

**Kihei Charter School
Board of Education Meeting
Thursday, July 18, 2006
Minutes**

Meeting called to order at 5:20 PM by Gene Zarro, Chair

Board members present: Mark Christiano, Maria Quinn, Diane Parrella, Phill Schmidt, Gene Zarro

Absent: Kathy Arbour, Richard Kehoe, Jori Spencer, Jill Walsh

Guests: Ray Hart, Junius Johnson, Malia Johnson, Larry Michele, Cheryl Zarro

A motion was made by Phill, , seconded by Mark, and passed unanimously to accept the minutes of the June 7 meeting. A motion was made by Phil, seconded by Mark, and passed unanimously to accept the minutes of the executive board meeting of June 7.

ED Report

Accreditation: We have been fully accredited K-12 by the Accreditation Committee for Schools of the Western Association of Schools and Colleges (WASC). We are the third charter school in Hawaii to be accredited.

Contracts: *The Board moved to approve the contract of the School Food Service Manager I. The motion was made by Phill, seconded by Diane and passed unanimously.*

Student Enrollment 9-12: We have about 161 enrolled in the high school. *The Board moved to accept student applicants grades 9-12 in the July 6-18 enrollment period. All applications are subject to health and transcription records received, reviewed and verified. The motion was made by Mark, seconded by Maria and passed unanimously.*

K-8 Program: We have about 52 students enrolled and will continue to enrollment.

PowerSchool: Will be up and running for the high school when school opens.

Blessing: The school blessing is scheduled for Wednesday, July 26/

The Board moved to approve the cleaning contract of Serviceline. The motion was made by Phill, seconded by Mark and passed unanimously.

The Board moved to establish \$2.00 as the regular price of a school lunch. The motion was made by Maria, seconded by Phill and passed unanimously.

The Board moved to revise school policies 6, 14 and 20 as amended and delete policy 15. The motion was made by Diane, seconded by Phill and passed unanimously.

The next meeting is scheduled for Tuesday, August 1, at 5:PM.

Meeting adjourned at 8:25.

Diane Parrella
Secretary

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Diane Parrella
Secretary

**Kihei Charter School
Board of Education Meeting
Wednesday, August 16, 2006
Minutes**

Meeting called to order at 5:00 pm by Gene Zarro, Chair

Board members present: Kathy Arbour, Mark Christiano, Maria Quinn, Phill Schmidt, Jori Spencer, Veronica Tuepker, Gene Zarro

Absent: Richard Kehoe, Diane Parrella, Jill Walsh

Guest: Gail Weaver,

The Board welcomes Veronica Tuepker as our Student Representative.

Education Director Report

Mark advised that he requires input with budget preparation. A finance meeting will be held on Friday, August 25, at 5:00pm.

Parent Report

Jori advised us that Kihana Nursery will donate plants for the front door.

Facilities

A motion was made to get a board meeting sign made. The cost should not exceed \$150.00.

Moved by Phill, seconded by Jori and passed unanimously.

A motion was made to investigate the cost of purchasing and installing a security camera system both inside and outside the school. Moved by Phill, seconded by Mark and passed unanimously.

A motion was made to investigate the cost of purchasing and installing door alarms for the back doors. Moved by Phill, seconded by Mark and passed unanimously.

Strategic Planning Meeting

We need a meeting to discuss organizational growth, development and future financial planning.

We will invite Tom Blackburn Rodriguez to facilitate the meeting and possibly serve as a consultant to assist us in achieving our goals.

The Board moved to have a strategic planning meeting. Moved by Phill, seconded by Jori and passed by a unanimous vote.

The secretary's position needs to be filled during Diane's absence.

The next board meeting is scheduled for Wednesday, September 6, at 4:30pm.

Meeting adjourned at 7:20pm.

Kathy Arbour
Acting Secretary

**Kihei Charter School
Board of Education Meeting
Wednesday, September 6, 2006
Minutes**

Meeting called to order at 4:47 pm by Gene Zarro, Chair

Board Member present: Gene Zarro, Maria Quinn, Mark Christiano, Gail Weaver, Kath Arbour, Jori Spencer, Phil Schmidt, Veronica Tuepker, Jill Walsh, Richard Kehoe

Guests: Roger Krehl, Amy Coach, Bryant Neal

Regrets: Dianne Parrella

The Board moved to accept the minutes of September 6 as presented. The motion was moved by Mark, seconded by Jori and passed unanimously.

Public Testimony

Roger Krehl attended to request that we reconsider the cash issue with the school store. Board decided to leave this issue up to the ED to determine solutions.

Bryant Neal & Amy Coach of ACGE developed a non-profit in arts and music program.

ED REPORT

Mark presented the board with the Profit & Loss Budget Overview.

