

# Laupahoehoe Public Community Charter School

## Governing Board Meeting Minutes

Meeting Type: **Regular Board Meeting**

Date: **November 27, 2018** Time: **5:30pm** Room: **Band Room**

GB APPROVED:

01/22/19

### 1. Call to Order

Meeting was called to order at 5:40 pm by Chair Pam Elders.

#### a. Attendance/Quorum

##### BOARD DIRECTORS (9)

Present: (8)

Absent: (1)

##### PUBLIC / GUESTS (7)

Pam Elders - Chair

Jareese Amaral - Student Representative

Jerby Navalta

Jessica Kaneakua - Vice Chair

Gabriel Navalta

Alfred Kent - Treasurer

Jahkara Nacnac (middle school rep.)

Kelly Campbell - Secretary

Peter Sternlicht

Trevor Gloor

Thomas Bearden

Paula Dickey

Niki Hubbard

Daphnie Martins

Allan Silva

Kahele Nahale-a - Interim Director

#### b. Agenda Review (includes Aloha Etiquette)

Item 5a. Enrollment Policy will be deferred. Move 5c. Recruitment of New Board Members/ Status update on Board composition to Executive Session. Item 6d. No Kindergarten Assessment Report to be presented, only student demographic data will be discussed. Welcome Allan Silva, Resource Teacher, Hawaii State Charter Commission.

#### 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]

a. Thomas Bearden: addressed implementation of Carver Policy Governance model by the Board and noted it gives more leeway to the School Director. He cautioned the Board to address ambiguities and loop-holes in policies. He asked the Board to why the Policy Request Form submitted to the Executive/Agenda-Setting Committee regarding the NSF submission had not been presented to the entire Board. Chair Pam Elders replied a response would be forthcoming.

b. Peter Sternlicht: requested an explanation of the Carver Implementation motion as it is currently written [Board will address the motion during the meeting]. Are there any other Board Members than those listed on the website? [no] There are more than 33% of the Board who are current employees of the school [the Board is addressing this]; When will the decision will be made available to the public? Is the Student Rep present and has she been absent more than 4 times? [the student member has not been absent more than 4 times during the calendar year].

c. Allan Silva: has developed the Aloha Curriculum and will offer this to LCPCS as the first school to adopt this type of curriculum. He showed a poster which presents the Aloha acronyms by Pilahi Paki. He further explained that Aloha is the foundation of DOE's HA/BREATH. He did an on-the-spot exercise using the Aloha acronyms with Chair Pam Elders, other Board members and visitors.

d. Niki Hubbard: spoke to the Agenda item regarding Pre-K; hopes that there is a discussion and exploration of different avenues of funding to continue pre-school in our community. In favor of continuing the Pre-K program as our enrollment is increasing.

### 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. October 23, 2018

[10.23.18 GB Meeting - DRAFT](#)

a2. November 5, 2018

[11.05.18 GB Special Meeting - DRAFT](#)

## b. Financial Review

### MOTION

To approve items in the Consent Agenda with the following amendment: addition to the 11.05.18 meeting minutes, item 1b. Agenda review: "...Due to a Director having a direct material financial interest, Board action requires a vote by a majority of all Directors then in office. There are 10 voting members in office, so a vote of 6 is required..." stated by Alfred K.

*made by Kelly C.*

*seconded by Trevor G.*

|         |   |
|---------|---|
| Ayes    | 7 |
| Opposed | - |
| Abstain | - |

Pam E., Jessica K., Alfred K., Kelly C., Trevor G., Daphnie M., Paula D., Kahele N. (non-voting)

### DECISION

### **APPROVED**

## 4. Correspondence

*[NOTE: Correspondence which requires a Board response]*

[a\) Revisions to LCPCS Draft Audit](#)

[b\) Friendly reminder re: visits to campus](#)

[c\) Consultant Services](#)

d) State Public Charter School Commission, Monday, October 29, 2018

[Final General Agenda 10-29-18](#)

[Final PA Agenda 10-29-18](#)

