

# GRANADA HILLS CHARTER

Meeting of the Governing Board

June 10, 2019

9:00 a.m.

College Office

Minutes

## In Attendance:

Brian Bauer, Executive Director (non-voting)

Lorene Dixon, Parent Member

Jody Dunlap, At Large Member

Chris Hutton, Retired Teacher Member

Joan Lewis, At Large Member

Jim Salin, At Large Member (Chair)

## Absent:

Supriya Chakravarty, At Large Member

Jesus Vaca, At Large Member

The meeting was called to order at 9:01 a.m. Jim Salin led the pledge of allegiance.

## School Site Council (SSC) Update (*Jenny DaCosta, Administrative Director*)

Ms. DaCosta reviewed the LCAP Goals for 2019-20 for both the TK8 program and the grades 9-12 program. The goals are part of the larger LCAP plan document that will be approved at the next Board meeting. Executive Director Brian Bauer requested that Ms. DaCosta highlight at the next Board meeting the specific strategies for improving student performance in the special education, African American, Hispanic, English learner and socioeconomically disadvantaged sub-groups, along with discussing how GHC dashboard, as a grades TK-12 school, will be developed.

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

- 2019-20 Draft Preliminary Budget – Staff prepared the 2019-20 Preliminary Budget using the Governor's May revision proposal as the basis for assumptions. The final 2019-20 Preliminary Budget will be presented for approval at the June 24, 2019 Board meeting, along with the school's 2019-20 Local Control Accountability Plan. Budget Highlights Include:
  - Enrollment for Grades 9-12 is expected to remain flat at 4,700, and is projected to generate an attendance capture rate of 97.0%. Enrollment for Grades TK-8 is projected at 384 students in Grades TK, K, 1, and 6, with an assumed capture rate of 95.0%. Total combined TK-12 is 96.8%.
  - Total revenues for all funds are projected to increase to over \$65.7M, up 7.5% from 2018-19. General operating revenues (Fund 62) account for most of the increase with the addition of TK-8 Program-related funds and a 3.26% cost-of-living adjustment applied to the Local Control Funding Formula (LCFF).
  - Combined expenditures are projected to total over \$64.8M, including employee compensation increases (5.5% in 2018-19 and 3.0% in 2019-20), pension rate increases (0.42% for STRS, 2.671% for PERS), health and welfare cost increases (6%), and step and column adjustments (1.5%).
  - The Preliminary Budget for 2019-20 includes the addition of 20 certificated (19.5 FTE) and 10 classified (5.5 FTE) positions to directly support the new TK-8 Program, in addition to an additional 6 positions (3.75 FTE) in cafeteria, security, and operations.

- Multi-year financial projections indicate a modest combined surplus for each year, and a slight unrestricted deficit in 2019-20 of \$127,020. Healthy reserve balances are in place to accommodate fiscal uncertainties over the next three years. Staff will continue to monitor both revenues and expenditures closely and make necessary adjustments to ensure the school’s ongoing fiscal stability.
- **Action Item #1** – Staff recommends the governing board approve the Consolidated Application indicating the school’s intent to participate in the following federal programs in 2019-20:
  - Title I – Part A, Basic Grants: To provide supplementary academic support and educational services to students who are failing or most at-risk of failing to meet state standards in core academic subjects. (2018-19 Funding Total: \$826,230, 2019-20 Budget Estimate: \$810,000)
  - Title II – Part A, Improving Teacher Quality: To increase student academic achievement through strategies focused on recruiting, hiring, training, and retaining highly qualified teachers. (2018-19 Funding Total: \$132,221, 2019-20 Budget Estimate: \$130,000)
  - Title IV – Part A, Student Support and Academic Enrichment: To provide students with a well-rounded education, support safe and healthy students, and support the effective use of technology to improve academic achievement and digital literacy of all students. (2018-19 Funding Total: \$55,220, 2019-20 Budget Estimated: \$50,000)

**Lorene Dixon made a motion to approve the Consolidated Application for 2019-20 Federal Funding. Jody Dunlap seconded the motion. Unanimously approved with the following votes:**

