

Kihei Charter School
Board of Governance
Meeting Minutes
January 17, 2023

Meeting called to order at 4:02pm

Present: Board members Mike Sweeney, Richard Kehoe, Steve Perkins-absent, Todd Lawson, Brandy Cajudoy, Gene Zarro

Also present: Michael Stubbs, Cheryl Zarro, Leslie Baldrige, Ellen Federoff-absent, Pomai Pruett-zoom, PJ-zoom-late, Taylor Robbs

The minutes from our previous meeting of October 12, 2022 approved.

The motion was made by Gene second by Todd, unanimous. - was approved by email at an earlier date.

Public Testimony: No public testimony

Charter School Commission:

PJ - 23 schools up for renewal. Kathy Ideka will be here tomorrow. Anything new in commissions, no.

Financial: Cherly emailed out all reports, balance sheet and P&L to everyone. Start with compression and repricing for about 10 teachers. All teachers have made all resolutions as of today. Budget and Finance has not given money for the compression monies yet. The reason for this was because the grid had changed. This needed to be done for teachers needed to be placed correctly on the pay scale. Budget wise we are okay. Richard asked what they qualify for? The union has made it clear to the teachers. Guided teachers to the HSTA website for more information. Micheal states HR did a great job.

Cherly has made a budget plan for 5 years. Suggested maybe put together a committee for a 5 year budget. Teacher shortage is a challenge mid year can be a hard time to hire. Due to the payroll calendar changing the budget in that area may look a little low it will catch up. Dues and fees budget had a few items that needed to be in a tech subscription.

Head of School, Michael, reported:

Safety Updates - LockDowns

Micheal says we are going to put curtains on each room for lock downs.

Application and Enrollment

-Current Enrollment (685) - last week

-Projected Enrollment (764-800) - next year hopefully 4 sections in freshman and sophomore is the goal.

-Info Sessions/Lottery (March) - four information sessions. April 4th to have lottery.

Athletic Department Growth

HS - cc, track & field, paddling, surfing, swimming, diving, tennis, golf

One swimmer is winning

K-8 - basketball, volleyball, cross country, flag football, soccer

Running all year long instead of just during that season.

Speaker Series

-MFELC - Maui Job openings prereq for careers. Goal is to maybe create an internship. Phase 2 would be to create job opportunities.

-MPD - Nicole Comalang in the fall did cyber safety. She will come again in the spring to do another presentation.

School Promotion

Maui Now articles - a writer did an article about KCS having

-Vape Detectors - in the bathrooms. This was also detecting marijuana and loud noise . Two schools did contact us about the detectors

-Engineering Lab - student design with HARP and was able to place a dog with no back legs, but fell and now she will continue her research.

ES/MS/HS Highlights

Pomai - has all teachers teaching an elective. We have 11 electives here. Goals are to have students maybe becoming entrepreneurs. Also having students go off campus to learn about the culture in Lahaina by the Dragon's Teeth. Applied to grant and did receive this money.

Leslie - The expedition had a big crowd. The students were so proud of their work. 2nd graders made money. Made crafts and had a ledger at the door to record. Arts in the classroom, created a grant for artists to come on campus. Next quarter all grades will go out to whale watch. SEL how to be kind and give back. Clubs are going strong. An alumni, EA, is going to teach Hula. Talent show in May. K-5 will participate in student- led conferences.

Next Steps

-Contract Renewal

-Internships/Job Opportunities - partnership with Leadership

-Awning (\$150,000) - Gene is bidding that out to the sun facing areas on the buildings. Trees may only get to the first floor. But will not get the second and third floors. We need to get this money used or we will lose it. Maybe sound could get in through awnings. Another idea is to give an outdoor space pavilion. 1.1 million allotted for this type of idea.

Board Action: Governing Board Action Items: approval to apply for a facility relocation application - Voted in November by email to change location.

Motion Board agrees to amend current 3.0 contract to notify the commission of an updated location, 650 Lipoa Place. The motion was made by Gene second by Todd, unanimous.