[State Public Charter School Commission, Monday, October 29, 2018](#)

[e\) Updated Note 10 - Em: from Rozanne Connell](#)

[f\) VAM proposals to Commission on Mon 11/19](#)

[g\) VAM comments for 10/29 P&A meeting](#)

h) Contract Renewal Application Approved on Monday 10/29

[Contract Renewal Application Approved on Monday 10/29](#)

[III. A. Action on Renewal Application](#)

[Renewal criteria approved 10.29.18](#)

[i\) Don Bryan's Resignation Letter](#)

[j\) Peter Sternlicht's Resignation Letter](#)

[k\) Laupahoehoe Community Public Charter School CIP Status](#)

[l\) Response Regarding Vote](#)

m) NSF Grant from Don Bryan - Petition Letter and Schedule & Vote Proposal

[Nov letter from Don petition](#)

[NSF Grant - Don's proposed sched and vote](#)

[n\) Next Steps for VAM Proposals from Jennifer Higaki](#)

## 5. Old Business

### a) Enrollment Policy

### DECISION

### **DEFERRED**

### b) Strategic Plan-School-Wide Plan Presentation to Board

[Copy of The Big Picture - GB training 9/25/18](#)

[Copy of LCPCS 3yr Schoolwide Plan - Board](#)

Presentation made by Kahele. There was a discussion about how LCPCS' graduation rate is calculated. It was noted that such programs as Youth Challenge count against us even if the student graduates. Member Kelly C. volunteered to write a letter to advocate for

DISCUSSION

|  |  |
|--|--|
|  | <p>acknowledgement of a student's graduation from an alternative program such as Youth Challenge so that the school is not penalized. Members discussed the probability of an extension of CSI funding; ISD, Kahele N., thought it would not be prudent to count on CSI funding after 3 years. Kahele's goal, as the Interim School Director, is to make sure that the school is in alignment with all existing plans.</p>   |
| <p><b>c) Recruitment of New Board Members/Status update on Board Composition</b></p> <p><u>DISCUSSION</u></p>  | <p><a href="#">Board member recruitment letter on LtrHd.docx</a></p> <p><a href="#">Board Member Recruitment Plan - Ongoing</a></p> <p>Chair Pam E. gave a brief introduction before Executive Session discussion. The Recruitment Letter is a tool to orient and inform possible Board members about GB operations. The Board member job description can be used in the same way and also to help members when</p>  |
| <p><b>6. New Business</b></p>  |  |
| <p><b>a) Preschool Sustainability</b></p> <p><u>DISCUSSION</u></p>   | <p>Presented by Kelly Campbell and Alfred Kent. Pre-K helps prepare children to successfully make the transition into Kinder. Fred K. said he talked to Deanne Goya who said Federal preschool funding will not continue after the current year; funding is guaranteed until May. She is encouraging stakeholders to support Pre-K for future keiki by advocating for State funding and collecting personal testimonies from community and school members about its benefits. Kahele is working on a form to solicit testimonies from parents. Kelly volunteered to organize parents (~5) and some GB Members to approach Mark Nakashima to push support for State funding. Pre-school advocates are estimating the annual cost of \$178,000 to run a pre-K program [Del estimated approximately \$200,000 would be needed]. They are also campaigning to raise the eligibility requirements to above 300% of poverty. Daphnie M. questioned whether or not there is space for Pre-school as our main concern is to serve LCPCS' K-12th Grades. Pam E. spoke about possibilities of combining part-day pre-K with Head Start. There was a side discussion regarding Kindergarten: Plan C - relocate Intervention Specialist - Juliann Morris to classroom in the portable above the elementary wing and assign a group of approximately 11 students to her. Administration will make arrangements to talk with Crystal regarding the plan. Juliann is aware of Option C and gave a positive response. Target</p> |
| <p><b>b) Status of Ad Hoc Committees (Grounds &amp; Climate Surveys)</b></p> <p><u>DECISION</u></p>  | <p><b>DEFERRED</b></p>   |
| <p><b>c) Carver Implementation - EL-8/Rescind current policies &amp; adopt Board Policy Manual</b></p> <p><u>DISCUSSION</u></p> <p><u>DECISION</u></p> | <p><a href="#">BOARD PROPOSAL FORM Approve LCPCS GB Policy Manual 112718</a></p> <p><a href="#">BOARD PROPOSAL FORM Rescind current Board policies I 112718</a></p> <p><a href="#">LCPCS Draft Policy Manual (October 2018)</a></p> <p>Alfred expressed that he is in no position to vote on the BP since he is unfamiliar with Executive Limitations Policy (EL)-7 and that the GB should first address membership issue before adopting Policy Governance. The majority of the Board members agreed to postpone adoption and in the interim review and refine EL-7.</p> <p><b>DEFERRED</b></p>   |
| <p><b>d) Kindergarten Assessment Report</b></p> <p><u>DISCUSSION</u></p>   | <p>School Demographic Data presented by Jessica shows Data Profile on: a) School Enrollment; b) School Attendance; c) Total number of disciplinary incidents; d) Total number of suspensions; e) SES of Enrollment; f) IDEA Enrollment; g) ELL Enrollment; h) Enrollments by Gender; i) Enrollments by Ethnicity; j) SBA Language Arts Overall Proficiency; k) SBA Math Overall Proficiency; l) HSA Science Overall Proficiency; m) HSA-Alt Reading Overall Proficiency; n) HSA-Alt Math Overall Proficiency.</p>  |
| <p><b>e) Quarterly Financials</b></p>  |  |

