

Laupahoehoe Public Community Charter School

Governing Board Meeting Minutes

Meeting Type: **Regular Board Meeting**

Date: **October 23, 2018** Time: **5:30pm** Room: **Band Room**

GB APPROVED:

11/27/18

1. Call to Order

Meeting was called to order at 5:30 pm by Chair Pam Elders.

a. Attendance/Quorum

BOARD DIRECTORS (11)

Present: (11)

Absent: (0)

PUBLIC / GUESTS (10)

Pam Elders - Chair

Jessica Kaneakua - Vice Chair

Alfred Kent - Treasurer

Kelly Campbell - Secretary

Trevor Gloor

Paula Dickey

Daphnie Martins

Peter Sternlicht (Mr. Sternlicht absented himself from the meeting prior to the Executive Session [#6])

Don Bryan

Jareese Amaral - Student Representative

Kahele Nahale-a - Interim Director

Jerby Navalta

Del Delos Santos

Niki Hubbard

Rozanne Connell (Carbonaro CPAs)

Kaulana Smith

Holly Young

Thomas Bearden

Dave Molenaar

Shane Foxster

Jenny Bach

b. Agenda Review (includes Aloha Etiquette)

c. Timekeeper

Jerby Navalta

2. Public Comments On Agenda Items

note: public comments took place after item 7b. NSF presentation by Holly Young.

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

a. Shane Foxster, community member

b. Thomas Bearden, community member and former Board director

c. Dave Molenaar, community member

All 3 guests expressed their support for the NSF Grant Proposal.

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:

a1. September 25, 2018

[9.25.18 GB Meeting Minutes - DRAFT](#)

a2. October 4, 2018 Special

[10.4.18 GB Special Meeting Minutes - DRAFT](#)

Note: Addition made by Alfred K. to a2. October 4, 2018 Special Meeting Minutes - "Alfred Kent added that he learned a lot from the presentation about the grant application and requested the presenters to add more time to learn about it."

b. Financial Review

FY18-19 August 2018 BS and P&L Comp;

FY18-19 P&L_AHKrev2 Aug-2018

To approve items in the Consent Agenda

MOTION

made by Alfred K.

seconded by Pam E.

Ayes

8

Pam E., Jessica K., Alfred K., Kelly C., Trevor G., Daphnie M., Peter S., Jareese A.

Kahele N. (non-voting/Interim Director)

Opposed

-

-

Abstain

-

-

DECISION

APPROVED

4. Correspondence

[NOTE: Correspondence which requires a Board response]

[a. Revision to LCPCS Profile on Commission website](#)

[b. Em: Public Comment from Juliet Higgins](#)

[c. Hawaii Charter School Commission Contract - Renewal](#)

[d. Hamakua Times October 2018](#)

[d1. HamakuaTimes October2018 page10](#)

[d2. HamakuaTimes October2018 page11](#)

[e. Inquiry consulting services Natalie Nimmer](#)

[f. Inquiry consulting services Sue Deuber](#)

DISCUSSION: Pam highlighted various items of correspondence to Board members: 4a regarding the omission of "and loved" in the LCPCS mission statement as presented in the Profile of LCPCS on the Commission's web page; 4b input from Juliet Higgins; 4c information regarding the Charter Contract renewal coming up in 2020; 4e/f Solicitation for consulting services to Natalie Nimmer and Sue Deuber.

5. New Business

a) Audit Report - Carbonaro CPAs

[Updated Audit Draft 10-9-18](#)

[Commun with Govern](#)

INFORMATION: Rozanne Connell of Carbonaro CPAs & Management Group reviewed the recently completed Audit for the year ending June 30, 2018 and congratulated the Board on a clean opinion of the financial statements. She advised the Board of its prerogative to insert a comment in the Audit Report regarding cash held in the BOH checking account which exceeds the FDIC insured limit of \$250,000 (Note 10). Fred reiterated our intention to add a comment on Page 5 regarding LCPCS' intention to correct this condition by opening an interest-bearing savings account for amounts over the insured limit. Rozanne noted that while the Commission does not allow investment due to financial risk, other charter schools collect simple interest in bank accounts, a low-risk practice. She responded to a question from the Finance Committee regarding depreciation of the buses: generally, the useful life of a bus is 10 to 15 years, but there is no standard; determination of "useful life" is a management decision. She concluded by observing overall, assets are up and liabilities are down which is good; expenses have risen, but not as much as revenue. Rozanne spoke briefly to Note 6 In-Kind Revenue, which captures DOE's direct payment for special education services it provides on behalf of the school as well as grounds-keeping services, facilities renovation, and student transportation.