Money added for after school programs.

Kihei Charter is sponsoring the state track & field event...will need 20 volunteers

The Board moved that the budget be accepted as presented with the following amendments: \$24,000 expense for Article 6 put back in, monthly lease payment increased by \$1000.00 per month, and increase cash receipts by \$43,000 income and any surpluses will be put in Reserves.

Moved by: Jill, Second: Richard Carried

Mark will create excel financial reports to email prior to board meeting. P&L (monthly), Budget/Actual (month) and Budget/Actual (year), P&L detail

AYP status has been approved, a congratulatory letter sent with the final reports of AYP.

Parent Report

Jori reported on the PTA- Parents Support Meeting

7 parents and 1 teacher attended, 4 other parents called and could not attend. At the meeting, several things were discussed

1. The benefits of joining the international PTA or independent parents support group. e:
2. EScrip
3. Monthly breakfast or lunch for teachers
4. Student school store – parents agree on healthy snacks and would like to know if they can help by making purchases for store as needed
5. Fundraisers: Kans for Kihei, Recycling, Krispy Kreme, Ruby's, dinner night (proceeds to go for advanced technology and/or library), Christmas trees.

6. Teachers Appreciation Week – May

Strategic Planning Meeting

Gene will distribute notes of meeting over email. He discussed the future of this premises, need to purchase or take a footprint of new Kihei High School (5 acre land) within the next 3-4 years.

Appointments

The Board nominated Jill Walsh for position of secretary...The motion was made by Kathy, seconded by Maria and passed unanimously. Kathy will continue to do the minutes until Diane returns.

The Board nominated Richard Kehoe for position of Treasurer. The motion was made by Jill, seconded by Maria and passed unanimously.

Next Meeting: October 4, 2006 4:30 pm

Meeting adjourned: 7:06 pm

Kathy Arbour
Secretary

**Kihei Charter School
Board of Education Meeting
Wednesday, October 4, 2006
Minutes**

Meeting called to order at 4:47 pm by Gene Zarro, Chair

Board Member present: Gene Zarro, Maria Quinn, Mark Christiano, Kath Arbour, Veronica Tuepker, Jill Walsh, Richard Kehoe

Absent: Diane Parrella, Jori Spencer, Phill Schmidt, Gail Weaver

Guests: Samantha Bento-Shea, Kaleo DeLima, Arthur DeLima, Cheryl Zarro

The Board moved to accept the minutes of September 6 as amended. The motion was moved by Mark, seconded by Jori and passed unanimously.

Public Testimony

The parents of Kaleo came to the board to discuss the behavior contract that was put in place on July 26, 2006. They inquired about grade changes, documentation of behaviors, and clarification of expulsion. The Board will go into executive session to discuss concerns and answer questions brought forth by the parents.

TREASURERS REPORT

Richard advised that adjustments be made to our books. Richard reviewed audit notes.

The Board moved that reserves be transferred to new restricted savings account on a quarterly basis. The motion was made by Richard, seconded by Mark and passed unanimously.

ED REPORT

Mark advised of Annual Yearly Program and showed us the certificate.

Current enrollment in high school 172 and 76 K8 for a total of 248.

K-8 Report

Maria reported that the Quantum workshop was very well received and created an excellent vehicle for the facilitators. K-8 student enrollment at 76. Maria would like to make 80 the cap for the program.

Maria recommended not taking 8th graders as of October 15th, 2006.

The Board moved that the K-8 program be capped at 80 students, with 20 in K/1&2, 20 in K3&4 and 40 in K6,7,8, with a wait list.. The motion was made by Maria, seconded by Jill and passed unanimously.

Student Report

Veronica advised that she has spoken to the student body and all is well.

State Board of Education

Gene reported that Jim Shawn was let go by the state BOE and this was not well received by the Charter school sector. Charter schools are taking action against the state Board. The state Board hired Maunalei Love to replace Jim Shawn. The next budget was returned to her to reduce the next

two year budget by 19 million dollars. No explanation was given for this action.

The Board moved that Kihei Charter School will only pay \$9000.00 to the CSA office representing .5% of their per student allotment allocation and must see an audit of that office prepared by an independent Certified Public Accountant. The motion was made by Richard, seconded by Mark and passed unanimously.

Strategic Planning Meeting

The date has been changed to October 27, 2006

Board meeting 3-8 (dinner). Tom Blackburn Rodriguez to facilitate session.

The Board discussed hiring Tom Blackburn Rodriguez thru SLMO as a consultant to assist in future planning of the school development. Board approves to pay him up to \$100.00 per hour for five hours to facilitate evening meeting.

Next Meeting: November 8, 2006 at 4:30 pm

Adjourned: 6:55 p.m.

