

KAWAIKINI GOVERNING BOARD MEETING
July 21, 2016 MEETING MINUTES

Date/Time: Thursday, July 21, 2016, 5pm

Location: Kawaikini NCPCS Campus/Hale Akamai Bldg.

MEMBERS PRESENT: Jewel Rapozo (President), Leilani Spencer (Vice President), Ray Blouin (Treasurer), Leilehua Rivera (Secretary), Namomi McCorrison, Lou Nishida, Lei'ilima Rapozo, Kahu Kaleimakamae Kaauwai (ex-officio non-voting member)

GUEST: Juli Arruda (CPA)

- I. Meeting Call to Order @ 5:20pm
- II. Adoption of Agenda
 - A. **MOTION:** By Lou Nishida (2nd by Leilani Spencer) to adopt agenda.
Motion passed unanimously.
- III. Approval of Minutes
 - A. **MOTION:** By Leilani Spencer (2nd by Namomi McCorrison) to approve minutes of June 16, 2016. Motion passed unanimously.
- IV. Officers Reports
 - A. President – Jewel noted that henceforth she be identified as Jewel Rapozo.
 - B. Treasurer's Report - Financial reports – Written financial reports submitted. Included Balance Sheet (as of 30Jun16), Profit & Loss (up to June 2016). Treasurer reviewed financials and determined fiscal condition better than budget position because of \$150,000 that will be coming in soon. Compliments to Kahu Kaauwai for controlling expenditures and to Juli Arruda for her support system.
MOTION: By Leilehua Rivera (2nd by Leilani Spencer) to accept financial reports as submitted. Motion passed unanimously.
MOTION: By Ray Blouin (2nd by Leilani Spencer) to accept Jay Miyake as auditor for school year 2015-16. Motion passed unanimously.
- V. Administrative Reports
 - A. Executive Director's Report – A written report was submitted. Highlights:
 - Ho'opakela (After School Program) – planning in progress for new year.
 - Strategic Plan – Coming to the end of the 5 year Strategic Plan. Plan must be updated by Dec 2016 with start date of January 2017.
 - Lunch Service – Meeting with Yvonne Lau of DOE.
 - Secondary 7&8 Grade Cohort Pilot program proposed
MOTION: By Ray Blouin (2nd by Leilani Spencer) to accept proposed Secondary 7&8 Cohort program. Motion passed unanimously.
 - Personnel recommendations – ½ time Accounts clerk, Studio Producer change from a 10 month position to a 12 month position.

MOTION: By Lei'ilima Rapozo (2nd by Namomi McCorriston) to approve hiring of 5/6 Grade Teacher. Motion passed unanimously.

MOTION: By Lei'ilima Rapozo (2nd by Namomi McCorriston) to approve hiring Secondary English Teacher. Motion passed unanimously

- Grants applied for: Visitor Industry Charity Walk, REACH 2016 (governor's after school program for middle school students, 21st Century Technology grant

B. Academic Director Report – A written report was submitted by Alohilani Rogers.

C. Other Staff Reports – None

VI. Committee Reports

A. Education/Curriculum – append to Executive Director's Report.

B. Facilities – Solar – Island Wide Solar no longer on Kauai. Currently working with Kina'ole Solar (Maui based) - in house financing firm.

C. Fundraising Development – Upcoming Kauai County Farm Bureau Fair

D. Finance & Audit – Written financial reports submitted

E. Communications - none

F. Human Resources

1. E.D. Self Evaluation – Leilani and Ray to meet this week.

G. Parent Relations – Ha'ena Ohana gathering date change due to conflict with Puanana Leo ohana event.

H. Board Development

1. Election of Board Members - Mahalo to Lei'ilima Rapozo and Leilani Spencer for serving as board members.

MOTION: By Lei'ilima Rapozo (2nd by Lou Nishida) for Namomi McCorriston to fulfill the remainder of Kumu Alohilani Okamura's 2 year term. Motion passed unanimously.

VII. Other Reports and Updates

VIII. Unfinished Business

A. **MOTION:** By Ray Blouin (2nd by Namomi McCorriston) to approve Policy on Prayer and Pule pending Attorney General review. Motion passed unanimously.

IX. New/Other Business

A. Strategic Plan – Create committee at August working meeting.

X. Adjournment

MOTION: By Lou Nishida (2nd by Leilani Spencer) to adjourn. Motion passed unanimously. Meeting adjourned at 7:30pm

Next Governing Board Meeting: Thursday, August 18, 2016