

# Laupahoehoe Public Community Charter School

## Governing Board Meeting Minutes

Meeting Type: **Regular Board Meeting**

Date: **September 26, 2017** Time: **5:30pm** Room: **Band Room**

GB APPROVED:

10/24/17

### 1. Call to Order

Meeting was called to order at 5:44 pm by Chair Pam Elders.

#### a. Attendance/Quorum

##### BOARD DIRECTORS (8)

Present: (8)

Absent: (0)

##### PUBLIC / GUESTS (5)

Pam Elders - Chair

Rachel Real

Jerby Navalta

Bethany Morrison - Vice Chair

Mahea Yamashita

Don Bryan - Treasurer

Rufegio De Los Santos

Jill Doying - Secretary

Niki Hubbard

Romeo Garcia - Director of Operations

Paula Dickey

Kaulana Smith

Juliet Higgins

Gabriel Navalta - Student Representative

#### b. Agenda Review (includes Aloha Etiquette)

Items 7b) SD's Progress Report and 7c) MAP Testing Results Overview deferred. Additional time added to Director's Report. Staff, Faculty and Hui Makua Reports added under Consent Agenda.

c. Timekeeper is Jill D.

#### d. MOMENT OF SILENCE FOR ERNEST JACKSON, FATHER OF LCPCS STUDENT TRISTAN JACKSON

### 2. Public Comments On Agenda Items

n/a

[Public comments are limited to 3 minutes; at the discretion of the Chair, comment length may be extended]

### 3. Consent Agenda (CA)

[NOTE: Any GB Director may request removal of an item from the CA for any reason. Removed items may be considered immediately or placed on the regular meeting agenda at the discretion of the Chair. Board members may ask questions to clarify or comment on CA items.]

#### a. Minute Review from August 22, 2017

[08.22.17 LCPCS Meeting Minutes - DRAFT](#)

#### b. Financial Review (if applicable, quarterly)

July 2017 Balance Sheet

July 2017 Profit & Loss

#### c. Committee Reports

c1. Development

n/a

c2. Finance

[FC MINUTES 9-12-17](#)

c3. Governance

[MINUTES Gov Comm 8-28-17](#)

c4. Personnel

n/a

c5. Hui

n/a

#### d. Staff Report

[Staff Report 9-19-17](#)

[add'l doc: Sesame Street Check-in](#)

#### e. Faculty Report

[Faculty Report 9-22-17](#)

#### f. Hui Makua Report

n/a

#### MOTION

To approve Consent Agenda

Ayes

5

Opposed

-

Abstain

-

made by Don B.

seconded by Kaulana S.

Pam E., Don B., Jill D., Kaulana S., Juliet H., \* Romeo G. (non-voting)

#### DECISION

#### **APPROVED**

### 4. Correspondence

[NOTE: Correspondence which requires a Board response]

[a. Keaomalalama letter](#)

[b. MOA for DOE Support Services](#)

[c. CSI Status and School Improvement Support](#)

[d. Ka Lau Newsletter - GB Recruitment](#)

[e. Article in Hawaii Tribune-Herald "College entrance test scores rise in Hawaii"](#)

[f. Organizational Performance Framework Annual Review](#)

## 5. School Director Report

(No written report) **Kaupea contract.** Re: decision to expand recruitment to Maui: no revision to Contract required because LCPCS is already approved to recruit state-wide. **Enrollment update.** 334 students, 76 of which are from Kaupea, 16 Pre-K, 242 on-campus. **CIP Update.** Meeting tomorrow, 9-27-2017. 9:30 a.m. with Cheryl Sumida (DOE) to discuss plans for the school renovation, present the Band Room proposal, and review plans for the elementary playground. There is DOE funding previously set aside for renovation of the elementary playground. Renovation of Science Room is behind schedule. **School Org. Chart.** Will be completed in October. **Bus purchase.** AG's letter is expected very soon. FC may discuss purchase of two buses and possibility of Hui 501c3 to finance. **Staffing update:** New SPED teacher - FSC Class: Nicole Maraglio and Jessica Kaneakua as the College and Career Coordinator/Kaupea Program Administrative Support. **CSI Funds:** A school team attended training in Oahu to discuss middle school strategies to promote on-time graduation. The team recommitted to SEL. Upcoming training for teachers on Oct. 4, 2017 in Hilo (no students day). Pam asked about budget implications of reducing the schedule by one day. If this results in additional costs, can resulting expenses be charged to CSI?

## 6. Governing Board Annual Review Schedule

Annual GB Review Schedule

The Epicenter compliance data from the Charter Commission has been added to the Schedule.

