

GRANADA HILLS CHARTER

Governing Board Meeting

Monday, November 15, 2021 4:00 PM

Via Teleconference pursuant to Executive Orders N-25-20 and N-29-20

Minutes

In Attendance:

Brian Bauer, Executive Director (non-voting)	Chris Hutton, Retired Teacher Member (arrived late)
Supriya Chakravarty, At Large Member (arrived late)	Joan Lewis, At Large Member
Lorene Dixon, At Large Member	Richard Nolan, At Large Member
Jody Dunlap, At Large Member	Jim Salin, At Large Member (Chair)

Absent: Lorene Dixon, At Large Member

The meeting was called to order at 4:04 p.m. by Jim Salin and roll call was taken by Karla Diamond. Jody Dunlap led the Pledge of Allegiance.

Action Item #1 – The GHC Governing Board determines that the current State of Emergency continues to directly impact the ability of the Directors to meet safety in person and/or that State or local officials continue to impose or recommend measures to promote social distancing. **Unanimously approved with the following votes:**

Supriya Chakravarty	Absent		Lorene Dixon	Absent		Chris Hutton	Absent		Rich Nolan	Yes
			Jody Dunlap	Yes		Joan Lewis	Yes		Jim Salin	Yes

Public comment on non-agendized items was heard from four individuals against the GHC Student COVID-19 Vaccination Policy.

LCAP Advisory and Update

- **Discussion Item #1** – Administrator Frank Tarczynski presented the Educator Effectiveness Block Grant expenditure plan. The grant has been awarded to GHC from the State in the amount of \$903,678.00. One of the requirements is to submit an expenditure plan, an annual report, and a final report at the conclusion of the 2026 year. These funds are coordinated with Title II funds and the plan requires input from the school community. Mr. Tarczynski answered questions from several Board members and reported that the plan would come to the Board for approval in December.

High School Operations Committee Report (Ron Korb, Chair)

Ron Korb reported that he was re-elected as chair and Maggie Abbott was re-elected as secretary. The committee is currently reviewing the spring testing schedule, and beginning preliminary discussions about the requirements of Senate Bill 328 regarding the start time of the school day.

High School Curriculum and Instruction Report (Wendy Woodburn, Chair)

Wendy Woodburn reported that she was re-elected as chair and John Teves was re-elected as secretary. The committee recently reviewed and provided input on the LCAP and ESSER III plans. They will also be reviewing the Educator Effectiveness Block Grant at their next meeting.

Chief Financial Officer's Report (Tammy Stanton)

Action Item #2 – Tammy Stanton presented the Financial Report as of September 30, 2021 for approval. The report summarizes GHC revenue, expenditures, and changes in fund balance, a balance sheet account summary, and an updated cash flow report/projection for 2021-22. The format of the report has been changed a bit to allow for easier reading and understanding. The business office is currently working on the First Interim 2021-22 budget revision to be presented for review and approval with the October 2021 financials at the December 2021 Board meeting. Ms. Stanton also provided a COVID funding report detailing the allowable spending periods by revenue category and the corresponding entitlements and amounts received, encumbered and expensed.

Jody Dunlap made a motion to approve the YTD Financial Report. Supriya Chakravarty seconded the motion. Unanimously approved by the following votes:

Supriya Chakravarty	Yes		Lorene Dixon	Absent		Chris Hutton	Absent		Rich Nolan	Yes
			Jody Dunlap	Yes		Joan Lewis	Yes		Jim Salin	Yes

Facilities and Operations Update (Norm Holloway, Administrative Director, Operations)

Norm Holloway gave a brief update on the facilities projects taking place on both campuses. The LAUSD plumbing project on the Zelzah campus will be completely finished by the end of December. As soon as the electric vehicle charging stations are installed in the Devonshire campus parking lot we should receive our final certificate of occupancy for the new buildings.

