

Kihei Charter School

Board of Education Meeting

Wednesday, January 12, 2012

Minutes

Meeting called to order at 4:45 by Gene Zarro, chair, at the Lipoa campus.

Board members present: Megan Edgar, Jen Fordyce, Richard Kehoe, Dan Kuhar, Steve Perkins, Diane Parrella, Phill Schmidt, Gail Weaver, Gene Zarro

Absent: Diane Parrella

Charter School Conference

Gail discussed the Student Information Systems. Why we are resistant to ESIS? What Power School is like.

Conference focused on task force and new measures of accountability for all charter schools.

Innovation Tour

First one will be Tuesday, January 24. As of now there will be four members on the tour.

HSTA

The HSTA cannot make any of our January dates. Gene asked them for any dates they can make in February. If we do not hear from them by the end of this month, we will go ahead with our own negotiations and invite HSTA to the meeting.

HSTA contacted the KCS HSTA reps to say they could be a part of the negotiations and they are trying to set up dates to meet with the reps before meeting with the KCS Board. We are giving them until the second week of February. Negotiations need to be completed by March.

DIP Change

If a charter school is forced to close, the students of that charter school will first go to another school before going to a DOE school. We are in a prime position to accept such students if we change our DIP. The Board moves to file for a DIP change. The motion was made by Gail, seconded by Jen and passed unanimously.

Day Rate Adjustment

According to the state we have been calculating our daily rate incorrectly. We are supposed to include paid holidays in the calculation.

The Board moves to adopt the state system for calculating the daily rate. The motion was made by Gail, seconded by Steve and passed unanimously.

Meeting adjourned.

Diane Parrella
Secretary

Kihei Charter School

Board of Education Meeting

Thursday, February 9, 2012

Minutes

Meeting called to order at 4:10 by Gene Zarro, chair, at the Lipoa campus.

Board members present: Megan Edgar, Dan Kuhar, Steve Perkins, Diane Parrella, Gail Weaver, Gene Zarro

Absent: Jen Fordyce, Richard Kehoe, Phill Schmidt,

Guests: Kristie Fetterly, Cheryl Zarro, Paula Satterthwaite, Cori Friedman.

The Board moved to accept the executive session minutes of December 13. The motion was made by Dan, seconded by Megan and passed unanimously.

Conflict of Interest and Ethics Policies

These policies were signed and dated by all Board members. This is an annual procedure.

Procurement Policy

The Board moved to amend the procurement policy to state that the procurement capitalizes at \$5,000.00 unless a state, federal, or private grant has a different procurement policy, at which time we will follow their rules of expenditure and capitalization. The motion was made by Steve, seconded by Megan and passed unanimously.

Audit

The Board moves to accept the audit of the 2010/2011 school year as presented by the audit committee. The motion was made by Megan, seconded by Dan and passed unanimously.

The Board appreciated the efforts of Cheryl Zarro in making this a flawless audit.

The Budget showing our \$700,000.00 deficit has been reduced to almost \$400,000.00.

HSTA

Gene was directed by the Board to talk to the Attorney General about our need to go forward and show him the documents to support our decision.

Enrollment

The first enrollment period starts February 21 and ends March 31, 2012. The first lottery will be held on April 3, at the Lipoa campus, at 6:PM.

The Directors presented the enrollment plan for 2012/2013. The Board moved to accept this plan, as presented. The motion was made by Gail, seconded by Steve and passed unanimously.

The Directors presented the staffing plan for 2012/2013. The Board moved to accept this plan, for a staff of 49, as presented. The motion was made by Gail, seconded by Megan and passed unanimously.

The dates for the next Board meetings were scheduled for March 6, April 4, May 9 and June 6.

Meeting adjourned at 6:10.

Diane Parrella
Secretary

Kihei Charter School

Board of Education Meeting

Tuesday, March 6, 2012

Minutes

Meeting called to order at 4:10 by Gene Zarro, chair, at the Lipoa campus.

