

# GRANADA HILLS CHARTER

Regular Governing Board Meeting  
Monday, January 22, 2024 - 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

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

The meeting was called to order at 4:00 p.m. by Jody Dunlap and roll call was taken by David Bensinger. Jody Dunlap led the Pledge of Allegiance. The Governing Board heard public comments from three individuals who expressed their gratitude for the different learning opportunities available to students, commented on their desire for more partnerships between the two campuses, and the need for more enrichment options after school.

### Action Item #1 – Election of 2024 Governing Board Chair

**Supriya Chakravarty nominated Jody Dunlap as the 2024 GHC Governing Board Chair. Luis Cervantes seconded the motion. Unanimously approved with the following votes:**

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

### Action Item #2 – Election of Corporation Officers

Lorene Dixon made the motion to approve the following corporation officers:

President: Brian Bauer  
Treasurer: Tammy Stanton  
Secretary: David Bensinger

**Supriya Chakravarty seconded the motion. Unanimously approved with the following votes:**

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

### High School Student Council Report

Student leaders from the High School Student Council shared upcoming student activities for the spring semester, including Prom, sporting events, and the theme for the month of January - Respect and Kindness.

**High School Standing Committee Updates**

**Operations: Action Item #3 - Modified Bell Schedule**

Julia Howleman, High School Administrative Director, presented a modified bell schedule for the administration of the NWEA in February. This bell schedule allows time for students to complete the mathematics and ELA assessments and for other students to attend assemblies.

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

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

**Action Item #4** – Certification of Signatures for 2024 to authorize signers of contracts and orders drawn on the funds of the School.

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

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

**TK-12 Accountability Updates**

Jenny DaCosta, Chief Academic Officer, presented the Western Association of Schools and Colleges (WASC) 2024 Accreditation Self Study Report to the Board, highlighting the progress GHC is making in integrating the instructional program from transitional kindergarten to high school graduation. Since the previous WASC initial visit in 2017-2018 and mid-cycle report in 2021-2022, GHC has opened the TK-8 Program and is fully enrolled as of the 2023-2024 school year. Mrs. DaCosta highlighted the expansion of the International Baccalaureate program to grades nine and ten, the authorization of the School as an IB Middle Years Program World School (grades 6-10), and the numerous other programs that support student learning across all grade levels.

**Action Item #5** - Review and Accept Western Association of Schools and Colleges (WASC) 2024 Accreditation Self Study Report

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

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

The Board reviewed the LCAP Mid-Year memo and report including midyear outcome data related to metrics identified in the current LCAP and available midyear expenditure and implementation data on all actions identified in the current LCAP. No action was required by the Board. Mrs. DaCosta presented highlights from the California School Dashboard, focusing on chronic absenteeism, English Learner Progress, and the Graduation Rate. Mrs. DaCosta shared that since returning to in-person instruction following COVID-19, families seem to have a different attitude toward school attendance, and the TK-8 program is seeing an increase in student absences. To address this increase in absenteeism in the lower grades, the School is proposing modifications to the TK-8 attendance policy. Julia Howelman, High School Administrative Director, described the action plans to address the English Learner progress and high school graduation rate, noting that the dashboard indicator is driven not only by the percentage of students graduating on time but also by the change in the graduation rate. Following the COVID-19 pandemic, students in California could graduate by meeting only the state graduation requirements, not the GHC requirements - which are more stringent. As a result, graduation rates in 2022 were higher than in previous years, and when the local graduation requirements were reinstated in 2022-2023, the graduation rate returned to levels observed in previous years.

**Action Item #6 – Review and Approve 2022-2023 School Accountability Report Card (SARC)**

The Board reviewed the 2022-2023 SARC and memo. By February 1 of each year, every school in California is required to publish a School Accountability Report Card (SARC). The purpose of the SARC is to provide the community with important information about student performance, school resources, and the condition of the school facility. A SARC can be an effective way for a school to report on its progress in achieving goals, and the public may also use a SARC to evaluate and compare schools on a variety of indicators. The SARC requires governing board approval.

