

# GRANADA HILLS CHARTER

Special Governing Board Meeting  
Monday, April 3, 2023 4:00 PM  
Granada Hills Charter High School Library  
10535 Zelzah Ave, Granada Hills, CA 91344

## Minutes

### In Attendance:

Brian Bauer, Chief Executive Officer/Superintendent  
(non-voting)  
Supriya Chakravarty, Parent Member  
Lorene Dixon, At Large Member  
Jody Dunlap, At Large Member (Chair)

Joan Lewis, At Large Member  
Jim Salin, At Large Member  
Chris Hutton, Retired Teacher Member  
Luis Cervantes, At Large Member  
Maribel Ramirez, At Large Member

The meeting was called to order at 4:02 p.m. by Jody Dunlap and roll call was taken by David Bensinger. Jody Dunlap led the Pledge of Allegiance.

### Action Item #1 - Review and Approve Parent Student Compact

Mr. Tarczynski presented the 2023-24 School-Parent Compact, a non-binding agreement that describes how parents, children, and the school will work together to support student success and learning. GHC is required to review and update the Parent-Student Compact in accordance with ESSA.

**Luis Cervantes made a motion to approve. Joan Lewis seconded the motion. Unanimously approved with the following votes:**

Supriya Chakravarty	Yes		Chris Hutton	N/A		Maribel Ramirez	Yes
Joan Lewis	Yes		Lorene Dixon	Yes		Jim Salin	N/A
Jody Dunlap	Yes		Luis Cervantes	Yes			

### Action Item #2 - Review and Approve Title I Engagement Policy

Mr. Tarczynski presented the 2023-2024 Title I Engagement Policy, describing how GHC involves families in the academic achievement of their students. GHC is required to review and update the Title I Engagement Policy in accordance with ESSA.

**Lorene Dixon made a motion to approve. Luis Cervantes seconded the motion. Unanimously approved with the following votes:**

Supriya Chakravarty	Yes		Chris Hutton	N/A		Maribel Ramirez	Yes
Joan Lewis	Yes		Lorene Dixon	Yes		Jim Salin	N/A

Jody Dunlap	Yes		Luis Cervantes	Yes		
-------------	-----	--	----------------	-----	--	--

**High School Committee Reports**

Curriculum and Instruction – Julia Howelman reported that the Curriculum and Instruction committee approved three new mathematics courses and the High School Curriculum and Instruction Committee recommends Board approval of AP Precalculus, Informational Data Sciences, and Financial Life Cycle. AP Precalculus prepares students for other college-level mathematics and science courses. The framework delineates content and skills common to college precalculus courses that are foundational for careers in mathematics, physics, biology, health science, social science, and data science. Increase opportunities for acceleration and allows more students to access the highest levels of mathematics Granada offers. Informational Data Sciences and Financial Life Cycle are both offered as fourth year mathematics courses after graduation requirements have been met. These courses provide more opportunities for students to immerse themselves in pertinent and applicable math courses. GHC hopes to gain the interest of the 400 students currently not taking a 4th year of math by offering interest based courses.

**Supriya Chakravarty made a motion to approve. Lorene Dixon seconded the motion. Unanimously approved with the following votes:**

Supriya Chakravarty	Yes		Chris Hutton	Yes		Maribel Ramirez	Yes
Joan Lewis	Yes		Lorene Dixon	Yes		Jim Salin	Yes
Jody Dunlap	Yes		Luis Cervantes	Yes			

Operations – Julia Howelman reported that the Operations Committee recommends approval of the High School Special Spring Testing Bell Schedule for April 18 - 21, 2023. The special bell schedule allows time for all students to complete state and local standardized testing, and also provides the opportunity for grade level assemblies and presentations, including Sober Grad.