Board members present: Megan Edgar, Jen Fordyce, Richard Kehoe, Dan Kuhar, Steve Perkins, Diane Parrella, Phill Schmidt, Gail Weaver, Gene Zarro

Guests: Cheryl Zarro, Lee Manafo, Steve Qunel

The Board moved to approve the minutes of December 13. The motion was made by Steve, seconded by Phill and passed unanimously.

The Board moved to approve the minutes of January 12. The motion was made by Richard, seconded by Megan and passed unanimously.

The Board moved to approve the minutes of February 9, as amended. The motion was made by Jen, seconded by Richard and passed unanimously.

Directors' Report

WASC will be visiting on April 17.

Graduation will be held on Friday, May 25, at 5:30.

Graduation rehearsal will be held on Wednesday, May 23, at 6:PM.

The Sports event will be held on Tuesday, May 22, at 6:PM.

We need a Board policy for dealing with students who owe large

amounts of lunch money.

HSTA will meet at 10:AM on March 13, at the high school.

The Robotics Regional Competition will be held on March 22, 23, and 24 in Honolulu. We will have a hospitality booth there.

The SMLO is currently looking at property for a potential school.

The next meeting is scheduled for April 4, at 4:PM at Lipoa.

Meeting adjourned at 4:55.

Diane Parrella
Secretary

Kihei Charter School

Board of Education Meeting

Wednesday, April 4, 2012

Minutes

Meeting called to order at 4:05 by Gene Zarro, chair, at the Lipoa campus.

Board members present: Megan Edgar, Jen Fordyce, Richard Kehoe, Dan Kuhar, Steve Perkins, Diane Parrella, Gail Weaver, Gene Zarro

Absent: Phill Schmidt

Guest: Cheryl Zarro

The Board moved to approve the minutes of March 6. The motion was made by Steve, seconded by Jen and passed unanimously.

The Board moved to approve the minutes of the executive session meeting of March 6. The motion was made by Steve, seconded by Jen and passed unanimously.

There will be a Budget Committee meeting on Monday, April 23 at 3:PM.

Directors' Report

The first enrollment lottery was held. There are still a few slots left in 9th grade. There is a second enrollment period for April.

The Board moved to approve the 2012/2013 calendar. The motion was made by Gail, seconded by Diane and passed unanimously.

WASC will be here on April 17.

There will be an ice cream social on April 26, from 6:PM to 8:PM at the high school.

The Board moved to ratify the Directors' contracts as approved via e-mail. The motion was made by Steve, seconded by Diane and passed unanimously.

The Board moved to adjust the daily work days pay to align with the facilitators' contract. The motion was made by Jen, seconded by Richard and passed unanimously.

The Board moved to ratify the facilitator contract for 2012/2013 as amended. The motion was made by Jen, seconded by Diane and passed unanimously.

April 13 & 14: Drama Performance at the high school.

April 30 & May 1: Senior exhibits.

May 4: Prom

May 22: Sports Dinner

May 23: Rehearsal Dinner

May 25: Graduation

The next board meeting is scheduled for May 9, at 4:PM.

Meeting adjourned at 5:45.

Diane Parrella

Secretary

Kihei Charter School

Governance Board Meeting

Wednesday, June 6, 2012

Minutes

Meeting called to order at 5:55 at the Lipoa Campus

Board members present: Megan Edgar, Jen Fordyce, Dan Kuhar, Steve Perkins, Diane Parrella, Phill Schmidt, Gail Weaver, Gene Zarro

Absent: Richard Kehoe,

Guest: Cheryl Zarro

The Board moved to approve the minutes of June 6, 2012. The motion was made by Dan, seconded by Jen, and passed unanimously.

Directors' Report

The Board moved to approve the MOU between SMLO regarding the leasing of space for the 2012/13 , school year, as amended. The motion was made by Dan, seconded by Jen and passed unanimously.

The Board tabled the MOU between SMLO and KCS regarding SMLO providing for after school programs for the 2012/13 school year.

The Board moved to approve the MOU between KCS and SMLO regarding the leasing of vans for the 2012/13 school year. The motion was made by Steve, seconded by Phill and passed unanimously.