Supriya Chakravarty	Absent	Jody Dunlap	Yes	Joan Lewis	Yes	Jesus Vaca	Absent
Lorene Dixon	Yes	Chris Hutton	Yes	Jim Salin	Yes		

- **Action Item #2** – Ms. Lillibridge requested adoption of Resolution 2019-02, authorizing the Executive Director or his authorized designee to enter into a contract for the construction of the Culinary Arts Facility project as there were no bids submitted within the project’s available budget. The project is being partially funded with CTE Incentive Grant funds and those must be legally obligated by the June 30<sup>th</sup> deadline or they will be lost.

**Joan Lewis made a motion to approve Resolution 2019-02. Lorene Dixon seconded the motion. Unanimously approved with the following votes:**

Supriya Chakravarty	Absent	Jody Dunlap	Yes	Joan Lewis	Yes	Jesus Vaca	Absent
Lorene Dixon	Yes	Chris Hutton	Yes	Jim Salin	Yes		

Executive Director’s Report (Brian Bauer)

- **Action Item #3**– Mr. Bauer requested adoption of Resolution 2019-03 authorizing the submission of a material revision of the School’s charter, the rationale for which is detailed in a draft letter to the District that the Board members reviewed. The resolution authorizes the Executive Director to sign the request, execute the amendment of the document, and otherwise act on behalf of GHC with respect to the material revision application process.

**Lorene Dixon made a motion to approve Resolution 2019-03. Chris Hutton seconded the motion. Unanimously approved with the following votes:**

Supriya Chakravarty	Absent		Jody Dunlap	Yes		Joan Lewis	Yes		Jesus Vaca	Absent
Lorene Dixon	Yes		Chris Hutton	Yes		Jim Salin	Yes			

- **Action Item #4** – Approval of updated grades 9-12 Parent/Student Handbook. Our legal counsel recently reviewed the entire handbook and edited to ensure we have included all legally required notices and provisions. The newly updated handbook will be made available to all high school families on the School’s website and on the registration portal. Hard copies are available by request from the Attendance Office.

**Jim Salin made a motion to approve the Grades 9-12 Parent/Student Handbook. Lorene Dixon seconded the motion. Unanimously approved with the following votes:**

Supriya Chakravarty	Absent		Jody Dunlap	Yes		Joan Lewis	Yes		Jesus Vaca	Absent
Lorene Dixon	Yes		Chris Hutton	Yes		Jim Salin	Yes			

- Preliminary CAASP Test Results - Administrative Director David Bensinger presented the preliminary results from the Spring 2019 CAASPP (California Assessment of Student Performance and Progress) tests. All students in grade eleven complete the Smarter Balanced Assessment Consortium (SBAC) online assessments. The SBAC assessments are online tests that consist of two sections: a computer-adaptive test and a Performance Task based on the Common Core State Standards for ELA and mathematics. The computer-adaptive section includes a range of item types such as selected response, constructed response, table fill-in, graphing, etc. The Performance Tasks are extended activities that measure a student’s ability to integrate knowledge and skills across multiple standards – a key component of college and career readiness.

The results of these assessments have been made available to schools in May to support instructional planning for the coming year. Student achievement and proficiency results may also inform the development of Local Control and Accountability Plans and educational programs. Additionally, student performance on these tests are used as indicators on the California School Dashboard in to be released in the fall of 2019 and are also used by LAUSD for charter oversight.

Highlights and items of note:

- On the ELA test, 77% of students in grade 11 met or exceeded the standard (+2% vs 2018)
- In Math 55% of of students in grade 11 met or exceeded the standard (flat vs 2018)
- The percentage of students meeting or exceeding the standard in ELA increased in all student subgroups; in mathematics, all but two student subgroups – English Learners and Students with Disabilities- showed an increase
- Overall, it is estimated that there will be the following shifts on the CA Dashboard:
  - ELA - African American student group will improve from no color to Blue; Students with Disabilities will improve from Red to Orange
  - Mathematics - African American student group will improve from no color to Green; Students with Disabilities will improve from Red to Orange; English Learners will decrease from Yellow to Red

**Action Item #5** – GHC has completed negotiations by reaching a tentative agreement with UTLA-GHC to settle 2018-2021 negotiations, subject to re-openers as agreed to between the parties. The tentative agreement has been ratified by UTLA-GHC, and is now before the Board for final approval.

