

# GRANADA HILLS CHARTER

Governing Board Meeting  
Monday, December 9, 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)  
Sandra Bingham, At Large Member  
Luis Cervantes, At Large Member

Joan Lewis, At Large Member  
Richard Nolan, At Large Member  
Maribel Ramirez, At Large Member  
Lorene Dixon, 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. Luis Cervantes led the Pledge of Allegiance. There was no public comment.

### TK-12 Accountability Updates

Jenny DaCosta, Chief Academic Officer, provided an overview of the California School Dashboard, comparing GHC’s performance in 2023 to 2024. The Dashboard is the State’s primary tool for accountability, and measures schools’ performance on several indicators, including academic performance, attendance, English Learner progress, graduation rates, and the suspension rate. GHC continued to perform well on all indicators and made significant improvements in several areas, including the Chronic Absenteeism indicator, moving from the lowest level to the second highest, and graduation, moving to the highest level. Although performance across all areas and student subgroups is strong, the School and Board acknowledged that there is always more work to be done.

### Action Item #1 - Approval of STEM Forestry Pathway

Wendy Woodburn, Curriculum and Instruction Committee Chair, presented the Committee’s proposal to add several new courses to the Science department offerings, including a new course pathway for Environmental Science and Management.

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

Richard Nolan	Yes		Jody Dunlap	Yes		Maribel Ramirez	Yes		Lorene Dixon	Yes
Joan Lewis	Yes		Luis Cervantes	Yes		Sandra Bingham	Yes			

### Action Item #2 - 2023-2024 Audit Report Presentation and Acceptance

Tammy Stanton, Chief Financial Officer, presented the 2023-2024 Audit Report. The audit was conducted by the accountancy firm of Wilkinson Hadley King & Co. LLP (WHK). The GHC audit report will be filed by WHK with

the appropriate state and local agencies, and will be available to the public on the GHC website. The report reflects no findings for the 2023-24 fiscal year, and highlights the School’s continued strong financial position and organizational management.

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

Richard Nolan	Yes		Jody Dunlap	Yes		Maribel Ramirez	Yes		Lorene Dixon	Yes
Joan Lewis	Yes		Luis Cervantes	Yes		Sandra Bingham	Yes			

**Action**

**Item #3- Approval of Year to Date Financial Reports**

Ms. Stanton presented the Year-to-Date Financial report as of November 30, 2024 which summarizes the revenue, expenditures, and changes in fund balance, a balance sheet account summary, and updated cash flow actuals through November 30, 2024. Ms. Stanton informed the board that the debt service coverage ratio is 0.42 and GHC has 121 Consolidated Days Cash on Hand. The report is updated with revenue and expense actuals through November 30, 2024. The 2024-2025 fiscal year forecasted ending cash balance is \$29,376,772. 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:**

Richard Nolan	Yes		Jody Dunlap	Yes		Maribel Ramirez	Yes		Lorene Dixon	Yes
Joan Lewis	Yes		Luis Cervantes	Yes		Sandra Bingham	Yes			

**Action Item #4 - Review and Approve 1st Interim Financial Report and State Budget Update**

The GHC First Interim Financial Report reflects all changes since the Adopted Budget approved by the Governing Board in June 2024. The projected ending fund balance as of June 30, 2025 decreases by (\$3.7M) as GHC spends down carry-over of prior-year multi-year one-time state grant awards. With regards to the School’s primary operating fund, Fund 62, Total revenue projections have decreased (\$1.74M) and overall, total projected expenditures have increased by \$5M or 5.6%.

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

Richard Nolan	Yes		Jody Dunlap	Yes		Maribel Ramirez	Yes		Lorene Dixon	Yes
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Joan Lewis	Yes		Luis Cervantes	Yes		Sandra Bingham	Yes		
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**Action Item #5 - Review and Approve Super Co-Op Joint Powers Authority Membership Renewal Agreement - USDA Donated Commodity Foods (USDA Foods)**

Ms. Stanton presented the proposal for the Board to renew the Super Co-Op Joint Powers Authority Agreement. Every year GHC can choose the way the school receives United States Department of Agriculture (USDA) Foods. GHC receives an annual entitlement to purchase USDA Foods. The amount of entitlement is equal to the Total Lunches Served (TLS) for the prior school year multiplied by the annual meal rate, a value per lunch as set annually by the U.S. Congress. The USDA Foods Delivery contract is with Gold Star Foods. When USDA Foods are received by Gold Star Foods, a Delivery Notification will be sent to the Member District. Arrangements for delivery are at the discretion of the Member District. Gold Star Foods offers 30 days of free storage and will store USDA Foods beyond 30 days for a fee.