The Board moved to approve the dates for the LCB meetings for the 2012/13 school year:

July 18	August 8	September 5	October 17
November 9	December 5	January 9	February 6
March 6	April 3	May 1	June 5

The motion was made by Dan, seconded by Jen and passed unanimously.

A budget meeting is scheduled for Wednesday, June 13, at 10:30 at Lipoa.

The Board moved to approve the Lunch Policy, as amended. The motion was made by Dan, seconded by Jen and passed unanimously.

An Audit Committee composed of Steve Perkins and Diane Parrella was formed. Their task is to recommend an Auditor for next year.

The next meeting is scheduled for July 18.

Meeting adjourned at 7:35.

Diane Parrella
Secretary

Kihei Charter School

Governance Board Meeting

Wednesday, July 18, 2012

Minutes

Meeting called to order at 4:PM at the Lipoa Campus

Board members present: Megan Edgar, Richard Kehoe, Dan Kuhar, Steve Perkins, Diane Parrella, Phill Schmidt, Gene Zarro

Absent: Gail Weaver, Jen Fordyce

The Board moved to approve the minutes of June 6, 2012. The motion was made by Steve, seconded by Phill, and passed unanimously.

The Board moved to approve the executive committee minutes of June 6, as corrected. The motion was made by Phill, seconded by Dan and passed unanimously.

Contracts

The Board moved to approve the contracts of the EA's, support staff and teachers for the 2012-2013 school year. The motion was made by Dan, seconded by Megan and passed unanimously.

As a result of a legislative act, the School Board will now be called the, "Governance Board."

The Board moved to retain Carbonero CPA, for our upcoming audit. The motion was made by Diane, seconded by Richard and passed unanimously.

The next meeting is scheduled for August 8, at 4:PM.

Meeting adjourned at 5:PM.

Diane Parrella
Secretary

Kihei Charter School

Governance Board Meeting Wednesday, August 8, 2012 Minutes

Meeting called to order at 4:05 at the Lipoa Campus

Board members present: Megan Edgar, Jen Fordyce, Richard Kehoe, Dan Kuhar, Steve Perkins, Diane Parrella, Phill Schmidt, Gail Weaver, Gene Zarro

Guests: Cheryl Zarro, Cecilia Camp, Eileen Ryckewaert

The Board moved to approve the minutes of July 18, 2012. The motion was made by Steve, seconded by Richard, and passed unanimously.

HUSC

This is a federal government program, Healthier U.S. School Challenge and we have been designated as the Best School in Hawaii. We appreciate Cecilia Camp's efforts in making this happen.

The Board moved to approve the contracts for the three EA positions. The motion was made by Dan, seconded by Phill and passed unanimously.

The Board moved to approve a contract for one position as clerk. The motion was made by Dan, seconded by Jen and passed unanimously.

The Board moved to approve three teacher contracts. The motion was made by Dan, seconded by Jen and passed unanimously.

The Board moved to approve a contract for a student records/administrative assistant, and change the probationary date from November 1, 2012 to January 1, 2013. The motion was made by Richard, seconded by Gene and passed with five ayes and two nays.

The Board voted to not go with the adjusted student funding formula. The motion was made by Steve, seconded by Phill and passed unanimously.

Charter School Law

The Board moves that we comply with the Charter School Law that states that:

1. We have one voting employee on the Board, the Director.
2. We have two ex-officio members on the Board. One will be voted on by the support staff and the other by the faculty.

This will go into effect on October 17, 2012. The motion was made by Phill, seconded by Steve and passed unanimously.

The Board moves to pursue an exemption from the regulation that prevents the Chairman of the Board from being related to an employee of the school. The motion was made by Diane, seconded by Steve and passed unanimously.

The next meeting is scheduled for September 5.

Meeting adjourned at 6:10.

Diane Parrella
Secretary

Kihei Charter School

Governance Board Meeting

Wednesday, September 5, 2012

Minutes

Meeting called to order at 4:10 at the Lipoa Campus

Board members present: Megan Edgar, Jen Fordyce, Richard Kehoe, Dan Kuhar, Steve Perkins, Diane Parrella, Gail Weaver, Gene Zarro

Absent: , Phill Schmidt,

Guests: Cheryl Zarro, Suki Halevi

The Board moved to approve the minutes of August 8, 2012, as amended.. The motion was made by Steve, seconded by Gail, and passed unanimously.