To approve the Audit with the insertion of a statement on Page 5 regarding opening a savings account with the funds that exceed the insured limits in the checking account

MOTION

made by Alfred K.

seconded by Trevor G.

Ayes

10

Pam E., Jessica K., Alfred K., Kelly C., Trevor G., Daphnie M., Peter S., Jareese A., Don B., Paula D., Kahele N. (non-voting/Interim Director)

Opposed

-

-

Abstain

-

-

DECISION

APPROVED

b) Process/Timeline for School Director Hire/Including Budget for consultant

MOTION

To approve hire of Natalie Nimmer (Pacific Relevance Consulting) to guide/oversee School Director Recruitment-Hiring Process.

[BOARD PROPOSAL FORM Recruitment-Hiring Process of School Director](#)

[Cover Email from Altres Staffing](#)

[LCPCS Timeline - Joining Hands Consulting](#)

[LCPCS/2FJHC proposalRVSD10-16-18](#)

[Placement Plans \(fillable\)](#)

[Possible Conflict of Interest - Staff members on Board 101718](#)

[Proposal for Head of School Search \(002\)](#)

[STF-AboutALTRES-2013-07-29](#)

[STF-AccountApplication-2015-08-13_Hilo](#)

DISCUSSION

Chair Pam Elders and Jessica Kaneakua provided an overview of the candidates and their respective proposals in regard to the process and timeline for the recruitment and hire of a School Director. Pam will contact Natalie Nimmer regarding finalizing a contract and next steps in regard to Phase I in her proposal.

DECISION

No vote has been made.

6. Executive Session (ES)

6:22 pm. Attendance: 10 Board Directors excluding Peter Sternlicht.

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) Conflict of Interest re: Board Member

DISCUSSION: The Board went into Executive Session. Member Peter Sternlicht absented himself from the ES and was not present for the remainder of the Board meeting. Discussion addressed the Board's formal acknowledgement and required action regarding a member's conflict of interest, Board Bylaws requiring a greater vote on issues where there is a conflict of interest, as well as advisement from the Attorney General and State Office of Ethics regarding the Board's handling of any appearance of Self-Dealing.

7. Old Business

a) Affirm Conflict of Interest Recusal of Board Member

MOTION

The LCPCS Governing Board acknowledges: 1) an existing conflict of interest on the part of a Board member and required recusal (effective 9/26/18 per Member's email) from all deliberations and discussions in regard to the NSF Grant Application, and 2) if the NSF grant is awarded to LCPCS, this Board member must either a) quit the Board if the grant-funded job is accepted or b) remain on the Board and decline the grant-funded job

made by Pam E.

seconded by Alfred K.

DISCUSSION

[BOARD PROPOSAL FORM GB Member COI and Self-Dealing Transaction](#)

A voice vote was taken.

Ayes 9

Pam Elders - AYE; Jessica Kaneakua - AYE; Alfred Kent - AYE; Kelly Campbell - AYE; Trevor Gloor - AYE; Paula Dickey - AYE; Daphnie Martins - AYE; Don Bryan - AYE; Jareese Amaral - AYE

Opposed -

Abstain -

DECISION

APPROVED

b) National Science Foundation (NSF) Discovery Research PreK-12 (DRK-12) Grant Proposal

PRESENTATION: Holly decided to open the floor to Questions & Answers instead of a presentation format. To a question about whether the grant would be affected if there is no preschool next year, Holly responded it would not affect the grant. To questions regarding flexibility/revisions if the grant is submitted and awarded (can what is written be changed?), Holly asserted there is a lot of flexibility depending on how drastic the proposed change(s) are. Others who have administered federal grants related their experiences of general inflexibility on the part of the federal government in regard to the basic terms and conditions of an awarded grant. There were questions about the extent to which the staff who will implement the grant are aware/knowledgeable about its demands and expectations (Holly responded she didn't exactly know. There are stipends for staff involved in grant activities). When asked whether she is aware of the School's current Academic School-Wide Plan (SWP) and if the NSF Grant would address APF/Outcome Measurement. Holly answered she was not aware of the SWP and could not guarantee NSF would encompass APF/Outcome Measures. Fred noted that although we have been told the project does not intend to convert LCPCS to a STEM school, the word STEM appears in the narrative 134 times. The phrase "Model for Transformation for STEM Education" may lead to an impression that this grant will change the school's mission and vision.

