

GRANADA HILLS CHARTER HIGH SCHOOL

Meeting of the Governing Board

June 25, 2018 10:00 a.m. College/Career Office
Minutes

In Attendance:

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

Absent:

Supriya Chakravarty, At Large Member
Jesus Vaca, At Large Member

The meeting was called to order at 10:00 a.m. Jim Salin led the pledge of allegiance.

No Public Comment requested or heard.

Action Item #6 – Jenny DaCosta, Administrative Director, presented the LCAP summary which included the following review of performance and greatest progress:

- Greatest Needs – Referring to the LCFF Evaluation Rubrics, GHC did not receive an overall performance identification the “Red” or “Orange” categories. However, GHC has identified students groups with identified areas of need of support both academically and Behaviorally based on local performance indicators.
- Performance Gaps – though we have made some gains, in relationship to the LCFF Evaluation Rubrics, our African American and Foster Youth populations are identified as areas of need within the Suspension Rate Indicator. Recent implementations around Positive Behavior Intervention will continue in the 2018-20 plan.
- Increased or Improved Services for 2018-20 – Improved services for low-income students, English Learners, and Foster Youth will be addressed through our tiered intervention approach which address the need for academic and social/behavior interventions.

She then reviewed the 2018-20 Goals and the slight modifications that are being made to the plan in the areas of Course Access and Intervention.

Steve Bourgouin made a motion to approve the 2018-2020 Local Control Accountability Plan (LCAP). Joan Lewis seconded the motion. Unanimously approved with the following votes:

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

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 as of May 31, 2018.
 - Revenues – overall, revenues in the School’s main operating fund are projected at the close of the 2017-18 fiscal year to total over \$54.4 million.
 - Expenditures – expenses are planned to total close to \$53.9 million, or \$540,219 less than projected revenues for the period ending June 30, 2018.

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

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

- **Action Item #2** – The 2018-19 preliminary budget was prepared using the Governor’s May Revision proposal as the basis for assumptions. At the time of final preparation, the State had not yet enacted a 2018-19 Budget Act. Therefore, some assumptions included in the budget plan will change; staff will present necessary budget revision to the Governing Board at the September meeting.

Budget Highlights:

- Budget plan fully supports Year 2 of the GHC 2017-20 Local Control Accountability Plan.
- Enrollment is expected to remain flat at 4,700, and is projected to generate an attendance capture rate of 97.0%.
- Total revenues for all funds are projected to increase to over \$59.2M, up 5.48% from 2017-18. General operating revenues (Fund 62) increase \$3.1M (\$2.2M in on-going and \$0.9M in one-time funds) from the prior year.
- Combined expenditures are projected to total over \$58.6M, including employee compensation increases for retirement (1.85% for STRS, 2.531% for PERS), health and welfare (6%), and step and column adjustments (1.5%). Also includes the addition of an IB Coordinator position (+1.0 FTE).
- Employer retirement contribution rate increases continue to place pressure on school resources, exhausting a significant portion of new funding in the budget and future years.
- Multi-year financial projections indicate deficit spending in 2019-20 and 2020-21, but healthy reserve balances are in place to accommodate for the next three years. Staff will continue to monitor both revenues and expenditures closely and make necessary adjustments to ensure the school’s ongoing fiscal stability.

Lorene Dixon made a motion to approve the 2018-19 Preliminary Budget. Jody Dunlap seconded the motion. Unanimously approved with the following votes:

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

- **Action Item #3** – Staff recommend the Board approve the Consolidated Application indicating the School’s intent to participate in the following federal programs in 2018-19:
 - Title I – Part A, Basic Grants: To provide supplementary academic support and educational services to students who are failing or most at-risk of failing to meet state standards in core academic subjects. (2017-18 Funding Total: \$844,117, 2018-19 Budget Estimate: \$800,000)
 - Title II – Part A, Improving Teacher Quality: To increase student academic achievement through strategies focused on recruiting, hiring, training, and retaining highly qualified teachers. (2017-18 Funding Total: \$129,851, 2018-19 Budget Estimate: \$115,000)
 - Title IV – Part A, Student Support and Academic Enrichment: To provide students with a well-rounded education, support safe and healthy students, and support the effective use of technology to improve academic achievement and digital literacy of all students. (2017-18 Funding Total: \$0, 2018-19 Budget Estimated: \$0)

Jody Dunlap made a motion to approve the 2018-19 Consolidated Application for Federal Funding. Lorene Dixon seconded the motion. Unanimously approved with the following votes:

Steve Bourgoiu	Yes		Lorene Dixon	Yes		Joan Lewis	Yes		Jesus Vaca	Absent
Supriya Chakravarty	Absent		Jody Dunlap	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 High School has used EPA revenues for classroom teacher salaries and benefits. Consistent with prior years, staff recommends the same use for 2018-19.