Some highlights and items of note from the GHC 2022 – 2023 SARC:

- 1) 100 percent of students have access to textbooks and other instructional resources, including internet access on and off campus
- 2) Facilities are rated Good by Buildings and Grounds. Continued work with LAUSD to maintain buildings, electricity, plumbing, and gas. Structural and External improvements may be prioritized (pages 9-10).
- 3) On the CAASPP assessments, 76 percent of GHC’s 11th grade students met or exceeded ELA standards, 55 percent met or exceeded Mathematics standards, and 51 percent of GHC 12th grade students met or exceeded Science standards.
- 4) Updated graduation rate shows for 2020-2021, 2021-2022, and 2022-2023 as 93.9, 96.9, and 94.4 respectively. Graduation rates are significantly higher than LAUSD and other California schools, including all student subgroups
- 5) Advanced Placement courses were taken by 43.3 percent of students in 2022-2023 across 174 AP course sections.

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

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

**Action Item #7 - Approval of Year-to-Date Financial Reports**

Tammy Stanton, Chief Financial Officer, presented the Year-to-Date Financial report as of December 31, 2023, which summarizes the revenue, expenditures, and changes in fund balance, a balance sheet account summary,

and an updated cash flow actuals through December 31, 2023. Ms. Stanton informed the board that the year-to-date increase in net income is \$6,449,509, increasing the consolidated fund balance to \$58,192,371. The debt service coverage ratio was 3.25 percent. Additionally, GHC has 152 Consolidated Days of 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. Richard Nolan seconded the motion. Unanimously approved with the following votes:**

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

**Action Item #8 - Authorization to Purchase pending evaluation of proposals - Apple iPads and Apple TVs for all classrooms; total purchase not to exceed \$400,000**

The Board reviewed the request to authorize the purchase of iPads for all teaching faculty and Apple TVs for all classrooms at the GHC TK-8 and High School campuses. When paired with the Promethean Interactive Displays, the Apple TV and iPad will enable teachers to interact with content displayed on the Promethean display while moving throughout the classroom. Recent improvements in Apple Mobile Device Management (MDM) and network security associated with Apple TVs enable GHC technology staff to efficiently manage a large deployment of Apple devices, including sending software updates, installing applications, and managing access to each device. The School has utilized iPads on a smaller scale and recently launched a pilot program to test the ability to interact with the Promethean panels using the iPad.

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

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

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

Mr. Bauer introduced the proposed revisions to the TK-8 Attendance Policy, noting that the revisions help align the TK-8 policy with the high school policy, certain provisions of the California Education Code, and the existing and desired practice in the TK-8 program. Staff at the TK-8 campus have been in frequent communication with students regarding their attendance, and families are aware of the attendance expectations and policies.

Mr. Bauer provided an update on plans for construction on the Devonshire/TK-8 campus, noting that GHC plans to pursue around \$35 million in new bond funds to complete the modernization of the iGranada building at the Devonshire site.

**Action Item #10 - Underwriter Selection for 2024 Bond Financing Process**

Staff recommends the Governing Board approve the selection of B.C. Ziegler and Company (Ziegler) to act as lead underwriter for Granada Hills Charter and the 17081 Devonshire LLC (GHC) offering of tax exempt and taxable bonds to finance Phase 3 of the Devonshire site modernization. Ziegler’s experience working with GHC on the 2019 and 2017 refunding and issuance of the 2021A and B bond issues and familiarity with the organization stood out as beneficial to the school.

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

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

**Action Item #11 - Approval of Construction Contracts in Excess of \$150,000**

- Preconstruction Agreement: C.W. Driver, LLC (\$193,221)
- Interim Housing: Mobile Modular Management Corporation (\$171,600)
- Owner’s Representative: The Brendel Companies (\$5,000)
- Architectural/Engineering Services: PBK (\$1,200,000)

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

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

**Presentations**

Jordan Duke, Marketing and Outreach Specialist, presented a video celebrating Granada Hills Charter’s Twenty Years as an Independent Charter

**Action Item #12 - Approval of December 11, 2023 Governing Board Meeting Minutes**

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

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

Meeting adjourned to closed session at 5:54 p.m. to discuss:

- CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
  - Significant exposure to litigation pursuant to Government Code Section 54956.9(b): two 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
  - Name of case: S.Q., et al v. Granada Hills Charter, Case No. 23STCV12226

**PUBLIC SESSION**

Meeting returned to open session at 6:39 p.m. No action was taken.

Meeting adjourned at 6:40 p.m.

Approved by the GHC Governing Board March 11, 2024

David Bensinger

Board Secretary