Laupahoehoe Public Community Charter School Governing Board Meeting Minutes

Meeting Type: Regular Board Meeting

Date: June 26, 2018 Time: 5:30pm Room: Band Room

GB APPROVED:

07/24/18

1. Call to Order

Meeting was called to order at 5:34 pm by Chair Pam Elders.

a. Attendance/Quorum

BOARD DIRECTORS (9)

Present: (7) Absent: (3)

PUBLIC / GUESTS (5)

Pam Elders - Chair Romeo Garcia - School Director Jerby Navalta

Don Bryan - Treasurer (via Google Hangouts) Jill Doying - Secretary Jessica Kaneakua

Kaulana Smith Bethany Morrison - Vice Chair Jahreese Amaral

Alfred Kent Niki Hubbard

Trevor Gloor (via Goole Hangouts) Todd Ottake

Gabriel Navalta - Student Representative Peter Sternlicht (GB Appointed 6/26/18)

b. Agenda Review (includes Aloha Etiquette)

c. Timekeeper n/a

2. Public Comments On Agenda Items

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

- a. Pam Elders informed the Board regarding the interview and appointment of Kaulana Smith to the DCIA position and Ama Martin to the P-K SPED position.
- a. Kaulana shared SY 18-19 is the last year of funding for the Preschool program. The Charter Commission is preparing legislative proposals and a media campaign to promote preschool. Charter Schools are encouraged to support their efforts.
- b. Jessica Kaneakua attended the Hawaii Community Foundation (HCF) Luncheon on Oahu. She reminded the Board SY 18-19 is the last year of HCF funding for the SEL program.
- c. Niki Hubbard suggested that the Board inform/communicate to the families regarding the IMT (Interim Management Team), the garden, and other updates.
- d. Trevor Gloor summarized his impressions from the National Charter School Conference in Austin, Texas.

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

a2. June 4, 2018 (Special) 06.04.18 GB Special Meeting Minutes - DRAFT

b. Financial Review Copy of FY17-18 April-18 updated Financials

c. Committee Reports

c1. Finance FC Minutes 061218

c2. Governance Governance Comm MINUTES 061418

c3. Personnel n/a c4. Development/Hui Makua n/a d. Hui n/a

e. Staff Report
GB June Staff Repot 2018
f. Faculty Report
GB Faculty Report_Final

g. Use of P-Cards for Supply Purchases - \$500 limit

BOARD PROPOSAL FORM P Cards for Classroom Supplies

To approve items in the Consent Agenda

made by Alfred K. seconded by Kaulana S.

Ayes

Ayes

6

Pam E., Alfred K., Kaulana S., Gabriel N.
via Google Hangouts: Don B., Trevor G.

Opposed

Abstain

DECISION

APPROVED

4. Correspondence

[NOTE: Correspondence which requires a Board response]

- a. Release of 3rd Per Pupil Funds, em from Danny Vasconcellos, 5/24/18
 - a1. Email From: Danny Vasconcellos
 - a2. 3rd Per Pupil Disbursement ACH-Summary Sheet 2018-5-24
- b. SY 17-18 Strive HI Charter Self Reporting, HIDOE
 - b1. Email From Hawaii State Department of Education
 - b2. 377-SY1718_StriveHI_CharterSelfReporting
- c. MOA LCPCS-Hawaii Department of Agriculture
- d. Hawaii Statewide Assessment Program, SY 2018-19, from DOE
- e. Statement of Assurances for Organization Performance Framework (Charter Commission)
- f. Letter from Charter School Commission re: new Third Party Administrator (National Benefit Services to provide ongoing compliance and administration of 403(b) plans
- g. Summer Honua Ola Project Recruiting Students NOW
- h. Contract for Carver Training, The Governance Coach, 6/6/18
 - h1. Flyer Policy Governance Training
 - h2. Contract Carver Training-Andrew Bergen October 2018
- i. Letter to Sylvia Silva, LCPCS Admissions Policy (Geographical Exception)
- j. Memo 6/15/18, Projected Per Pupil Amount for FY 2018-19
- k. School-Community Partner Agreement, 7/1/18-7/1/22, Community Based Education Support Services (CBESS)

5. Governing Board Annual Review Schedule

<u>Annual GB Review Schedule-June 2018</u>

Review activities for the months of May and June 2018.

6. School Director's Progress Report

Presentation by Jessica Kaneakua. Goal 1: outcomes presented at previous GB meeting were reviewed. **Goal 2**: All students demonstrate social-emotional competence appropriate to their mental and chronological age. "By the end of 2017-18 SY, student suspensions/out-of-class removals will decrese by at least 10% over prior SY:" MET [Decreased by 43%]. "By the end of 2017-18 SY, referrals will decrease by at least 10% over the prior SY:" NOT MET [increased by 13%, from 69 to 78]. #6 is in progress; results will be available 7/6. **Goal 3**: All students are engaged in school and are confident and optimistic about their ability to succeed. "85% of seniors across al subgroups are placed into either higher education programs or jobs:" MET [100% placed]. LCPCS students who transfer to Youth Challenge are counted against our graduation rate. The Commission accepts Youth Challenge as an accredited program, but DOE/StriveHI does not. "The percentage of chronically absent students will be 6%:" MET [10%]. Chronically absent is defined as absent 15 days or more during the school year. This measure includes Kaupe'a students. **Goal 4**: *School practices and processes are in place to support student outcomes.* None of the outcomes were met: effective use of data to inform instructional practices and to meet individual student needs; full implementation of PBL in middle school; K-12 curriculum fully aligned; 100% of teachers use RtI.