DISCUSSION: Concerns were expressed in regard to classroom staff who will be implementers of this grant and the additional duties proposed over and above their contract-mandated teaching time and responsibilities and how this might impact successful implementation of the grant. There was extensive discussion about project-based learning and progress on implementation as well as challenges of ensuring fidelity to the model. An array of data is already available, however, making effective use of data in classroom instruction and curriculum planning needs significant work. Current efforts in curriculum alignment to content standards as well as challenging conversations about accountability were shared.

b1) NSF Discovery Research PreK-12 i) Special Meeting

MOTION

To hold a Special Board Meeting on Tuesday November 6, 2018 to discuss and vote on the NSF Grant Proposal. The motion was amended: To schedule a Special Board Meeting on Monday November 5 or Wednesday November 7, 2018 to discuss a vote on the NSF Grant Proposal.

made by Don B.

seconded by Alfred K.

DISCUSSION

[BOARD PROPOSAL FORM To Hold Special Bd Mtg 110618](#)

The motion was amended since Tuesday November 6 is Election Day (a holiday). A voice vote was made and the motion passed.

Ayes	6	Alfred Kent - AYE; Kelly Campbell - AYE; Trevor Gloor - AYE; Paula Dickey - AYE; Daphnie Martins - AYE; Don Bryan - AYE
Opposed	2	Pam Elders - NO; Jessica Kaneakua - NO
Abstain	-	-
<u>DECISION</u>		APPROVED. Meeting TBA either on the 5th or 7th of November.
b2) NSF Discovery Research PreK-12 ii) Approve Grant		
<u>DECISION</u>		No discussion/no decision made since a Special Board Meeting will be scheduled on November 5 or 7, 2018 for additional discussion and a vote.
c) Value Added Measure (VAM)		
<u>MOTION</u>		To approve the Value Added Measure as presented.
		<i>made by Paula D. seconded by Kelly C.</i>
		VAM presentation
		VAM Proposal - LCPCS_SEL
		BIESY 14-15
		SY 15-16 Brief Internalizing-Externalizing Screener for Youth (BIESY) Spring
		SY 15-16 Fall Brief Internalizing-Externalizing Screener for Youth (BIESY) Fall
		Fall SY 17-18 Brief Internalizing-Externalizing Screener for Youth (BIESY)
		School Climate Survey, K-3rd Grades (Spring SY 17-18) (1)
		School Climate Survey, 4th & 5th Grade (Spring SY 17-18) (1)
		School Climate Survey, Middle School (Spring SY 17-18) (1)
		School Climate Survey, High School (Spring SY 17-18) (1)
		Interim School Director Kahele Nahale-a presented the proposed Value Added Measure which will be an amendment to our current Charter Contract.
Ayes	7	Pam E., Jessica K., Alfred K., Kelly C., Trevor G., Paula D., Daphnie M.
Opposed	-	-
Abstain	-	-
<u>DECISION</u>		APPROVED
d) Attendance Policy		
<u>MOTION</u>		To approve the revised Attendance Policy Contract
		<i>made by Trevor G. seconded by Paula D.</i>
		Copy of BOARD PROPOSAL FORM - Attendance Policy Contract 092518
<u>DISCUSSION</u>		LCPCS Attendance Policy-Contract FINAL 092518
		Chair Pam noted changes suggested at the last meeting had been made.
Ayes	7	Pam E., Jessica K., Alfred K., Kelly C., Trevor G., Paula D., Daphnie M.
Opposed	-	-
Abstain	-	-
<u>DECISION</u>		APPROVED
8. School Director's Progress Report		No information.
9. Governing Board Annual Review Schedule		GB Annual Review schedule October 2018
10. Executive Session		No executive session held.
a. Board Sel - Assessment plus/delta		
b. Personnel Issues		

11. Announcements

a) Upcoming Meetings

- i. Finance Committee - November 13, 2018 at 4:00 pm
- ii. Agenda Setting - November 13, 2018 at 5:30 pm
- iii. Regular Board Meeting - November 27, 2018 at 5:30 pm

b) School Events

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

12. Reports

a) Committee Reports

a1. Finance	2018-10-09FinanceMeetingMinutes	FC_GoalsObjectives2018
a2. Governance	none	
a3. Personnel	none	
a4. Development/Hui Makua	none	
a5. Ad Hoc: Climate Surveys & Grounds	none	

d) Interim Director's Report

13. Adjournment

Meeting was adjourned at 9:34 pm.

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