

GRANADA HILLS CHARTER

Meeting of the Governing Board

May 13, 2019

4:00 p.m.

Library

Minutes

In Attendance:

Brian Bauer, Executive Director (non-voting)

Supriya Chakravarty, At Large Member

Lorene Dixon, Parent Member

Jody Dunlap, At Large Member

Chris Hutton, Retired Teacher Member

Jim Salin, At Large Member (Chair)

Absent:

Joan Lewis, At Large Member

Jesus Vaca, At Large Member

The meeting was called to order at 4:04 p.m. Jody Dunlap led the pledge of allegiance.

Public comment was heard from Brandon Zaslow, UTLA Co-Chair, who presented a statement signed by the majority of GHC-UTLA members, expressing disappointment with the Governing Board's offer on compensation and the handling of their proposals for bargaining.

Updates/Reports to the Board

Student Body Report – ASB president Salma Tarzi introduced next year's ASB president, Ezra Leauanae, and then reported the following:

- Athletics/Activities Update: AP/IB testing ends May 17.
- Seniors: A very successful prom was held on April 27; Senior Awards Night taking place May 23 and Graduation will be held on May 30.

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

The School Site Council reviewed and approved the LCAP goals for the 2019-20 year and will present to the Board for approval in June.

Operations Board Update (*Ron Korb, Chair*)

The committee is reviewing the testing bell schedules for next year to be able to better manage the impact of students on campus without a class by moving zero period to the end of the day. In addition, the committee has chosen a style of collaborative student desks and chairs to pilot in six classrooms next school year.

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

Next year's LCAP goals were presented to the committee for review and input. Discussion took place on the homework survey and the need for a schoolwide consistent meaningful homework policy.

Student Services Update (*Jennifer Sheridan, Chair*)

Ms. Sheridan reported to the committee that the administration has approved the return of student planners, and that the Activities Office will be overseeing the order.

Next year’s LCAP goals were also presented to the committee for review and input. Discussion took place on the homework survey and the stress resulting from homework, and the need for a consistent meaningful homework policy.

Presentation - Brian Bauer invited Gina Corpus, Intervention Coordinator, and administrative director Julia Howelman to present information on the school’s intervention program and its relation to the State’s College and Career Indicator.

- Intervention Program – an interdepartmental program that supports student achievement for all through
 - Early identification of struggling students
 - Communication with stakeholders
 - Application of targeted services and training for stakeholders

The program used peer mentors, a Coordination of Services Team and a Writing and Math Center to support students. At the end of the first semester of the 2018-19 year, 96 percent of the highest risk students had improved their grades at least one letter grade from the previous grading period. Goals for next year include a freshman transition component and a two-day symposium for all certificated staff on Building the Resilient Student.

- College and Career Indicator – data on the Class of 2018 and estimates on the Class of 2019 were provided to the Board, as well as the actions that will be taken next year to support the Class of 2020.

Chief Business Officer's Report (Erin Lillibridge)

- **Action Item #1** – Ms. Lillibridge presented the Year-to-Date Financial Report, summarizing the School’s revenues, expenditures, and changes in fund balance, a balance sheet account summary and cash flow projections for March and April 2019. The governor released his May Revision proposal for the 2019-20 State Budget and Ms. Lillibridge reviewed the major changes with Board members. Staff will provide additional information with the Preliminary Budget presentation next month.

Supriya Chakravarty made a motion to approve the Year-To-Date Financial Reports. Jody Dunlap seconded the motion. Unanimously approved with the following votes:

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

- **Action Item #2** – Ms. Lillibridge requested approval to award a bid package for Project No. 19-04 – Proposition 39 HVAC Equipment Replacement Project to K&J Air Conditioning, Inc. This project provides the replacement of 71 HVAC units and thermostats on the Zelzah campus through Prop 39 Clean Energy and Facilities Incentive Grant funds with a project budget of \$732,852.00.

Lorene Dixon made a motion to award the bid package as recommended. Supriya Chakravarty seconded the motion. Unanimously approved with the following votes:

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

- **Action Item #3** – Ms. Lillibridge requested approval to reject the bid packages for Project No. 2019-05 – Culinary Classroom Modernization Project so the bid package since the only bid received is above the

project's available budget. Staff would like to repost the bid package as soon as possible in order to enter into a construction agreement prior to June 30, 2019, the deadline to encumber the CTE Incentive Grant funds that will be used for the project.

