



## VOYAGER PUBLIC CHARTER SCHOOL

### Governing Board Meeting Agenda<sup>1</sup>

Aug 26, 2021 VPCS – Virtual Meeting

#### Board Members

1. Steve Sullivan ..... *Community Rep*
2. Joleen Lincoln..... *Teacher Rep*
3. .... *Teacher Rep*
4. Mandy Pham..... *Parent Rep*
5. Susan Hiwatashi..... *Parent Rep*
6. Matt Choy ..... *Community Rep*
7. Kaleokalani Kuroda ..... *Community Rep*
8. Evan Anderson <sup>1</sup> ..... *Principal*

<sup>1</sup> Non-voting member

#### Officers

1. Chairperson ..... Steve S
2. Vice Chairperson..... Matt C.
3. Secretary ..... Mandy P.
4. Treasurer ..... Matt C

#### Standing Committees & Chairs

1. Governance ..... (Vacant)
2. Facilities ..... Evan A
3. Finance ..... Matt C
4. Excellence in Education ..... Kaleokalani K.
5. School Leader & Org ..... (Vacant)

Time	Item	Discussion Lead
5:00 pm	<b><u>Call to Order</u></b>	
	<ol style="list-style-type: none"> <li>1. Community comment segment (Parent and Public Comments 15 min) .....Open Discussion</li> <li>2. Roll call/Determination of quorum ..... Chairman</li> </ol>	
	<b><u>Consent Agenda</u></b>	
	<ol style="list-style-type: none"> <li>1. Meeting minutes for June 2021 (Attached for review and approval) ..... Board Discussion</li> <li>2. Meeting minutes for May 2021 (Attached for review and approval) ..... Board Discussion</li> </ol>	
	<b><u>Goals for the Meeting – Key Issues facing the Board and VPCS</u></b>	
	<ol style="list-style-type: none"> <li>3. COVID-19 and Continuity of Services – Current happenings .....Board Discussion</li> <li>4. Finance Committee report &amp; Proposed Budget .....Board Discussion</li> <li>5. Future Facilities Discussion (Manoa Paradise Park discussion) .....Board Discussion</li> <li>6. Committee discussion (see page 2 of Agenda) .....Board Discussion</li> <li>7. Committee – Need update of the participants for each committee .....Board Discussion</li> <li>8. Board – Teacher Rep Discussion .....Board Discussion</li> </ol>	
	<b><u>Comments on Reports</u></b>	
	<ol style="list-style-type: none"> <li>1. Finance ..... Matt C</li> <li>2. Governance ..... Kaleokalani Kuroda</li> <li>3. Excellence in Education ..... Kaleokalani Kuroda</li> <li>4. School Leader ..... (Vacant)</li> <li>5. Facilities ..... Evan</li> </ol>	
	<b><u>Executive Session</u></b>	
	<ol style="list-style-type: none"> <li>1. Executive Discussion at End of Meeting – .....Board Discussion</li> </ol>	
	<b><u>Adjournment</u></b> <sup>2</sup>	
	<i>Next Meetings: September 16, 2021</i>	

<sup>1</sup> Contact the Voyager Main Office at (808) 521-9770 at least 7 days prior to the scheduled meeting date if auxiliary aid/service or accommodation is required due to a disability. Voyager will make every effort to obtain the requested service or accommodation if the request is made less than 7 days prior to the meeting but cannot guarantee filling such requests.

<sup>2</sup> Following adjournment, if required, the Board will hold an Executive Session, a non-public meeting of the VPCS Board to discuss matters where confidentiality is a concern. A two-thirds majority vote is required to convene a non-public Executive Session.

