

**Minutes for
KAWAIKINI GOVERNING BOARD MEETING**

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

Location: Kawaikini NCPCS Campus/Hale Akamai Bldg.

I. Meeting Call to Order – 5:12 pm

- a. Voting members in attendance: Lei'ilima Rapozo (President); Leilehua Rivera (Vice President), Ray Blouin (Treasurer); Caroline Victorino (Secretary); Roxanne Carvalho; Lou Nishida.
- b. Non-voting members in attendance: Jessell Tanaka (Executive Director).
- c. Members excused: Namomi McCorrison; Iwalani Herrod.
- d. Others in attendance: Terri Russell (Staff); Larie Manutai; Kimo Perry (GB facilitator).

II. Adoption of Agenda

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

III. Minutes of June 15, 2017

MOTION: by Caroline (second by Leilehua) to approve the minutes of June 15, 2017 Governing Board meeting as amended. Motion passed unanimously.

IV. Officers Reports

A. President (L. Rapozo) – No report.

B. Treasurer – Treasurer's report was submitted. Terri gave an overview which included an end of year report with the final revenue total.

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

V. Administrative Reports

A. Executive Director – Kahu's written report was presented. In addition, she highlighted the following:

1. Strategic Plan in progress, needs to be completed by August.
2. EEOC training completed on June 30th.
3. Kawaikini storytelling video – KS will be coming to put this video together with no cost to Kawaikini; KS will give equipment, do training, and will edit. Project to begin in August.
4. Ratification of hiring of school counselor position of Kahanu Keawe. **MOTION:** by Ray (second by Roxanne) to approve the hiring of Kahanu Keawe for the school counselor position. Motion unanimously approved.

5. Ratify van purchase for up to 19k. **MOTION** by Leilehua (second by Lou) to approve purchase of a van up to \$19,000. Motion approved unanimously.

- B. Academic Director – ‘Alohilani submitted a written report.
- C. Other Staff reports – Kimo presented Committee assignments agreed upon at the working meeting as well as an Annual Board Calendar to help committees.

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

VI. Committee Reports

- A. Education Curriculum – No report.
- B. Facilities – No report.
- C. Revenue Development – No report.
- D. Finance & Audit – No report.
- E. Communications – No report.
- F. Human Resources – No report.
- G. Parent Relations – No report.
- H. Board Development –
 - a. Iwalani has resigned from the GB.
 - b. Larie Manutai has submitted an application to the Governing Board.
MOTION: by Ray (second by Lou) to approve Larie Manutai to the Governing Board for the 2017-2020 term. Motion approved unanimously.

VII. Other Reports and Updates –

- A. Update on GB and NHM Trainings: GB completed training in June organized by SLK. SLK also provided board training and orientation to the new NHM board.
- B. Update on ED sabbatical status: No new info on ED sabbatical status.

VIII. Unfinished Business –

- A. 10 Year Commemoration Plans:
 - a. Roxy volunteered to head up a committee (to also include members from Staff, Admin, NHM, Alumni Assoc).
 - b. Committee will promote Kawaikini’s Anniversary in events throughout the year: Eo E Lili’u, Coconut Festival, Prince Kuhio

Festivities, etc. It was suggested that a Banner stating 10th anniversary be purchased to be used for this year's events.

c. Allocation of funds to 10 Year Commemoration Committee as seed money was suggested by Ray.

i. **MOTION:** by Leilehua (second Roxy) to allocate \$2000 to 10 Year Commemoration Committee. Motion approved unanimously.

IX. New Business

A. Lei'ilima offered to use the new KS office for possible meeting space for GB regular or working meetings. It was suggested that regular meetings should be at the school. Also working meetings on first Thursdays make it hard to visit NHM meetings if it's not at school. But because the upcoming August working meeting will be on second Thursday (Aug 10) we can hold it there.

C. Pule Opt-Out form: Kawaikini's pule opt-out form was presented for review. Suggestions were made for how best to disseminate it.

X. Adjournment.

MOTION: by Ray (second by Lou) to adjourn. Motion passed unanimously.
Meeting adjourned at 6:55 pm.

Minutes submitted by:

Caroline Victorino
GB secretary