La	aupahoehoe Public Comi	munity Charte	er School		
	Governing Board N	leeting Minut	es		
	Meeting Type: Regu	ılar Board Mtg.			
Γ	Pate: April 23, 2019 Time: 5:30pm Ro		CS Cafeteria)		
		·		GB APPROVED: 05/28/19	
	AGENDA ITEM ACTION			WHO/ACTION	
1. Call to Order					
	1	Meeting was called to o	der at: 5:31 by Pam Elders .		
a. Attendance/Quorum					
	l Directors	P	Public/Guests		
Present: (7)	Absent: (1)		•		
Pam Elders - Chair	Jareese Amaral - Student Rep.		r (Katy Metzler Nagata)	Chair /	
Alfred Kent - Treasurer			Lanakila Manguil		
Kelly Campbell - Secretary			Kaulana Smith		
David Sheehan		Niki Hubbard			
Paula Dickey		Danielle Hewetso	n		
Daphnie Martins					
	Nahale-a - Interim Director				
b. Agenda Review (includes Aloha Eti c. Timekeeper: Gabriel N.	quette)				
2. Public Comments					
1) Catherine Metzler, PreK Teacher: addit Hawaii Executive Office of Early Learnin elimination of PreK Community Engage: 2) Kumu Lanakila Manguil: shared poputheir continuation via community outrea 3) Danielle Hewetson, parent of 3 LCPCS school's cultural enrichment programs. I Board Member Kelly Campbell suggested 3. Adoption of Minutes of: March 25, 201 Discussion:	Stakeholders				
		Pam Elders	seconded by Daphnie Martins		
		Ayes: Opposed: Abstain:	Pam E., Fred K., Daphnie M., Kelly C., David S., Paula D., Kahele N. (non- voting) none none	Board Members / Approve	
4. Declaration of Conflict of Interest: No	ne				
5. Ownership Linkage					
and also identified additional data needed as perception surveys help inform data a enrollment starting in SY 2015-16 might be sufficiently symmetric than the disconsistance of 17 might be explained by the disconsistance of 18 might be explained by the discons	ated LCPCS Demographic Data CNA SY 18-19 rd. Board members agreed data from prior nalysis. Kahele provided some interpretative attributed in part to the introduction on intinuation of the high school program in less high school Kaupe'a program; some of the dight school Kaupe's program; s	or school yearsand/or nations of data points, for f the Kaupe'a program; Kaupe'a; the bump in er he enrollment increase at 16% of the student bod ors of curriculum rigor, the school does not have	extional or state norms as well example, the increase in the enrollment decrease in prollment in the following this year resulted from y compared to a national breadth of electives, and e a large Hawaiian	Kahele Nahale-a / Information & Discussion	

in student success. Incident data is has been partially inputed. This year, administrative staff focused on clarifying definitions of