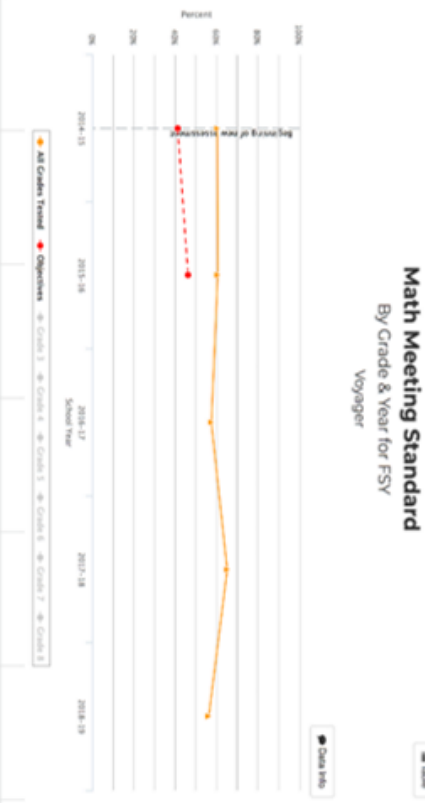
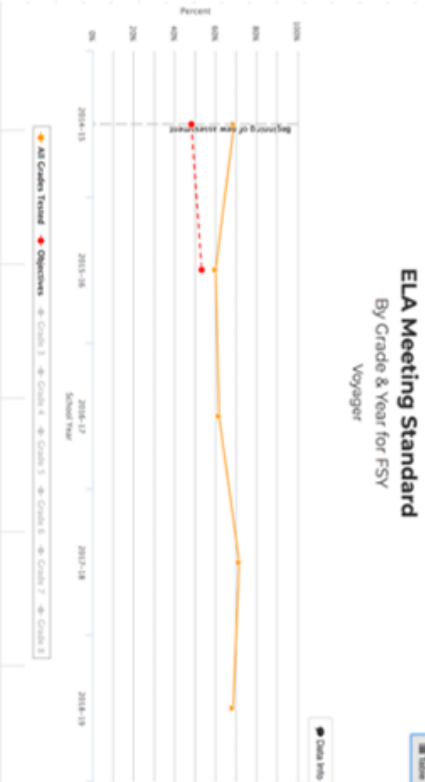
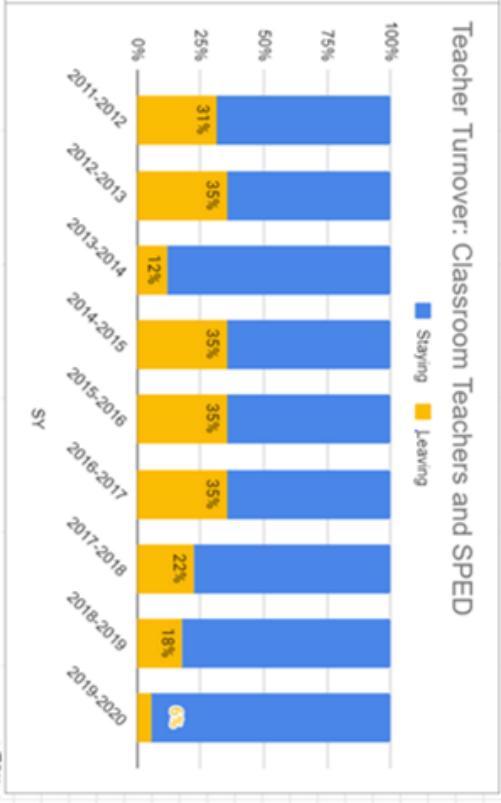
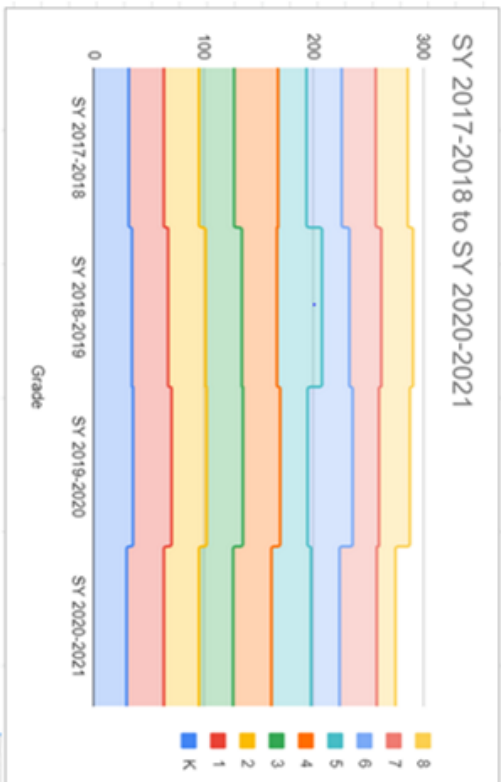
## VOYAGER PUBLIC CHARTER SCHOOL Governing Board Dashboard SY 2020-2021

