

Kihei Charter School

Governance Board Meeting
Wednesday, February 5, 2014

Meeting called to order by Chair Steve Perkins at:4:00 at the Lipoa Campus.

Board members present: Diane Parrella, Gene Zarro, Steve Perkins, Richard Kekoa,

Absent: Todd Lawson

Guests: Phill Schmidt, Crystal Lester, Aleccia Chavez, Dodi Pritchett, Robyn Ehrich, Jea Fordyce, George Winterscheid, Cheryl Zarro.

Public Testimony

Crystal and Allecia presented plans for the April 25th prom.

Director's Report

George presented the projected the enrollment figures for school year 2014-2015 and the projected staffing plan for 2014/2015.

Financials

The Board moved to remove the salaries from the federal lunch class and make the adjustment to reflect this in the federal lunch annual report. The motion was made by Gene, seconded by Richard and passed unanimously.

Cheryl presented the Profit and Loss Report for July 2013 thru June 2014.

The Board moved that KCS will participate in the federal e-rate rebate pro. The motion was made by Gene, seconded by Richard and passed unanimously.

The Budget meeting is scheduled for February 12, at 5:PM.

The next meeting is scheduled for Wednesday, March 5, at 4:PM.

Meeting adjourned at 6:20.

Diane Parrella

Secretary

Kihei Charter School

Governance Board Meeting

Wednesday, March 5, 2014

Meeting called to order by Chair Steve Perkins at:4:00 at the Lipoa Campus.

Board members present: Diane Parrella, Gene Zarro, Steve Perkins, Richard Kehoe, Todd Lawson, Jen Forsythe

Guests: George Winterscheid, Robyn Erlich, Megan Edgar, Dodi Pritchett, Paula Sathorhwaite, Cori Friedman, Maria Robinson, James Sparke

Public Testimony

James Sparke, Athletic Director reported that the school is going to have an eight-man football team. It will have a 10 game schedule and they will need to raise money.

Director's Report

The Board moved that the boundaries for the High School campus is the entire property of the Kihei Commercial center and the self storage facility. The campus boundaries of the Middle School are the entire area of the Lipoa Center and the Krausz property. The Elementary School Campus boundaries are the entire property of St. Theresa's. The motion was made by Gene, seconded by Todd and passed unanimously.

The Board approved the 2014-2015 school calendar. The motion was made by Gene, seconded by Todd and passed unanimously.

The next meeting is scheduled for Wednesday, April 2.

Meeting adjourned at 6:PM.

Diane Parrella
Secretary

Kihei Charter School

Governance Board Meeting

Wednesday, April 2, 2014

Meeting called to order by Chair Steve Perkins at:4:45 at the Lipoa Campus.

Board members present: Diane Parrella, Gene Zarro, Steve Perkins, Todd Lawson, Jen Fordyce

Absent: Richard Kenoe

Guest: Cheryl Zarro

The Board moved to approve the minutes of the February 5 meeting. The motion was made by Gene, seconded by Diane and passed unanimously.

The Board moved to approve the minutes of the March 5 meeting. The motion was made by Gene, seconded by Diane and passed unanimously.

Financials

Cheryl presented the Profit and Loss statement of July, 2013 to March, 2014.

Election of Officers

The Board moved to adopt the following slate of officers:

Chair - Todd Lawson

Vice Chair - Gene Zarro

Treasurer - Richard Kenoe

Secretary - Diane Parrella

Director - Steve Perkins

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

The Board moved to hire Carbonero Demichele CPA, to do our school audit for the 2013-2014 school year.

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

The next meeting is scheduled for May 7, at 4:PM.

Meeting adjourned at 6:07PM

Diane Parrella

Secretary

Kihei Charter School

Governance Board Meeting

Wednesday, May 7, 2014

Meeting called to order by Chair Todd Lawson at 4:30 at the Lipoa Campus.

Board members present: Diane Parrella, Gene Zarro, Todd Lawson, Jen Fordyce, Richard Kehoe

Absent: Steve Perkins.

Guests: Megan Edgar, Maria Robinson, Mike Sweeney, Phill Schmidt, Robin Erlich, Dodi Pritchett

The Board moved to accept the minutes of April 2. The motion was made by Gene, seconded by Richard and passed unanimously.

Education Director's Report

Jen gave the enrollment figures for 2014/2015 school year.

New Business

The Board voted in Michael Sweeney as a new Board member with a term starting May 7, 2014 until January 1, 2016. The motion was made by Gene, seconded by Richard and passed unanimously.

The next two meetings are scheduled for Wednesday, June 4, and Wednesday, July 9.

Meeting adjourned at 5:30.

Diane Parrella

Secretary

Kihei Charter School

Governance Board Meeting

Wednesday June 4th, 2014

Meeting called to order by Chair Todd Lawson at 4:15 at the Lipoa Campus.

Board members present: Diane Parrella (by phone), Gene Zarro, Todd Lawson, Jen Fordyce, Richard Kehoe, Mike Sweeney

Guests: Cheryl Zarro

Treasurer's Report

Cheryl presented the summary report of the Hawaii Child Nutrition Program.

