

# GRANADA HILLS CHARTER

Special Governing Board Meeting  
Monday, November 11, 2023 - 4:00 PM  
Granada Hills Charter High School Library  
10535 Zelzah Ave, Granada Hills, CA 91344

## Minutes

### In Attendance:

Brian Bauer, CEO/Superintendent (non-voting)  
Lorene Dixon, At Large Member  
Jody Dunlap, At Large Member (Chair)  
Luis Cervantes, At Large Member  
Jiim Salin, At Large Member

Maribel Ramirez, At Large Member  
Joan Lewis, At Large Member  
Richard Nolan, At Large Member  
Supriya Chakravarty, Parent Member

The meeting was called to order at 4:01 p.m. by Jody Dunlap and roll call was taken by David Bensinger. Maribel Ramirez led the Pledge of Allegiance. The Governing Board heard public comments from four individuals who commented on their support for Mathnasium tutoring services (agenda item #3), the academic calendar (item #6), the proposed plan for the Devonshire campus, and the social media policy (item #9).

### **TK-12 Accountability Updates**

Jenny DaCosta, Chief Academic Officer, provided an update on the preparation for the WASC visit in Spring 2024. The WASC committee chair has planned a visit to GHC in November to prepare for the visit in February 2024. The School has received a draft of the Equity Audit Report issued by the National Center for Urban School Transformation (NCUST) following their visit in October. As part of this visit, NCUST conducted focus groups with students and staff, observed classroom instruction, and reviewed the School's academic performance and other data.

Ms. DaCosta presented the 2023 California Assessment of Student Performance and Progress (CAASPP) test results comparing GHC to other schools and showing the School's performance by grade level and since 2015. Although overall GHC continues to significantly outperform comparable schools, LAUSD, and California, there are some distinct differences across certain grade levels at GHC.

### **High School Student Council Reports**

Student leaders from the High School Associated Student Body (ASB) presented an overview of the events held at the high school, including Spirit Week, the Homecoming Parade and Dance, Senior Sunrise, and Club Rush. This year, there are over 90 different clubs offered for students on the High School campus. The students also shared events planned for the next semester, including Prom, student vs. staff basketball, and events that connect students at the High School campus with students in grades TK-8.

### **Action Item #1 - Approval of Year-to-Date Financial Reports**

Tammy Stanton, Chief Financial Officer, presented the Year-to-Date Financial report as of September 30, 2023, which summarizes the revenue, expenditures, and changes in fund balance, a balance sheet account summary, and an updated cash flow actuals through September 30, 2023. Ms. Stanton informed the board that the year-to-date increase in net income is \$6,058,432, increasing the consolidated fund balance to \$57,801,958. The debt service coverage ratio was 3.15 percent, exceeding the Bond covenant requirement of 2.5 percent. Additionally, GHC has 150 Consolidated Days Cash on Hand. The financial report also included the following:

- Period Statement of Revenue and Expenditures
- Balance Sheet (consolidated by all funds)

- Cash Flow Projection
- Consolidated income statement

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

Supriya Chakravarty	Yes		Lorene Dixon	Yes		Jim Salin	Yes		Richard Nolan	Yes
Luis Cervantes	Yes		Jody Dunlap	Yes		Joan Lewis	Yes		Maribel Ramirez	Yes

**Action Item #2 - Approval of J-13A - Storm Closure 08/21/23**

Ms. Stanton presented Form J-13A, used to obtain approval of attendance and instructional time credit pursuant to Education Code (EC) sections 41422, 46391, 46392, 46393 and California Code of Regulations (CCR), Title 5, Section 428. GHC is filing a Form J-13A school closure request to account for the School’s closure on Monday, August 21, 2023, due to tropical storm Hilary.

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

Supriya Chakravarty	Yes		Lorene Dixon	Yes		Jim Salin	Yes		Richard Nolan	Yes
Luis Cervantes	Yes		Jody Dunlap	Yes		Joan Lewis	Yes		Maribel Ramirez	Yes

**Action Item #3 - Approval of Contracts/Purchases in Excess of \$150,000**

Ms. Stanton recommended approval of the contract with Mathnasium to provide Mathematics tutoring and support at both campuses. The total contract value is \$706,305.

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

Supriya Chakravarty	Yes		Lorene Dixon	Yes		Jim Salin	Yes		Richard Nolan	Yes
Luis Cervantes	Yes		Jody Dunlap	Yes		Joan Lewis	Yes		Maribel Ramirez	Yes

**Facilities and Operations Update**

Norm Holloway, Chief Operating Officer, presented renderings for Phase 3 of the Devonshire Campus Plan, including the proposal for the construction of a new building with additional classroom spaces, meeting space, and office space.

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

Frank Tarczynski, Interim Administrator of Instruction, presented the High School Mathnasium plan, including the impact on participating students’ grades during the 2022-2023 school year. Of the 41 students who completed Algebra 2A and Algebra 2B with Mathnasium support, 37 students (90 percent) are on track to graduate on time and with the required number of credits. Additionally, of the 41 students who completed Algebra 2B during summer school, 18 students (44 percent ) enrolled in a fourth-year math course. Mr. Tarczynski also shared that grade nine students who are currently participating in the Mathnasium program at the High School are performing higher than students who are not receiving Mathnasium support.