Kathy Arbour

Acting Secretary

**Kihei Charter School
Board of Education Meeting
Wednesday, November 8, 2006
Minutes**

Meeting called to order at 4:50 pm by Gene Zarro – Chair

Board Member present: Gene Zarro, Maria Quinn, Mark Christiano, Kath Arbour, Veronica Tuepker, Jill Walsh, Richard Kehoe, Jori Spencer, Phil Schmidt

Guests: Gail Weaver

Regrets: Diane Parrella,

The Board moved to accept the minutes of October 4, 2006 as presented. The motion was made by Jill, seconded by Mark and passed unanimously.

TREASURER’S REPORT

Financials were emailed to all directors...

ED REPORT

Hawaii Charter School Network.. Mark nominated :Katheryn Crayton-Shay, Steve Hirakami, Noe Kaopua, Curtis Muraoka, and Gene Zarro to the Hawaii Charter School Network.

The Board moved that we accept Mark’s recommendations. The motion was made by Mark, seconded by Richard and passed unanimously.

Mark would like to designate a board restricted bank account to accommodate special expenses and grant monies.

The Board moved that a Business Money Market account be designated as a restricted board account requiring a majority vote of the board for expenditures. In this account would be all grant monies and reserves that are earmarked for specific use. The motion was made by Mark, seconded by Richard and passed unanimously.

Last year.(05-06). we withheld the MOA funds (for services provided by BOE and DOE) due to the fact that they did not negotiate on the services. They have sent a bill for \$8801.26. We withheld payment to the Charter School office pending the production of the financials from that office. Mark recommended that we pay the balance that was withheld. Mark presented the financials that the Charter School office sent.

The Board moved that the board approves payment of \$8010.24 for the 2005/06 MOA to the Charter Schools Programs Office. The motion was made by Mark, seconded by Phill and passed unanimously.

The Board moved that we pay the 25% that was withheld to the CSAO. The motion was made by Mark, seconded by Jill and passed unanimously.

Student Report

Veronica advised that she is working on getting students involved. Surveys are being done to determine other areas of interest.

5 students went on a research cruise. It was very enjoyable... There were variable age groups.

PARENT REPORT

Jori asked about board meeting sign and whether it had been ordered. Mark is investigating.

February 8, 2007 – Ruby's Fundraiser – they will provide flyers – dinner time

A parents group meeting is scheduled for Tuesday' November 14, at 6:30 pm.

PLANNING COMMITTEE

Decision was made to shop for a four acre lot. There will be a meeting with Haleakala Ranch on November 17, 2006, Gene, Richard & Mark to attend.

Next Meeting: Tuesday December 12, 2006 3:30 pm- Dinner Celebration 5:30 pm

Adjourned: 6:47 p.m.

Kathy Arbour,
Acting Secretary

**Kihei Charter School
Board of Education Meeting
Tuesday, December 11, 2006
Minutes**

Meeting called to order at 3:55pm by Gene Zarro, Chair

Board members present: Kathy Arbour, Mark Christiano, Richard Kehoe, Diane Parrella, Phill Schmidt, Jori Spencer, Jill Walsh, Gene Zarro

Absent: Maria Quinn, Veronica Tuepker,
Guest: Gail Weaver, Cheryl Zarro

The Board moved to accept the minutes of the July 18th, meeting. Motion made by Kathy, seconded by Jill, passed unanimously. The Board moved to accept the minutes of the November 8th meeting. Motion made by Jill, seconded by Mark and passed unanimously.

Treasurer's Report

We are under budget and doing well financially.

Personnel

Terry Devitt and Lisa Hodl resigned. *The Board moved to accept the proposed contract for the new Student Services Coordinator. Motion made by Mark, seconded by Richard and passed unanimously.*

The Board moved to create a School Administrative Support Assistant (SASA I) position. Motion made by Mark, seconded by Kathy and passed unanimously.

Negotiations

The Board needs to obtain current salary grids for all positions by January 10. Letters will then be sent out to start negotiations which will occur from February 10 to March 10. Final negotiations are to be completed by March 10 and Mark can start filling positions.

Administration Process

The Board will establish a committee of the whole for the purpose of revising the admission process. The Education Committee will meet Wednesday, January 10, at 4:00.

SMLO - MOA

The Board moved to accept to MOA's with the SMLO regarding lease of the facility and the use of the van. The motion was made by Mark, seconded by Phill and passed unanimously.

Board Elections

Diane was reelected to the Founder's position on the Board by the SMLO for a two year term. The Support Staff needs to hold their election for representative.

The Board moved to hold elections for two community members in January. The motion was made by Jill, seconded by Mark and passed unanimously.

The next Board meeting is scheduled for Tuesday, January 16, at 3:30PM.
Meeting adjourned at 5:45.

Diane Parrella
Secretary