

**Minutes for  
KAWAIKINI GOVERNING BOARD MEETING**

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Date/Time: Thursday, April 20, 2017, 5pm

Location: Kawaikini NCPCS Campus/Hale Akamai Bldg.

I. Meeting Call to Order – 5:05 pm

- a. Voting members in attendance: Jewel Rapozo (President), Leilehua Rivera (Vice President) (proxy to Jewel Rapozo), Ray Blouin (Treasurer), Kimo Perry (Secretary), Lou Nishida, Nāmomi McCorriston.
- b. Non-voting members in attendance: Kaleimakamae Ka’auwai (Executive Director), Lei’ilima Rapozo (Associate Member).
- c. Members excused: none.
- d. Others in Attendance: Caroline Victorino.

II. Adoption of Agenda

**MOTION:** by Ray (second by Lou) to adopt the agenda. Motion passed unanimously.

III. Minutes of March 16, 2017

**MOTION:** by Kimo (second by Leilehua) to approve the minutes of March 16, 2017 Governing Board meeting. Motion passed unanimously.

IV. Officers Reports

- A. President – Jewel has one item to report under Board Development.
- B. Treasurer – Treasurer’s report was submitted. (Neither Terri nor Juli could attend today’s meeting to present it.) Kahu stated that there’s not much of note occurring. He mentioned that we received more money than anticipated for Federal Impact Aid of about \$15,000.

**MOTION:** by Kimo (second by Lou) to approve the financial reports. Motion passed unanimously.

V. Administrative Reports

- A. Executive Director – Kahu’s written report was presented. In addition he highlighted the following:
  1. The Accreditation mid-term visit happened. Jewel reported that it went well. The team’s report will be forthcoming.
  2. Lunch service continues with Lorna Poe. He will be talking about next year with her. DOE lunch service will be our back-up.
- B. Academic Director – ‘Alohilani submitted her written report. Namomi suggested that we post the Substitute Teacher position for ongoing recruitment.

C. Other Staff reports – No reports by other staff.

**MOTION**: by Ray (second by Kimo) to accept all administrative reports. Motion passed unanimously.

## VI. Committee Reports

- A. Education Curriculum – No report. Namomi reported that testing is ongoing. Third and fourth graders are leaving for their excursion next week.
- B. Facilities – Lou reported that there was a facility meeting on Tuesday regarding the multi-purpose. He mentioned the concern regarding the need for additional classroom space for the secondary program. Lou asked about lunch service requirements for the multi-purpose building, which should be clarified.
- C. Fundraising Development - Lou mentioned that this year the float project will be dedicated to the school's 10-year anniversary. Namomi asked regarding efforts over the year which have been minimal. Lei'ilima suggested that the new office position perhaps include revenue development. Ray suggested that we change the name of this committee to Revenue Development.
- D. Finance & Audit – Ray asked regarding duties of the new proposed position and will meet with Kahu regarding his ideas. Caroline asked regarding Charters and DOE positions and whether certain positions could take on more responsibility. The position description is forthcoming.
- E. Communications – No report. Lou asked regarding communications and how to improve notifications. Namomi suggested improving the updating of the website. We would request the Communications Committee to work with Kahu to develop improved procedures for communication: website, Facebook, One Calls, etc.
- F. Human Resources
  - 1. Kimo updated on the Transition Plan for the Executive Director. Initial documents are being sent and trainings and introductions will begin immediately up the ED starting on May 2. There will also be two months overlap to allow for her to learn the ropes from Kahu.
  - 2. Namomi asked about the counselor position. Jewel will work with Kahu to get a position description ahead for approval at the next meeting.
- G. Parent Relations – Namomi reported that Na Hulu Makua hosted the last parent meeting. The new Executive Director attended and was introduced to the school community. They have new officers. Also, La Ho'ike'ike is coming up. The school is also looking for ways to increase parent participation. One idea is a summer get-together.

#### H. Board Development

1. Kimo reported on the discussion of our working meeting discussion of Governing Board members for next year. There were not a lot of members present so it was not very productive.
2. Jewel stated that she has decided to not serve on the GB next year.
3. Ray said he would stay for another term but would want to leave after the first year.
4. We received a new application from Caroline Victorino, whose application was accepted.
5. We will make a request to SLK for Board Support for next year to help transition our new members to the GB.

VII. Unfinished Business – None.

VIII. New Business – None

IX. Adjournment.

**MOTION:** by Ray (second by Lou) to adjourn. Motion passed unanimously.  
Meeting adjourned at 6:54 pm.