

Laupahoehoe Public Community Charter School

Governing Board Meeting Minutes

Meeting Type: **Regular Board Meeting**

Date: **September 25, 2018** Time: **5:30pm** Room: **Band Room**

GB APPROVED:

10/23/18

1. Call to Order

Meeting was called to order at 5:39 pm by Chair Pam Elders.

a. Attendance/Quorum

| | <u>BOARD DIRECTORS (10)</u> | | <u>PUBLIC / GUESTS (9)</u> |
|------------------------------------|---|-------------|----------------------------|
| | Present: (7) | Absent: (4) | |
| Pam Elders - Chair | Trevor Gloor | | Jerby Navalta |
| Alfred Kent - Treasurer | Jessica Kaneakua | | Kaulana Smith |
| Kelly Campbell - Secretary | Peter Sternlicht | | Niki Hubbard |
| Paula Dickey | Jareese Amaral - Student Representative | | Talia Capdepon |
| Daphnie Martins | | | Wesley Capdepon |
| Don Bryan | | | Travis Clark |
| Kahele Nahale-a - Interim Director | | | Ariel Tergoglon |
| | | | Ta'sa McDonald |
| | | | Gabriel Navalta |

b. Agenda Review (includes Aloha Etiquette) i. Request for two Special Board meetings; ii. Item 7b. Value-Added Measure to be deferred

c. Timekeeper Jerby N.

2. Public Comments On Agenda Items

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

- Wesley Capdepon, a parent of Kinder student, follow - up on last month's meeting (8/28/18) re: the hiring of a 1.0 FTE EA position for Kindergarten.
- Kahele Nahale-a (Interim School Director) gave an update on the hiring process and summarized the steps taken to ensure the Kinder classroom is adequately staffed (e.g., assignment of a Academic Specialist).
- Travis Clark, a Kindergn parent/volunteer, shared his positive observation on the transition of the Kindergarten during Gardening class.
- Pam Elders also shared her positive observation after observing the Kindergarten classroom and talking to Crystal on 9/24/18.

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.]

Chair Pam Elders highlighted several documents for member's attention (Nomination of Jessica Kaneakua as Chair of Personnel Committee; Personnel Committee Minutes contain 2018-19 Objectives; correction of meeting year (2018, not 2016) on Ad Hoc Campus Committee Notes).

a. Minute Review from August 28, 2018 [08.28.18 GB Meeting Minutes - DRAFT](#)

b. Nomination of Jessica Kaneakua: Chair Personnel Committee

[BOARD PROPOSAL FORM Appoint Jessica Kaneakua to PC Chair](#)

c. Committee Reports

- Finance [2018-09-10FinanceMeetingAgenda&Minutes](#)
- Governance [Governance Comm MINUTES 091018](#)
- Personnel [PC MINUTES 092018](#)
- Development/Hui Makua no report
- Academic no report
- Ad Hoc - Grounds and Climate Survey [LCPCS Campus Plan Committee meeting notes 8.13.2018](#)

d. Hui Kako'o Laupahoehoe no report

e. Staff Report no report

f. Faculty Report no report

g. Interim Director's Report
h. September 2018 Financials

[Interim Director's Report - September 2018](#)

FY18-19 Financials Statement

To approve items in the Consent Agenda

MOTION

made by Don B.

seconded by Alfred K.

Ayes 6
 Opposed -
 Abstain -

Pam E., Alfred K., Kelly C., Paula D., Don B., Daphnie M., Kahele N. (non-voting)

DECISION

APPROVED

4. Correspondence

[NOTE: Correspondence which requires a Board response]

Chair Pam Elders pointed out correspondence items e)-g) regarding School Director's resignation; item h)-i) regarding resubmission of the Assurance of Compliance Statement; revision of the Organizational Chart to include the 1.0 FTE EA position approved at the last Board meeting; correction of LCPCS Profile on Commission web page.

- [a. Hamakua Times, Seaside News!, September 2018](#)
- [b. Student Government - Power Outage](#)
- [c. Big Island Charter School Meeting on Thursday, January 24, 2019](#)
- [d. Resignation Letter from School Director](#)
- [e. Acceptance of resignation from GB to SD](#)
- [f. Letter from Board to Seaside Ohana re: resignation of SD](#)
- [g. Email to Sione Thompson re: resignation of SD](#)
- [h. Email to Sylvia Silva re: Assurance of Compliance Statement](#)
- [i. Assurance of Compliance Statement](#)
- [j. LCPCS Organizational Chart 2018-19](#)
- k. Revision of Compliance Statement

[Email: Revision to LCPCS Profile on Commission website](#)

[LCPCS Profile - HI Charter School Commission Sept 2018](#)

5. Governing Board Annual Review Schedule

[Annual GB Review Schedule - September 2018](#)

Reviewed tasks/requirements from August through October. Items with red check marks indicates: Work Done/Submitted. "AP" indicates "Approval Pending."

6. School Director's Progress Report

No discussion. The data is not available for spring NWEA and SBA results under "All students demonstrate academic proficiency" Goal.