Directors' Report

Dan reported that we have a total of about 563 students enrolled.

The Board discussed our need to deal with, "Boomerang," students. We need a policy to deal with this .

We discussed requiring background checks or waivers for people who mentor our student interns.

Our next meeting is scheduled for October 17.

Meeting adjourned at 6:40.

Diane Parrella
Secretary

Kihei Charter School

Governance Board Meeting
Monday, October 22, 2010
Minutes

Meeting called to order at 4:30 at the Lipoa Campus

Board members present: Jen Fordyce, Richard Kehoe, Dan Kuhar, Steve Perkins, Diane Parrella, Phill Schmidt, Gail Weaver, Gene Zarro

Absent: Megan Edgar

Guests: Cheryl Zarro, Eileen Ryckewaert

The Board moved to accept the minutes of September 5, 2012. The motion was made by Steve, seconded by Gail and passed unanimously.

Financials

The draft audit was presented.

Directors' Report

Our official enrollment is 580.

New Business

The Board appointed Steve Perkins and Diane Parrella to the bylaw revision and nominating committee.

The Board moved to authorize Richard Kehoe to put our money into federally insured accounts. The motion was made by Richard, seconded by Diane and passed unanimously.

The Board moved to designate Richard Kehoe, Steve Perkins, Dan Kuhar, Gail Weaver, Gene Zarro and Diane Parrella as signers of all accounts. The motion was made by Richard, seconded by Steve and passed unanimously.

The Board authorizes Richard Kehoe to investigate a brokerage account for KCS operating account. The motion was made by Gail, seconded by Richard and passed unanimously.

SMLO has money for an electronic attendance monitoring system. We are examining different systems.

The next meeting is scheduled for Monday, November 19, at 4PM.

Meeting adjourned at 5:25.

Diane Parrella
Secretary

Kihei Charter School

Governance Board Meeting

Monday, November 19, 2012

Minutes

Meeting called to order at 4:10 at the Lipoa Campus

Board members present: Megan Edgar, Jen Fordyce, Richard Kehoe, Steve Perkins, Diane Parrella, Phill Schmidt, Gail Weaver, Gene Zarro

Absent: Dan Kuhar,

Guests: Cheryl Zarro, Eileen Ryckewaert

The Board moved to approve the minutes of October 22. The motion was made by Steve, seconded by Richard and passed unanimously.

New Business

Gene will look into putting our money into 3 CD's and moving the cash from the trust account into our checking account.

Directors' Report

The first round of Math testing has indicated that our students are performing well.

Bylaws

The Board moved to accept the amendments to our bylaws, as of today. The motion was made by Gail, seconded by Steve and passed unanimously.

Attendance System

Our new attendance system will be given a six month trial.

The Board moved to appoint Tod Lawson to the Board, as of December 17. The motion was made by Steve, seconded by Diane and passed unanimously.

The next meeting of the Board is scheduled for December 17, at 4:PM at Lipoa.

Meeting adjourned 4:50.

Diane Parrella

Secretary

Kihei Charter School

Governance Board Meeting

Monday, December 17, 2012

Minutes

Meeting called to order at 5:31 at the Lipoa Campus

Board members present: Richard Kehoe, Dan Kuhar, Todd Lawson Richard Kehoe, Steve Perkins, Diane Parrella, Gail Weaver, George Wintersheid, Gene Zarro

ex officio members: Megan Edgar, Jen Fordyce, Phill Schmidt

The Board moved to approve the minutes of November 19, as amended. The motion was made by Steve , seconded by Richard and passed unanimously.

Directors' Report

Classes ending this week.

Mau Tech Park

Steve presented the plans for the park.

Next meeting scheduled for Wednesday, January 23, 2013

Meeting adjourned at 6:PM.

Diane Parrella

Secretary