

VOYAGER PUBLIC CHARTER SCHOOL
Governing Board Meeting Minutes
January 20, 2022, VPCS – Virtual Meeting

Call to Order - 5:00 pm

1. Community comment segment (Parents & Public comments - 15 minutes)
 - A. None
2. Roll Call/Determination of quorum:
 - A. Members Present: Steve Sullivan, Evan Anderson, Mandy Phan, Matt Choy, Kaleokalani Kuroda, Susan Hiwatashi, Joleen Lincoln, and Michelle Richardson
 - B. Members Not Present: N/A
 - C. Guests: Lisa Mendonca (Vice Principal), Amy Fiandach, Naome Barretto, Shannon Souza, Christina Conrad, Michelle Tanigawa, PJ Foehr

Consent Agenda

1. Meeting minutes for November 2021
 - A. Steve Sullivan moves to approve the November meeting minutes, Susan Hiwatashi seconds. Motion passes unanimously.

Goals for the Meeting – Key Issues facing the Board and VPCS

1. COVID-19 and Continuity of Services – Current happenings
 - A. There has been an Increase in cases for Omicron on campus - 8 cases. Experiencing delay in testing and reporting. School has been keeping up with close contact notifications sent out. No clusters related to in school transmission.
 - B. Safety Committee to update the quarantine and isolation guidance per CDC and DOH interim guidance for schools. Five days isolation and quarantine as opposed to five days.
2. Finance Committee, reserves, and discussion on Current Budget
 - A. Committee Report included for Dec/Jan. No mtg was held in December
 - B. Expecting roughly \$200K in federal funding
 - C. Budget for next school year should be ready by the June 2022 Board Mtg.
 - D. Lynn is working on obtaining a proposal from CW Associates to continue providing auditing services. Finance committee recommends retaining CW Associates as an auditor. For next year, look into obtaining a proposal from another auditing firm.
3. New Business / Additional Matters
 - A. Newsletter - Deferred at this time.
 - B. Update Annual Calendar - Mandy to update and provide for the next meeting.
 - C. Voyager Contract - One year extension in current charter contract. Will apply at the end of the next school year for a five year renewal for the contract. This will require new value added measures. The ones in the current contract are based on a student perception survey which no longer exists. Terms and conditions will need to be discussed by the Board.
 - D. Virtual Meetings have been extended. Continue virtual due to Omicron surge.

- E. HSTA Contract expired at the end of last school year. Voyager signed a one year extension for supplemental agreement terms to stay in effect for the current school year. Further discussions by the Board on supplemental agreement.
- F. New Student Leader (Hiring) - Board discussions on hiring committee, timeline, job posting, succession plans, backup plans. Information distribution to teachers, parents, and those associated with the school.

Comments on Reports

1. Finance

- Finance Committee Report submitted

2. Facilities

- No Report
- Email recommendation process to approve the revised isolation & quarantine requirements for Voyager to align with the guidance from DOH & CDC. **Five day isolation/quarantine if positive case or exposed. If no symptoms persist, allowed to return after the five days. If there are symptoms still present will need to isolate/quarantine additional 5 days until no symptoms.
- Received clarification from the DOH school outreach that there is no waiting period of 14 days required for the booster to be effective.

3. Governance & Policy

- Governance Committee Report submitted
- Preliminary review of regulations HRS 302D and checking for alignment with bylaws and existing policies and practices
- Looking at onboarding and recruiting practices
- Support for the hiring process in following all the protocols for future principal

4. Excellence in Education

- No Report - push to next month

5. School Leader & Organization

- School Leader & Organization Committee Report Submitted
- Evaluation is 99% ready. Will be put out for Board review.
- Letter of resignation was received by current school leader, Evan Anderson.
- Discussion with the Board on how to move forward. Work with the Governance Committee on aligning to stay in compliance with the bylaws.
- Obtain information from past chairpersons on processes and challenges they encountered in prior hiring of principal
- Look at Interim Principal - Board to review and discuss
- Action plan for the hiring process
- Create a hiring committee

6. Future Facilities (Special Committee)

- End of June will need to give notice to Lutheran if Voyager will remain in current location
- Meeting to be scheduled with Lutheran to discuss further the Lease for facilities.

Executive Session

1. Discussion at the end of meeting

Adjournment - 5:56 p.m.

Next Meeting: Next Meeting will be held on February 17, 2022

