

Laupahoehoe Public Community Charter School

Governing Board Meeting Minutes

Meeting Type: Regular Board Mtg.

Date: March 25, 2019 Time: 5:30pm Room: Room 12 (by LCPCS Cafeteria)

GB APPROVED:

04/23/19

AGENDA ITEM ACTION			WHO/ACTION
1. Call to Order			
Meeting was called to order at: 5:31 pm by Pam Elders.			Chair / Announce
a. Attendance/Quorum			
Board Directors		Public/Guests	
Present: (5)	Absent: (3)		
Pam Elders - Chair	Paula Dickey	Gabriel Navalta	
Alfred Kent - Treasurer	Jareese Amaral - Student Rep.	David Sheehan	
Kelly Campbell - Secretary	Kahele Nahale-a - Interim Director	Ziska Garcia	
Trevor Gloor		Don Bryan	
Daphnie Martins			
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.			
1. David Sheehan - Expressed his appreciation of the Policy Governance book, A Tale of Two School Boards.			
3. Adoption of Minutes of: February 26, 2019 & March 6, 2019			
Discussion:	Supporting docs: Feb. 26, 2019 Minutes Mar. 6, 2019 Minutes Motion: To adopt the February 26, 2019 and March 6, 2019 GB meeting minutes. <i>made by Kelly C.</i> <i>seconded by Fred K.</i> Ayes: Pam E., Kelly C., Daphine M., Fred K., Trevor G. Opposed: none Abstain: none		All / Approve
4. Declaration of Conflict of Interest			
5. Ownership Linkage			Chair
5a. Dr. Ziska Garcia – Kihalani Health Center		Supporting Docs	
Discussion: Pam introduced Dr. Ziska Garcia who provides integrated psychology services at Hale Kihalani (formerly the Old Band Room) on the LCPCS school campus. Dr. Garcia received her doctorate in clinical psychology from the Wright Institute in Berkeley, California and completed a post-doctoral fellowship at UCSF Benioff Children's Hospital in Oakland. Dr. Garcia began by explaining that an integrated practice provides mental health services within a medical setting, allowing a wholistic (mind-body-spirit) approach to healing. It also brings mental health services to patients who might not otherwise have access or an active interest in accepting such treatment. She may see up to seven patients per day during her three days in Laupahoehoe. About one-third to one-half of her caseload are LCPCS students; another one-third are parents, teachers and other adults associated with the school, and; about one-quarter are adults not associated with the school. She estimates about 2 - 3% of her patients have high, complex mental health needs (e.g., chronic substance abuse, involvement in high conflict situations, homelessness, etc.). That said, the majority of her caseload demonstrate consistent improvement around such issues as setting boundaries, providing consistent discipline and self-care. Patient information is shared with the LCPCS counselor once a release of information is completed. Dr. Garcia begins treatment by exploring how a particular patient views their own mental health status and uses this information to develop the treatment plan. Common conditions she sees are anxiety, trauma and stress. She added the State of Hawaii has one of the highest rates of suicide in the nation; Hawaii Island has the highest rate in the State, and; the Hamakua Coast has the highest rate in the County. There are plans in the works to present the suicide prevention film "The Ripple Effect." She posited the grey, rainy weather along the coast may be a contributing factor in high suicide rates, addiction and depression. Also, living in a tight-knit, small community may make it difficult for someone to talk about hard issues without fear of unwanted repercussions. Areas she would like to explore with the School are reducing the stigma attached to mental health treatment by broadening the application of emotional wellness to all students and the community in general and making the Hale a place where all students feel comfortable and a sense of ownership. One way she'd like to do this is via a community art project at the Hale. She			Dr. Ziska Garcia / Information