**Action Item #3 - Review and Approve Special Spring Testing Bell Schedule**

**Lorene Dixon made a motion to approve. Supriya Chakravarty seconded the motion. Unanimously approved with the following votes:**

Supriya Chakravarty	Yes		Chris Hutton	Yes		Maribel Ramirez	Yes
Joan Lewis	Yes		Lorene Dixon	Yes		Jim Salin	Yes
Jody Dunlap	Yes		Luis Cervantes	Yes			

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

Ms. Stanton presented the Second Interim Financial report, covering the period through January 31, 2023 and reflecting all changes since the Adopted Budget approved by the Governing Board in June 2022 and the First Interim Budget revision. As of January 31, 2023, GHC is projecting a restricted fund balance amount of \$14.6M. Compared to the First Interim Budget, revenue projections have decreased by 2% or \$1,956,027. Compared to the First Interim Budget, expense projections have increased by 2% or \$1,631,409.

**Luis Cervantes made a motion to approve. Lorene Dixon seconded the motion. Unanimously approved with the following votes:**

Supriya Chakravarty	Yes		Chris Hutton	N/A		Maribel Ramirez	Yes
Joan Lewis	Yes		Lorene Dixon	Yes		Jim Salin	Yes
Jody Dunlap	Yes		Luis Cervantes	Yes			

**Action Item #5 – Review and Approve Year to Date Financial Reports** (*Tammy Stanton, Chief Financial Officer*)

Ms. Stanton presented the Year-to-Date Financial report as of February 28, 2023 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 February 28, 2023, with bank reconciled cash balances. The financial report included:

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

**Lorene Dixon made a motion to approve. Luis Cervantes seconded the motion. Unanimously approved with the following votes:**

Supriya Chakravarty	Yes		Chris Hutton	N/A		Maribel Ramirez	Yes
Joan Lewis	Yes		Lorene Dixon	Yes		Jim Salin	Yes
Jody Dunlap	Yes		Luis Cervantes	Yes			

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

TK-12 Instructional Program Presentations (*Jenny DaCosta, Chief Academic Officer; Nicole Austin, Administrative Director, iGranada; Julia Howelman, Administrative Director, High School*)

Ms. DaCosta presented information about the enrichment options available to students at the TK-8, including how the programs align with the offerings at the high school. Students have access to a variety of supports through open and grade level specific tutoring. GHC has a partnership with Parker Anderson and Upstage to offer after school enrichment programs for students including opportunities in the arts, sports, and STEM. Additionally, the TK-8 program offers nearly twenty extracurricular clubs for students. Within the next few years, the TK-8 program will offer opportunities for students in computer science, public speaking, and sound engineering.

Ms. Austin presented information about the Intersegmental General Education Transfer Curriculum (College Ready IGETC). IGETC is a general education program that California Community College transfer students can use to fulfill lower-division general education requirements at a UC/CSU campus. This partnership enables students to enroll in Pierce College classes at the GHC campus for elective courses. Students may explore fields of study that may help them choose a major. The Social Justice

Pathway Program was introduced in Fall 2021. This year we have 100 students concurrently enrolled in community college courses.

Ms. Howelman presented information about the School’s assessment program, including the use of verified data and assessments to measure student achievement. Granada Hills Charter has a comprehensive assessment program that incorporates both external and internal assessments to supplement state-mandated assessments. These assessments are designed to provide valuable data and feedback to teachers and students alike, helping to guide instruction and evaluate the effectiveness of curriculum, academic resources, and the instructional program. The assessments also serve as a measure of accountability for the larger GHC community, ensuring that academic standards are being met and maintained. In grades nine through eleven, students complete the Preliminary Scholastic Aptitude Test (PSAT) each year in October. The latest results indicate that a significant number of GHC students in all three grade levels exceeded the college readiness benchmark, with students with disabilities in grades ten and eleven demonstrating significant growth compared to the prior year. All students in grades K-10 complete the NWEA Growth Assessments in Reading and Mathematics at least once during the school year, providing a RIT score that is used to show growth across grade levels. Results from these assessments are used to identify students for intervention and support, placement in math classes, and for teachers to identify areas of academic strengths and weaknesses.

**Action Item #6 – Review and Approve 2023-2024 TK-8 Academic Calendar**

Mr. Bauer presented the Board with the proposed TK-8 Academic Calendar.

