

GRANADA HILLS CHARTER

Meeting of the Governing Board

June 24, 2019

9:00 a.m.

College Office

Minutes

In Attendance:

Brian Bauer, Executive Director (non-voting)

Supriya Chakravarty, At Large Member

Lorene Dixon, Parent Member

Chris Hutton, Retired Teacher Member

Joan Lewis, At Large Member

Jim Salin, At Large Member (Chair)

Jesus Vaca, At Large Member

Absent:

Jody Dunlap, At Large Member

The meeting was called to order at 9:02 a.m. Lorene Dixon led the pledge of allegiance.

No public comment was requested or heard.

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

Action Item #1 - Ms. DaCosta presented the entire 2019-20 Local Control Accountability Plan (LCAP) document for approval. The cornerstone of the state's accountability system is the LCAP, which provides a strategic roadmap for decision making by schools. The LCAP is built upon the guiding principles of local control and transparency. It requires school districts and charter schools to develop goals, actions, and services that improve educational outcomes for students, and that these goals, actions, and services be based on data—both local, through the implementation of a robust needs assessment, and more broadly, through the incorporation of research, experience, and educational theory. The approval of AB 716 now allows GHC to incorporate the Single Plan for Student Achievement within the LCAP. The GHC LCAP is in the final year of a three-year plan.

Administrative Director David Bensinger presented a performance review for the Students with Disabilities (SWD) and English Learner (EL) student subgroups. On the 2018 California School Dashboard, both student subgroups received the lowest (red) performance levels on at least three state indicators. The instructional team has been meeting to identify the causes of this performance and to develop a plan to improve academic achievement for students in these subgroups.

- Students with Disabilities received the lowest (red) performance levels on the following indicators: four year graduation rate, college and career preparedness, and Mathematics and English Language Arts SBAC scores
- English Learners received the lowest (red) performance levels on the following indicators: four year graduation rate, college and career preparedness, and English Language Arts SBAC scores

The instructional team identified the current practices and drivers of the student performance for EL and SWD student groups and presented recommendations for 2019-20. For both groups, the team recommends providing students in these subgroups a longer testing window to complete the grade 11 standardized tests and creating classes where students are grouped or clustered based on specific academic needs. The team also recommends increasing summer opportunities to help students complete graduation requirements within four years.

Lorene Dixon made a motion to approve the 2019-20 LCAP, excluding the class substitution provision for special education students. Chris Hutton seconded the motion. Unanimously approved with the following votes:

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

Chief Business Officer's Report (Erin Lillibridge)

Action Item #2 - 2019-20 Preliminary Budget – On June 13, 2019, the Legislature approved its 2019-20 State Budget. Governor Newsom has twelve days after receiving the budget bill to take action (either approval, approval with line-item reductions, or veto). Initial information surrounding the budget agreement indicates the following adjustments impacting GHC from the May Revision:

- **Special Education** – Level funding rates to the statewide target (estimated at \$557.27): Likely will have no impact for GHC as the LAUSD rate is already higher than target.
- **Career Technical Education** - Continue funding for CTEIG and K-12 Strong Workforce Development programs: GHC currently participates in CTEIG.
- **CalSTRS and CalPERS Employer Contribution Rates** – Maintain same statewide funding support but shifted savings to both CalSTRS and CalPERS systems: Likely will increase GHC costs as savings will be redistributed statewide based on certificated and classified salary costs. CalSTRS rate increase from 16.7% to 17.10% (\$97,272 cost increase to GHC).
- **CalPERS impact currently unknown (2019-20 Preliminary Budget rate is 20.733%).**

Supriya Chakravarty made a motion to approve the 2019-20 Preliminary Budget, Jim Salin seconded the motion. Unanimously approved with the following votes:

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

- **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 projection as of May 31, 2019. Overall, revenues in the School’s main operating fund are projected to total over \$59.6 million at year-end. Expenses are expected to total over \$56.3 million.