Education Director's Report

Jen presented our current enrollment figures. The total enrollment is about 575. The new term's schedule is still under revision.

The Board moved to approve the revised 190 day calendar. The motion was made by Gene, seconded by Steve and passed unanimously.

The Board moved to approve the contracts of the Facilitators and Education Assistants for the 2014/2015 school year. The motion was made by Gene, seconded by Mike and passed unanimously.

The Board moved to approve Cecilia Camp's contract for the 2014/2015 school year.

The motion was made by Gene, seconded by Mike and passed unanimously.

The Board moved to approve the contract with the Big Picture Learning Professional Services, not to exceed \$5,000.00. The motion was made by Gene seconded by Mike and passed unanimously.

The Board moves to enter into a contract with the Charter School Commission by an electronic vote on June 4, 2014, and authorizes Todd Lawson, Chair of the KCS Governance Board to sign the contract with The Charter School Commission. The motion was made by Diane, seconded by Mike and passed unanimously.

The next meeting is scheduled for Wednesday, July 9.

Meeting adjourned at 6:30.

Diane Parrella, Secretary

Kihei Charter School

Governance Board Meeting

Wednesday, July 9, 2014

Meeting called to order by Chair Todd Lawson at 4:20 at the Lipoa Campus.

Board members present: Diane Parrella, Gene Zarro, Todd Lawson, Jen Fordyce, Richard Kehoe, Mike Sweeney

Absent: Steve Perkins

Guests: Maria Robinson, John Mazor

The Board moved to approve the minutes of May 7. The motion was made by Gene, seconded by Richard and passed unanimously.

The Board moved to approve the minutes of June 4. The motion was made by Mike, seconded by Gene and passed unanimously.

Chief Financial Officer's Report

Cheryl presented the Profit and Loss Budget Overview - July 2014 - June 2015. The Board continued the discussion on Food Service.

Cheryl reported that all 12 month employees with the exception of Paula and Cecilia will be receiving 6 month contracts. New one year contracts will be issued in January and these employees will be on a calendar year at that point, instead of a fiscal year.

The Board will make a transfer of funds from the Operating Account to Food Services to bring the account to Zero. The Board decided to keep the Food Service salaries out of the Food Service class.

The Board moved to accept the food service vendor contracts. The motion was made by Mike, seconded by Richard and passed unanimously.

Chief Education Officer's Report

At this time the total school enrollment is 589.

Jen presented the Students' Handbooks with the proposed changes.

The Board moved to accept the contracts for new hires and support staff for the 2014-2015 school year. (Shelly Creal, Raquel Balastan, Phill Schmidt) The motion was made by Gene, seconded by Mike and passed unanimously.

The next Board meeting is scheduled for Wednesday, August 6, at 4PM.

Meeting adjourned at 6:30.

Diane Parrella
Secretary

Kihei Charter School

Governance Board Meeting

Wednesday, June 4, 2014

Meeting called to order by Chair Todd Lawson at 4:15 at the Lipoa Campus.

Board members present: Diane Parrella (by phone), Gene Zarro, Todd Lawson, Jen Fordyce, Richard Kehoe, Mike Sweeney

Guests: Cheryl Zarro

Treasurer's Report

Cheryl presented the summary report of the Hawaii Child Nutrition Program.

Education Director's Report

Jen presented our current enrollment figures. The total enrollment is about 575. The new term's schedule is still under revision.

The Board moved to approve the revised 190 day calendar. The motion was made by Gene, seconded by Steve and passed unanimously.

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The Board moved to approve Cecilia Camp's contract for the 2014/2015 school year. The motion was made by Gene, seconded by Mike and passed unanimously.

The Board moved to approve the contract with the Big Picture Learning Professional Services, not to exceed \$5,000.00. The motion was made by Gene seconded by Mike and passed unanimously.

The Board moves to enter into a contract with the Charter School Commission by an electronic vote on June 4, 2014, and authorizes Todd Lawson, Chair of the KCS Governance Board to sign the contract with the Charter School Commission. The motion was made by Diane, seconded by Mike and passed unanimously.

The next meeting is scheduled for Wednesday, July 9.

Meeting adjourned at 6:30.

Diane Parrella
Secretary

Kihei Charter School

Governance Board Meeting
Wednesday, August 6, 2014

Meeting called to order by Chair Todd Lawson at 4:10 at the Lipoa Campus.

Board members present: Diane Parrella, Gene Zarro, Todd Lawson, Richard Kehoe, Mike Sweeney, Jen Fordyce, Cheryl Zarro

Absent: Steve Perkins

Guests: John Mazur, Dodi Pritchett, Robyn Erlich, Paula Satterthwaite

The Board moved to approve the minutes of July 9. The motion was made by Gene, seconded by Mike and passed unanimously.

Chief Financial Officer Report

Cheryl reported on our current finances and distributed the actual budget figures ending June 2014.

Chief Education Officer Report

Jen distributed copies of, "Leaving To Learn."

She reported on current enrollment figures.

The Police will give a presentation to the faculty and students regarding student safety.

The school will make up the days lost due to closures during the hurricane.

The next meeting is scheduled for Wednesday, September 3, at 4PM.

