

Kihei Charter School
Board of Governance meeting
September 4, 2019
SMLO conference room

Called to order 4:04 pm

Board members present: Richard Kehoe, Mike Sweeney, Gene Zarro, Todd Lawson on phone.

Steve Perkins and Diane Parrella excused for illness.

Also present: John Colson, Michael Stubbs, Leslie Baldrige, Cheryl Zarro

Guests: PJ, Imogene Klossner, Matt Grose, Cory Horowitz, Tiare Tialino

There were no minutes to approve from our last meeting due to Diane out sick.

No Public Testimony

Cheryl gave a financial report. The audit was to start next week. Budget meeting proposed.

Leslie reported School is going great one month in. The different grade level students are helping each other. We had one EA resign. The report is that the lunch program is going good.

Michael reported The high school is off to a smooth start. There are more sport teams planned this year and more clubs and courses available.

Our new Athletic Coordinator, Dave Kannewurf, is doing a good job working with the coaches and the MIL.

Michael is receiving good parent feedback on the start of the school year.

John Colson reported that the traffic issues are much better than they were on week one and thanked MPD for helping with changes to the intersection at Piilani.

8 new picnic tables were added to help with the lunch crowd.

The new faculty seem to be doing great getting into the swing of things.

The faculty have been busy getting donations. Pointing out that Shadan raised money for 8 laptops.

Gene had a couple of announcements:

A Special Ed conference, Together for our Keiki, will be co sponsored by SMLO and on the campus on October 26th.

HawaiiUSA Federal Credit Union will be sponsoring a Safety Fair on November 9th.

Adjourn to Executive Session 4:47pm

Kihei Charter School
Board of Governance Minutes
Wednesday, January 8, 2020

Meeting called to order by Vice Chair Gene Zarro at 4:00 PM in the Board conference room.
Board members present: Gene Zarro, Mike Sweeney (by phone), Diane Parrella, Richard Kehoe, Todd Lawson (by phone),
Absent: Steve Perkins

Guests: Leslie Baldrige, Mike Stubbs, John Colson

The Board moved to approve the minutes of October 9, 2019. The motion was made by Richard, seconded by Diane and passed unanimously.

The Board moved to approve the 2019/2020 school year budget. The motion was made by Richard, seconded by Diane and passed unanimously.

The Board discussed using some of the surplus money for kitchen equipment and to consider a build-out for zone one.

The Board approved the audit with the changes mentioned in the e-mail. The motion was made by Richard, seconded by Steve and passed unanimously.

A motion was made to change the authorized signatures for the two Bank of Hawaii accounts. These are the KCS operating account and the KCS Debit Card. The new signers will be:

Mike Sweeney, Board Chair
Gene Zarro, Vice-chair
Todd Lawson, Treasurer
Diane Parrella, Secretary
Michael Stubbs, Head of School

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

Cell phones are banned in school.
Projected admissions for next year are 720.

The next meeting is scheduled for Wednesday, February 12.

Meeting adjourned at 5:30.

Diane Parrella
Secretary

Kihei Charter School
Board of Governance meeting
February 12, 2020
SMLO conference room

Meeting called to order at 4:00pm.

Members present: Mike Sweeney, Todd Lawson, Richard Kehoe, Gene Zarro

Excused: Steve Perkins, Diane Parrella.

In attendance: Michael Stubbs, John Colson, Matt Satovich, Leslie Baldrige, Cheryl Zarro, PJ Foehr

No minutes to approve as the Secretary was out sick.

Cheryl reported on the current school years revised budget.

The revised budget included funds for a kitchen upgrade

Motion was made to approve the revised budget with the funds for a Kitchen upgrade.

Motion was made by Gene and seconded by Richard, unanimous.

Cheryl also reported on the new payroll system, Altres. Some issues but moving forward.

Leslie reported on elementary school updates. The February there was Choose Love. Decorations all over the school.

There was a traveling planetarium coming to the school on the 13th.

Our SPED count is 55, 504 count 50, ELL 20

Matt reported on the middle school. Exhibitions are scheduled for May 27th.

The new teacher is working out great. A van protocol for reporting on Van needs is working.

Michael Stubbs reported on his focus right now is raising school culture.

He is establishing a community education series, the first two were on Tech addiction and Nutrition.

Grow Some Good, a community organization, received a \$14k grant for the KCS garden.

And Ellen received a grant to help fund Vape detectors.

Athletics Coordinator Dave is doing great with the KCS sports program.

There is now a students Kuleana Club. Students will help monitor and take care of the campus.

It is recommended that Zone 1 area be used for a large shop to introduce all students to career and trade tracks.

Colson reported on the addendum he added to the employee contract regarding the parts of the HSTA master contract that are relevant.

Recommending ELL training for all faculty.

The strategic plan is being worked on.

A motion was made to cap enrollment at 20 for the K-3 grades.

The motion accepts the fact that the current enrollment will exceed that due to the matriculation of the current enrollment in K-3.

Motion made by Gene, second Todd, unanimous

Motion was made to abolish the previous waitlist.

Motion was made by Todd, second by Richard, unanimous

Motion was made to approve the contracts for Michael Stubbs as Head of School and John Colson as Educational Consultant effective February 1, 2020.