Board Attendance														
<u>Board Year 7/2021 to 6/2022</u>														
	Start	End	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Steve Sullivan	Jul '20	Jun '22	x											
Matt Choy	Jul '20	Jun '22	x											
Kaleokalani Kurado	Jul '21	Jun '23	x											
Susan Hiwatshi	Jul '21	Jun '23	x											
Mandy Phan	Jul '20	Jun '22	x											
Vacant	Jul '21	Jun '23												
Joleen Lincoln	Jul '21	Jun '22	x											
Evan Anderson	Jul '17	N/A	x											

Committee Composition (Discussion at 7/2021 meeting)					
Finance	Facilities	Governance & Policy	Excellence in Education	School Leader & Organization	Future Facilities (Special Committee)
Matt Choy	Evan Anderson	Kaleokalani Kuroda	Christine Farmer	Dane Carlson	Steve Sullivan
Evan Anderson	Ali Yasuoka	Susan Hiwatashi	Blue Kaanehe	Steve Sullivan	Evan Anderson
Lynn Chan	Lynn Chan		Deb Nishihira		Matt Bittick
	Deb Nishihira		Angela Mendiola		Matt Choy
	Joleen Lincoln		Wrayna Fairchild		
			Alison Yasuoka		
			Kaleokalani Kuroda		

# SY 2019-2020 Student Enrollment and Teacher Turnover

## Student Enrollment and Teacher Turnover





**DRAFT**

**VOYAGER PUBLIC CHARTER SCHOOL**  
**Governing Board Meeting Minutes**  
July 22, 2021, VPCS – Virtual Meeting

**Call to Order - 5:06 pm**

1. Community comment segment (Parents & Public comments - 15 minutes)
  - A. None
2. Roll Call/Determination of quorum:
  - A. Members Present: Evan Anderson, Mandy Phan, Matt Choy, Joleen Lincoln, Kaleokalani Kuroda, Susan Hiwatashi, and Steve Sullivan
  - B. Members Not Present: N/A
  - C. Guests: N/A

**Consent Agenda**

1. Meeting minutes for May 2021 & June 2021
  - A. Steve moves to approve the May 2021 and June 2021 meeting minutes.  
Motion passes unanimously.

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

2. COVID-19 and Continuity of Services – Current happenings
  - A. 2021-2022 School Year: Students return to full in person learning on Tuesday, August 3, 2021.
  - B. Department of Education Health Guidance (published on 7/30/21): Schools are able to open for full in person learning and are encouraged to implement protocols based on guidance.
  - C. VPCS grades K-5 to stay in cohorts for the entire day, lunches to be eaten classrooms. Grades 6-8 do not need to remain in a cohort; Age range for students in this grade are able to receive vaccines. \*\*At this time 5-6 grade students do not need to provide proof of vaccination.
  - D. Wellness tracker form: Form will only be used to report students who have COVID-19 symptoms or risk factors.
3. Finance Committee, reserves, and discussion on Current Budget
  - A. Committee Report included.
  - B. Income Statement: Through May positive net income of about \$218K.
  - C. VPCS received \$203,687 in federal aid that must be spent on COVID-related expenses. Consider using a portion of funding to hire intervention teachers to support and assist students who are not meeting or at academic level for their respective grade. Also for consideration, a Health Aide Nurse. Check with the commission for approval process.
  - D. \$100K of the federal aid will be spent on new technology for students, primarily Chromebooks.
  - E. Enrollment: Will have a better estimated number of confirmed number of student enrollment by August's Finance Meeting.

4. Voyager Budget

- A. Budget Submission to Commission: No actions required by the board at this time. State budget has not been finalized, so the commission pushed the budget submission to August 2021.

5. Teacher/Staff Representative Update

- A. One Staff Representative position vacant.