Meeting adjourned at 5:50.

Diane Parrella
Secretary

**Kihei Charter School
Governance Board Meeting
Wednesday, September 3, 2014**

Meeting called to order by Chair Todd Lawson at 4:10 at the Lipoa Campus.

Board members present: Diane Parrella, Gene Zarro, Todd Lawson, Richard Kehoe, Mike Sweeney, Jen Fordyce, Cheryl Zarro

Absent: Steve Perkins

Guests: Robyn Erlich, Leslie Mackenzie Smith, Heather Werner, Lynette Zartler, Terry Alling, Holly Arling, Maria Robinson, Megan Edgar, Leslie Baldrige

The Board moved to approve the minutes of August 6, 2014. The motion was made by Mike, seconded by Gene and passed unanimously.

Public Testimony

We met with the parents who will be in charge of the PTO and answered a few of their questions.

Chief Education Officer

Jen stated that our total enrollment was 522 as of August 9.

We discussed plans for the current year.

Chief Financial Officer

Cheryl distributed the P & L statement for July and August.

The next meeting is scheduled for October 15, 2014.

Meeting adjourned at 5:30.

Diane Parrella
Secretary

Kihei Charter School

Governance Board Meeting

Wednesday, October 15, 2014

Meeting called to order by Chair Todd Lawson at 4:40 at the Lipoa Campus.

Board members present: Diane Parrella, Gene Zarro, Todd Lawson, Richard Kehoe, Mike Sweeney, Jen Fordyce, Cheryl Zarro

Absent: Steve Perkins

Guests: Lynette Zartler, Maria Robinson, Megan Edgar, Leslie Baldrige, Jenny Kehoe, Kira Nakamura, Robyn Erlich, Amanda Worth, Phill Schmidt

The Board moved to approve the minutes of September 3, 2014. The motion was made by Gene, seconded by Mike and passed unanimously.

Public Testimony

Kira wants to be readmitted to the school in her senior year.

Chief Education Officer Report

The School Improvement Plan will feed into WASC. WASC is scheduled for the first week in May, 2015.

Chief Financial Officer Report

The official enrollment is 547.

Management Changes

The Board moved to temporarily remove Todd Lawson from the Board and appoint him Chief Operating Officer (a part time position). Richard Kehoe, will be Chair, Gene Zarro remains a vice Chair, Mike Sweeney will be Treasurer, and Diane Parrella remains as Secretary. These changes are effective on October 16. The motion was made by Gene, seconded by Diane and passed unanimously.

New Business

Need for improved communication with PTO, Football, and Cheer Leaders.

The next meeting is scheduled for Wednesday, November 5.

Meeting adjourned at 6:PM.

Diane Parrella
Secretary

Kihei Charter School
Board of Governance
November 5, 2014



Meeting called to order by Chair Richard Kehoe at 4:15 at the Lipoa Campus.

Board members present: Diane Parrella, Gene Zarro, Todd Lawson, Richard Kehoe, Mike Sweeney, Jen Fordyce, Cheryl Zarro

Absent: Steve Perkins

Guests: Maria Robinson, Megan Edgar, Robyn Erlich, Amanda Werth, Christina Turner, Jim Hendriks, Kathy Adams

The Board moved to approve the minutes of October 15, 2014. The motion was made by Gene, seconded by Mike and passed unanimously.

Mentor Celebration

Christina Turner presented her plans for a Mentor Celebration to be held the last week in January. It is intended to show appreciation for all those who mentor our students.

Chief Operating Officer Report

Todd reported that he met with all the school leadership and visited most of the schools. He is working on improving communication procedures, an emergency action plan and an end of season football party.

Chief Education Officer Report

Jen has been doing classroom observations. She has been working on the Continuous School Improvement, and WASC.

Chief Financial Officer Report

Cheryl has been working on the audit.

New Business

The building plans for the new school are coming along.

The next meeting is scheduled for December 3, 4PM in the SMLO office.

Meeting adjourned at 5:30.

Diane Parrella
Secretary

Kihei Charter School
Board of Governance
December 3, 2014



Meeting called to order by Chair Richard Kehoe at 4:09 at the Lipoa Campus.

Board members present: Diane Parrella, Gene Zarro, Todd Lawson, Richard Kehoe, Mike Sweeney, Jen Fordyce, Cheryl Zarro

Absent: Steve Perkins

Guests: Leslie Baldrige, Robyn Ehrlich, Phill Schmidt, Christina Turner

The Board moved to approve the minutes of November 5, 2014. The motion was made by Gene, seconded by Mike and passed unanimously.

Chief Operating Officer Report

Todd discussed what he is working on.

Chief Education Officer Report

Jen reported on new additions and changes to the staff. She also discussed how she is planning for WASC.

Chief Financial Officer Report

Cheryl distributed Food Service reports and discussed the budget.

The Board moved to abolish the waitlist for the current school year (2014-2015) in preparation for the new school year. The motion was made by Gene, seconded by Mike and passed unanimously.

The next meeting is scheduled for Wednesday, January 7, 4PM at Lipoa.

Meeting adjourned at 5:30.

Diane Parrella
Secretary