

GRANADA HILLS CHARTER HIGH SCHOOL

Meeting of the Governing Board
April 16, 2018 4:00 p.m. Library
Minutes

In Attendance:

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

Absent: Supriya Chakravarty, At Large Member

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

Recognition awards were presented to the four student members of the GHCHS VEX Robotics State Championship team.

Updates/Reports to the Board

Student Council (Nadia Vargas, ASB President)

Ms. Vargas provided updates on the current Student Body activities, the current sports standings and senior class activities. Prom is scheduled for April 21 and Senior Sunset will be held on May 18.

School Site Council Update (David Bensinger, Administrator and Erin Lillibridge, Chief Business Officer)

The School Site Council reviewed the accountability metrics that were presented to the Governing Board in February. The SSC focused on the Advanced Placement test participation and qualifying score rates, standardized test scores (SAT and CAASPP), and graduation/A-G completion rates. The SSC also discussed how the new California School Dashboard compares to the previous accountability system. Chief Business Officer Erin Lillibridge then gave the Board additional information on the LCAP Supplemental Grant budget services to date.

Curriculum and Instruction Committee (Wendy Woodburn, Chair)

The committee has approved three new courses and is requesting Board approval today. In addition, the committee approved a proposal to give .5 GPA points for community college classes. They are discussing proposals for a Math Center and another course entitled CP Radio AB.

Action Item #1 – Lorene Dixon made a motion to approve the following three courses:

- CP Class Percussion
- Advanced Dance
- Advanced Studies: An Examination of Gender, Race and Class in Literature and Culture

Jesus Vaca seconded the motion. Unanimously approved with the following votes:

Steve Bourgouin	Yes		Lorene Dixon	Yes		Joan Lewis	Yes		Jesus Vaca	Yes
Supriya Chakravarty	Absent		Jody Dunlap	Yes		Jim Salin	Yes			

Operations Committee (Ron Korb, Chair)

The committee is working with Ms. Lillibridge to develop a survey that will allow faculty to provide feedback about classroom and campus upgrades/repairs. Teachers are also requesting that they have input when classrooms are modified or have audio-visual equipment or whiteboards installed.

Student Services (Jennifer Sheridan, Chair)

The committee approved the proposal to amend the dress code to allow leggings to be worn without the restriction of a top that is fingertip plus an inch. The proposal was modified to require leggings be worn with a top that covers the rear end. This amendment will become a discussion/action item at the next Board meeting.

Chief Business Officer's Report (Erin Lillibridge)

- **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 March 31, 2018. She reports that Governor Jerry Brown will present his final May revision early next month to update the January State Budget proposals with changes in light of a revised revenue outlook and stakeholder feedback. Staff looks forward to finalizing the school’s 2018-19 Preliminary Budget for the Governing Board’s adoption in June. She also provided two recent School Services of California articles detailing the current status of the initiative to revise Proposition 13 and the latest information on the expected CalPERS employer contribution rate for 2018-19, a whopping 18.062%. an increase of 2.531% from the current year. The School’s most recent multi-year financial projection included a rate of 17.7%.

Jody Dunlap made a motion to approve the YTD Financial Reports as of March 31, 2018. Steve Bourgoiu seconded the motion. Unanimously approved with the following votes:

Steve Bourgoiu	Yes		Lorene Dixon	Yes		Joan Lewis	Yes		Jesus Vaca	Yes
Supriya Chakravarty	Absent		Jody Dunlap	Yes		Jim Salin	Yes			

- **Action Item #3** – Ms. Lillibridge presented the 2016-17 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 2016-17, 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.

Lorene Dixon made a motion to approve the 2016-17 Tax Returns for filing. Jody Dunlap seconded the motion. Unanimously approved with the following votes:

Steve Bourgoiu	Yes		Lorene Dixon	Yes		Joan Lewis	Yes		Jesus Vaca	Yes
Supriya Chakravarty	Absent		Jody Dunlap	Yes		Jim Salin	Yes			

Executive Director’s Report (Brian Bauer)

- **Accountability Metrics** –The Board reviewed and discussed the performance and progress of several student subgroups, focusing on English Learners, African American students, and foster youth. Metrics reviewed included students' performance on the NWEA reading tests, A-G completion rate, and SBAC/CAASPP results. David Bensinger provided an overview of the intervention program. The intervention program has been redesigned to identify students who need support as soon as possible - before grades are posted to the student's transcripts. At the end of each six week reporting period (progress report), any student with a D or an F receives an email from the intervention coordinator and is assigned an advocate on campus to help them develop a plan to improve their grades.
- **Chromebook Purchase Update** – Mr. Bensinger provided the most recent information on the pending chromebook program purchase. The technology committee has selected SHI as the vendor based on a final proposal that includes the lowest purchase cost, four-year financing at a very low interest rate, and the agreement to purchase our inventory of up to 4500 chromebooks regardless of condition.
- **Action Item #4** – Approval to add steps 8 and 9 to the Sign Language Interpreter schedule to align more closely with surrounding school districts in order to attract and retain qualified staff to be effective July 1, 2018. **Steve Bourgoiu made a motion to approve. Lorene Dixon seconded the motion. Unanimously approved with the following votes:**

Steve Bourgouin	Yes		Lorene Dixon	Yes		Joan Lewis	Yes		Jesus Vaca	Yes
Supriya Chakravarty	Absent		Jody Dunlap	Yes		Jim Salin	Yes			

- **Action Item #5** – Approval to add a Fiscal Manager position and salary range to the Classified Management Salary Schedule effective immediately replacing the previously contracted Director of Budget and Planning position recently vacated. **Jody Dunlap made a motion to approve. Lorene Dixon seconded the motion. Unanimously approved with the following votes:**

Steve Bourgouin	Yes		Lorene Dixon	Yes		Joan Lewis	Yes		Jesus Vaca	Yes
Supriya Chakravarty	Absent		Jody Dunlap	Yes		Jim Salin	Yes			

- **Charter Renewal Update** – The team is meeting weekly on the renewal petition which will include the grades 9-12 high school and the new, grades TK-8 program to be housed at the Devonshire property. The grades TK-8 instructional program will contain the following three pillars:
 - Second language instruction beginning in second grade
 - Computer science instruction beginning in Kidergarten
 - Community service instruction and planning beginning in Kindergarten
 For the 2019-program opening, grades TK, K, 1, and 6 will serve approximately 525 students.

PUBLIC COMMENT

A parent made public comment about a pending student expulsion.

Jody Dunlap made a motion to approve the 3/19/18 Board meeting minutes. Lorene Dixon seconded the motion. Unanimously approved with the following votes:

Steve Bourgouin	Yes		Lorene Dixon	Yes		Joan Lewis	Yes		Jesus Vaca	Yes
Supriya Chakravarty	Absent		Jody Dunlap	Yes		Jim Salin	Yes			

Meeting adjourned to Closed Session at 5:20 p.m.

Meeting reconvened to Open Session at 5:58 p.m. Chair Salin reported that the Board approved student expulsion 042018-01 and 042018-02 and discussed the evaluation of the Executive Director, Brian Bauer.

Meeting adjourned at 6:00 p.m.