

# Laupahoehoe Public Community Charter School

## Governing Board Meeting Minutes

Meeting Type: Regular Board Mtg.

Date: February 26, 2019 Time: 5:30pm Room: Room 12 (by LCPCS Cafeteria)

GB APPROVED:  
03/25/2019

AGENDA ITEM ACTION			WHO
1. Call to Order			Chair
Meeting was called to order at: 5:34 by Pam Elders.			
a. Attendance/Quorum			
Board Directors		Public/Guests	
Present: (6)	Absent: (2)		
Pam Elders - Chair	Daphnie Martins	Natalie Nimmer	
Alfred Kent - Treasurer	Trevor Gloor	Kaulana Smith	
Kelly Campbell - Secretary		Niki Hubbard	
Paula Dickey		Gabriel Nvalta	
Jareese Amaral - Student Rep.			
Kahele Nahale-a - Interim Director			
b. Agenda Review (includes Aloha Etiquette)			
c. Timekeeper: Gabriel N.			
2. Public Comments			Stakeholders
Public comments are limited to 3 minutes; at the discretion of the Chair, comment length may be extended or reduced.			
There were no public comments.			
3. Adoption of Minutes of: January 22, 2019		01.22.19 GB Meeting Draft	All
Discussion:		Motion: To adopt January 22, 2019 GB meeting minutes as revised.	
The following revisions were made to item #1 of 7C. in the Minutes:			
- Change in the wording of both the description and motion to ensure accuracy;		made by	
- Revise the placement of hyperlink to Holly Y.'s proposal to below "Discussion";		Fred K.	
- Correct error in vote record.		seconded by	
		Paula D.	
		Ayes:	Pam E., Alfred K., Kelly C., Paula D., Jareese A., Kahele N. (non-voting)
		Opposed:	none
		Abstain:	none
4. Declaration of Conflict of Interest		None.	Chair
5. School Director Search			
5a. Presentation: application demographics; process/timeline; rubric for evaluation of applicants			Natalie N./Kelly C.
Discussion: Consultant Natalie Nimmer presented hire process data to Board members.			
6. Ownership Linkage			All
6a. Availability for session with Dr. Ziska Garcia			
Discussion: Board members considered Dr. Garcia's availability in March for a presentation to the Board regarding her practice at the Kihalani Clinc, including client demographics and observations in regard to primary client concerns and emotional wellness needs. Members agreed to change the date of the regular Board meeting to Monday, March 25th, 5:30 p.m. Pam will contact Dr. Garcia to confirm this date/time.			
7. Board Education		Drive Folder (click here)	
7. Legislative Advocacy			

Discussion: Board members reviewed the 2019 Legislative Calendar, Lists of Representatives and Senators, including their respective District ID numbers and areas represented, Senate and House Leadership and Committee Assignments, Legislature Phone & Fax Directory, and a listing of pending bills in the House and Senate. There was discussion about the Board's desired role in legislative advocacy. Ad Hoc Committees may be formed from time to time to research and address proposed legislation of concern to the Board. Members were encouraged to educate themselves as well as members of the legislature about issues pertaining to Charter Schools. Members supported the idea that increasing per pupil funding is top priority rather than creating <del>new funding to address particular issues such as transportation or facilities</del>		
<b>7a. Pre-K sustainability</b>	<a href="#">Supporting docs: click here</a>	Kelly/Paula
Discussion: Board members Paula Dickey and Kelly Campbell submitted letters to the Hawaii Legislature Committee on Lower & Higher Education (LHE) advocating for passage of HB996 to appropriate funds to continue the on-site preschool program after Federal funding terminates at the end of this Fiscal Year. Thanks was also extended to the 8 other individuals including Interim Director, Kahele Nahale-a, who also submitted testimony. All letters were included in the correspondence folder for member review. The LHE Committee unanimously (with 1 member excused) recommended passage of the measure with amendments		
<b>7b. HB 622, Amendments to Charter School Law, Chapter 302D</b>	<a href="#">Supporting docs: click here</a>	Chair/SD
Discussion: Some 27 charter schools have gone on record in opposition to HB 622. This bill would 1) require authorizers to withhold funding for any school under federal investigation until the investigation is closed or a not guilty verdict is rendered; 2) require authorizers to establish a purchase order system to pay charter school expenses; 3) require an annual financial audit, and; 4) require authorizers to select the independent auditors to perform them. Interim SD Kahele Nahale-a submitted testimony to oppose passage of this legislation. Only one responder supported the bill		
<b>7c. Multiple Authorizers</b>	<a href="#">Supporting docs: click here</a>	Chair/SD
Discussion: The Board of Education (BOE) has rolled out its plan for multiple charter school authorizers including an authorizer performance evaluation system, application, and contract. The system assumes some non-authorizer entity will provide support to charter schools. The "charter bargain" is referenced: <i>relatively more autonomy in exchange for greater accountability</i> . The public comment period is February 8 through March 8, 2019.		
<b>7d. Charter School Meeting 1/24/19 &amp; 2/11/19</b>	<a href="#">Supporting docs: click here</a>	Participants
Discussion: Board members Kelly C., Paula D, and Pam E. as well as ISD Kahele N. and DCIA Kaulana S. attended an ethics training for Charter School Boards provided by the State Ethics Commission and Attorneys General offices. Members reviewed and discussed training materials shared by participants. On 2/11, Chair Pam E. and ISD Kahele N. attended a training sponsored by the Charter Commission which focused on its strategic vision, best practices in governance, and system-wide collaboration.		
<b>7e. Contract Renewals - 2 Charter Schools</b>	<a href="#">Supporting docs: click here</a>	Chair/SD
Discussion: Board members reviewed "Site Visit Questions." Pam and Fred will look at the Board section. Kahele will assemble her team to address the remaining site and desk review items. Kahele reported she understands the review will be conducted earlier than anticipated: during this school year rather than November of next school year. Three visits will be conducted to focus on each of the following three areas: academics; operations and finance. Two charter schools have completed the process and both had their contracts renewed for one year out of a possible five year contract term		
<b>8. Governance Process Items for Decision</b>		
<b>8a. Vice-Chair-proposal to eliminate position (Bylaws)</b>	<a href="#">Supporting docs: click here</a>	All
Discussion: This proposal would bring the Bylaws and GB Policy Manual into alignment with three officers: Chair, Treasurer and Secretary. The Vice-Chair's primary duty of standing in when the Chair is absent could be assumed by the Treasurer or Secretary.	Motion: To approve a revision to the Bylaws that would eliminate the Vice-Chair (VC) officer position and have the following three officers: Board Chair, Secretary, and Treasurer.	
	made by <b>Pam E.</b>	
	seconded by <b>Fred K.</b>	
	Ayes:	
		Pam E., Alfred K., Kelly C., Paula D., Jareese A., Kahele N. (non-voting)
	Opposed:	none
	Abstain:	none
<b>8b. Ownership Linkage Plan</b>	<a href="#">Supporting docs: click here</a>	All
Discussion: The GB Policy Manual requires development of a three year Ownership Linkage Plan. Members agreed to submit additional ideas to Pam. Kahele suggested inviting Dennis Flemming of the Hamakua Institute. The Institute prepared needs assessment data for the Hawaii County Community Development Plan.		
<b>8c. Recruitment-Board Membership</b>	<a href="#">Supporting docs: click here</a>	

