

# GRANADA HILLS CHARTER

Governing Board Meeting

Monday, February 28, 2022 4:00 PM

Via Teleconference pursuant to Government Code Section 54953

## Minutes

In Attendance:

Brian Bauer, Executive Director (non-voting)  
Supriya Chakravarty, At Large Member  
Lorene Dixon, At Large Member  
Jody Dunlap, At Large Member

Chris Hutton, Retired Teacher Member  
Joan Lewis, At Large Member  
Richard Nolan, At Large Member  
Jim Salin, At Large Member (Chair)

The meeting was called to order at 4:02 p.m. by Jim Salin and roll call was taken by Karla Diamond. Jim Salin led the Pledge of Allegiance.

No public comment was requested or heard.

### LCAP Advisory and Update

Frank Tarczynski presented the Mid-Year LCAP Report, including financial and status updates for each action described in GHC's LCAP, and the One-Time Supplement, which provides an update on the actions and strategies GHC is implementing using monies received from Federal grants. Mr. Tarczynski also presented the A-G Completion Improvement Grant, which is to be used for developing, implementing, or improving actions and strategies intended to increase A-G completion rates.

### High School Operations Committee Report (Ron Korb, Chair)

Ron Korb reported that the committee continues to consider additional outdoor furniture such as benches and picnic tables to increase student seating during breaks.

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

Wendy Woodburn reported that Mr. Tarczynski presented the Supplement to the Annual Update for the LCAP at the last meeting.

### Student Services Committee (Maria Villalpando, Chair)

Maria Villalpando reported that there have been no proposals or new agenda items for the committee to discuss.

### Chief Financial Officer's Report (Tammy Stanton)

- **Action Item #2** – Tammy Stanton presented the 2021-22 Second Interim Report for approval, and reviewed its contents with the Board. The report covers the period ending January 31, 2022 and reflects all changes since the Adopted Budget approved in June 2021, including the First Interim Budget Revision.

**Supriya Chakravarty made a motion to approve the 2021-22 Second Interim Report. Rich Nolan 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** – Ms. Stanton presented the Financial Report as of January 31, 2022 for approval. The report summarizes revenue, expenditures, and changes in fund balance, a balance sheet account summary, and an updated cash flow report/projection for 2021-22. The Cashflow projection includes actuals through January 31, 2022, with bank reconciled cash balances.
  - Period Statement of Revenue and Expenditures
  - Balance Sheet (consolidated by all funds)
  - Cash Flow Projection
  - COVID Relief Entitlements

**Jim Salin made a motion to approve the YTD Financial Report. 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 #4** – Ms. Stanton requested approval to issue CharterSAFE (California Charter Schools Joint Power Authority) a Notice of Potential Nonrenewal for the 2022-23 fiscal year. GHC has participated in the CharterSAFE pool since 2012-13 for some or all of its insurance needs. Staff will review and compare available insurance solutions for the purpose of ensuring the organization’s risk is appropriately covered. **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

- **Action Item #5** – Ms. Stanton requested approval of Resolution 2022-03 to permit current staff to submit grant expense reimbursement requests and execute grant documents for the Department of Rehabilitation’s (DOR) We Can Work program for students with disabilities. **Jim Salin 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 #6** – Ms. Stanton requested approval of Resolution 2022-04, authorizing an additional 3-year period for GHC to partner with the DOR to provide qualified students enrolled in Special Education with a work experience program known as “We Can Work.” The agreement provides for a maximum reimbursement up to \$510,204 over the next three years for personnel-related expenses, to include student wages and a work experience coordinator. **Jim Salin 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

**Action Item #7** – Secretary Karla Diamond requested an update to the Certification of Signatures to add Administrative Director David Bensinger as an authorized signer for the School. **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

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

Norm Holloway reported that final inspection of the Devonshire campus should take place this week so we can be issued our final Certificate of Occupancy. A deferred maintenance schedule for both campuses is currently being developed.

Executive Director’s Report

- **Action Item #8** – Brian Bauer presented a request to approve updates to the classified hourly salary schedule and the classified management salary schedule. Changes included adding a campus aide night shift differential and reclassifying buildings and grounds specialists to buildings and grounds lead. **Joan Lewis made a motion to approve the updates. 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

- Local and State Updates – Mr. Bauer reported that by the end of March we should have more information about the various state measures that are being considered and how they affect charter schools. Governor Newsom announced today that effective March 11, the state will no longer require schools to have students and staff wear masks indoors. However, masks are still required in Los Angeles County schools at this time.
- TK-12 Program Updates
  - TK-8 Assistant Administrator Victoria Marzouk introduced Lauren Feldman, eighth grade science teacher and TK-8 Student Body Advisor, and the 8<sup>th</sup> grade student body president and 7<sup>th</sup> grade vice president. Ms. Feldman gave a presentation on the middle school science program and shared some of the hands on activities the students have completed.
  - High School Administrative Director Julia Howelman reported on Goal 3 of the GHC LCAP plan which is parent, staff and student engagement. The implementation plan includes a program we rolled out at the beginning of the school year entitled Capturing Kids Hearts. The professional development plan focuses on building relationships with all students and colleagues with the objective of building a positive school culture and creating a safe environment for student learning and development. The Family Connect program is also continuing with trained staff members reaching out to GHC families to check in and see if the student or family needs any additional supports.
  - High School Administrator Gina Corpus reported that the counseling department put together a series of workshops for parents and students to help navigate high school. Sessions are held after school for students and in the evenings for parents. The counseling team also run a series of counseling groups on an ongoing basis for various student needs including study skills, time management, coping with grief, etc.
  - Ms. Corpus introduced Vicky Wen, one of the three high school social workers, who presented an overview of the high school Wellness Center. The mission of the center is to provide emotional mental and/or social health support to the GHC community. The social workers hold evening workshops for parents, make presentations in classrooms, and organize special activities for students. They also put out a monthly wellness newsletter for students. One of the key services the social workers provide is to refer families to outside mental health resources, and invite outside agencies to make presentations to students and parents.

**Supriya Chakravarty made a motion to approve the 1/10/22 and 1/24/22 Board meeting minutes. 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

Meeting adjourned to closed session at 6:00 p.m to discuss:

- ◆ 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: Iris Arnold, et al v. Brian Bauer, et al, Case No. 22STCV01783
- ◆ CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION
  - Significant exposure to litigation pursuant to Government Code Section 54956.9(b): one case
- ◆ CONFERENCE WITH LABOR NEGOTIATOR
  - Agency negotiator: Brian Bauer
  - Employee organization: UTLA
- ◆ PUBLIC EMPLOYEE PERFORMANCE EVALUATION
  - Title: Executive Director

Meeting returned to open session at 6:34 p.m. No action was taken.

Meeting adjourned at 6:35 p.m.