

GRANADA HILLS CHARTER

Meeting of the Governing Board

April 8, 2019 4:00 p.m. Library

Minutes

In Attendance:

Brian Bauer, Executive Director (non-voting) Chris Hutton, Retired Teacher Member
Lorene Dixon, Parent Member Jim Salin, At Large Member (Chair)
Jody Dunlap, At Large Member Jesus Vaca, At Large Member
Joan Lewis, At Large Member

Absent:

Supriya Chakravarty, At Large Member

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

No public comment was requested or heard.

Updates/Reports to the Board

Student Body Report – ASB president Salma Tarzi reported the following:

- ASB Events: Successful Lights Out Music Festival, held delegate interviews and elections
- Athletics/Activities Update: Envirothon won first place at State competition, Model UN won Outstanding Large Delegation at the USC conference, Speech Team won the National Qualifying tournament
- Seniors: Prom is April 27 at USC Annenberg, Panorama Picture last week, Sober Grad assembly this week.

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

The School Site Council has not met since the last Board meeting.

Operations Board Update (*Ron Korb, Chair*)

Discussion/Action Item #1 - The committee approved the proposed 2020-2021 school calendar and brings it to the Board for discussion or approval today. **Joan Lewis made a motion to approve. Jesus Vaca seconded the motion.**

Unanimously approved with the following votes:

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

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

The committee discussed a request for a new course, Positive Psychology. It was decided that although the current psychology teacher would like to incorporate some of the units of this course into the current Introduction to Psychology class, there is not a need for an entirely new course so it was not approved.

Student Services Update

The March meeting was cancelled due to a lack of agenda items so there is nothing to report today.

Action Item #2 – Approve CSUN Student Teacher Agreement allowing the placement of student teachers on the GHC campus. **Lorene Dixon made a motion to approve. Jesus Vaca seconded the motion. Unanimously approved with the following votes:**

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

Chief Business Officer's Report (Erin Lillibridge)

- **Action Item #3** – 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 as of February 28, 2019. Early next month Governor Newsom will present his first May Revision, updating the January State Budget proposal with changes in light of a revised outlook and stakeholder feedback. Staff looks forward to finalizing the school’s 2019-20 Preliminary Budget for the Governing Board’s adoption in June 2019.

Chris Hutton made a motion to approve the Year-To-Date Financial Report. Lorene Dixon seconded the motion. Unanimously approved with the following votes:

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

- **Action Item #4** – Ms. Lillibridge presented the 2017-18 Federal Form 990 (Return of Organization Exempt from Income Tax), California Form 199 (California Exempt Organization Annual Information Return), California Form 568 (Limited Liability Company Return of Income) for review and approval. The forms reflect the GHC audited financial statements for 2017-18, as well as information regarding the School’s trustees, policies and procedures. The School has been filing federal and state returns since 2010-11, when we incorporated and received tax exempt status from the Internal Revenue Service and the California Franchise Tax Board. The information on these forms has remained substantially similar to the prior year, and is supported by the School’s annual financial statements.

Lorene Dixon made a motion to approve the 2017-18 Tax Returns for filing. Jim Salin seconded the motion. Unanimously approved with the following votes:

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

Facilities Update – Ms. Lillibridge reported that on April 10, 2019, GHC staff and financing team members will request the approval of the California School Financing Authority’s (CSFA) governing board to authorize the issuance of Educational Facility Revenue bonds in an amount not to exceed \$46 million. GHC used the CSFA as its conduit issuer for the 2017 Bond Series, with the 17081 Devonshire LLC serving as the borrower. Next major steps in the financing process include a rating agency presentation this month, and the GHC Governing Board’s approval of the bond issuance during the summer months. Ms. Lillibridge introduced the representatives from B.C. Ziegler and Company, the underwriter for the proposed transaction, who then gave Board members a brief presentation on the tax-exempt bond financing process.

Executive Director’s Report (Brian Bauer)

- **Action Item #5** – Mr. Bauer presented the amended Conflict of Interest Code and the Conflict of Interest Code Bridge Policy for approval. The amendments include the name change to Granada Hills Charter and the alignment of GHC designated positions to LAUSD’s conflict of interest code. **Lorene Dixon made a motion to approve. Jesus Vaca seconded the motion. Unanimously approved with the following votes:**

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

- **Action Item #6** – Dilmit Singh, Chief Academic Officer, presented the Board with the revisions to the EL Master Plan and requested approval. **Jesus Vaca made a motion to approve. Lorene Dixon seconded the motion. Unanimously approved with the following votes:**

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

Mr. Bauer reported that the Intervention Presentation has been postponed to a future meeting, and there are no Accountability Metrics for review today. He asked Administrative Director David Bensinger to review the spring testing schedule with the Board.

Lorene Dixon made a motion to approve the 3/4/2019 Board meeting minutes. Jim Salin seconded the motion.

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

Meeting adjourned to closed session at 4:51 p.m.

Meeting reconvened to open session at 5:35 p.m. The Board took no action.

Meeting adjourned at 5:36 p.m.