Meeting adjourned at 4:55pm. Next meeting April 5, 2023

Minutes Brandy



KIHEI CHARTER SCHOOL GOVERNING BOARD AGENDA

Location: Kihei Charter School - SMLO Conference Room

Date: Tuesday, 1/17/2023 4:00pm

Board:

- | | | |
|--|---------------------------------------|---|
| <input type="checkbox"/> Richard Kehoe | <input type="checkbox"/> Mike Sweeney | <input type="checkbox"/> Gene Zarro |
| <input type="checkbox"/> Steve Perkins | <input type="checkbox"/> Todd Lawson | <input type="checkbox"/> Brandy Cajudoy |

KCS:

- | | | |
|---|--|---|
| <input type="checkbox"/> John Colson | <input type="checkbox"/> Cheryl Zarro | <input type="checkbox"/> PJ Foehr - SPCSC |
| <input type="checkbox"/> Michael Stubbs | <input type="checkbox"/> Leslie Baldrige | |
| <input type="checkbox"/> Ellen Federoff | <input type="checkbox"/> Pomai Pruett | |

Agenda Item	Purpose	Who	Time	Notes
Call to Order / Roll Call	Info	Board Chair	4:00	
Welcome & Announcements	Info	Board Chair	4:00-4:05 5 min	
Previous Meeting Minutes - Review and Approval	Info/Vote	Board Secretary	4:05-4:10 5 min	
Public Testimony	Info	Public Attendee(s)	4:10-4:25 15 min	
Charter School Commission	Info	SPCSC – PJ Foehr	4:25-4:35 10 min	
Financial Report	Info	Chief Financial Officer	4:35-4:45 10 min	
Head of School Report: <ul style="list-style-type: none"> Staffing Update School Report/Safety Plan 	Info	Head of School/Directors	4:45-5:10 25 min	
Governing Board Action Items: <ul style="list-style-type: none"> Board approval to apply for a facility relocation application 	Info/Vote	Board Chair	5:10-5:25 15 min	
Adjourn - Next Mtg Date: 4/5	Info	Board Chair	5:25	
Short Break			5:25-5:30 5 min	
Executive Session	Discussion	Governing Board	5:30	

Kihei Charter School
Board of Governance
Meeting Minutes
April 12, 2023

Meeting called to order at 4:02pm

Present: Board members Mike Sweeney, Richard Kehoe, Steve Perkins-zoom, Todd Lawson, Brandy Cajudoy, Gene Zarro

Also present: Michael Stubbs, Cheryl Zarro, Leslie Baldrige-absent, Ellen Federoff, Pomai Pruet, PJ-zoom, Taylor Robbs

The minutes from our previous meeting of January 17, 2023 approved.

The motion was made by Gene second by Richard, unanimous. - was approved by email at an earlier date.

Public Testimony: No public testimony

Charter School Commission:

PJ - **Commission** - they are working on making sure they continue to support everyone. Still looking for an executive director. Process is still going on for a new one.

Gene has not heard from Kathy, he was expecting an answer. PJ talking to AG. PJ did not need an answer from Gene's personal attorney. Looking for a governing board to send us an action plan. Gene - when can we get a contract. PJ - draft is on the website. The only pieces that are different are renewal and enrollment number. They are going to continue to look at the enrollment number. Maxim enrollment is a concern. Gene - should not be in a 5 year plan. PJ - they are working on those, and getting the lease going, hoping sooner rather than later. Send over the lease. Gene - the lease is being reviewed for a second time by AG. We are looking for PJ support.

Financial - they were e-mailed out. Biggest money things happening are Esr funds. Update to what the fund could be used for. Sept 2024 to use them. They can be used as su 1.6 million meet fed. guidelines DOE will need to make approvals. Sherly will be out for two months. She is working with others in the office and everything will be taken care of. Kathy will be available. Purchasing window opened. I want the board to think about what educational items we could get. Training for board too. Rent is this. How do we want the school to make improvements?

Waiting for DOE to get the letter to confirm that we did everything right. No teachers had an issue, they were all paid the money from compression.

This Money for education could be lost, examples of what we could use for: tutors for students. PD too.

Productive meeting with danny.

BOH - savings account at 3.75% with no restrictions. Alvin has made a suggestion.

A motion to open a savings account. A motion made By Gene and second by Richard.

Head of school - Micheal added waiting list to this list passed out. Waiting list is 108 adding an elementary school classroom.

Positive promotion - doing articles with the Maui Now - yesterday Zero waste on campus, maybe the first ones in the state. West Maui Green Cycle getting dishwasher. Getting a milk udder. Highlighted SR project. 2pm SR exposition today they are really passionate about their projects.