Lorene Dixon made a motion to approve the Year-to-Date Financials. Supriya Chakravarty seconded the motion. Unanimously approved with the following votes:

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

- **Action Item #4** – The voters’ approval of Proposition 30 in November 2012 added language to the California Constitution (specifically Article XIII, Section 36) creating in the state General Fund an Education Protection Account (EPA) to receive and disburse revenues generated by Proposition 30 tax increases through the end of 2018. The added language requires all school district, county office, and charter school governing boards to determine and approve how EPA revenues are expended. This determination is to be made in open session of a public board meeting, and the funds cannot be used for

administrative salaries and benefits or any other administrative costs. In addition, each local education agency is required to annually publish on its website an accounting of how much money was received from the EPA and how that money was spent.

- Proposition 55, the ballot measure approved by voters in November 2016, extends the increased income tax rates on high-income earners – not the increased sales taxes – contained in Proposition 30 for 12 years, thereby continuing related EPA spending requirements through December 31, 2030.
- Since 2012-13, Granada Hills Charter has used EPA revenues for classroom teacher salaries and benefits. Consistent with prior years, staff recommends the same use for 2019-20.

Jesus Vaca made a motion to approve the Education Protection Account (EPA) Expenditure Plan. Chris Hutton seconded the motion. Unanimously approved with the following votes:

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

- **Action Item #5** – Adopt Certification of Signatures for 2019 to add new Chief Financial Officer Lisa Nilles, effective July 1, 2019, as an authorized signer of contracts and orders drawn on the funds of the School.

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

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

- Facilities Update – Ms. Lillibridge provided the following information:
 - The portable classrooms have been delivered to the Devonshire site and are being prepped for use
 - We expect a determination from the City this week on our permit approvals
 - Financing for the construction on Devonshire is being finalized
 - The bidding period for the construction has been closed
 - Will be bringing bond approval docs to the Board soon
 - The Prop 39 HVAC project through LAUSD is proceeding on the Zelzah campus
 - The Culinary project contract should be finalized this week

Executive Director’s Report (Brian Bauer)

Action Item #6 – Approve updated Staff Handbook. Our legal counsel reviewed and edited our Staff Handbook to include new legal requirements and is presented for approval.

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

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

Action Item #7 – Approve updated Professional Boundaries Policy. This policy has been updated to include language that pertains to School volunteers and service providers. They will all receive a copy of this policy with a sign off acknowledgement required.

Supriya Chakravarty made a motion to approve. Joan Lewis seconded the motion. Unanimously approved with the following votes:

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

Action Item #8 – The Grades TK-8 Parent/Student Handbook is presented for approval.

Lorene Dixon made a motion to approve. Jesus Vaca seconded the motion. Unanimously approved with the following votes:

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

Chris Hutton made a motion to approve the 6/10/2019 Board meeting minutes. Lorene Dixon seconded the motion. Unanimously approved with the following votes:

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

Meeting adjourned to closed session at 9:44 a.m.

Meeting reconvened to open session at 10:05 a.m. The Board took no action in closed session.

Action Item #9 – Chair Salin reported that prior to offering the Executive Director a new contract with increased compensation, the Board needs to exercise due diligence to ensure compliance with Internal Revenue Service restrictions on excess compensation for nonprofit executives, including a charter school executive director. Board members have reviewed a compensation and benefits survey summarizing publicly available samplings of total compensation levels received by school leaders in the Southern California region. **Lorene Dixon made a motion to approve and ratify the compensation comparability study for the executive director. Jim Salin seconded the motion. Unanimously approved with the following votes:**

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

Action Item #10 – Approval of Resolution 2019-05, pursuant to the provisions of the California Nonprofit Integrity Act, and as also required by the Internal Revenue Service requirements for tax exempt (501c3) entities. **Supriya Chakravarty made a motion to approve. Lorene Dixon seconded the motion. Approved with the following votes:**

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

Information Item #11 – Chair Salin made the legally required Oral announcement regarding a summary of the salary and fringe benefits under the Executive Director’s employment agreement for 2019-2011.

Action Item #12 – Lorene Dixon made a a motion to approve the Executive Director Brian Bauer’s three year contract. Supriya Chakravarty seconded the motion. Approved with the following votes:

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

Meeting adjourned at 10:10 a.m.