Lorene Dixon made a motion to approve the Education Protection Account (EPA) Expenditure Plan. Steve Bourgouin seconded the motion. Unanimously approved with the following votes:

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

Executive Director’s Report (Brian Bauer)

- **Action Item #5** – Approval of Resolutions 2018-01 and 2018-02, authorizing submission of the charter renewal petition and the TK-8 charter petition for the term July 1, 2019 – June 30, 2024 to the Los Angeles Unified School District; and that the current and continuing Executive Director and school administrator, Brian Bauer, will serve as the school’s lead petitioner and that Chief Business Officer Erin Lillibridge will serve as the school’s on-site financial manager.

Joan Lewis made a motion to approve Resolutions 2018-01 and 2018-02. Steve Bourgouin seconded the motion. Unanimously approved with the following votes:

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

- **Action Item #7** – Board members reviewed the 2017-18 LAUSD Oversight Visit Report and discussed several areas of concern. Although the overall and domain scores on the report are strong, the School has communicated its questions and objections to the LAUSD Charter Schools Division (CSD) for not receiving the top score in the Fiscal and Student Achievement domains. For Fiscal, the CSD notations are not significant, were resolved or explained with back up documentation, and in some cases never discussed during the visit. For Student Achievement, the CSD argues that the score of 3 is based on a comparison of 11th grade SBAC results from one year to another, even though the comparison involves two different groups or classes of students, and does not consider the growth attained by each class from their entrance as ninth graders.

Steve Bourgouin made a motion to verify receipt and review of the 2017-18 LAUSD Oversight Report. Jody Dunlap seconded the motion. Unanimously approved with the following votes:

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

- **Action Item #8** – Lorene Dixon made a motion to reschedule the July 23 Board meeting to July 9 (starting time 10:00 a.m.). Steve Bourgouin seconded the motion. Unanimously approved with the following votes:

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

- **Action Item #9** - 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, 2019. **Lorene Dixon made a motion to approve the notice. Jody Dunlap seconded the motion. Unanimously approved with the following votes:**

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

- **Accountability Metrics** –David Bensinger, Administrative Director, presented, reviewed and discussed with the Board final 2017-18 grade distribution and intervention analysis. Over the past five years the percentage of grades that are C or higher has increased from 86 percent to 90 percent – this improvement represents nearly 1,000 fewer Ds and Fs in 2017-18. The performance gaps for the different student groups have decreased over the past few years, and the school continues to target and support students to further decrease these gaps. We added a full-time Intervention Coordinator at the beginning of the year to identify and support students who earn at least one D or F during any six-week grading period.
- **Sunburst Youth Academy** – Administrative Director Lori Zaragoza reported that six GHC students who were seriously credit deficient agreed to enroll in this one-semester program that is administered through Orange County. It is a program designed to intervene in and reclaim the lives of 16-18 year old high school dropouts, producing program graduates with the values, life skills, education, and self-discipline necessary to succeed as productive citizens. All six of these students were successful in earning the necessary credits at Sunburst that will allow them to return to Granada this fall and complete their high school experience. Appreciation was expressed to Attendance Dean Tim Yu, who was instrumental in securing our partnership with Sunburst, as well as the other Discipline and Attendance Deans who have all been serving as mentors to these students.
- **Charter Renewal Update** – The team continues to meet regularly to ensure continuity and progress on both the charter petition and the advocacy efforts for the renewal with expanded grade levels. We have scheduled an intake date of July 12 to submit our petition to LAUSD.

Public Hearing – Chair Salin opened a Public Hearing at 11:35 a.m. to allow public comment on the Public Disclosure of GHCHS’s initial proposal to UTLA for negotiations pursuant to Government Code section 3547. No public comment was requested or heard and Chair Salin closed the Public Hearing at 11:36 a.m.

Public Hearing – Chair Salin opened a Public Hearing at 11:38 a.m. to allow public comment on the Public Disclosure of UTLA’s initial proposals to GHCHS for negotiations pursuant to Government Code section 3547. No public comment was requested or heard and Chair Salin closed the Public Hearing at 11:39 a.m. It was noted that Mike Rivera, GHCHS-UTLA Chapter Chair, spoke to the Board about this matter during the May meeting’s public comment section.

Lorene Dixon made a motion to approve the 5/14/18 Board meeting minutes. Jody Dunlap seconded the motion. Unanimously approved with the following votes:

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

Meeting adjourned to Closed Session at 11:38 a.m.

Meeting reconvened to Open Session at 12:20 p.m. Chair Salin reported that the Executive Director’s evaluation was approved and issued.

Meeting adjourned at 12:21 p.m.