Upcoming events:

Blending program: he will keep us updated on this

Gene = Fire inspector go today, exit light was out, he said to take care of it. It went great. He commended us on how we are set up. Exishert inspections will be on monday

Elementary - talent show May 5th - little lao theater - rainbow fish - just wrote grant finishes 4th and 5th. Wanting to be moral. Clay is a part of grant as a visual. We could use the funds for this even if we do not receive the grant money

High school = chemistry students will get a tour of science to visit UHMC. All classes are getting a tour of campus. 66 students this year - 1 student is in Germany doing high school abroad live stream. Each student gets to talk. We got everyone a cap and gown. Received today. Waiting to hear from the senator as a speaker.

Middle school - god bless working in the middle school.

Meeting adjourned at 4:55pm. Next meeting July 5, 2023

Minutes by Brandy Cajudoy



KIHEI CHARTER SCHOOL GOVERNING BOARD AGENDA

Location: Kihei Charter School - SMLO Conference Room

Date: Tuesday, 4/12/2023 4:00pm

Board:

Richard Kehoe

Mike Sweeney

Gene Zarro

Steve Perkins

Todd Lawson

Brandy Cajudoy

KCS:

John Colson

Cheryl Zarro

PJ Foehr - SPCSC

Michael Stubbs

Leslie Baldrige

Ellen Federoff

Pomai Pruett

Agenda Item	Purpose	Who	Time	Notes
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Previous Meeting Minutes - Review and Approval	Info/Vote	Board Secretary	4:05-4:10 5 min	
Public Testimony	Info	Public Attendee(s)	4:10-4:25 15 min	
Charter School Commission	Info	SPCSC – PJ Foehr	4:25-4:35 10 min	
Financial Report	Info	Chief Financial Officer	4:35-4:45 10 min	
Head of School Report: <ul style="list-style-type: none"> Staffing Update School Report/Safety Plan 	Info	Head of School/Directors	4:45-5:10 25 min	
Governing Board Action Items: <ul style="list-style-type: none"> 	Info/Vote	Board Chair	5:10-5:25 15 min	
Adjourn - Next Mtg Date: 7/5	Info	Board Chair	5:25	
Short Break			5:25-5:30 5 min	
Executive Session	Discussion	Governing Board	5:30	

Kihei Charter School
Board of Governance
Meeting Minutes
July 12, 2023

Meeting called to order at 3:57pm

Present: Board members Mike Sweeney, Richard Kehoe-zoom, Steve Perkins-traveling, Todd Lawson-traveling, Brandy Cajudoy, Gene Zarro

Also present: Michael Stubbs, Cheryl Zarro-zoom, Leslie Baldrige, Ellen Federoff-absent, Pomai Pruett, Taylor Robbs

The minutes from our previous meeting of April 12, 2023 approved.

The motion was made by Gene second by Richard, unanimous.

Public Testimony: No public testimony

Charter School Commission: no one present

Financial - Chief Financial Officer:

Quarter 4 Report is due. We are looking at the amounts in the Balance Sheet. Cheryl will send out an updated report, she has a report due on Friday to the State. Eser funds Gene may be able to speak to those funds. Looking at financials we are ending in a positive way.

Gene - Bank offered 3.75% interest and we are moving 3.5 Million from Savings into an account to take advantage of this offer from the Bank

- The Commission mandated that our Board reserves will go into the savings account.

Head of School, Michael, reported:

Contract Renewal (4.0) - had to fill out an application. Spoke to PJ about the blended program.

Went into effect as of 7/1/2023 -- 5 years-Meeng w/ Commissioners - may send commissioners our way. We did put in a resolution that we do not agree with everything in this contract. They did say that if we do not sign they would start to shut down school. The Commission said other signed contracts, but that does not mean it is good. Smaller schools are ones that sign quickly because they live in fear.

We do have two new commissioners on the board. Gene is on the Hawaii Public Charter School Network board Gene will send to the leads the new contract because they will be held to it.

Enrollment

K-2 (1) sections

3-5 (2) sections

6-8 (3) sections

9-10 (4) sections

11-12 (3) sections

Openings – 3rd, 9th, 10th, 11th, 12th - putting out an ad in the paper soon with

Leadership Team - we are expanding our leadership team.

