

Minutes for
KAWAIKINI GOVERNING BOARD MEETING

Date/Time: Thursday, September 21, 2017, 5pm

Location: Kawaikini NCPCS Campus/Hale Akamai Bldg.

- 1) Meeting Call to Order - 5:15pm
- 2) Attendance: Lei'ilima Rapozo, Lou Nishida, Ray Blouin, Roxy Carvalho, Leilehua Rivera, Nāmomi McCorriston, Jessell Tanaka, and Terri Russell
- 3) Adoption of Agenda
 - a) **ACTION NEEDED:** to adopt agenda
- 4) Approval of Minutes
 - a) **MOTION:** to approved Minutes August 17, 2017. Move to approve minutes with one exception to add a comment where changes on motion number 8 (Ray, 2nd Kaleilehua)
- 5) Officers Reports
 - a) President (Lei'ilima Rapozo)
 - b) Treasurer's Report - Financial reports
 1. The Financial Reports was reviewed in detail with few housekeeping mathematica action.
MOTION: To approve Treasurer's Report (Roxy, 2nd by Lou)
- 6) Administrative Reports
 - a) Executive Director's Report
 1. Reviewed the Data Analysis for Exit Surveys
 2. Lunch Service is being supported by Malama Kaua'i (Barbara Jean Ka'auwai) and St. Catherines Kitchen. December and January will have school lunch MWF weekly. Lunch prices will increase.
 3. Tripod Surveys - Student perception survey will be done in November
 4. Sione Thompson (Charter School Commission) will be visiting the school on Friday 9/22 between 1-3pm.
 5. Mana Murals have invited Kawaikini Students and Ke Kula Ni'ihau students to participate in the painting of a cultural mural in Hanapēpē.
 - b) Academic Director's Report
 - c) Other Staff Reports
- 7) Committee Reports
 - a) Education/Curriculum (N. McCorriston) - Presented in detail. (See attached report)
 - b) Facilities (L. Nishida) - Developing maintenance plan and schedule on the current school buildings.
 - c) Resource Development (J. Tanaka) - Recruitment for Resource Development is continuing
 - d) Finance & Audit (R. Blouin) - There was a meeting on 9/18 to review Financials, we're currently compiling Financial Reports. During the meeting, it was discovered that the current system is not addressing the formats necessary - The Report will be delayed because of formatting systems, currently seeking for a more efficient software system. We will continue to use the manual reports until the software is updated. Jay made some recommendations.

- e) Communications (C. Victorino)
 - f) Human Resources (Roxy Carvalho) - ED Evaluation is being reviewed.
 - g) Parent Relations (L. Rivera) - Puna Butay and JC Puerto Rican Kitchen and Nelson painting provided 25 lunches for staff. NHM is currently working on the Coconut Festival
 - h) Board Development (L. Rapozo) - Reviewing, updating, and developing school policies. Prepare for State of the School Address.
- 8) Other Reports and Updates
- a) Update on ED sabbatical status
 - b) County Fair went well, Committee will be meeting on Tuesday 9/26/17. Kawaikini was awarded the Best booth at the County Fair (Appearance, education, creativity, and meaningful)
- 9) Unfinished Business
- a) Ten Year Commemoration plans - Any additions to monthly newsletter to Highlight our 10 yr. commemoration will be appreciated. (Requested by ED)
 - b) Working on the Banner(s)
- 10) New/Other Business
- 11) Adjournment: 7:00pm
- MOTION:** Ray moved to adjourn, 2nd by Roxy

Next Governing Board Meeting: Thursday, October 26, 2017