**Action Item #4 - Approval 2024-2025 and 2025-2026 Proposed GHC Academic Calendars**

Mr. Bauer presented the proposed academic calendars for the 2024-2025 and 2025-2026 academic years. The Board discussed the desire to have a separate discussion focusing on strategies to build awareness for Armenian Genocide Day if the day is not recognized as an unassigned day in the school calendar. Several Board members expressed concern that a day off would not achieve the goal of building awareness of the Armenian Genocide and proposed further discussions with student leadership and administration.

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

Supriya Chakravarty	Yes		Lorene Dixon	Yes		Jim Salin	Yes		Richard Nolan	Yes
Luis Cervantes	Yes		Jody Dunlap	Yes		Joan Lewis	Yes		Maribel Ramirez	Yes

**Action Item # 5 - Approval of Updated 2023 Governing Board Calendar**

Mr. Bauer presented the updated 2023 Governing Board Calendar, adding December 11, 2023 as a regular Board meeting.

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

Supriya Chakravarty	Yes		Lorene Dixon	Yes		Jim Salin	Yes		Richard Nolan	Yes
Luis Cervantes	Yes		Jody Dunlap	Yes		Joan Lewis	Yes		Maribel Ramirez	Yes

**Action Item #6 - Approval of 2024 Governing Board Calendar**

Mr. Bauer presented the 2024 Governing Board Calendar.

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

Supriya Chakravarty	Yes		Lorene Dixon	Yes		Jim Salin	Yes		Richard Nolan	Yes
Luis Cervantes	Yes		Jody Dunlap	Yes		Joan Lewis	Yes		Maribel Ramirez	Yes

**Action Item #7 - Approval of Additional Signers to 17081 Devonshire LLC**

Board Chair Jody Dunlap presented the motion expressly authorizing the Chief Executive Officer, Chief Financial Officer, Chief Operating Officer, and Chief of Staff of Granada Hills Charter (the “Corporation”) to exercise the same decision-making and signature authority when such officers are acting for the Corporation in the Corporation’s capacity as Manager of 17081 Devonshire LLC, including with respect to the Devonshire Campus Classroom Wing Addition project, as such officers may exercise when acting for the Corporation for itself, subject to the Corporation’s fiscal policies and guidelines.

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

Supriya Chakravarty	Yes		Lorene Dixon	Yes		Jim Salin	Yes		Richard Nolan	Yes
Luis Cervantes	Yes		Jody Dunlap	Yes		Joan Lewis	Yes		Maribel Ramirez	Yes

**Action Item #8 - Updates to Parent/Student Handbooks**

Mr. Bauer presented the memo detailing updates to the TK-8 and 9-12 Parent-Student Handbooks.

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

Supriya Chakravarty	Yes		Lorene Dixon	Yes		Jim Salin	Yes		Richard Nolan	Yes
Luis Cervantes	Yes		Jody Dunlap	Yes		Joan Lewis	Yes		Maribel Ramirez	Yes

**Action Item #9 - Approval of Social Media Policy**

Mr. Bauer presented the Social Media Policy defining the social networking and social media policy for Granada Hills Charter employees and students.

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

Supriya Chakravarty	Yes		Lorene Dixon	Yes		Jim Salin	Yes		Richard Nolan	Yes
Luis Cervantes	Yes		Jody Dunlap	Yes		Joan Lewis	Yes		Maribel Ramirez	Yes

**Discussion/Action Item #10 – Certification of GHC Governing Board Compliance Review for LAUSD**

Mr. Bauer presented the updated Board compliance documents for review. Following individual review by the Board members, the Board will revisit these documents at the December meeting.

**Action Item #11 - Approval of August 28, 2023 Governing Board Meeting Minutes**

Mr. Bauer presented the Social Media Policy defining the social networking and social media policy for Granada Hills Charter employees and students.

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

Supriya Chakravarty	Yes		Lorene Dixon	Yes		Jim Salin	Yes		Richard Nolan	Yes
Luis Cervantes	Yes		Jody Dunlap	Yes		Joan Lewis	Yes		Maribel Ramirez	Yes

Meeting adjourned to closed session at 5:57 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 (Government Code Section 54956.9(d)(1))**

Name of case: Iris Arnold, et al v. Brian Bauer, et al, Case No. 22STCV01783

**PUBLIC SESSION**

Meeting returned to open session at 6:12 p.m. No action was taken.

**Discussion/Action Item #12 - Resolution addressing the next phase of the COVID-19 vaccination policy.**

Mr. Bauer presented the resolution to amend the School’s COVID-19 vaccination policy to encourage but not require students, staff, workers, and volunteers to receive initial vaccination against COVID-19 as a condition of campus access.

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

Supriya Chakravarty	Yes		Lorene Dixon	Yes		Jim Salin	Yes		Richard Nolan	Yes
Luis Cervantes	Yes		Jody Dunlap	Yes		Joan Lewis	Yes		Maribel Ramirez	Yes

Meeting adjourned to closed session at 6:22 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 (Government Code Section 54956.9(d)(1))

Name of case: Iris Arnold, et al v. Brian Bauer, et al, Case No. 22STCV01783

Meeting returned to open session at 7:00 p.m. No action was taken.

Meeting adjourned at 7:01 p.m.

Approved by the GHC Governing Board December 11, 2023

*David Bensinger*

Board Secretary