

GRANADA HILLS CHARTER

Governing Board Meeting

Monday, December 5, 2022 4:00 PM

Via Teleconference pursuant to Government Code Section 54953

Minutes

In Attendance:

Brian Bauer, Chief Executive Officer/Superintendent
(non-voting)

Supriya Chakravarty, Parent Member

Lorene Dixon, At Large Member

Jody Dunlap, Vice Chair

Joan Lewis, At Large Member

Richard Nolan, At Large Member

Jim Salin, At Large Member (Chair)

Chris Hutton, Retired Teacher Member

The meeting was called to order at 4:20 p.m. by Jody Dunlap and roll call was taken by David Bensinger. 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.

Lorene Dixon made a motion to approve. 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

The Governing Board heard public comment from four individuals who commented on the high quality of the school's teaching staff and tutoring programs, the support students receive from the Board members and school employees, the school policies that provide for a safe learning environments, and who thanked the counseling staff for support with the college application process.

TK-12 Accountability Updates (*Jenny DaCosta, Chief Academic Officer*)

Ms. DaCosta provided an update on the WASC accreditation process for the upcoming semester. Beginning in January, the WASC team will begin to host focus groups for students in grades nine through eleven. The focus groups will consist of students who represent the diversity on the school's campus, including students in the English Learners program, leaders from student groups including the Black Student Union, the special education program, and others. The initial focus groups will host discussions on culture, inclusivity, high academic expectations, and students' learning experiences. Additional focus groups will involve students from the TK8 campus as well.

High School Committee Reports

Curriculum and Instruction – Wendy Woodburn reported that the Curriculum and Instruction committee approved two new courses in November: International Baccalaureate Astronomy (Honors) and International Baccalaureate Art History, a course

that could be completed after students complete AP Art History. Ms. Woodburn clarified that the approval of a new course is one of the first steps in being able to offer a new course; the new course must also have sufficient student demand and there must be space available in the school’s master schedule. The Curriculum and Instruction committee also approved the Project Lead the Way Biomedical STEM strand. This strand consists of four different courses: the Principles of BioMedical Science, the Human Body Systems, Medical Interventions, and Biomedical Innovation. Mr. Bauer informed the Board members that they may vote to approve the new courses or they may wish to revisit the approval at a later date.

Supriya Chakravarty made the motion to approve the new courses. Chris Hutton seconded the motion. Unanimously approved with the following votes:

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

High School Updates and Recognition *(Julia Howelman, Administrative Director, High School)*

Ms. Howelman recognized the Girls’ Cross Country and Volleyball teams and the Boys’ Football team for winning CIF Los Angeles City section titles. The Boys’ Football team travels to San Marin high school for the CIF State Championship on December 9th. Ms. Howelman also recognized the high school marching band, the Model United Nations teams (both high school and TK8 teams), the speech and debate teams, the Robotics team, and the Rocketry club for their performance at various competitions in the fall semester.

TK8 Approach to Learning *(Dr. Victoria Marzouk, Assistant Administrative Director, TK8)*

Dr. Marzouk shared a video presentation on the TK8 program’s Approach to Learning - “Principled Citizens.” The program emphasizes positive behavior interventions and provides a framework to teach students how to embody the different International Baccalaureate learner traits; the first focus is on becoming a community of “Principled Citizens.”

Action Item #2 - 2021-2022 Audit Report Presentation and Acceptance *(Tammy Stanton)*

Ms. Stanton introduced Kevin Sproule of Wilkinson, Hadley, King & Co. who presented the 2021-22 audit report. Charter schools are required to follow and adhere to generally accepted accounting principles (GAAP), and must file an annual audit report with the charter authorizer (LAUSD), the County Superintendent of Schools, the California Department of Education, and the State Controller’s Office. Mr. Sproule reviewed all the areas of the consolidated financial statements and reported that there were no findings for the 2021-22 fiscal year, and it does not require any adjustments to the school’s net assets.

Lorene Dixon made a motion to approve. Jody Dunlap 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

Action Item #3 - Review and approve Year to Date Financial Reports *(Tammy Stanton, Chief Financial Officer)*

Ms. Stanton presented the Year-to-Date Financial report as of October 31, 2022 which summarizes the revenue, expenditures, and changes in fund balance, a balance sheet account summary, and an updated cash flow

report/projection for 2022-23. The Cash Flow projection includes actuals through October 31, 2022, with bank reconciled cash balances. The financial report included:

- Period Statement of Revenue and Expenditures
- Balance Sheet (consolidated by all funds)
- Cash Flow Projection
- COVID Relief Entitlements

Jody Dunlap made a motion to approve the report. Lorene Dixon 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

Action Item #4 – Review and Approve 1st Interim Financial Report and State Budget Update *(Tammy Stanton, Chief Financial Officer)*

Tammy Stanton presented the 2022-23 First Interim Report for approval, and reviewed its contents with the Board. The report covers the period ending October 31, 2022 and reflects all changes since the Adopted Budget approved in June 2022.

