

# Kihei Charter School Board of Education Meeting Wednesday, July 7, 2008 Minutes

Meeting called to order at 4:10PM by Gene Zarro, Chair at the STEM school.

Board members present: Mark Christiano, Richard Kehoe, Kathleen Oldag, Diane Parrella, Gene Zarro

Absent.: Paula Satterthwaite,

Guests: Cheryl Zarro, Mark Harbison (Kihei - Wailea Rotary)

The Board moved to accept the minutes of the May 6 meeting as amended. The motion was made by Richard, seconded by Kathleen and passed unanimously.

The Board moved to accept the minutes of the June 3 meeting. The motion was made by Richard, seconded by Kathleen and passed unanimously.

## **Exchange Student**

Mark Harbison requested the admission of a 15 year old exchange student from Spain. The Board moved to accept an upper division brick and mortar exchange student from Spain, who will spend one year here.

The motion was made by Richard, seconded by Diane and passed unanimously.

## **ED Report**

The Board moved to accept DIR 0809 004, employee contracts batch two. The motion was made by Mark, seconded by Richard and passed unanimously.

The Board moved to accept the 08-09 handbook, DIR 0809 005. The motion was made by Mark, seconded by Kathleen and passed unanimously.

The Board moved to amend policy 4.7, Grades, Credits, and Graduation requirements, DIR 0809 006.

The motion was made by Mark, seconded by Kathleen and passed unanimously.

Mark reported that every slot is full. We have 166 at the High School Academy, 144 in the Virtual Academy, 75 at the STEM Academy and 53 at MAPA Academy.

The Board moved to accept the MOU for the leases BC 0809 004. The motion was made by Gene, seconded by Diane and passed unanimously.

The Board moved to accept the MOU for the vans BO 0809 005. The motion was made by Richard, seconded by Diane and passed unanimously.

We are planning the blessing for MAPA.

The next meeting is scheduled for Tuesday, August 5, at 4:PM at the STEM school.

Meeting adjourned 6:05 PM.

Diane Parrella  
Secretary



# Kihei Charter School Board of Education Meeting Tuesday, August 5, 2008 Minutes

Meeting called to order at 4:05PM by Gene Zarro, Chair at the STEM school.

Board members present: Mark Christiano, Richard Kehoe, Kathleen Oldag, Diane Parrella, Paula Satterthwaite, Gene Zarro

Guests: Gail Weaver

The Board moved to accept the minutes of the July 7 meeting as amended. The motion was made by Kathleen, seconded by Richard and passed unanimously.

## **ED Report**

The Board moved to forgive the overpayment in Keoni Baldwin's contract DIR 0809 007. The motion was made by Mark, seconded by Paula and passed unanimously.

The Board moved to approve the policy on student representatives DIR 0809 008. The motion was made by Paula, seconded by Kathleen and passed with five ayes and one nay..

Enrollment update: we have about 415 students. 70% of our seniors are entered in Running Start at MCC.

## **Vans**

Paula presented her concerns about limiting use of the vans impacting on programs. Options were discussed.

The next meeting is scheduled for Tuesday, September 2, 4:00, at the STEM school.

Meeting adjourned at 5:30.

Diane Parrella  
Secretary

**Kihei Charter School  
Board of Education Meeting  
Tuesday, September 2, 2008  
Minutes**

Meeting called to order at 4:15PM by Gene Zarro, Chair at the STEM school.

Board members present: Mark Christiano, Richard Kehoe, Kathleen Oldag, Diane Parrella, Paula Satterthwaite, Gene Zarro

Guests: Gail Weaver

The Board to accept the minutes of August 5, as corrected. The motion was made by Richard, seconded by Paula and passed unanimously.

Regarding the \$25,000 continuing liability, a discussion occurred and no action was taken at this time.

**ED Report**

The Board moved that it approve the one year Improvement Plan Goal of Curriculum and support, DIR 0809 009. The motion was made by Mark, seconded by Kathleen and passed unanimously.