particularily supports the peer helper program at LCPCS and would like to connect it to the national movement. She noted the Hale is initiating a telehealth program for residents; this is a video, chat-based therapy format. In addition, a drug abuse prevention group for teens will be starting at the Hale. Methamphetamine is the drug of choice, given its low-cost and availability; use results in major shifts in bio-chemistry, high violence, and reckless behavior. Clinic staff are currently providing sexual health education for middle and high-school students. Dr. Garcia is a mandated child abuse reported and noted a high mistrust of CPS which she thought could be explored (is it warranted or simply mis-understood?). She added it is common for aunties and grandparents to			
6. Executive Session			
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			
7. Ends Items for Decision - None			
8. Governance Process Items for Decision			
8a. GP-3 Board Planning Cycle & Agenda Control	Supporting Docs		All / Decision
Discussion: Members focused on the multi-year cycle and the current year cycle. Since this is the first year of Policy Governance, timelines are a "best guess" and can be modified as we move along. Generally, each policy is reviewed once every 3 years, however, because not all policies were completely reviewed in the sessions with Andrew Bergen, the review schedule is more robust this year. Ends Decisions will be finalized after the new School Director is hired.	Motion: To approve GP-3 as presented. made by Kelly C. Ayes: Pam E., Kelly C., Daphine M., Fred K., Trevor G. Opposed: none Abstain: none		
8b. GP-8.4 Ownership Linkage Committee	Supporting Docs		
Discussion: Members questioned the the need for an Ownership Linkage Committee as well as the advisability of adding another committee to our current three (Agenda-Setting/Executive, Governance and Finance Committees). No motion was made to establish an Ownership Linkage Committee since this year's plan is in place, and members thought the plan evaluation and next steps can be taken by the Board as a whole. The Board committed to assessing this approach at the end of the School Year.	Motion: No Motion made. made by Ayes: Opposed: Abstain:		
8c. Membership/Recruitment	Supporting Docs		
Discussion: After review of David Sheehan's application in ES, members approved his appointment.	Motion: To appoint David Sheehan to a 3 year term as a Member of the LCPCS GB effective 3-25-19. made by Fred K. Ayes: Pam E., Kelly C., Daphine M., Fred K., Trevor G. Opposed: none Abstain: none		
9. Executive Limitations Items for Decision			
9a. EL-5 Asset Protection	Supporting Docs		All /
Discussion: Board members reviewed EL-5 during the sessions with Andrew, but left some sections in tact pending receipt of more information about insurance, inventory, and purchasing. Since insurance coverage is provided by DOE and the buildings and grounds are owned by DOE, insurance questions would focus on unacceptable gaps in coverage (#1). Bid solicitation thresholds (#s 8, 8.2 and 8.3) and expenditure limits (#9) were added. "Allow staff, students or visitors to engage in unsafe or risky activities" was added as 3.3. "School financial policies and procedures was added to item 4.	Motion: To approve EL-5 as revised. made by Fred K. Ayes: Pam E., Kelly C., Daphine M., Fred K., Trevor G. Opposed: none Abstain: none		

<p>9b. EL-10 Student Transportation</p> <p>Discussion: Since LCPCS provides student transportation, a more detailed policy (EL-10) is warranted. The most significant addition to this policy is 3.1 which does not allow use of 15 passenger vans to transport students.</p>	<p>Supporting Docs</p> <p>Motion: To approve EL-10 as written, but will be revisited and elaborated on.</p> <p><i>made by</i> <i>seconded by</i> Trevor G. Kelly C.</p> <p>Ayes: Pam E., Kelly C., Daphine M., Fred K., Trevor G.</p> <p>Opposed: none</p> <p>Abstain: none</p>	<p>Decision</p>
10. Board-Management Delegation Items for Decision - None		
11. Monitoring School Director Progress - None		
12. Information Requested by the Board		
12a. Hui Kako'o O Laupahoehoe MOU		
12b. Enrollment Policy Revision		
12c. Feedback on Organization Chart		
13. Required Approvals Agenda		
<p>13a. Proposal-Engagement Letter, Carbonaro CPAs & Management Group</p> <p>Discussion: Fred shared the prior year audit fee from Carbonaro was \$14,062, spread over three payments. The Engagement Letter (dated March 15, 2019) will be signed by the Board Chair and the School Director.</p>	<p>Engagement Letter</p> <p>Motion: To approve the signing of the attached engagement letter from Carbonaro CPAs for the financial audit of the year ending June 30, 2019. Their estimate for this service is between \$13,500 and \$14,250.</p> <p><i>made by</i> <i>seconded by</i> Fred K. Kelly C.</p> <p>Ayes: Pam E., Kelly C., Daphine M., Fred K., Trevor G.</p> <p>Opposed: none</p> <p>Abstain: none</p>	<p>Fred / Decide</p>
14. Adjourned at 8:50 PM		
15. Announcements:		
<p>a. Agenda-Setting - April 9, 2019 (5:30pm Room 12)</p> <p>b. Finance - April 9, 2019 (4:00pm Room 12)</p> <p>c. Regular Board Meeting - April 23, 2019 (5:30pm Room 12)</p>		
		Total Minutes: 199

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**