Executive Director's Report

- TK-12 Program Updates – Currently 68 percent of GHC students age 12 and older have been fully vaccinated against COVID-19. We have held two recent student vaccination clinics, one at each campus, and have had a positive turnout. November 19 is the deadline for students to provide proof that they have received the first shot, or submit a medical exemption request, or submit an application for the independent study program. We have seen an increase in the number of students applying for independent study on both campuses, but the numbers remain within our capacity.
 - Open Enrollment has begun for the 2022-2023 school year and we've already received more than 1500 applications for nine grade levels (TK-4, 6-8) the TK-8 program and 1000 for the four grade levels (9-12) in high school program.
 - Both the high school and TK-8 are beginning a process to invite cleared and vaccinated volunteers to be on site to work with specific classes, groups, programs or assist in coordinating certain activities on campus.
- Board members with expiring terms that have agreed to serve another term will be confirmed at the December Board meeting.
- **Action Item #3** - Mr. Bauer presented the 2022 Board meeting dates for consideration. **Supriya Chakravarty made a motion to approve. Rich Nolan seconded the motion. Unanimously approved with the following votes:**

Supriya Chakravarty	Yes		Lorene Dixon	Absent		Chris Hutton	Yes		Rich Nolan	Yes
			Jody Dunlap	Yes		Joan Lewis	Yes		Jim Salin	Yes

- **Action Item #4** - Mr. Bauer presented the updated Staff Handbook for approval. Updates were made to only two small sections – approving a vacation earning employee's use of vacation prior to a Paid Family Leave, and to the classified manager accrual chart. **Jody Dunlap made a motion to approve. Chris Hutton seconded the motion. Unanimously approved with the following votes:**

Supriya Chakravarty	Yes		Lorene Dixon	Absent		Chris Hutton	Yes		Rich Nolan	Yes
			Jody Dunlap	Yes		Joan Lewis	Yes		Jim Salin	Yes

Discussion Item #2 – Mr. Bauer provided an overview of the Governing Board Compliance Review. As part of the Governing Board’s fulfillment of its fiduciary responsibility to ensure that GHC complies with all applicable laws and other requirements, it is critical that the GHC Governing Board periodically review, discuss, monitor, and modify if necessary, the school’s policies, systems, and procedures for compliance with such requirements. Binders have been prepared with documentation of compliance in all of the following areas for Board members to review:

1. Criminal Background and TB Clearance for all employees, contracting entities and volunteers
2. Teacher Credentialing and English Learner Authorization
- 2a. Teacher Misconduct Reports to Commission on Teacher Credentialing
3. Governing Board Information (Member contact information and Board meeting dates)
4. Pre- and Post- Lottery and Enrollment Forms Guidelines
5. Health, Safety and Emergency Procedures (Safety Plan, Emergency Drills, Child Abuse Mandated Reporter Training, Bloodborne Pathogen and Suicide Prevention and Sexual Harassment Training)
6. N/A
7. English Learner Master Plan
8. Discipline Foundation Policy and School Climate Bill of Rights
9. Student Suspension, Expulsion and Reinstatement Data
10. Parent/Student Handbooks’ alignment to charter petition and applicable laws (updated here)
11. Certificate of Occupancy for Devonshire Campus (updated here)
12. Brown Act, Political Reform Act, Public Records Act and Form 700 Compliance
13. GHC Articles of Incorporation
14. GHC By-laws
15. State and Federal programs and/or Grants (Child Nutrition, Prop 20 State Lottery, Education Protection Act, Special Education SB 740, etc.)
16. Uniform Complaint Procedure Policies and Procedures
17. Local School Wellness Policy for participation in the National School Lunch/Breakfast Program
18. Local Control Accountability Plan and Stakeholder Engagement
19. Charter Public School Transparency Resolution and Seismic Safety Survey
20. Homeless and Foster Youth Compliance
21. California Mathematics Placement Act of 2015
22. Pupil Suicide Prevention Policy
23. WASC Accreditation and UCOP Doorways Course Approval
24. AB 543 regarding sexual harassment notifications including posters
25. Title IX online posting requirements pursuant to Ed Code section 221.61
26. Title IX procedures according to 34 C.F.R section 106.8
27. AB 605 pertaining to school-purchased technology devices for individuals with exceptional needs

Joan Lewis made a motion to approve the minutes of the October 27, 2021 Board meeting. Supriya Chakravarty seconded the motion. Unanimously approved with the following votes:

Supriya Chakravarty	Yes		Lorene Dixon	Yes		Chris Hutton	Yes		Rich Nolan	Yes
			Jody Dunlap	Yes		Joan Lewis	Yes		Jim Salin	Yes

Meeting adjourned at 5:15 p.m.