MOTION

To accept the Quarterly Financials as presented.

made by Alfred K.

seconded by Trevor G.

DISCUSSION[1Q2018FinancialSummary](#)

Presented by Alfred K. and there have been no problems identified in the financials so far this year. Fred and Kahele will follow-up with the Commission to confirm the correct, official pupil count as of October 15.

Pam E., Jessica K., Alfred K., Kelly C., Trevor G., Daphnie M., Paula D., Kahele N. (non-voting)

|         |   |
|---------|---|
| Ayes    | 7 |
| Opposed | - |
| Abstain | - |

DECISION**APPROVED****7. School Director's Progress Report**

Jessica shared the SD Progress Report from October 23, 2018. GOAL 1 Outcome Measures: 1) The median Student Growth Percentile (SGP) in math as measured during the 2017-18 SBA shall be 55 (Outcome Status: Did not meet outcome measure; Outcome Achieved: MGP for math - 33). 2) The median Student Growth Percentile (SGP) in English Language Arts (ELA) as measured during the 2017-18 SBA shall be 54 (Outcome Status: Did not meet outcome measure. Outcome Achieved: MGP for ELA - 36); 3) The percentage of high needs students proficient in math on the 2017-18 SBA will be 29% (Outcome Status: Did not meet outcome measure. Outcome Achieved: The percentage of high needs students proficient in math on the 2017-18 SBA was 22%); 4) The percentage of high needs students proficient in ELA on the 2017-18 SBA will be 39% (Outcome Status: Did not meet outcome measure. Outcome Achieved: The percentage of high needs students proficient in ELA on the 2017-18 SBA was 36%).

**8. Governing Board Annual Review Schedule**[Annual GB Review Schedule-November 2018](#)**9. Executive Session (ES)****8:17 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.*

## a. Debrief

- Recruitment of New Board Members/Status update of Board Composition
- Recruitment/Hiring of School Director

**10. Announcements****a) Upcoming Meetings**

- Finance Committee - December 11, 2018 at 4:00 pm
- Agenda Setting - December 11, 2018 at 5:30 pm
- Regular Board Meeting - December 25, 2018 at 5:30 pm - **Meeting will be rescheduled.**

**b) School Events**

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

**11. Reports****a. Committee Reports**

- Finance [2018-11-08FinanceMeetingAgendaMinutes](#)
- Development/Hui Makua
- Ad Hoc Committees: Climate Surveys & Grounds

**b. Interim Director's Report**

none

**11. Adjournment**

Meeting was adjourned at 9:45 pm.

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