- -Middle School Dean – Jerome Chappelle - we always have asked and he has always stepped up to the plate when asked.
- -High School Dean – Ken Goring - our dean has resigned for personal reasons. Ken is our surf team coach.
- -IT Coordinator – Shannon Satovich - moving into this role so we can improve the social media areas, she will raise the bar for this area. Taylor and Phil are going to Power school training.
- -Conference/Training Initiatives (Goals and Improvements) - Gene and Micheal went to a conference for the National Charter School Conference - got to speak to Hawaii people at this conference, most were veterans of charter schools. We went to the reception room and national people did show up. The AI stuff is here to stay and learn to work with it. Next year in Boston.
- -Advisory: Connection over Curriculum (Student health and achievement) - Goals continue to do project based learning and STEM, etc. I want, connection over curriculum to connect to students to establish an environment of safe learning. Student Health comes to a place to feel safe support and loved. Everything will fall into place, if we create this mind set.
- -Restorative Practices: In-school Service - Another school does an in school service. Instead of out of school suspension.
- -College/Career readiness (Naviance) - create a portfolio for college and career readiness. Independent access. Starting in the 8th grade.
- -Positive promotions/Social media - working with journalists in the community. Highlight a few students and projects on our campus.
- -Professional development - we have done in the summer, but asking other teachers what we would like to see. And to keep cross training.
- -Athletics/extracurriculars - these keep growing, we have a teacher that would like to start a soccer team. Not just sport but clubs too.
- -Campus development - we are looking to use Eser funds. Maybe putting a pavilion. Maybe a garden.
- -Blended learning - maybe a virtual learning down the road but whatever we need to do to meet the community goals
- -Zero waste - we are working on the washing machine

Events

7/29 – SMLO Concert - Jimmy Divieto and Time Lime - the new slab.

8/1 – Staff returns

8/7 – Students return

8/15 – VoTech Program - launch trade school for anyone in the community that needs to network. Partnership with SMLO and MFELC - the engineering group - they can go and be employed. They are going to get skills needed to get a job. KCS is not involved. But KCS is the model for this. Micheal is just a 12 week course Brandon is the lead teacher and MFELC is paying him.

8/24 – MFELC Meeting - could be a networking event for the students.

9/2 or 9/9 – Cross Country Meet @ KCS - working on a course .

Hiring teachers and EA this time. We miss the kids this time of year. Friday before K has a meet and greet. Pre orientation for 6th grade Thursday before school starts. Meet advisors, ice breakers, 24 incoming about 40 are coming out of 74 so far.

High school is going to do something for the whole. Get the ID done with ice cream.

Special Education Initiatives: We discussed the IEP process for returning SPED students.

Board Action: Governing Board Action Items:

Annual Audit - Approve and Sign Engagement Letter

Engage Carbanor in this letter. A133 Audit

This past school year we probably will not need

Gene made a motion to move forward with the engagement letter and Richard seconded.

Gene was brought up on charges with the Ethics committee. They have been dropped.

Approve and sign Lease - approved by email and we are just signing at this meeting.

New Contract Finalized - already discussed.

Concert will be a blast. Gene will send out an invite.

Doors have door stops. Paint looks great. Zone 1 still has work to do but almost there. The Community Center is almost done, and should be open soon. AC is working in all of the small rooms. We have an extra one.

Meeting adjourned at 4:53pm. Next meeting October 4, 2023 and the New year Wednesday January 10, 2024.

Minutes done by Brandy



KIHEI CHARTER SCHOOL GOVERNING BOARD AGENDA

Location: Kihei Charter School - SMLO Conference Room

Date: Tuesday, 7/12/2023 4:00pm

Board:

- | | | |
|--|---------------------------------------|---|
| <input type="checkbox"/> Richard Kehoe | <input type="checkbox"/> Mike Sweeney | <input type="checkbox"/> Gene Zarro |
| <input type="checkbox"/> Steve Perkins | <input type="checkbox"/> Todd Lawson | <input type="checkbox"/> Brandy Cajudoy |

KCS:

