

**Minutes for
KAWAIKINI GOVERNING BOARD MEETING**

Date/Time: Thursday, March 16, 2017, 5pm

Location: Kawaikini NCPCS Campus/Hale Akamai Bldg.

I. Meeting Call to Order – 5:17pm

- a. Voting members in attendance: Jewel Rapozo (President), Leilehua Rivera (Vice President), Kimo Perry (Secretary), Lou Nishida (proxy given to Leilehua Rivera), Nāmomi McCorriston (proxy given to Kimo Perry).
- b. Non-voting members in attendance: Kaleimakamae Ka’auwai (Executive Director), Lei’ilima Rapozo (Associate Member).
- c. Members excused: Ray Blouin (Treasurer).
- d. Others in attendance (guests): Ka’ani Blackwell, Indy Reeves, Jesse Mahoney, Mark Olson (Alaka’i O Kaua’i Public Charter School).

II. Adoption of Agenda

MOTION: by Kimo (second by Leilehua) to adopt the agenda. Motion passed unanimously.

III. Minutes of February 16, 2017

MOTION: by Kimo (second by Leilehua) to approve the minutes of February 16, 2017 GB meeting. Motion passed unanimously.

IV. Officers Reports

- A. President – Jewel thanked everyone for coming to our Governing Board strategic retreat during the last week in February. It was very productive.
- B. Treasurer – Kahu reported on the fiscal statements. There was some unanticipated overage due to staff sickness and substitute costs. The Accounts Clerk is out due to surgery until late April or early May. He suggested including budget as a topic at the next working meeting.

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

V. Administrative Reports

- A. Executive Director – Kahu’s written report was presented. In addition he highlighted a few things:
 1. He needs an approval for the accreditation mid-cycle report. The mid-term visit will be on April 7.
 2. Lunch service continues with Lorna Poe. He will be talking about next year with her. DOE lunch service will be our back-up.

3. Snacks policy is changing from DHS for the after-school program. Beginning October 1, there will be a more stringent snack policy, so we will be discontinuing snacks.
4. There is a new initiative to identify Hawaiian language as a shortage area. This means that teachers in those programs can apply for forgiveness of student loans.
5. He gave an overview of the mid-cycle Accreditation progress report. The action item will be addressed in New Business.

B. Academic Director – ‘Alohilani submitted her written report.

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

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

VI. Committee Reports

A. Education Curriculum – No report.

B. Facilities – Jewel reported that she and Lou will finish painting handicap stalls and bus stalls.

C. Fundraising Development - Kimo asked regarding a separate GIA request on behalf of Kawaikini. Kahu provided clarification on it.

D. Finance & Audit – No report.

E. Communications – Leilehua reported that NHM is preparing for the Prince Kuhio event. Everything is going well.

F. Human Resources

1. Executive Director search – **MOTION:** by Kimo (2nd Leilehua) to ratify the hiring of Jessell Pascua for Executive Director. Approved unanimously.
2. Kimo spoke about the Transition Plan, which will consist of informational materials, orientation and training, and introductions to internal and external constituents.

G. Parent Relations – No report.

H. Board Development

1. We talked about our Governing Board members for next year. We will speak more about this at the next working meeting.

VII. Unfinished Business – None.

VIII. New Business

- A. Mid-Term Progress Report – Kahu gave an overview of the mid-term Accreditation report that will be submitted, including: Student/Community Profile, Significant Changes, Ongoing Improvements, Progress on the Critical Areas, and Next Steps. **MOTION:** by Kimo (second by Leilehua) to approve the Accreditation Mid-Cycle Progress Report.

IX. Adjournment.

MOTION: by Leilehua (second by Kimo) to adjourn. Motion passed unanimously. Meeting adjourned at 6:13 pm.