6. New Business / Additional Matters

- A. Future Facilities Discussion: Paradise Park as a consideration for future facilities for VPCS. No lead on this matter. Goal is to meet with the Manoa Neighborhood Board to discuss including VPCS in future discussion as it relates to having a facility that we would not need to pay rent.
- B. Lunch Program: DOE announced public school students receive free breakfast and lunch for the 21-22 school year. Program does not include Charter Schools. VPCS costs will be \$1.50/student to participate in the program. Weigh benefit vs costs to offer a program.
- C. Committee positions: Susan Hiwatashi and Kaleokalani Kuroda to serve on the Governance committee. Joleen Lincoln to serve on the Facilities Committee. Committee member listing to be updated, Evan and Joleen to review and provide updated list.

**Comments on Reports**

**1. Finance**

- o Finance Committee Report submitted

**2. Governance**

- o No Report

**3. Excellence in Education**

- o No Report

**4. School Leader**

- o No Report

**5. Facilities**

- o No Report

**Executive Session**

- 1. Discussion at end of meeting

**Adjournment - 6:22 p.m.**

**Next Meeting:** Thursday, August 26, 2021

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## LOGIN Meeting Info

August 26, 2021 – 5:00 p.m.

<https://meet.google.com/enx-wkar-sfg>

Livestream: <https://stream.meet.google.com/stream/b970a0b8-b1a0-45aa-a80b-c5e83fcdde64>

Join by phone: (US) +1 401-903-3438 PIN: 627 824  
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# Governing Board Annual Calendar

updated  
11.14.19

Voyager Public Charter School Governing Board Annual Calendar

MEETING MONTH	BOARD ACTION	EXTERNAL REPORTS DUE/KEY VPCS TASKS AND DUE DATES	DUE
July	Review governing Board Roster and Bylaws	Last day to add Student Value Added measures	Jul 1
		Submit policies and procedures required by section 8.9 of the charter contract	Jul 1
		Submit current executed school lease for all school locations to HSPCSC	Jul 1
		List of key school contacts due to HSPCSC	Jul 1
		Letter of intent to amend Exhibit A due to HSPCSC	Jul 1
		Signed Statement of Assurances due to HSPCSC	Jul 1
		UJPA annual log due to HSPCSC	Jul 12
		Fourth quarter financials due to HSPCSC	Jul 31
August	School-level Behavior Data Report (Excellence in Ed.) Review schedule of annual Board meetings posted publicly and on school website	Governing board meeting schedule posted on school website	Sep 1
		Governing Board Roster and Bylaws due to the Commission	Sep 1
September	Academic Report- (Ready (Excellence in Ed.) Satisfaction Results- School Quality Survey: Teacher, Parent, Student Report (Excellence in Ed.)	Teacher Licensure Information	Sep 1
October	Review & approve Financial Audit	Final Performance Report from Commission	Oct 1
		Immunization Report Due to DOH (submit directly to DOH)	Oct 10
		1st quarter financials due to the HSPCSC	Oct 31
November	Academic Report- Strive HI (Excellence in Ed.)	Annual financial audit due to the HSPCSC	Nov 1
December		Student admission packet due to the HSPCSC	Dec 2
January	Choose groups to facilitate upcoming elections Satisfaction Results (Teacher Quality Survey) & school-level Behavior Data Report (Excellence in Ed.)	School year calendar for next SY due to the HSPCSC	Jan 2
		Teacher licensure #2 due to the HSPCSC	Jan 10
		Immunization report due to DOH (submit directly to DOH)	Jan 10
		UJPA Semiannual Log due to the HSPCSC	Jan 10
		2nd quarter financial statements due to the HSPCSC	Jan 31
February	Board Review of Draft Budget for upcoming year (Fin)		Feb 20
March	Academic Report- Progress toward Value-Added Measures (Excellence in Ed.)		
April		3rd quarter financial statements due to the HSPCSC	Apr 30
May	Review draft Board Calendar for upcoming year (Gov) Board approval of Final Budget for upcoming year (Fin)	Fire inspection due to the HSPCSC	May 4
		Projected enrollment due to Charter Commission	May 15
		Last day to add Student Academic Outcome measures	May 15
June	Approve Board Calendar for upcoming year (Gov)	Last day for Commission to provide list of reports and due dates	Jun 1
		Annual budget due to Charter Commission	Jun 15
		Report on ensuring school use of feedback tools	Jun 30
		Share results, findings of use of tools	Jun 30

# **Finance Committee (Pending Report)**

Need Updated. Pending.