We have 37 (9%) SPED students. The Board moved that we accept the new SPED staffing proposal for 0809, DIR 0809 010. The motion was made by Mark, seconded by Kathleen and passed unanimously.

The Board moved to adopt the policy on inventory and depreciation, DIR 0809 011. The motion was made by Mark, seconded by Richard and passed unanimously.

The board moved to accept Hana Valle, (applicant 01) as the student representative to the Board.

We will continue to recruit additional applicants. The motion was made by Paula, seconded by Kathleen and passed unanimously.

All grant opportunities must be approved by the ED.

The new policy of the Hawaiian Charter School Network states every school should have a voting representative. The Board moves that KCS agrees to be a part of HCSN and will participate by sending a representative to all meetings and support the organization with a \$10.00 per pupil fee upon invoice. The motion was made by Mark, seconded by Paula and passed unanimously.

The Board discussed tentative goals which will be presented as a Director's report at the next meeting.

**Board Chair**

The chair advised us that we have professional activities, accident, directors, and hiring practice insurance.

The next meeting will be Tuesday, October 7, at 4:PM at the STEM academy.

Meeting adjourned at 6:PM.

Diane Parrella  
Secretary

# **Kihei Charter School Board of Education Meeting Tuesday, October 7, 2008 Minutes**

Meeting called to order at 4:10PM by Gene Zarro, Chair at the STEM school.

Board members present: Mark Christiano, Richard Kehoe, Kathleen Oldag, Diane Parrella, Hana Valle, Gene Zarro

Absent: Paula Satterthwaite

Guest: Gail Weaver

The Board to accept the minutes of September 2. The motion was made by Mark, seconded by Kathleen and passed unanimously.

## **ED Report**

Our enrollment total is 426.

The State of Hawaii Charter School Review Panel recommends that Board minutes should be posted to our website

It also recommends that we post our Board membership.

The Board moves to accept our annual self-evaluation report. The motion was made by Mark, seconded by Kathleen and passed unanimously.

The Board moves to accept the annual financial audit for 07-08 DIR 0809 13. The motion was made by Richard, seconded by Mark and passed unanimously.

The Board moved to approve the Gold Card Sales fund raiser for the Travel Club. The motion was made by Kathleen, seconded by Mark and passed unanimously.

## **Building For Tomorrow**

On Thursday, October 9 and Friday October 10, from 10-12:AM. we will prepare for Building For Tomorrow.

On Monday, November 17, at the high school, from 6:30 to 8:00, we will hold our Building For Tomorrow workshop.

The next Board meeting will be held on Wednesday, November 5, at the STEM school at 6:PM.

Meeting adjourned at 6:PM.

Diane Parrella  
Secretary

**Kihei Charter School  
Board of Education Meeting  
Wednesday, November 5, 2008  
Minutes**

Meeting called to order at 6:PM by Gene Zarro, Chair at the STEM school.

Board members present: Mark Christiano, Richard Kehoe, Kathleen Oldag (by phone), Diane Parrella, Paula Satterthwaite, Hana Valle, Gene Zarro

Guests: Cheryl Zarro, Rose Valle, Marion Haller,

The Board to accept the minutes of October 7. The motion was made by Richard,, seconded by Paula and passed unanimously.

The Board moved to authorize SMLO to pay the additional service costs for the Tech Park. The motion was made by Gene, seconded by Diane and passed unanimously.

**Facilitator Election**

Deb Spates won the election and will take office January 1. The suggestion was made that the facilitator's and support staff's term should begin on July 1. We also need to define the facilitator category.

**Dress Code**

It was suggested that a copy of the dress code should be posted in the high school. The use of logo wear in the high school was discussed. Marion Heller suggested that the high school should design their own logo wear this spring, for use in fall 2009.

There was a discussion about starting a PTA.