Discussion: After consideration of Nicole Tergeoglou's cover letter, resume and application, the Board voted to appoint her to complete the term of a Board member who resigned. Her term will be effective through 6/30/19. Pam will set-up an orientation session.		Motion: To approve the election of Nicole Tergeoglou to fill Don Bryan's term ending on 6/30/19.		All
		made by <b>Fred K.</b>	seconded by <b>Pam E.</b>	
		Ayes:	Pam E., Alfred K., Kelly C., Paula D., Jareese A., Kahele N. (non-voting)	
		Opposed:	none	
		Abstain:	none	
9. Executive Session (ES)				
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.				
9a. Presentation of semi-finalist candidates				All
9b. Self-Evaluation of Board Performace				
9c. Other - Personnel Issue				
9d. Feedback to Commission and follow-up				
10. Information Requested by the Board				
10a. Hui Kako'o O Laupahoehoe MOU				Chair
10b. Enrollment Policy Revision				
10c. Feedback on Organization Chart				
11. Required Approvals Agenda				
11a. Finance Committee: Budget Summary; Profit & Loss Summary		Supporting docs: <a href="#">click here</a>		
Discussion:		Motion: To approve.		
		made by <b>Kelly C.</b>	seconded by <b>Fred K.</b>	
		Ayes:	Pam E., Fred K., Paula D., Kelly C.	
		Opposed:	none	
		Abstain:	none	
11b. Financial Policies and Procedures		Supporting docs: <a href="#">click here</a>		
Discussion: Revisions to the Financial P & P were reviewed: contract and Financial Framework language is referenced instead of included in the text of the Policy; references to Policy Governance have been inserted; suggestions from the auditor and staff were included, and P-Cards were removed.		Motion: To approve.		
		made by <b>Kelly C.</b>	seconded by <b>Fred K.</b>	
		Ayes:	Pam E., Fred K., Paula D., Kelly C.	
		Opposed:	none	
		Abstain:	none	
12. Executive Limitations Items for Decision				
12a. Review EL-8, Organizational Culture		Supporting docs: <a href="#">click here</a>		
Discussion: EL-8, Organizational Culture has been revised to: explicitly define areas of ethical expectations; align with current Whistleblower procedures; bar material deviation from the intent and/or procedures established to report and resolve conflicts and complaints, and; require notification of disciplinary actions		Motion: To approve the proposed revisions of EL-8 in the LCPCS Policy Manual.		
		made by <b>Fred K.</b>	seconded by <b>Paula D.</b>	

up to and including termination.			Ayes:	Pam E., Fred K., Paula D., Kelly C.	All
			Opposed:	none	
			Abstain:	none	
12b. Review EL-9, Student Accomodation			Supporting docs: <a href="#">click here</a>		
Discussion: EL-9 was revised to add legal, union contract agreements, and instructional time to considerations when evaluating changes in student accommodation. The Board must be consulted in regard to changes in the enrollment policy and school calendar. Individual Instruction Plan accommodations must be implemented. Attendance Policy must be followed.			Motion: To approve the proposed revisions of EL-9 in the LCPCS Policy Manual.		
			made by <b>Fred K.</b>	seconded by <b>Pam E.</b>	
			Ayes:	Pam E., Fred K., Paula D., Kelly C.	
			Opposed:	none	
			Abstain:	none	
12c. Review EL-10, Transportation			Supporting docs: <a href="#">click here</a>		
Discussion: Put on hold for further research.					
13. Adjourned at 9:20 PM					
14. Announcements:					
a. Agenda-Setting - March 12, 2019 (5:30pm Room 12)					
b. Finance - March 12, 2019 (4:00pm Room 12)					
c. Regular Board Meeting - March 26, 2019 (5:30pm Room 12)					
Total Minutes: 226					
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					