

Minutes for
KAWAIKINI GOVERNING BOARD MEETING

Date/Time: Thursday, August 17, 2017, 5pm

Location: Kawaikini NCPSC Campus/Hale Akamai Bldg.

- I. Meeting Call to Order - 5:08pm
 - A. Voting Members in attendance: Lei'ilima Rapozo (President); Leilehua Rivera (Vice President), Ray Blouin (Treasurer); Namomi McCorriston; Roxanne Carvalho; Lou Nishida; Larie Manutai.
 - B. Non-Voting Members in Attendance: Jessell Tanaka (Executive Director).
 - C. Members excused: Caroline Victorino (Secretary).
 - D. Others in Attendance: Terri Russell (Staff); Kimo Perry (GB Facilitator).

- II. Adoption of Agenda

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

- III. Minutes of July 20, 2017

MOTION: by Ray (second by Leilehua) to adopt the minutes. Motion passed unanimously.

- IV. Officer's Reports
 - A. President's Report - None.
 - B. Treasurer's Report, Presented by Ray.
 1. Capital Outlay: \$18,493 (to purchase the van) was not budgeted for, but was approved by the GB at the 7/20/17 meeting.
 2. Reclassified 1 entry for \$13,000 that came in for collective bargaining. It is now recorded in other income.
 3. **MOTION:** by Roxy (second by Namomi) to accept the July 2017 Financial Report. Motion passed unanimously.
 4. **MOTION:** by Ray (second by Lou) to direct staff to spend \$5700 (for the installation of a second water fountain) in August 2017 and code it to the reserves account. Motion passed unanimously.

- V. Administrative Reports
 - A. Executive Director's Report
 1. Approval of the Strategic Plan
 2. **MOTION:** by Lou (second by Roxy) to approve the strategic plan. Motion passed unanimously.
 - B. Administrative Director's Report
 1. **MOTION:** by Ray (second by Namomi) to accept the report. Motion passed unanimously.

- VI. Committee Reports

A. Education/Curriculum

1. 3 Goals
 - a) Review and analyze assessment inventory
 - b) Time for systematic K-12 alignment
 - c) Develop and and strengthen the 2ndary program
2. Papa Ahulii Pilot Program, Committee trying to figure out why the program did not continue this year.
3. Operational Structure is allowing the AD to focus on the important things that were falling through the cracks before.

B. Facilities

1. Architect came last week and did an update on the Multi-purpose building. Sent out the plans and then solicited input. Responses asked him to maximize the use of the space; create a multi-functional space. Architect will come back with more drafts. There is still opportunity for feedback on the design.

C. Resource Development

1. Goals
 - a) Identify and create a list of people to bring into the committee
 - b) Develop an implementation plan

D. Finance & Audit

1. Goals
 - a) Oversee budget
 - b) Review and update fiscal deposit?
 - c) Oversee audit
2. Kimo to write a thank you letter to Julie (former accountant) for

E. Communications - No report

F. Human Resource

1. Goals
 - a) Executive Director

G. Parent Relations

1. Attended Na Hula Makua mtg
 - a) 1st Ho'olauna at the beach is scheduled for August 5 at Anahola Beach park.
 - b) They created guidelines for Kumu's requesting funds for school purposes.
 - c) Funding will come through quarterly Fundraisers
 - (1) September-Sweet Bread
2. Create a file/database where everyone can get information in the same format
3. Kumu are working on an Elele makua for each class to attend each meeting.

H. Board Development -

1. **MOTION:** by Lou (second by Roxy) to remove Caroline from the Secretary position and install Larie as the Secretary. Motion approved unanimously.
2. Goals

a) On going face to face with community, staff, and Board members.

- VII. Other Reports and Updates
 - A. Update on ED Sabbatical Status
 - B. Review 1-2 parts of the Board Handbook
- VIII. Unfinished Business
 - A. 10 Year Commemoration Plan
 - 1. Banner
 - 2. Flyer
 - 3. T-Shirt
- IX. New/Other Business
 - A. Approvals and ratifications of hirings.

MOTION: by Ray (second by Namomi) to enter Executive Session. Motion passed unanimously. Executive Session entered at 6:50pm

MOTION: by Lou (second by Leilehua) to reconvene. Motion passed unanimously. Meeting reconvened at 7:22 pm.

- 1. Kumu Alaka'i for Papa 6
MOTION: by Ray (second by Leilehua) to ratify the hiring of Lilinoe Kukaulua as the Kumu Alaka'i for Papa 6. Motion approved unanimously.
- 2. Technical Specialist
MOTION: by Ray (second by Leilehua) to ratify the hiring of Alex Mink-Flakel as the Technical Specialist. Motion approved unanimously.
- 3. Kumu Kokua for Papa K, 1, and 2
MOTION: by Ray (second by Leilehua) to ratify the hiring of Keani Mayer as the Kumu Kokua for Papa K, 1, and 2. Motion approved unanimously.

- X. Adjournment
MOTION: by Lou (second by Larie) to adjourn. Motion passed unanimously. Meeting adjourned at 7:27pm.

Minutes submitted by:

Larie Manutai
GB secretary