**ED Report**

The official enrollment for all the schools is 426. We expect about \$7,588 per pupil.

The next meeting is scheduled for Wednesday, December 3, 6:PM at the STEM school.

Meeting adjourned at 8:05PM.

Diane Parrella  
Secretary

# Kihei Charter School

## Board of Education Meeting

### Wednesday, December 3, 2008

## Minutes

Meeting called to order at 6:10 PM by Gene Zarro, Chair at the STEM school.

Board members present: Mark Christiano, Richard Kehoe, Kathleen Oldag, Diane Parrella, Paula Satterthwaite, Gene Zarro

Absent: Hana Valle,

Guests: Cheryl Zarro, Ellisa Plauche, Jessica Berthiaume, Kakiana Sealer, Andrea Pringle, Elizabeth Zarro, Deb Spates, Elisa Plauche, Gail Weaver, Cindy Barber

The Board moved to accept the minutes of the November 5, 2008 meeting, as corrected. The motion was made by Paula, seconded by Kathleen, and passed unanimously.

### **Public Testimony**

Ellisa Plauche: suggested to the Board that parent orientation, especially with powerschool should be more thorough. The Board stated that such plans are being made for next year. Paula stated that this help will also be given at a December 9 meeting.

Jessica Berthiaume: requested that we make an exemption to our rules and allow her children back into the Charter School. The Board stated that they will consider this matter.

Kakiana Seiler: inquired as to whether grades are being upgraded regularly. Paula said she is working on this.

Elizabeth Zarro: discussed an upcoming dance to be sponsored under SMLO auspices and not school related.

### **ED Report**

Mark presented the KCS 08-09 One Year Improvement plan Goals DIR 0809 016. The Board moved to accept these goals. The motion was made by Diane, seconded by Paula and passed unanimously. The Board moved to approve the Five Year Strategic Plan DIR 0809 017. The motion was made by Mark, seconded by Diane and passed unanimously. The Board moved to accept the current batch of employee contracts DIR 0809 015. The motion was made by Mark, seconded by Paula and passed unanimously. Mark informed the board that three staff members are resigning at the end of the year.

### **By Laws Change - School Year Alignment**

The Board moved to change the By Lays, Article III, section 4 to read:

*The Administrator, Student, Instructional Staff, and Support Staff representatives will each serve a one year term from July 1 to June 30.*

*All other members will serve two year terms starting on January 1 of the new year and ending on December 31, with staggered terms.*

The motion was made by Diane, seconded by Paula and passed unanimously.

The Board moved that our currently elected support staff representative, Deb Spates will serve from January 1, 2009 until June 30, 2010.

The next Board meeting was scheduled for December 23 and then changed to January 5, 2009, 3:PM at STEM.

Meeting adjourned at 9:05PM.



Diane Parrella  
Secretary

**Kihei Charter School  
Board of Education Meeting  
Monday, January 5, 2009  
Minutes**

Meeting called to order at 3:10 PM by Kathleen Oldag, temporary vice chair, at the STEM school.

Board members present: Mark Christiano, Richard Kehoe, Kathleen Oldag, Diane Parrella, Deb Spates, Hana Valle, Gene Zarro (arrived at 4:PM)

Guests: Cheryl Zarro, Gail Weaver, Rose Valle

The Board moved to accept the December 3 minutes, as amended. The motion was made by Kathleen, seconded by Deb and passed unanimously.

The Board moved to accept the executive session minutes of December 3, as amended. The motion was made by Kathleen, seconded by Diane and passed unanimously.

The Board moved to reappoint Richard Kehoe to the Board as a POV A, for a two year term, from January 1, 2009 to January 1, 2011. The motion was made by Mark, seconded by Diane and passed unanimously.

The next meeting is scheduled for Wednesday, January 14, at the STEM at 5:PM.

The following meeting is scheduled for Wednesday, February 4, at the STEM at 6:PM.

