



Governing Board Meeting Minutes

9/22/15 5:30 pm LCPCS Room 10 (Teaching Kitchen)

I. Call to Order

The meeting was called to order at 5:38p by Chair Niki Barton-Hubbard.

II. Attendance

Board Directors: Chair Niki Barton-Hubbard, Vice-Chair Bethany Morrison, Treasurer Thomas Bearden, Secretary Gerry Delgado, Naomi Smith, Don Bryan, Tenille Ah Choy, Jason Blair, Jaylyn Subica, Alapaki (Paki) Nahale-a.

Guests: Rozanne Connell, Polina Kozinskiy, Kahele Nahale-a, Mike Okoye.

III. Approve Agenda

MOTION: To approve the September 22, 2015 meeting agenda *made by Gerry Delgado, seconded by Don Bryan.*

Discussion: Roxanne Connell from Carbonaro CPAs in attendance to review the audit draft with the Board.

MOTION: To move X.2. Audit Draft Review forward in the agenda before VI. Financial Review & Approval *made by Gerry Delgado, seconded by Don Bryan.*

Discussion: Nothing further

DECISION: Aye by all. No Opposed. APPROVED

MOTION: To approve the September 22, 2015 meeting agenda with amendments *made by Gerry Delgado, seconded by Don Bryan*

DECISION: Aye by all. No Opposed. APPROVED w/Amendments

IV. Public Comments on Agenda items NONE

V. Minute Review & Approval

MOTION: To approve and accept the August 25, 2015 minutes *made by Gerry Delgado, seconded by Thomas Bearden.*

Discussion: No changes

DECISION: Aye by all. No Opposed. APPROVED

X. New Business

2. Audit Draft Review

Gerry

MOTION: To accept the Audit Draft as recommended by the Finance Committee *made Thomas Bearden, seconded by Jason Blair.*

Discussion: Rozanne Connell, Auditor at Carbonaro CPA, presented the findings and report from the annual financial audit. Finance Chair T. Bearden suggested adding to the section Comments by the Board a statement regarding the low per-pupil allocation funding in comparison to HODOE. Don B. requested



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more information regarding the disparity in funding. School Director Paki N. gave a brief explanation of the “big picture”.

MOTION: To correct pg 15, 2nd paragraph 1st line under Internal Control Over Financial Reporting and insert the following statement in the Comments by the Board section, “current per pupil allocation is inadequate to effectively meet our school’s academic and strategic goals” *made by Thomas Bearden, seconded by Don Bryan.*

Discussion: Nothing further

DECISION: Aye by all. No Opposed. APPROVED

MOTION: To accept the audit draft with amendments *made by Thomas Bearden, seconded by Jason Blair*

DECISION: Aye by all. No Opposed. APPROVED w/Amendments

VI. Financial Review & Approval

MOTION: To approve and accept the August 2015 financial statements *made by Thomas Bearden, seconded by Bethany Morrison.*

Discussion: Financial statements reviewed by Secretary/Business Manager Gerry Delgado.

DECISION: Aye by all. No Opposed. APPROVED

VII. Reports

1. Students – Verbal given by Polina K.
2. Families – Verbal given by Niki B-H.
3. Staff – Verbal given by Gerry D. & Kāhele N.
4. Faculty – Verbal given by Naomi S.
5. Community/Hui Kāko’o Non-Profit - Verbal given by Don B.
6. Director – Written submitted and verbal given by Paki N.
7. Committees:
 - i. Development – Written submitted and verbal given by Committee Chair Niki B-H.
 - ii. Finance– Mtg minutes submitted and verbal given by Committee Chair Thomas B.
 - iii. Governance – Nothing new
 - iv. Personnel – Nothing new

VIII. Public Comment on Non-Agenda Items

- a. None



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IX. Unfinished Business

1. None

X. New Business

1. Bank Account Signature Card Update

Gerry

MOTION: To accept the proposal to update the school's signature card to include current board chair person, treasurer, alternate staff member *made by Thomas Bearden, seconded by Jason Blair.*

Discussion: New officers to include: Niki B-H., Thomas B., Gerry D. and alternate staff member will be Mike O. New signers will be briefed on procedures.

DECISION: Aye by all. No Opposed. APPROVED

2. Audit Draft Review

Addressed earlier in the agenda

3. Dissolve Class Accounts

Gerry

MOTION: To approve dissolving class accounts after graduation and move the remaining funds into the student activities account *made Thomas Bearden, seconded by Bethany Morrison.*

Discussion: Rather than leave any money left in restricted class accounts, Business Manager G. Delgado would like to have the authorization to move any remaining unallocated funds from a graduating class into the student activities account which funds student activities for the whole school.

DECISION: Aye by all. No Opposed. APPROVED

4. Official Reserve Account

Gerry

MOTION: to establish an official reserve account of \$82,000 *made by Thomas Bearden, seconded by Bethany Morrison.*

Discussion: This would make the reserve account a restricted account. LCPCS is meeting at least 6 of 10 financial performance reviews in the audit. The suggested amount reflects one payroll expenditure. Finance Chair T. Bearden reminded all that this issue will be brought up regularly to increase the amount.

DECISION: Aye by all. No Opposed. APPROVED

5. 2015-16FY Budget Amendment

Gerry



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MOTION: To defer the 2015-16FY Budget Amendment *made by Gerry Delgado, seconded by Jason Blair.*

Discussion: The Budget Amendment was not ready for approval.

DECISION: Aye by all. No Opposed.DEFERRED

XI. Executive Session

A. Unfinished Business

1. None

B. New Business

1. Legal Issues
2. Personnel Matters
 - a. New Hires
3. Concerns

XII. Secretary recap & Announcements

1. Next Board Meetings

- a. *Development Committee* – 10/6/15, 6:00p, Rm 10
- b. *Executive Board Agenda Setting*– 10/13/15, 5:30p, Rm 10
 - i. 10/12/15 - Proposals DUE
- c. *Personnel Committee* – none scheduled
- d. *Finance Committee* – 10/13/15, 6:00p, Rm 10
- e. *Governance Committee* – none scheduled
- f. *Regular Monthly Board* – 10/27/15, 5:30p, Rm 10

2. State Charter School Commission Meetings & Deadlines

- a. 9/22 – Legislative Informational Briefing on Charter Contract Renewal Criteria
- b. 9/29 – Deadline to submit letter of intent to amend Exhibit A of the Charter Contract
- c. 10/10 – Deadline to submit immunization reports

3. Upcoming School Events

- a. Please refer to the calendar at www.lcpes.org

4. Assignment of tasks

XIII. Adjourn 8:04pm