5b. Dr. Ziska's presentation implications	Supporting Doc	<u>s</u>	
Discussion: Board members recapped salient points from Dr. Ziska's presentation at the last Board meeting: * Number of students being served (1/3 to 1/2 of caseload of 23); *Caseload of 23; Keep supporting; advertising/advocating for utilization of emotional wellness services; * Perceived stigma in regard to accessing emotional wellness services is a barrier; *Are we getting students/families most in need of services to use them?; * What is the follow-up on a referral? * Compelling statistics for depression, trauma, suicide, substance use; * How to address confidentiality issues (in a multi-use facility for ex., if you are in the waiting room, no one knows if you are coming for the doctor, nurse, lab test, etc.); * Should Dr. Ziska provide services elsewhere?; * Interface with Kau'i important; * There are alot of issues for families in accessing services (confidentiality; Child Protective Services; unwanted exposure of family issues/dynamics). Further discussion around the need to normalize emotional wellness it's important for everyone! What implications do these observations have for our ownership and school?			
. Board Education			
6a. Progress on preparation for Charter Contract renewal	Supporting Doc		
Discussion: ISD Kahele Nahale-a presented a slide show <i>Renewal Application and Criteria for State Public Charter School Contracts</i> . She shared the Commission will begin scheduling site visits in May; multiple visits will be planned. Academic Performance Review will most likely by conducted by the Commission in the Fall of 2019. LCPCS has received no Notices of Deficiency (NODs) and consequently, the Commission after reviewing the application and performance data will recommend a contract period of 1-5 years. The ISD, Office Manager, Business Manager and Business Consultant will be primary participants in preparing for the operational review. The Board will address the Governance section at their May meeting.			
6b. Board Educational Needs and National Charter Schools Institute	Supporting Doc	s found in Correspondence	
Discussion: The Charter Commission has engaged the National Charter Schools Inst GBs). The process will begin with a focus group with individual GBs to identify trair vas solicited.	*		All / Discussion
and the Charter Commission staff to inform the Commission's strategic planning. Je	ennifer Higaki, a Co	ommission staffer, chaired the	
neeting. While questions were formally posed to participants to explore the governa liscussion was more free-form. Input focused on the necessity of Commissioner par Commissioner exposure/familiarity with on-the-ground school operations; allowing letermining appropriate evaluation measures for their schools; board membership of Commission's role in supporting and promoting charter school innovations; including chools.	nce and performan ticipation in the in individual charter constraints (one-thi	formation-gathering process; schools more participation in rd rule); need to amplify the	Fred Kent / Information
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	made by David S.	seconded by Kelly C.
	Ayes:	Pam E., Fred K., Daphnie M., Kelly C., David S., Paula D., Kahele N. (non- voting)
	Opposed:	none
	Abstain:	none
7d. GP-18 Requests for Presentations to the Board	GP-18 & Revisio	ons
Discussion: 1.2 revised to require submission of a written brief 6 days in advance of	Motion: To app	rove GP-18 as amended.
the Agenda-Setting Committee. 1.5 revised to include flexibility in regard to number	made by	made by
of presenters and time of presentation at the discretion of the Agenda-Setting	Kelly C.	Fred K.
Committee.	Ayes: Opposed:	Pam E., Fred K., Daphnie M., Kelly C., David S., Paula D., Kahele N. (non- voting)
	Abstain:	none

8a. EL-4 Financial Condition & Activities

Discussion: 1. For some expenses, like pre-K, the money is spent first, then reimbursement is filed up to the allotted maximum amount. Therefore, we do not receive the funds until after they are spent. This has not been a problem for cash flow because the State Allocation is received at the beginning of the year, then a second allocation is received in December. However, hypothetically, there might be a time, just before the December allocation, when more money might be spent than received; the second exception has been added to take note of that possibility.

2. Since our budget is balanced, revenue driven, and we do not want to operate at a loss, we should not allow total operating expenditures to exceed the total approved operating budget. If during the course of the year revenue exceeds original expectations, the board can approve a higher expenditure budget.

Removing the line item limits (the old statement #2) eliminates the confusion of whether limitations relate to "line items" or "categories."

Together, the following limitations constitute a good financial corral within which the school must operate: Statement #8 is a qualitative limitation about not deviating from the approved budget; Statement #2 is a quantitative limitation about total operating expenses not exceeding total operating revenue, and; Statement #1 is a quantitative limitation which addresses cash flow and reimbursement limitations.

- 3. There are no actual funds, either in an account or on the balance sheet, designated as contingency. It is just a line on the expense budget. The wording has been changed to contingency "budget" instead of "funds".
- 4. "Long Term Reserves" is on the balance sheet as GB Mandated Reserve. The Charter Commission goal is for a unrestricted cash balance of 60 days of operating expenses, which would be about \$660,000. These funds should be "reserved" for special expenditures approved by the board.

The Finance Committee believes these changes will give our School Director more flexibility, reduce the workload of the GB, yet tighten the overall financial governance.

The significance of these limitation changes won't be known until we get a proposed budget for the next year from the school staff.

EL-4 & Revisions

Motion: To approve EL-4 as amended. made by Kelly C.

made by David S.

Ayes: Pam Elders, Fred Kent, Daphnie Martins, Kelly Campbell, David Sheehan, Paula Dickey, Kahele Nahale-a (non-voting)

Opposed: none

Abstain: none

8b. EL-6 Compensation & Benefits

Discussion: This policy is approved. It will be forwarded to Office Manager for review.