## 7. Old Business

### a) Director's plan to address SMART Objectives - 6 month performance assessment

#### MOTION

To accept the Director's Goals #s: 1, 2 & 4; Director will submit a measure for Goal 3 to the Personnel Committee by October 2017 (1month)

*made by Pam E.*

*seconded by Don B.*

[see document: Director's Goal.](#)

#### DISCUSSION

Discussion centered on identifying an appropriate measure for goal 3. PBL, social-emotional, student engagement measures were discussed.

Ayes 7  
Opposed -  
Abstain -

Pam E., Bethany M., Don B., Jill D., Kaulana S., Juliet H., Gabriel N., \*Romeo G. (non-voting)

#### DECISION

**APPROVED**

### b) School Director's Progress Report Outcome Objectives and Measures

#### DECISION

**DEFERRED**

### c) MAP Testing Result Overview

#### DECISION

**DEFERRED**

### d) Board Member Recruitment Updates

#### INFORMATION/DISCUSSION

Pam approached 4 total - declined. Jill approached 1 - waiting for response.

## 8. New Business

### a) Committee Policy Review - Revision to FC Description: Committee Membership and Voting Privileges

#### MOTION

To approve the amendment made by Don Bryan on the Financial Policy (Appointments and Composition): Proposal #1 and #2

*made by Don B.*

*seconded by Juliet H.*

#### DISCUSSION

[see document: Revisions to Financial Policy - Appointments and Composition](#)

Ayes 7  
Opposed -  
Abstain -

Pam E., Bethany M., Don B., Jill D., Kaulana S., Juliet H., Gabriel N., \*Romeo G. (non-voting)

#### DECISION

**APPROVED**

### b) Revision of LCPCS Accounts Payable / Disbursements Policy

#### MOTION

To approve the amendment made by Don Bryan to the Financial Policy (Accounts Payable/Disbursements): Proposal #1 and #2

*made by Don B.*

*seconded by Bethany M.*

<u>DISCUSSION</u>		<a href="#">see document: Revisions to Financial Policy - Accounts Payable/Disbursement</a>
Ayes	7	Pam E., Bethany M., Don B., Jill D., Kaulana S., Juliet H., Gabriel N., *Romeo G. (non-voting)
Opposed	-	
Abstain	-	
<u>DECISION</u>	<b>APPROVED</b>	
<b>c) Appointment of Student Board Representative - Gabriel Nvalta</b>		
<u>MOTION</u>	To appoint Gabriel Nvalta as Student Board Representative	
	<i>made by Pam E.</i>	<i>seconded by Juliet H.</i>
<u>DISCUSSION</u>	<a href="#">see document: BP: Appoint Gabriel Nvalta</a>	
	Student Representative is a voting member of the Board except for Personnel/Director issues.	
Ayes	6	Pam E., Bethany M., Don B., Jill D., Kaulana S., Juliet H., *Romeo G. (non-voting)
Opposed	-	
Abstain	-	
<u>DECISION</u>	<b>APPROVED</b>	
<b>d) Committee Reports for October - review of accomplishments and objectives for upcoming year</b>		
<u>INFORMATION/DISCUSSION</u>	Reminders will be sent out to the Board upon availability of reports. Reports are due in writing the Friday before the monthly Board meeting.	
<b>e) ELL Plan - Demographics and Objectives / Measure</b>		
<u>INFORMATION/DISCUSSION</u>	<a href="#">see document: Highlights from LCPCS English Language Learner Plan</a>	
<b>f) ACS WASC Action Plan Committee - Board Role</b>		
<u>DISCUSSION</u>	Announcement will be sent out.	
<b>g) CSI - Comprehensive Support &amp; Interventions</b>		
<u>PRESENTATION/DISCUSSION</u>	<b>DEFERRED: on hold for October meeting</b>	
<b>9. Executive Session (ES)</b>		
<i>The ES serves 3 core functions: (1) assures confidentiality, (2) creates a mechanism for Board independence and oversight, and (3)enhances relationships among Board members and with the School Director. While in ES, only Board members and individuals invited by the Chair may be present. At the option of the Chair, the School Director or other Board members may be excused.</i>		
a) Board Self - Assessment plus/delta; b) Discussion and scheduling of steps/participants per Conflict Resolution Policy.		
<b>10. Announcements</b>		
<b>a) Upcoming Meetings</b>		
i. Agenda Setting - October 10, 2017, 5:30pm, Room 12		
ii. Finance Committee - October 5, 2017, 5:30pm, Room 12		
iii. Regular Board Meeting - October 24, 2017, 5:30pm, Band Room		
iv. Board Training - Saturday, September 30, 2017, 9am-1pm, Kona Pacific PCS		
<b>b) School Events</b>		
i. No Students. Teacher Training - October 4, 2017		
<a href="#">Please refer to the calendar at www.lcps.org</a>		
<b>11. Adjournment</b>		
Meeting was adjourned by Chair Pam Elders at 8:02 PM for Public and 8:27 PM for Executive Session.		