DISCUSSION

7. Old Business

a) Update on CIP Improvements

DISCUSSION

LCPCS_CIP_Progress Report_6-18.pptx

Update and presentation by Peter Sternlicht. Further discussions will be made in the future.

8. New Business

a) Presentation: Music Program at LCPCS

Mr. Todd Otake, LCPCS High School Electives Teacher described the school music program to Board members. This is the first year music has been offered as an elective during class hours. Todd spoke about the benefits of the music program: giving students confidence, dedication to learning, and commitment to their fellow musicians to show up and deliver (all good skills for academic and life success). He believes musical performances can elevate the status of our school and are an excellent way to present LCPCS to the general public and the community. Currently, not all students are able to enroll in a music elective if their class schedule doesn't sync with its scheduled time slot. He shared ways which the music program could be expanded and strengthened. Pushing music to the lower grades, starts music education earlier which is important for skill development. Building more flexibility into the daily schedule might be an option to offer more musical opportunities for students. Fewer pull-outs from the music program for SPED and SEL would afford a more intensive experience for these students. Adding another instructor for just 4 hours/week to teach wind and brass instruments would add variety/depth to the program. Offering Music 1 and 2 would accelerate students skill development. Right now, students practice in a regular classroom which lacks the privacy students need to explore and amplify their skills. When the Band Room renovations are complete, it will offer an excellent practice space. While the majority of school instruments are high quality, the program would benefit from purchase of a good electric bass and cajón (box drum). The Hui is interested in expanding the music program and hopefully to buildon/expand what we already are doing. Don mentioned some community members want to volunteer.

DISCUSSION

b) Board Ad Hoc Committee to Review Climate Surveys and make action recommendations in concert with IMT

MOTION

6

To approve creation of an Ad Hoc Committee composed of Board member(s) and Interim Management Team member(s) to review and analyze Climate Survey data and to recommend

follow-up action

made by Alfred K.

seconded by Kaulana S.

DISCUSSION

BOARD PROPOSAL FORM Ad Hoc Committee Climate Srvys 062618

Pam E., Alfred K., Kaulana S., Gabriel N.

Ayes

via Google Hangouts: Don B., Trevor G.

Opposed

Ayes

Abstain

APPROVED

c) Recruitment and Hiring Policy

MOTION

DISCUSSION

DECISION

To approve the Recruitment and Hiring Policy

made by Alfred K.

seconded by Kaulana S.

and court record. Don thought this contradicted the provision that employment can be denied to an individual with a criminal history. Several Board members pointed out that the 1) the policy forbids "illegal discrimination," not denial of employment based on legitimate grounds, 2) "arrest or court record" is different than having been convicted of a crime, and 3) the nature of discrimination is that it is not based on reason, but rather, is arbitrary in nature, and; 4) this

The non-discrimination section says LCPCS shall not discriminate on the basis of one's arrest

provision is listed by the HIBOE in its civil rights compliance policy. Recruitment and Hiring Policies and Procedures DRAFT June 2018

BOARD PROPOSAL FORM Rec and Hiring Policy 062618

Pam E., Alfred K., Kaulana S., Gabriel N., via Google Hangouts: Trevor G. 5

Opposed

Abstain via Google Hangouts: Don B.

DECISION

APPROVED

d) Approve Board Member To approve appointment of Peter Sternlicht to the Governing Board MOTION made by Trevor G. seconded by Don B. LCPCS Board Cover Letter v2 BOARD PROPOSAL FORM Appoint P Sternlicht to GB 062618 DISCUSSION LCPCS Board Application - Peter Sternlicht PWS Resume-LCPCS Board To approve appointment of Peter Sternlicht to the Governing Board for 3 years term **REVISED MOTION** seconded by Don B. made by Trevor G. DISCUSSION Revised BOARD PROPOSAL FORM Appoint P Sternlicht to GB 062618 Pam E., Alfred K., Kaulana S., Gabriel N. Ayes 6 via Google Hangouts: Don B., Trevor G.

Opposed Abstain

> **DECISION APPROVED**

e) Staff Recruitment Updates / Interview Hiring Timeline

Kaulana Smith was appointed as DCIA and Ama Martin was hired for Pre-K Teacher position. Additional updates and information will be discussed on next month's board meeting (also, UPDATE

refer to attachment 8e). Due to time contraints, Pam deferred consideration of the revised

Organizational Chart.

LCPCS Organizational Chart 2018-19 - Draft June 2018

REPORT TO BOARD

DECISION DEFERRED

9. Executive Session (ES) 7:49 PM

DISCUSSION

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.

a. Board Sel - Assessment plus/delta

b. Personnel Issues

10. Announcements

a) Upcoming Meetings

- i. Agenda Setting July 10, 2018
- ii. Finance Committee TBA
- iii. Regular Board Meeting July 24, 2018
- iv. Governance Committee TBA
- v. Board Training 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

11. Adjournment

Meeting was adjourned at 8:56 pm.

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