EL-6 & Revisions		
Motion: To approve EL	-6 as revised.	
made by	by seconded by	
Fred K.	Pam E.	
Ayes:	Pam E., Fred K.,	
	Daphnie M., Kelly C.,	
	David S., Paula D.,	
	Kahele N. (non-	
	voting)	

Board Members/ Approve

•	Opposed:	none	
	Abstain:	none	
8c. EL-11 Ends Focus of Grants or Contracts	EL-11 & Revisions	·	
viscussion: 1. "that do not prohibit methods or activities" deleted to clarify meaning	1		
flimitation. 3. "and awarding grants" eliminated as non-applicable to school	made by	seconded by	
unctions.	Kelly C.	Fred K.	
	Ayes:	Pam E., Fred K.,	
		Daphnie M., Kelly C.,	
		David S., Paula D.,	
		Kahele N. (non-	
		voting)	
	Opposed:	none	
	Abstain:	none	
. Required Approvals Agenda			
9a. School-Wide Plan Revision	School-Wide Plan Re	evisions	
Discussion: ISD Kahele Nahale-a reviewed the Application for Title 1 Comprehensive	Motion: To allow Kahele N. to make the		
Support and Improvement Funds (CSI) to illuminate the proposed revisions to the	proposed revisions to		
School-Wide Plan (SWP). Some activities have been moved from year 2 to year 3;	authorize the GB Boa	ard Chair to sign the SWP	
some year 3 activities have been deleted. Panorama Education Student Success	before submittal.		
Dashboard will replace the Pale Liko Early Warning System which will streamline data	-	seconded by	Board Members
collection. Budget accomodates fee increase and addition of 1 on-site day for	Fred K.	Kelly C.	Approve
consultant Connie Hebert, RtI consultant; stipend for Waipunalei Coordinator,	Ayes:	Pam E., Fred K.,	
additional training and collaboration time for vertical alignment, moving funds for		Daphnie M., Kelly C.,	
CTE Conference from year 2 to year 3, conversion of Student Success Coach to		David S., Paula D.,	
contract position (salary plus fringe), professional development "Classroom		Kahele N. (non-	
Instruction That Works (CITW); partnerships with HCC to offer dual enrollment	_	voting)	
credit courses.	Opposed:	none	
	Abstain:	none	
to. School Director Transition Committee			
Discussion: Membership will include Board Chair; Board Treasurer; parent-	_	SD Transition Committee	
community member (TBD by Committee); DCIA,; ISD, and; other member/participants to be determined by the Committee and/or Board. The	as described in Propo		
Committee would: outline the content and timeline of SD's orientation (both internal	made by Kelly C.	seconded by	
and external providers); schedule introductions to stakeholder groups/school	Ayes:	Daphnie M. Pam E., Fred K.,	Board Members /
community; identify information/data/reports/tasks to be completed prior to SD's	Ayes:	Daphnie M., Kelly C.,	Approve
start-date, and; other necessary supports.		David S., Paula D.,	прргосс
oute unter united indecedently supported.		Kahele N. (non-	
		voting)	
	Opposed:	none	
	Abstain:	none	
1. Executive Session	110000111		
The ES serves 3 core functions: (1) assures confidentiality, (2) creates a mechanism for Board inc	lependence and oversight	and (3) enhances	
relationships among Board members and with the School Director. While in ES, only Board me			
be present. At the option of the Chair, the School Director or other Board members may be excus	sed.		Board Members
11a. Self-Evaluation of Board Performance - Deferred			Discuss
11b. Other - Deffered			
12. Information Requested by the Board			
12a. Hui Kako'o O Laupahoehoe MOU - received			
Ann. Ann. Ann. O O Ann punioenoe 19100 - Leceiven			
12b. Enrollment Policy Revision			
,,,,,,			Board Members / Review
12c. Feedback on Organization Chart			Review
1.2			
12d. Comparison BIESY Data SY 2017-18			
•			
3. Adjourned at <u>9:00 PM</u> .			Chair

a. Agenda-Setting - May 14, 2019 (5:30pm Room 12)	
b. Finance - May 14, 2019 (4:00pm Room 12)	
c. Regular Board Meeting - May 25, 2019 (5:30pm Room 12)	
	Total Minutes: 209
Board Correspondence: Separate Listing (attached)	
Committee Minutes and Agendas (posted on the Board Drive)	
To Emphasize Hands-on Learning and Academic Success	
Where Every Student is Known, Valued, and Loved	