



**MYRON B. THOMPSON ACADEMY  
BOARD MEETING MINUTES**

<p><b>IV. OLD BUSINESS</b> <b>A. PR (CommPac) Invoice</b></p>	<p><b>Discussion:</b></p> <p>The board has requested a revised invoice from Communications Pacific (CommPac) reflective of the approved \$5,000 contractual services for Public Relations. Additionally, CommPac will submit a list of deliverables and break down of services performed.</p> <p><b>Decision:</b></p> <p>Ms. Simmons motioned to settle the CommPac invoice once the modified invoice is received with the detailed deliverables. Mr. Lord seconded. The motion passed unanimously.</p>
<p><b>V. NEW BUSINESS</b> <b>A. Proposed contract with Educational Support System (ESS) for the evaluation of administrators</b></p>	<p><b>Discussion:</b></p> <p>Proposed Scope of Work (SOW) to assist MBTA:</p> <ul style="list-style-type: none"> <li>• Meet with and review issues and need with MBTA principal and Board designee, and or others as determined by MBTA</li> <li>• Review job descriptions, annual goals of principal and vice principals. Review current personnel observation and performance evaluation procedures/tools.</li> <li>• Draft interview questions, review with principal and Board designee revise as needed. Questions based on MBTA Job descriptions, performance goals, training/support provided for professional growth, iNACOL guidelines for online schools, relevant HDOE guidelines, and other references to be determined.</li> <li>• Conduct interviews with administrators</li> <li>• Conduct online survey with selected staff</li> <li>• Review student data available, including attendance, course completions, analyze for</li> </ul>

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	<p>concurrence with goals of MBTA, iNACOL standards.</p> <ul style="list-style-type: none"> <li>• Review results of interviews/surveys with staff involved and help set performance goals for 2011-2012.</li> <li>• Analyze results of interviews/surveys and draft report for MBTA Board with recommendations for changes or new procedures, or assessment tools, including roles of staff, advisors, board and others.</li> </ul> <p>Proposed contract: \$15,000 (travel included in total) Proposed period of work: May to August 2011</p> <p><b>Decision:</b></p> <p>Ms. Simmons motioned the proposed contract above. Mr. Lord seconded. The motion passed unanimously.</p>
<p><b>B. Hire new Vice-Principal via new hiring procedures</b></p>	<p>Mr. Thompson moved to defer this discussion in the end of the agenda items. Mr. Dang seconded. The motion passed unanimously.</p>
<p><b>C. D &amp; O Insurance Policy increase and signing of the warranty letter</b></p>	<p><b>Discussion:</b></p> <p>Ms. Simmons raised a concern regarding the increase in coverage letter, and the requirement for a signed warranty letter by Chair of LSB. Mr. Thompson will contact the insurance company to discuss the concerns before signing the warranty letter.</p>
<p><b>D. Adjust our minutes to consistently include, e.g., Location, who attended/roll call,</b></p>	<p><b>Discussion:</b></p> <p>Agenda and minutes formats have been updated and approved with the necessary information.</p>

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<p><b>motions, time of meeting</b></p>	
<p><b>E. Change our by-laws regarding choosing LSB members—and choosing them according to state law</b></p>	<p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>• MBTA staff/faculty elected Derrick Lord, Jerelyn Watanabe, Elizabeth Gianfrancisco and Christ Sumiye for the next school year 2011-2012 under the staff/faculty board representatives.</li> <li>• The MBTA student body elected Champion Bescos and Isaac Braun for the next school year 2011-2012 under the board student representatives. Below are the published announcements on school website (Moodle):</li> </ul> <div style="background-color: #f0f0f0; padding: 10px; margin-top: 10px;"> <p> <b>Student Representative</b> by <a href="#">Diana Oshiro</a> - Thursday, 21 April 2011, 01:00 PM</p> <p>We would like to have a student representative on the MBTA Local School Board. If you are a Junior or Sophomore and can commit to monthly board meetings, please see Principal Oshiro. Interviews of interested students will take place next week Wednesday, April 27. Interested students are asked to email Mrs. Oshiro at <a href="mailto:msoshiro@ethompson.org">msoshiro@ethompson.org</a> with a reason why you would be an ideal candidate for this position.</p> </div>