- | | | |
|---|--|---|
| <input type="checkbox"/> John Colson | <input type="checkbox"/> Cheryl Zarro | <input type="checkbox"/> PJ Foehr - SPCSC |
| <input type="checkbox"/> Michael Stubbs | <input type="checkbox"/> Leslie Baldrige | |
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Financial Report	Info	Chief Financial Officer	4:35-4:45 10 min	
Head of School Report: <ul style="list-style-type: none"> Staffing Update School Report/Safety Plan 	Info	Head of School/Directors	4:45-5:10 25 min	
Governing Board Action Items: <ul style="list-style-type: none"> Annual Audit – Approve and Sign Engagement Letter Approve and sign lease New Contract Finalized 	Info/Vote	Board Chair	5:10-5:25 15 min	
Adjourn - Next Mtg Date: 10/5	Info	Board Chair	5:25	
Short Break			5:25-5:30 5 min	
Executive Session	Discussion	Governing Board	5:30	

Kihei Charter School
Board of Governance
meeting minutes
October 18, 2023

Meeting called to order at 4:03pm

Present: Board members Mike Sweeney, Todd Lawson, Richard Kehoe, Gene Zarro

Excused: Brandy Cajudoy, Steve Perkins

Also present: Michael Stubbs, Cheryl Zarro, Leslie Baldrige, Ellen Federoff, Pomai Pruett

The **minutes** from our previous meeting July 12, 2023 approved.

The **motion** was made by Gene second by Todd, unanimous.

Public Testimony: No public testimony

Financial: Cheryl had distributed the current P&L, Balance Sheet by email to the board. Cheryl reported that we were up to date on our Kuleana Portal tasks and Dept of Health reports.

We are just about done with the audit and we should see a draft by the end of the month.

Cheryl is working on getting the Care Funds reporting in to the Commission.

Head of School, Michael, reported:

Head of School Report

Count Date: 10/15/2023

Enrollment

Grade 3 (6)

Grade 9 (33)

Grade 10 (21)

Grade 11 (12)

Grade 12 (7)

Total Open Seats: 79

K-5: 204

6-8: 216

9-12: 263

Total Enrollment: 683

*Lahaina students: 11

Attendance

K-5: N/A

6-8: 95%

9-12: 94%

Safety

-Raptor Technologies (App)

-Emergency Suite

-Drill Log, Emergency Alerts, Accountability, Reunification

Initiatives

-Anti-vaping, drugs, alcohol campaign

-Social Media Awareness

-School Campus Culture

-STEM Steering Committee

Admission Policy

MIL Sports

Girls Volleyball

Boys Basketball JV/V

Boys Soccer

Boys/Girls Golf

*Esports - #1 State Ranking

Events

10/21 - Maui Strong Benefit Concert

10/28 – CC MIL Championships @ Maui High

12/21 – Holiday Party

Gene reported that we were approved for two projects using ESSR funds.

A pavilion, \$1.2m and awnings \$200k for the windows facing the sun

There is a strict deadline for these projects to be completed by the end of May 2024.

Gene said if we were not able to complete the projects by the end of May we could bill for the materials and get reimbursed for that but

The school would have to pay the labor cost.

An RFP was published in the newspaper and the projects are to be awarded by the first week of November.

Meeting adjourned at 5:17pm

Minutes by Gene



KIHEI CHARTER SCHOOL GOVERNING BOARD AGENDA

Location: Kihei Charter School - SMLO Conference Room

Date: Wednesday, 10/18/2023 4:00pm

Board:

- | | | |
|--|---------------------------------------|---|
| <input type="checkbox"/> Richard Kehoe | <input type="checkbox"/> Mike Sweeney | <input type="checkbox"/> Gene Zarro |
| <input type="checkbox"/> Steve Perkins | <input type="checkbox"/> Todd Lawson | <input type="checkbox"/> Brandy Cajudoy |

KCS:

- | | | |
|---|--|---|
| <input type="checkbox"/> John Colson | <input type="checkbox"/> Cheryl Zarro | <input type="checkbox"/> PJ Foehr - SPCSC |
| <input type="checkbox"/> Michael Stubbs | <input type="checkbox"/> Leslie Baldrige | |
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Governing Board Action Items: <ul style="list-style-type: none"> Annual Audit Projects Update – Pavilion and Awnings 	Info/Vote	Board Chair	5:10-5:25 15 min	
Adjourn - Next Mtg Dates: TBD: 1/10? 4/10? 7/10? 10/9?	Info	Board Chair	5:25	
Short Break			5:25-5:30 5 min	
Executive Session	Discussion	Governing Board	5:30	