

GRANADA HILLS CHARTER

Meeting of the Governing Board

March 4, 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

Joan Lewis, At Large Member

Christine Hutton, Retired Teacher Member

Jim Salin, At Large Member (Chair)

Absent: Jesus Vaca, At Large Member

The meeting was called to order at 4:04 p.m. Joan Lewis 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 upcoming events: Lights Out Music Festival, Spring Spirit Week, Student Body Elections
- Athletics Update: Boys Basketball, Girls Basketball and Girls Soccer are all CIF 2018-19 City Champions. Girls Water Polo made it to the first round of State finals. Wrestling has one City Champ and five students qualified for State finals.
- Seniors: The Senior Breakfast was canceled due to low ticket sales so superlatives were announced in the quad. Prom tickets go on sale this month.

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

The School Site Council met and addressed the movement of Title IV funds to Title II for approval. These funds will be used for professional development which is aligned with the identified needs from the 2018 CA Dashboard Data. Victoria Marzouk presented the "Building a Resilient Student" workshops which will take place in August 2019 during the professional development days offered before students return to school.

Operations Board Update (*Ron Korb, Chair*)

The committee continues to review the proposed 2020-2021 school calendar.

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

Three certificated staff members will be attending the Link Crew training, a year-long transition program that helps gear up freshmen for high school success and creates positive whole school culture and climate change. This will enhance our current Academic Mentor Program to support incoming at-risk freshmen.

Student Services Update (*Jennifer Sheridan, Chair*)

The student planner ad hoc committee continues to work on recommendations.

Chief Business Officer's Report (Erin Lillibridge)

- **Action Item #1** – Ms. Lillibridge presented the 2018-19 Second Interim Financial Report. California Education Code Section 47604.33 requires charter schools to file interim financial reports twice a year. The first report covers the financial and budgetary status for the period ending October 31. The second report covers the period ending January 31.

Lorene Dixon made a motion to approve the Second Interim Financial Report. Supriya Chakravarty seconded the motion. Unanimously approved with the following votes:

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

- **Action Item #2** – 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 January 31, 2019. The 2019-20 State Budget development process is well underway, and the Legislative Analyst’s Office (LAO) has released its annual assessment of the Governor’s spending proposals. The LAO warns that state revenues may need to be adjusted downward due to significant shortfalls in personal income tax payments expected during December 2018 and January 2019. In addition, the LAO projects a lower statutory cost-of-living adjustment as compared to the amount presented in the Governor’s January budget. Staff will continue to monitor the happenings in Sacramento, and adjust the school’s multi-year financial projections accordingly, and present any changes with the 2019-20 Preliminary Budget in June.

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

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

- **Action Item #3** – Staff requests the Board approve a revision to the 2018-19 Academic Calendar to reflect 179 days of student instruction given the emergency school closure on Tuesday, February 26, 2019, resulting from a massive water leak which shut down the school’s main water line.

Supriya Chakravarty made a motion to approve the revision. Lorene Dixon seconded the motion. Unanimously approved with the following votes:

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

- **Action Item #4** – Ms. Lillibridge presented a recommendation to authorize a lease agreement with Class Leasing LLC, in an amount not to exceed \$900,000 for portable classroom and bathroom buildings (interim housing) for a one-year period with the ability to extend the lease term for an additional year on a month by month basis in the event of any construction delays. This interim housing is necessary to accommodate the first year of the GHC expansion into the TK-8 grade levels. These buildings are DSA approved.

Supriya Chakravarty made a motion to approve the lease agreement. Jody Dunlap seconded the motion. Unanimously approved with the following votes:

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

- **Action Item #5** – Ms. Lillibridge presented a recommendation to authorize participation in the ASCIP Owner-Controlled Insurance Program (OCIP) for the TK-8 Devonshire Construction Project. OCIPs, also known as “wrap-ups” are widely used on public and private sector construction projects and capital improvement programs. Through an OCIP, the owner of a construction project provides general liability insurance and workers’ compensation for all involved parties from the owner to the general contractor and subcontractors for the project’s duration. Benefits include cost savings, dedicated higher limits, better coverage, reduced administrative burden, enhances safety program and usually ten (10) years of completed operations coverage.

Lorene Dixon made a motion to approve the participation in the ASCIP OCIP. Joan Lewis seconded the motion. Unanimously approved with the following votes:

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

Ms. Lillibridge then provided additional updates on various facilities related matters including the financing of the TK-8 Devonshire Construction Project.

Executive Director’s Report (Brian Bauer)

- **Accountability Metrics** – Mr. Bauer asked Administrative Director David Bensinger to review the Accountability Metrics package with the Board. Items reviewed were:
 1. Academic Performance Metrics and Student Demographics
 2. A-G Course Completion and Access to Advanced Courses by Student Subgroup
 3. College Enrollment and Persistence Rates
 4. Final Grade Distribution by Student Subgroup
 5. State Assessment Results by Student Subgroup
 6. Internal Assessment Results by Student Subgroup
 7. English Learner Reclassification

GHCHS has identified several areas of focus and opportunities for growth:

- 1) Grade 11 performance on the mathematics SBAC. Although the overall average math score exceeds the standard score, this "distance from standard" is less than the ELA distance from standard. Additionally, several of the student subgroups scored below the standard on the 2018 SBAC and did not show improvement from the 2017 SBAC.
- 2) The school continues to refine the CTE Pathways to ensure that students are selecting CTE courses that enable them to complete a CTE Pathway. GHCHS is working to increase the number of students who complete courses that qualify for dual enrollment credit.

3) Although the percentage of students who earn As, Bs, or Cs in core classes has increased significantly over the past four years, students with disabilities and students identified as English Learners earn fewer As, Bs, and Cs than students not in these subgroups.

- LAUSD Oversight Visit - Mr. Bauer reported that the LAUSD Charter Schools Division (CSD) oversight visit took place on February 20 and 21 and asked Dilmit Singh to provide a summary of the visit to the Board members. The CSD report will be issued some time before the end of June.
- TK-8 Program Update – The lottery for grades TK, K, 1, and 6 took place on February 9; 180 students were randomly selected after preference was given to 204 siblings . Projected enrollment will be 384. Teacher and other support staff hires have begun and will continue over the next couple of months. We have received approval for the International Baccalaureate Primary Years Program (PYP) and the Middle Years Program (MYP).

Supriya Chakravarty made a motion to approve the 1/25/2019 Board meeting minutes. Lorene Dixon seconded the motion. Unanimously approved with the following votes:

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

Meeting adjourned to closed session at 5:45 p.m.

Meeting reconvened to open session at 6:09 p.m. The Board took no action.

Meeting adjourned at 6:10 p.m.