:

Steve Bourgouin	Yes		Lorene Dixon	Yes		Joan Lewis	Yes		Leila Vickers	Absent
Sonja Brown	Yes		Jody Dunlap	Yes		Jim Salin	Yes			

Meeting adjourned at 5:42 p.m.