7. New Business

a) Attendance Policy - Board Proposal

MOTION

To approve the revised Attendance Policy Contract

REVISED MOTION

To approve the revised Attendance Policy Contract with the suggested amendments: 1) page 1 - clarify the AGE [compulsory education laws applies to children aged 5-18 and children who are at least 16 may be excluded or excepted from school attendance under certain conditions-- disruptive behavior/chronic absenteeism]; 2) page 2 - correct typo error on the 4th bullet point: "ge6t"; 3) page 3 - suggestion to add "but not limited to" under *Unexcused absences*; 4) pages 1-2 - edit legal reference to indicate local application of law--e.g., insert School Director in place of Superintendent, and; 5) page 4 - change "approved" to "approve" under *After 20 absences*.

DISCUSSION

[BOARD PROPOSAL FORM - Attendance Policy Contract 092518](#)

[LCPCS Attendance Policy-Contract DRAFT3 090518](#)

DECISION

No Vote held. Revised policy will be added to Consent Agenda with the corresponding changes for October's meeting.

b) Value-Added Measure

DEFERRED VAM timeline has been revised.

*** PROPOSAL: Two Special Board Meetings**

Agenda item taken from 1b. Agenda Review, i. Request for two special board meetings: 1) To address Recruitment-Hiring Process and Timeline for School Director; and 2) Informational Session regarding the National Science Foundation Discovery Research PreK-12 Grant Application. Each meeting is estimated to be 45 minutes to an hour in length and preferably scheduled on the same day, week of October 1st the soonest date. Jerby will send out an email to Board members for meeting preferences.

c) Ad Hoc Committee on Climate Surveys - Board Guidelines

MOTION

To approve an ad-hoc committee whose purpose will be to evaluate various aspects of the cultural/operational climate at LCPCS and report its findings to the Governing Board

REVISED MOTION

To approve the establishment of the Ad Hoc Climate Survey Committee and to appoint Don as Chair with the following changes: 1st paragraph after LCPCS - "related to the climate survey data"; 2) add to "Existing Climate Surveys," bullet #2, - "Questions will be drawn from climate survey results"; 3) 1st paragraph after 2nd bullet add "Climate Survey" after "corrections of" and replace "identified" with "validated"; 4th paragraph, remove "will be confidential. It" to read: The report will not identify individual respondents..."

made by Alfred K.

seconded by Paula D.

DISCUSSION

[climate survey proposal.1](#)

| | | |
|---------|---|---|
| Ayes | 6 | Pam E., Alfred K., Kelly C., Paula D., Don B., Daphnie M., Kahele N. (non-voting) |
| Opposed | - | - |
| Abstain | - | - |

DECISION

APPROVED

d) Overview: Strategic Plan/School-Wide Plan

*Kahele N. made a motion to the Board Chair to defer the presentation since the information is mainly intended for a specific board director who is not present. Seconded by Paula D. All in agreement. Agenda item **DEFERRED**.

e) Revision of School Director's Progress Report SY 2018-19; Results for SY 2017-18

MOTION

To discuss and recommend outcome measures for SY 18-19

[BOARD PROPOSAL FORM SD's Progress Report-School Accountability](#)

[School Director Progress-School Accountability Report 2017-18 RESULTS - RECS SY 18-19 Sept 2018](#)

DISCUSSION

Two purposes: 1) to review results of current outcomes (SY 2017-18) and 2) consider additions/substitutions that may need to be addressed in SY 2018-19. This document generated a rich discussion about the value of measurement and the reliability of outcome indicators to tell the "whole story." For example, the "back story" in regard to the test results in math and ELA raises questions about student's attitudes about test-taking, whether we are providing students with the tools and strategies necessary to succeed in a test situation, staff attitudes/support toward high-stakes testing and the emphasis it should be given in regard to evaluating student learning or teacher proficiency, etc. The back story is important to help us assess what interventions will be most impactful on the problem. Jessica pointed out that each student's test can be reviewed to evaluate engagement with test questions. Use of national norms would provide comparables and inform goal-setting. Jessica pointed out that it is good practice to triangulate data points as a cross-check on a particular measure such as suspensions and out-of-class placements. We need to be sure processes are in place to accurately and reliably measure outcomes. Pam plans to take the Report to the Academic **Continued to next Board Meeting.**

8. Executive Session (ES)

8:24 PM

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.

No Executive Session was held.

a. Board Sel - Assessment plus/delta

b. Personnel Issues

9. Announcements

a) Upcoming Meetings

- i. Finance Committee Meeting - October 9, 2018 at 4:00 pm
- ii. Agenda Setting - October 9, 2018 at 5:30 pm
- iii. Regular Board Meeting - October 23, 2018 at 5:30 pm
- iv. Board Training [REQUIRED] - October 12-14, 2018 at 8:00 am - 4:00 pm (Carver Policy)

b) School Events

[Please refer to the calendar at www.lcpcs.org](http://www.lcpcs.org)

10. Adjournment

Meeting was adjourned at 8:45 pm.

**To Emphasize Hands-on Learning and Academic Success
Where Every Student is Known, Valued, and Loved**