**Supriya Chakravarty made a motion to approve. Lorene Dixon seconded the motion. Unanimously approved with the following votes:**

Supriya Chakravarty	Yes		Chris Hutton	N/A		Maribel Ramirez	Yes
Joan Lewis	Yes		Lorene Dixon	Yes		Jim Salin	Yes
Jody Dunlap	Yes		Luis Cervantes	Yes			

**Action Item #7 – Review and Approve 2023-2024 High School Academic Calendar**

Mr. Bauer presented the Board with the proposed High School Academic Calendar.

**Supriya Chakravarty made a motion to approve. Luis Cervantes seconded the motion. Unanimously approved with the following votes:**

Supriya Chakravarty	Yes		Chris Hutton	N/A		Maribel Ramirez	Yes
Joan Lewis	Yes		Lorene Dixon	Yes		Jim Salin	Yes
Jody Dunlap	Yes		Luis Cervantes	Yes			

**Action Item #10 – Updates to the Classified Hourly Salary Schedule** (Item moved forward on the agenda)

Mr. Bauer presented the Board with the proposed updates to the Classified Hourly Schedule adding an Office Specialist position to the salary schedule.

**Joan Lewis made a motion to approve. Luis Cervantes seconded the motion. Unanimously approved with the following votes:**

Supriya Chakravarty	Yes		Chris Hutton	N/A		Maribel Ramirez	Yes
Joan Lewis	Yes		Lorene Dixon	Yes		Jim Salin	Yes
Jody Dunlap	Yes		Luis Cervantes	Yes			

**Action Item #8 – Review and Approve COVID-19 Safety Plan Revisions**

Mr. Bauer presented the proposed changes to the GHC COVID-19 Safety Plan to align with the Los Angeles County Public Health Department’s requirements and recommendations regarding isolation and quarantine after a diagnosis of COVID-19, the use of facial masks and other personal protective equipment, cleaning and sanitizing protocols, and testing for COVID-19

**Supriya Chakravarty made a motion to approve. Lorene Dixon seconded the motion. Unanimously approved with the following votes:**

Supriya Chakravarty	Yes		Chris Hutton	N/A		Maribel Ramirez	Yes
Joan Lewis	Yes		Lorene Dixon	Yes		Jim Salin	Yes
Jody Dunlap	Yes		Luis Cervantes	Yes			

**Action Item #9 – Review and Approve COVID-19 Safety Requirements for Visitors, Contractors and Parents to Enter School Facilities Revisions**

Mr. Bauer presented the proposed updates to the COVID-19 Safety Requirements for Visitors, Contractors and Parents.

**Lorene Dixon made a motion to approve. Maribel Ramirez seconded the motion. Unanimously approved with the following votes:**

Supriya Chakravarty	Yes		Chris Hutton	N/A		Maribel Ramirez	Yes
Joan Lewis	Yes		Lorene Dixon	Yes		Jim Salin	Yes
Jody Dunlap	Yes		Luis Cervantes	Yes			

**Action Item #11 – Approval of January 39, 2023 Governing Board Meeting Minutes**

**Supriya Chakravarty made a motion to approve. Luis Cervantes seconded the motion. Unanimously approved with the following votes:**

Supriya Chakravarty	Yes		Chris Hutton	N/A		Maribel Ramirez	Yes
Joan Lewis	Yes		Lorene Dixon	Yes		Jim Salin	Yes
Jody Dunlap	Yes		Luis Cervantes	Yes			

Meeting adjourned to closed session at 5:50 p.m to discuss:

- CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
  - Significant exposure to litigation pursuant to Government Code Section 54956.9(b): three cases
- CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION
  - Name of case: JUUL Labs, Inc, Case No. ML022223-01416
- PUBLIC EMPLOYEE PERFORMANCE EVALUATION
  - Title: Chief Executive Officer/Superintendent

Meeting returned to open session at 6:50 p.m. In closed session, the Board authorized Mr. Bauer and counsel to accept the JUUL settlement.

Meeting adjourned at 6:52 p.m.

Approved by the GHC Governing Board 5/1523

*David Bensinger*

---

David Bensinger, Board Secretary