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	<div style="background-color: #f0f0f0; padding: 5px;">  Local School Board Student Nominees              by <a href="#">Diana Oshiro</a> - Friday, 29 April 2011, 12:31 PM         </div> <p>Two students were nominated and interviewed this week for the local school board position. They are: Champion Bescos and Isaac Braun. Students are asked to cast your vote for one or both by sending an email to the principal, <a href="mailto:msoshiro@ethompson.org">msoshiro@ethompson.org</a> by Monday, May 2, 2011. Thank you.</p> <p><b>Decision:</b></p> <ul style="list-style-type: none"> <li>• Maili moved to send a notification via SchoolReach (mailing system) to contact parents for nominees of the parent board representative. Mr. Lord and Ms. Genova will send the notification, and the vote will be conducted by phone or survey (Survey Monkey). Mr. Thompson seconded. The motion passed unanimously.</li> </ul>
<p><b>F. Shall the LSB pursue state Ethics Commission training?</b></p>	<p><b>Discussion:</b></p> <p>Ms. Morris (Deputy AG) recommends to request for training. Mr. Thompson wants to coordinate training through HCSN to do combined training.</p> <p><b>Decision:</b></p> <p>Ms. Oshiro moved to pursue ethics commission training before the next school year, and keep the timeline establish by MBTA. Ms. Leong seconded. The motion passed unanimously.</p>
<p><b>G. HB 200 SD 1 Section 17</b></p>	<p><b>Discussion:</b></p> <p>HB 200, which contains a provision that \$255,000, be withheld from the MBTA "until the charter</p>

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	<p>school review panel has issued a determination that the Myron B. Thompson Academy Public Charter School administrators and local school board have appeared before the panel and have adequately responded to all inquiries it and the legislature have posed."</p> <p>According to Mr. Thompson, this passed out of the Legislature last night. Mr. Thompson is planning to seek an audience with Governor Abercrombie, requesting that this be vetoed per the line item veto provision in the Hawaii Constitution. If Mr. Thompson cannot meet with the Governor, he is planning to submit a written communication.</p>
<p><b>H. Shall the LSB/ MBTA participate in the proposed HPCSN charter schools promotional effort by contributing a total of \$500?</b></p>	<p><b>Discussion:</b></p> <p>The decision for participation in the HPCSN promotional effort is within the authority of the Principal. Ms. Oshiro will determine the value of participation to the school.</p>
<p><b>VI. OTHER BUSINESS</b></p> <p><b>A. LSB Legal Subcommittee</b></p>	<p>Ms. Leong motioned to include a legal subcommittee in the by-laws. Mr. Dang seconded. The motion passed unanimously.</p>
<p><b>B. Public Relations</b></p>	<p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>• Ms. Leong will submit to LSB and MBTA a list of PR advertisers. Mr. Thompson would like to take an editorial approach to advertise the school. Ms. Morris suggests to have the school write in “plain language” and to highlight the positive things about the school.</li> <li>• Discussion of a possible PR committee</li> </ul>

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<b>VII. EXECUTIVE SESSION</b>	<ul style="list-style-type: none"><li>• Mr. Thompson moved to go into executive session to discuss the hiring of new Vice-Principal via new hiring procedures. Mr. Dang seconded. The motion passed unanimously.</li> <li>• Staff board members Ms. Genova and Mr. Lord were recused from the executive session.</li></ul>
<b>VIII. ADJOURNMENT</b>	Mr. Thompson moved to adjourn the meeting at 7:35 p.m. Mr. Dang seconded. The motion passed unanimously.