Jody Dunlap made a motion to approve. Chris Hutton 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

Approval of Contracts/Purchases in Excess of \$150,000 *(Norm Holloway, Chief Operating Officer)*

Action Item #5 – AEGIS - Security Services: \$20,000 per month

Mr. Holloway presented a request for the authorization of approximately \$20,000 per month through June 30, 2023 to continue the additional daytime security services on the Zelzah and Devonshire campuses provided by AEGIS Security and Investigations. AEGIS has provided Granada Hills Charter with overnight security services since 2016 and started providing additional daytime security services in August 2021 to assist with the return to in-person learning.

Lorene Dixon made a motion to approve. 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

Chief Executive Officer/Superintendent’s Report *(Brian Bauer, Chief Executive Officer/Superintendent)*

Mr. Bauer presented the Board with the proposed updates to the Granada Hills Charter Conflict of Interest Code. A

public agency’s conflict of interest code designates all positions that make or participate in the making of decisions that impact a public agency and/or use public funds. Individuals in these designated positions are required to annually submit a statement of economic interests (Form 700). The proposed changes will be submitted to the Executive Office of the Los Angeles County Board of Supervisors for review and approval. No action is required of the GHC Board at this time.

Action Item #6 – Approval of 2023-2024 Proposed GHC Academic Calendar

Mr. Bauer presented the proposed 2023-2024 Academic Calendar and informed the Board that the TK8 and High School programs would be presenting calendars with program specific dates at a future Board meeting. For the 2023 summer sessions, June 19th will be added as an unassigned day in observance of the Juneteenth holiday.

Supriya Chakravarty made a motion to approve. Jody Dunlap 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

Mr. Bauer provided an update on the current enrollment and applicants for the 2023-2024 school year. GHC opened with 5,869 students enrolled and as of December, enrollment remains at approximately 5,860 students. The application period for the 2023-2024 recently closed, and GHC received over 2,860 applications for the TK8 program and over 2,000 applications for the High School program. Since the close of the lottery over 350 additional applications have been received.

Charlie Seo, Administrative Director of Instruction, presented results from the 2022 California Assessment of Student Performance and Progress (CAASPP) and the Advanced Placement exams administered in Spring 2022. The CAASPP was not administered by GHC in 2020 or 2021 due to COVID. Compared to 2019, scores in both English Language Arts and Mathematics are relatively consistent; GHC did not experience the significant decrease in scores that comparable schools experienced. Although the scores are relatively consistent at the aggregate level, some student subgroups experienced decreases in scores, particularly African American students and students with disabilities.

Action Item #7 – Confirmation of Incumbent Board Members Continuing to Serve and New Board Members Serving on the GHC Governing Board for a Two-Year Term effective January 1, 2023 and ending on December 31, 2024 (Jim Salin, Board Chair)

Mr. Salin introduced candidates for the following Board positions:

For the Retired GHC Teacher position:

1. Christine Hutton (Incumbent)

For the At Large/Community positions:

1. James Salin (Incumbent)

2. Richard Nolan (Incumbent)
3. Joan Lewis (Incumbent)
4. Luis Cervantes
5. Maribel Ramirez

Lorene Dixon made a motion to approve. Jody Dunlap 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

Action Item #8 – Approval of 2023 Governing Board Meeting Dates

Mr. Bauer introduced the Governing Board meeting dates for 2023.

Joan Lewis made a motion to approve. 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

Action Item #9 – Certification of GHC Governing Board Compliance Review for LAUSD

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 and a shared Google Drive folder 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 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. Not Applicable - For Co-Located Charter Schools Only
7. English Learner Master Plan (Updated here)
8. Discipline Foundation Policy and School Climate Bill of Rights
9. Student Suspension, Expulsion and Reinstatement Data
10. Parent/Student Handbook alignment to charter petition and applicable laws (Updated here)

11. Certificate of Occupancy for Devonshire Campus
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. School-purchased technology devices for individuals with exceptional needs according to Ed Code 56040.3
28. Universal Meals Program pursuant to Ed Code 49501.5
29. Teacher Assignment Monitoring via CalSAAS pursuant to Ed Code 44258.9

Jody Dunlap made a motion to approve. Jim Salin 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

Action Item #10 – Approval of October 3rd, 2022 Governing Board Meeting Minutes

Chris Hutton made a motion to approve. Jim Salin 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 to closed session at 6:11 p.m to discuss:

- CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
 - Significant exposure to litigation pursuant to Government Code Section 54956.9(b): one case
- CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION (Government Code Section 54956.9(d)(1))
 - Name of case: Let Them Choose v. Granada Hills Charter School, Case No. 22CHCP00001
 - Name of case: Kelly Fennell vs. Granada Hills Charter, Los Angeles Unified, et. al., Case No. 21STCP03965
 - Name of case: Iris Arnold, et al v. Brian Bauer, et al, Case No. 22STCV01783

Meeting returned to open session at 8:12 p.m. In closed session, the Board authorized Mr. Bauer and counsel to pursue legal action subject to future contingencies and circumstances that are subject to the attorney-client privilege.

Meeting adjourned at 8:13 p.m.

Approved by the GHC Governing Board on January 30, 2023

David Bensinger
David Bensinger, Board Secretary