Motion was made by Gene, second by Todd, unanimous.

Gene reported on the SMLO vans.

They are all inspected and registered and on a regular maintenance program.

Next meeting April 8th 2020

Meeting adjourned 5:49pm

Kihei Charter School
Governance Board meeting minutes
From April 8th Board Meeting

Meeting called to order at 4:11pm

Present: Mike Sweeney, Richard Kehoe, Todd Lawson, Steve Perkins, Gene Zarro.

Diane Parrella excused.

Guests: Leslie Baldrige, Matt Satovich, Ellen Federoff, Michael Stubbs, John Colson, PJ, Cheryl Zarro

A motion to approve the minutes of January 8th 2020 was made by Gene seconded by Richard, Unanimous
A motion was made to approve the minutes of February 12, 2020 by Gene, seconded by Todd, Unanimous

Cheryl gave an update on the school's budget. She said that we are good for this year, we still have some receivable to come in.

Michael reported on our graduation rate. For 2019 we were at 100%, for 2018 one student did not make it. It was reported we were awarded a \$2000 Foodland scholarship.

Leslie reported on the SPED team meeting for IEPs. During distance learning attendance is being taken, identified tech needs, had a virtual talent show and the importance of school spirit.

Matt reported that the middle school parents are very grateful for our efforts. He mentioned that we were somewhat prepared for this because of the experience we had getting into this building where our students were during virtual work while the building was being finished.
He is lending out computers and yearbooks are bring finalized.

Ellen reported that they are assessing student needs. That UH is having online classes. The Grad Defense is being planned for virtual presentations. Phone logs are being kept in Power School.

Michael reported online classes meet in advisory every morning and attendance is taken. Robo calls are made if the student is not in attendance.

Michael reported on the lottery held on April 6th and campus work being conducted, Fire inspections, landscaping, plumbing, cleaning, kitchen upgrade etc.

PJ reported on the Charter Commissons new personnel.

A motion was made to re up the board terms for Mike Sweeney, Todd Lawson and Richard Kehoe.
The new terms are from 1-20-2020 to 1-20-2022.
Motion was made by Gene seconded by Steve, unanimous.

Meeting adjourned 5:40pm

Minutes by Gene

Kihei Charter School
Board of Governance
meeting minutes
July 20,2020

Present: Board members Mike Sweeney, Richard Kehoe, Steve Perkins, Gene Zarro
Excused Diane Parrella, Todd Lawson

Also present: Michael Stubbs, John Colson, PJ Foehr, Leslie Baldrige, Ellen Federoff, Matt Satovich

The minutes from our previous meeting on April 8, 2020 were approved.
Gene made the motion, Richard 2nd unanimous.

PJ reported from the commission that there is new leadership on the Charter Commission. Also the Commission is on a budget watch to see what our funding will be for the new year.

Michael reported on opening plans for the new school year which would be August 4th.
Ellen talked about the preparations taking place with the HS staff

Parent feedback on the KCS plan is positive for the most part.

A motion was made to accept the KCS opening plan as presented
Gene made the motion, Richard seconded, unanimous

Cheryl presented a draft P&L for the closing of the previous school year. June 30, 2020.
There were still some entries that needed to come in but a surplus is predicted.
A draft budget was presented for the upcoming school year 2020-2021. A severe cut to our student per capita allocation is happening so the draft budget as presented showed a significant deficit.

A motion was made to approve the draft budget as presented knowing it is going to be revised by August 31, 2020.
Richard made the motion, Steve seconded, unanimous

A motion was made to engage Carbonaro CPAs for the school audit.
Motion was made by Gene, Steve seconded, unanimous

A motion was made to approve the lease for the school building
Motion was made by Steve, Richard seconded, unanimous.

A motion was made to approve the MOU between KCS and UHMC for Early College.
Motion was made by Gene, Richard seconded, unanimous.

Meeting adjourned at 5:54

Minutes by Gene

Kihei Charter School
Board of Governance
meeting minutes
October 14, 2020

Meeting called to order at 4:14

Present: Board members Mike Sweeney, Todd Lawson, Diane Parrella, Gene Zarro

Excused: Steve Perkins, Richard Kehoe

Also present: Michael Stubbs, John Colson, PJ Foehr, Cheryl Zarro, Leslie Baldrige, Ellen Federoff.

The minutes from our previous meeting on July 20, 2020 were approved.

Gene made the motion, Todd, 2nd unanimous.

Chery reported on Financials:

A revised draft budget was presented showing a \$385K deficit for the school year. Student allocations could be cut by \$1000 per student.

We should have final numbers by early November.

The draft audit was presented.

A motion was made to approve the audit by email allowing board members time to review it. A two week time period was put on the review.

Motion was made by Gene, second Diane, unanimous.

Michael reported on some school metrics from the first quarter.

Also the early results of a survey he sent out.

He also reported on plans for students on campus. The key here being what is the impact of the visitors on the island.

Leslie reported on special ed saying we are meeting our IEP requirements of 10,000 minutes per week for the special ed students and 100% of the sped students are coming in.

Our official enrollment count is 712.

Meeting adjourned at 5:05

Minutes by Gene