Meeting adjourned at 5:PM.

Diane Parrella  
Secretary

**Kihei Charter School  
Board of Education Meeting  
Wednesday, January 14, 2009  
Minutes**

Meeting called to order at 5:PM by Gene Zarro, chair, at the STEM school.

Board members present: Mark Christiano, Richard Kehoe, Kathleen Oldag, Diane Parrella, Paula Satterthwaite for Deb Spates, Hana Valle, Gene Zarro

Guests: Gail Weaver, Rose Valle, Bill Valle, Nora Chow

The Board moved to accept the minutes of January 2009. The motion was made by Kathleen, seconded by Mark and passed unanimously.

**ED Report**

The Board moved to accept the Employee Contracts, Batch Three, D1R 0809 018. The motion was made by Diane, seconded by Mark and passed unanimously.

The Board moved to dissolve the wait lists for 08-09 and close enrollment, DIR 0809 019. The motion was made by Mark, seconded by Richard and passed unanimously.

Nora Chow, the parent of Alama Chow, a former fourth grade virtual student, requested an exception from our enrollment policies to allow her daughter back into school.

The Board moved to accept the amended policy 2-3 regarding procurement, DIR 0809 021. The motion was made by Mark, seconded by Diane and passed unanimously.

The Board moved to accept Keoni Baldwin's application for temporary disability insurance, DIR 0809 020. The motion was made by Mark and seconded by Paula. The motion failed.

The Board moved to approve a DOE MOU for 08-09. The motion was made by Paula and seconded by Richard. The motion failed.

The Board moved to approve the process of having the Board select the valedictorian for the 08-09 class only.

The motion was made by Mark, seconded by Kathleen and approved unanimously.

The Board moved to remove Loni and Kulia Doherty from the school roster due to non-attendance, non-compliance, and failure to communicate with the school. The motion was made by Mark, seconded by Paula and passed unanimously.

The next meeting will be held on Wednesday, February 4, at 6:PM at the STEM school.

Meeting adjourned at 6:25PM.

Diane Parrella  
Secretary

**Kihei Charter School**  
**Board of Education Meeting**  
**Tuesday, June 3, 2008**  
**Minutes**

Meeting called to order at 4:10PM by Gene Zarro, Chair at the STEM school.

Board members present: David Archer, Mark Christiano, Richard Kehoe, Kathleen Oldag, Diane Parrella Paula Satterthwaite, Gene Zarro  
Guests: Gail, Cheryl, Rose Valle, Hana Valle

**Public Testimony**

Student requests to take Rosetta Stone, Italian. The administration will look into it and see what we can do.

**Director's Report**

The Board moved to accept the EA master contract revision, DIR 0708 028. The motion was made by Mark, seconded by Diane and passed unanimously.

The Board moved to accept the annual budget 2008/2009, DIR 0809 001. The motion was made by Mark, seconded by David and passed unanimously.

The Board moved to approve the Facilitator Contract - Batch I, DIR 0809 002. The motion was made by Mark, seconded by Kathleen and passed unanimously.

The Board moved to accept the Bank of Hawaii Transfer of Funds, Plan I, 2008/2009, DIR 08089 003. The motion was made by Mark, seconded by Richard and passed unanimously.

**Board Chair's report**

The Board moved to accept the KCS logo (top of page) BC 0809 001. The motion was made by Paula, seconded by Kathleen and passed unanimously.

The Board moved to approve the Alternate Director policy for facilitator and support staff members BC 0809 002. The motion was made by Paula, seconded by Kathleen and passed unanimously.

The Board moved to approve the ED's contract BC 0809 003. The motion was made by David, seconded by Paula and passed unanimously.

The Board thanked David Archer for his service on the Board.

The next meeting is scheduled for Tuesday, July 8, at 4:PM at the STEM school.

Meeting adjourned 6:45PM.

Diane Parrella  
Secretary