

GRANADA HILLS CHARTER

Regular Governing Board Meeting
Monday, March 11, 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)
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 board heard public comment from an individual representing a Granada Hills High School (pre charter) alumni group regarding the naming of the athletic field in honor of former football coach Jack Neumeier.

High School Standing Committee Updates

Wendy Woodburn reported that the Curriculum and Instruction Committee approved two new courses and recommended Board approval of AP African American Studies and Advanced Music Technology.

Action Item #1 – New Course Proposals: Advanced Placement (AP) African American Studies and Advanced Music Technology.

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

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

Action Item #2 – Spring Testing Modified Bell Schedule

Ron Korb presented a modified bell schedule to allow for the administration of required state (CAASPP) and GHC selected assessments (NWEA) in April. The proposed bell schedule allows time for students to complete all sections of the assessments and for other students to attend assemblies and senior activities.

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

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

TK-12 Accountability Updates

Jenny DaCosta, Chief Academic Officer, provided a summary of the Western Association of Schools and Colleges (WASC) 2024 Accreditation visit to the Board and an overview of the ethnic studies courses to be developed in alignment with California Assembly Bill 101 (AB101).

The WASC visitation team highlighted the following strengths:

- All students in the GHC school community feel welcomed, cared for, and valued by teachers and staff
- GHC has a rigorous and challenging curriculum that prioritizes critical thinking skills
- The TK-8 school is an authorized PYP/ MYP IB school that has embraced the IB framework

The WASC visitation team identified the following areas for continuous improvement:

- Refine the vision, mission, and graduate profile
- Stress vertical alignment as a professional development goal, utilizing the *Understanding by Design* method
- Continue Social-Emotional Learning initiatives and learning management system implementation

Beginning with the class of 2029-2030, all high school students will complete a semester or year-long course in ethnic studies. The requirement may be fulfilled through different course options, including a course taught within the framework of another course (i.e., an ethnic studies literature course) must have the components of ethnic studies curriculum as the focus and not as an add-on to the course. The course may focus generally on the foundational disciplines of ethnic studies (African American, Asian American, Latino, and Native American Studies) or may focus on a single discipline (i.e., Armenian-American History and Literature). The School's Ethnic Studies committee is in the process of developing the courses for the fall and expects to bring courses to the Governing Board in Fall 2024.

Chief Financial Officer's Update (Tammy Stanton)

Tammy Stanton, Chief Financial Officer, presented the 2022 GHC and 17081 Devonshire LLC Federal and State Tax Returns. No Board action is required; Ms. Stanton will certify the returns.

Action Item #3 - Review and Approve Second Interim Financial Report Ms. Stanton presented the Second Interim Financial Report, covering the period ending January 31, 2024. As of January 31, 2024, GHC is projecting that the ending fund balance as of June 30, 2024 increases by \$3.6M. Compared to the First Interim Budget, revenue projections have decreased by \$405,000 and expense projections have increased by \$196,000.

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

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

Action Item #4 - Review and Approve Year to Date Financial Reports

Ms. Stanton presented the Year-to-Date Financial report as of February 29, 2024 which summarizes the revenue, expenditures, and changes in fund balance, a balance sheet account summary, and an updated cash flow report/projection for 2023-2024. The Cash Flow projection includes actuals through February 29, 2024, with bank reconciled cash balances. Ms. Stanton reported that year to date income is \$4.6M and consolidated cash on hand in 142 days. The financial report also included:

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

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

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

Approval of Contracts/Purchases in Excess of \$150,000 (*Tammy Stanton, Chief Financial Officer*)

Action Item #5 - Migration of Financial Systems Software from Escape/Frontline to Skyward Q

Ms. Stanton presented the recommendation to migrate GHC Financial Systems Software from Escape/Frontline to Skyward Qmlativ effective July 1, 2024. GHC staff evaluated additional ERP software solutions, including SAGE Financial, ADP, and Paycom. Other software solutions build a comprehensive system through preferred partnerships and are not developed primarily for K-12 school districts. Moving to a software solution not designed for schools requires a significant amount of customization and workarounds. Additionally, Skyward Q includes other modules such as substitute tracking, timekeeping, and inventory management that GHC may consider in subsequent years.

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

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

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

Students from the TK-8 Student Council shared information about the TK-8 school spirit days and activities including Read Across America, service days, and Halloween and Valentine’s Days activities.

Julia Howelman, High School Administrative Director, presented information about after school activities at the high school, including enrichment classes offered through the *After Hours Activities* (AHA) program. AHA is a free before and after school program which provides Academic Tutoring, Enrichment, and Recreation Activities to all students throughout the school year. this year, students had the opportunity to participate in activities such as culinary workshops, 3D Printing, arts, drivers’ education, piloting drones, social media marketing, martial arts, and financial literacy. The program also hosted parent workshops designed to help parents build stronger relationships with their student.

Action Item #6 - Updated TK-8 Retention Policy

Mr. Bauer introduced the proposed revisions to the TK-8 Retention Policy, highlighting some of the differences when compared to promotion and retention policies at other districts, including the Los Angeles Unified School District. The GHC TK-8 Retention Policy provides an outline of the criteria used to measure student’s inability to meet the grade level GHC standards of expected student achievement in the different academic content areas

using California standards-based report card or performance on the California Assessment of Student Performance and Progress (“CAASPP”). The policy also specifies the steps GHC will follow prior to retaining a student, including identifying the supports offered in the classroom, meetings, notifications, and appeal process.

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

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

Mr. Bauer provided an update on plans for construction on the Devonshire/TK-8 campus. One option under consideration schedules the removal of the final remaining Pinecrest building (“Building E”) during summer 2024 with a two year timeframe for project completion.

Action Item #7 - Resolution No 2024-02 - 2024 Bonds Resolution

At the December meeting, the Governing Board authorized GHC administrative staff to work with Ziegler to arrange for the issuance of Series 2024 Bonds to provide funding to augment remaining funds unspent from the Series 2021B Bonds. Mr. Bauer presented the resolution authorizing transactions up to the point of execution of a Bond Purchase Agreement (BPA) for the Devonshire Campus Phase 3 Modernization Project. This resolution does not expressly approve the project construction contract, which will be brought forth to the GHC Board for approval.

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

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

Action Item #8 - Approval of January 22, 2024 Governing Board Meeting Minutes

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			

Presentations

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

Meeting adjourned to closed session at 5:21 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 6:31 p.m. No action was taken.

Meeting adjourned at 6:32 p.m.

Approved by the GHC Governing Board Mæ ÅH, 2024

David Bensinger

Board Secretary