In addition to a number of contract enhancements, the tentative agreement [1] settles compensation for 2018-2019 and 2019-2020; [2] adds two (2) paid Professional Learning/Development days to the work year commencing July 1, 2020; [3] codifies Department Leadership language; [4] addresses out of classroom extended work year differentials; [5] expands employee personal necessity leaves; [6] improves the salary point credit process; [7] institutes a Pilot evaluation system for veteran instructors; and [8] commits to consolidation of all prior MOU’s and agreements between the parties into a comprehensive and independent agreement by June 30, 2019.

The GHC Administration has carefully reviewed the costs incurred by GHC under the new agreement and hereby certifies such costs can be responsibly met by GHC during the term of the Agreement.

**Joan Lewis made a motion to approve. Chris Hutton seconded the motion. Unanimously approved with the following votes:**

Supriya Chakravarty	Absent	Jody Dunlap	Yes	Joan Lewis	Yes	Jesus Vaca	Absent
Lorene Dixon	Yes	Chris Hutton	Yes	Jim Salin	Yes		

♦ **Action Item #6 – Approval of Compensation Increases** for eligible regular part-time and full-time non-represented employees as follows:

- 2018-2019 Compensation:
  - Retroactive to July 1, 2018, increase the hourly rates on the classified salary schedule and the iGranada salary schedule by five and a half percent (5.5%). All eligible full-time and regular part-time employees who were in active or school-approved leave status as of May 31, 2019 will receive a retroactive payment based on salary schedule placement.
- 2019-2020 Compensation:
  - Effective July 1, 2019, increase the hourly rates on the classified salary schedule and the iGranada salary schedule by an additional three percent (3%).
  - Effective July 1, 2019, changes to the administrative and classified management salary schedule ranges as attached.
  - Effective July 1, 2019, increase the hourly substitute teacher rate to \$37, the hourly long term substitute teacher rate to \$47, and the non-GHC summer school teacher hourly rate to \$56.

**Lorene Dixon made a motion to approve. Joan Lewis seconded the motion. Unanimously approved with the following votes:**

Supriya Chakravarty	Absent	Jody Dunlap	Yes	Joan Lewis	Yes	Jesus Vaca	Absent
Lorene Dixon	Yes	Chris Hutton	Yes	Jim Salin	Yes		

**Jim Salin made a motion to approve the 5/13/2019 Board meeting minutes. Chris Hutton seconded the motion. Unanimously approved with the following votes:**

Supriya Chakravarty	Absent		Jody Dunlap	Yes		Joan Lewis	Yes		Jesus Vaca	Absent
Lorene Dixon	Yes		Chris Hutton	Yes		Jim Salin	Yes			

Before adjourning, Mr. Bauer publicly acknowledged the upcoming retirement of Chief Academic Officer Dilmit Singh. She has provided more than 27 years of excellent service to the students and staff of Granada and will be retiring in July. The Board thanked her for her service and offered congratulations on her retirement.

Mr. Bauer also welcomed and introduced the incoming Chief Financial Officer, Lisa Nilles, who will begin on July 1. She brings years of financial experience from Oak Park, Hart and Simi Valley Schools Districts. Ms. Nilles will take over many of the day to day financial responsibilities allowing CBO Erin Lillibridge to concentrate on more of the business and operational needs.

Meeting adjourned to closed session at 10:42 a.m.

Meeting reconvened to open session at 11:06 a.m. Chair Salin reported that the Board approved the 2018-19 evaluation of Executive Director, Brian Bauer.

Meeting adjourned at 11:07 a.m.