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

Richard Nolan	Yes		Jody Dunlap	Yes		Maribel Ramirez	Yes		Lorene Dixon	Yes
Joan Lewis	Yes		Luis Cervantes	Yes		Sandra Bingham	Yes			

**Action Item #6 - LA County Dept of Public Health and Copia - Food Redistribution Program MOU**

Ms. Stanton presented the proposal to approve the agreement for the School to participate in the pilot project, Communities First Care Initiative (CFCI) to help address the dual issues of food waste and food insecurity. Effective January 1, 2024, SB 1383, requires K12 schools to recycle organic waste and requires schools with on-site food facilities to recover edible food. The USDA guidance on the food donation program in Child Nutrition programs has been a longstanding policy in all Child Nutrition programs, which aims first to limit food waste and unnecessary costs. Excess food may be donated to another Child Nutrition program or charitable non-profit organization, such as a community food bank, or homeless shelter. Excess food may not be sent home with students and families.

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

Richard Nolan	Yes		Jody Dunlap	Yes		Maribel Ramirez	Yes		Lorene Dixon	Yes
Joan Lewis	Yes		Luis Cervantes	Yes		Sandra Bingham	Yes			

**Chief Executive Officer/Superintendent’s Report**

Mr. Bauer provided an update on the results of the Los Angeles Unified School Board election and the approval of the new LAUSD construction bond by voters in the November election. Additional information will be available as new board members’ terms begin. The application period for new student enrollments ended the first week of December, with more than 1,800 students applying for openings in grade nine and very high interest in the TK-8 program, which is currently full in grades one through eight. Total applications were slightly less than in previous years, likely due to

demographic shifts and is not reflective of less interest in the GHC programs. Twenty years ago, LAUSD’s total student enrollment was over 900,000; this year enrollment is projected to be less than 400,000, with over 150,000 students in charter schools. Norm Holloway, Chief Operating Officer, provided an update on the Deveonshire construction project. The interim housing modular buildings are ready for occupancy in January. Demolition of the old building is on schedule for mid to late January. The placement of the new modular building will be completed in mid spring and will be ready for the interior finishing work with occupancy targeted for the fall.

**Action Item #7 - Governing Board Meeting Calendar - 2025**

The Board approved Governing Board and High School Committee meeting dates for 2025

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

Richard Nolan	Yes		Jody Dunlap	Yes		Maribel Ramirez	Yes		Lorene Dixon	Yes
Joan Lewis	Yes		Luis Cervantes	Yes		Sandra Bingham	Yes			

**Action Item #8 - Certification of GHC Governing Board Compliance Review for the Los Angeles Unified School District**

The Governing Board reviewed the school’s policies, systems, and procedures for compliance with applicable Education Code, LAUSD, state, federal, and other applicable requirements and regulations.

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

Richard Nolan	Yes		Jody Dunlap	Yes		Maribel Ramirez	Yes		Lorene Dixon	Yes
Joan Lewis	Yes		Luis Cervantes	Yes		Sandra Bingham	Yes			

**Action Item #9 - Confirmation of Incumbent Board Members (I) Continuing to Serve and New Board Members Serving (N) on the GHC Governing Board for two year terms that expire on December 31, 2025 or December 31, 2026:**

Sandra Bingham (I), At Large/Community member for term ending on December 31, 2025.  
 Lorene Dixon (I), At Large/Community member for term ending on December 31, 2025.  
 Jody Dunlap (I), At Large/Community member for term ending on December 31, 2025.

Luis Cervantes (I), At Large/Community member for term ending on December 31, 2026.  
 Joan Lewis (I), At Large/Community member for term ending on December 31, 2026.  
 Richard Nolan (I), At Large/Community member for term ending on December 31, 2026.  
 Maribel Ramirez (I), Parent member for term ending on December 31, 2026.

Thao Ly (N), At Large/Community member for term ending on December 31, 2026.

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

Richard Nolan	Yes		Jody Dunlap	Yes		Maribel Ramirez	Yes		Lorene Dixon	Yes
Joan Lewis	Yes		Luis Cervantes	Yes		Sandra Bingham	Yes			

**Action Item #10 - Approval of October 14, 2024 Governing Board Meeting Minutes**

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

Richard Nolan	Yes		Jody Dunlap	Yes		Maribel Ramirez	Yes		Lorene Dixon	Yes
Joan Lewis	Yes		Luis Cervantes	Yes		Sandra Bingham	Yes			

Meeting adjourned to closed session at 5:08 p.m. to discuss:

- CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
  - Significant exposure to litigation pursuant to Government Code Section 54956.9(b): one case
- 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 5:48 p.m. No action was taken by the Board.

Meeting adjourned at 5:48 p.m.

Approved by the GHC Governing Board January 27, 2025

*David Bensinger* \_\_\_\_\_

Board Secretary