Chris Hutton made a motion to reject the bid package as recommended. Supriya Chakravarty seconded the motion. Unanimously approved with the following votes:

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

- **Action Item #4** – Ms. Lillibridge requested ratification of the lease agreement with Class Leasing LLC that the Board agreed to in March 2019, in an amount not to exceed \$900,000.00, for the interim portable classrooms on the Devonshire campus. The final proposal is in the amount of \$784,660.00 for 2019-20. Additional months beyond the first year will be at the same monthly rate as the current lease agreement.

Lorene Dixon made a motion to ratify the lease agreement. Jim Salin seconded the motion. Unanimously approved with the following votes:

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

- **Action Item #5** – Ms. Lillibridge requested approval for the following for purpose of financing the Portable Buildings Project (TK-8 Interim Campus) scheduled for this summer:

1) Authorize the Executive Director or authorized designee to open a bank account with East West Bank in the name of the 17081 Devonshire LLC (LLC) to process payments for the Portable Buildings Project, with the following authorized signers (GHC Officers): Brian Bauer, President; Erin Lillibridge, Treasurer; Karla Diamond, Secretary.

2) Authorize the opening of a \$2 million line of credit in the name of the LLC to finance the Portable Buildings Project until the 2019 Bond financing closes in a couple months.

Supriya Chakravarty made a motion to ratify the lease agreement. Lorene Dixon seconded the motion. Unanimously approved with the following votes:

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

- **Action Item #6** – Ms. Lillibridge requested Staff requests the Governing Board approve the construction agreement with C.W. Driver for the following and authorize the Executive Director or his authorized designee to process a change order to add the Alternate for demolition and abatement, if needed:

- 1) Portable Buildings Installation Project (Project No. 19-02-1 for \$1,764,024) to provide for the TK-8 program housing for the 2019-20 school year
- 2) Pre-Construction Services (for \$146,944) for the TK-8 Devonshire Campus Project (Project No. 19-02-2)
- 3) Alternate (for \$406,448) for site demolition and abatement work to prepare for the TK-8 Devonshire Campus Project.

Chris Hutton made a motion to approve the construction agreement. Lorene Dixon seconded the motion. Unanimously approved with the following votes:

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

Executive Director’s Report (Brian Bauer)

- **Discussion/Action Item #8** - Approval of Notice to LAUSD Charter Operated Programs that GHCHS intends to explore options for SELPA membership and may exit the LAUSD SELPA effective July 1, 2020. **Supriya Chakravarty made a motion to approve the notice. Jim Salin seconded the motion. Unanimously approved with the following votes:**

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

- **Action Item #7** – Board members reviewed the 2018-19 LAUSD Oversight Visit Report. The School received the top score of four (4) in Governance, Fiscal Operations, and Organizational Management and a score of three (3) for Student Achievement. As noted in the LCAP’s dashboard, additional work is required to improve performance for underrepresented student subgroups, especially students with disabilities and English Language Learners.

Lorene Dixon made a motion to verify receipt and review of the 2018-19 LAUSD Oversight Report. Supriya Chakravarty seconded the motion. Unanimously approved with the following votes:

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

Mr. Bauer reviewed with Board members the California Assessment of Student Performance and Progress (CAASPP) Grade 11 Participation Rate as prepared by administrative director David Bensinger.

- CAASPP data with Board members. The *Every Student Succeeds Act* (ESSA) requires that schools and local educational agencies (LEAs) meet the 95 percent participation rate for both English language arts/literacy (ELA) and mathematics. Any student group with at least 11 students will have a participation rate calculated. For students to be considered as participating, they must log on to both the computer adaptive test and the performance task in the same content area.
- California Education Code provides parents the right to excuse their child from participating in the CAASPP assessments. However, the US Department of Education does not recognize parent waivers, and these students are still included in the denominator when calculating participation rates. For the 2018-19 school year, one grade 11 student presented a parent exemption from CAASPP testing.
- As of May 10, 2019, 29 grade 11 students need to complete one or more sections of the CAASPP. The testing window remains open until the end of the school year.

Lorene Dixon made a motion to approve the 4/8/2019 Board meeting minutes. Jim Salin seconded the motion.

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

Meeting adjourned to closed session at 5:37 p.m.

Meeting reconvened to open session at 6:05 p.m. The Board took no action.

Meeting adjourned at 6:06 p.m.