

Minutes for
KAWAIKINI GOVERNING BOARD MEETING

Date/Time: Thursday, April 19, 2018, 5pm

Location: Kawaikini NCPSC Campus/Hale Akamai Bldg.

- I. Meeting Called to Order at 5:18pm
 - A. Voting Members in attendance: Leilima Rapozo (President), Leilehua Rivera (Vice President), Larie Manutai (Secretary); Roxanne Carvalho (Treasurer); Namomi McCorriston; Lou Nishida; Faith Burgess; Lorna Cummings Poe
 - B. Non-Voting Members in Attendance: Jessell Tanaka (Executive Director), Kimo Perry (Board Facilitator).
 - C. Members excused: None
 - D. Others in Attendance: 'Alohilani Rogers (Academic Director).

- II. Adoption of Agenda

MOTION: by Leilehua Rivera (second by Roxy Carvalho) to adopt the agenda as amended. Motion passed unanimously.

Lei'ilima Rapozo acknowledged 'Alohilani Rogers for her years of service not just in her role as Academic Director, but also over the years in helping Kawaikini to become what it is. The GB appreciates her efforts and wishes her the best in her new role at the school upon her resignation as AD.

- III. Minutes of March 15, 2018

MOTION: by Roxy Carvalho (second by Lorna Cummings Poe) to approve the minutes as amended. Motion passed unanimously.

- IV. Officer's Reports

- A. President's Report - None offered
- B. Treasurer's Report - Kahu Tanaka presented the Financial reports for March, including Profit & Loss Statement, Balance Sheet, and CS Performance Measures. She adjusted the forecast to incorporate additional overlap of salaries for the Academic Director and Operations Supervisor positions. There have been excessive expense on bus repairs (\$32,000), and we need to look into improving this going forward. Final per-pupil and OHA monies are still pending. A draft of the 2018-19 operating budget was distributed and reviewed. We will use the May working meeting for a review of the final budget. **MOTION:** by Lou Nishida (second by Lorna Cummings Poe) to accept the Financial Report. Motion passed unanimously.

- V. Administrative Reports

- A. Executive Director's Report - Kahu Tanaka submitted her written ED Report, highlighting the following: 1) she revised the Academic Coach position, hired the SPED position, and received applications for the AD and SOS positions;

2) the BOD issued an RFP for Charter Authorizers; 3) The Title I grant was successfully submitted; 4) she has discussed with staff moving graduation from Saturday to Friday so all grades can participate. **MOTION:** by Leilehua Rivera (second by Roxy Carvalho) to accept the ED report. Motion passed unanimously.

B. Academic Director's Report

1. Written report was submitted to the GB.
2. Kahu Tanaka reported that testing has begun. She is also getting clarification on whether we need to opt out of the English-language test for grades 3-8, clarification is pending.
3. Lei'ilima Rapozo stated that Kawaikini participated in the Mayor's Track Meet and that it might be an area that Kawaikini can participate in the future.

MOTION: by Namomi McCorrison (second by Lou Nishida) to accept the AD report. Motion passed unanimously.

C. Other Staff Reports - None offered

VI. Committee Reports

A. Education/Curriculum - Hulili Program is moving forward. Academic Director has developed a 4 week introductory course to prepare the students for the upcoming.

1. **MOTION:** by Namomi McCorrison (second by Lorna Cummings Poe) to approve the Annual Curriculum Map Policy. Motion passed unanimously.

B. Facilities - Kimo Perry shared that the planning and design phase of cafeteria is moving along.

C. Resource Development - No report.

D. Finance & Audit - No further report.

E. Communications - No report.

F. Human Resource -

1. **MOTION:** by Larie Manutai (second by Lou Nishida) to ratify the Job Description - SSC/Academic Coach. Motion passed unanimously.
2. **MOTION:** by Larie Manutai (second by Leilehua Rivera) to approve the Teacher and Administrative Sabbatical Policy. Motion passed unanimously.

6:16PM **MOTION:** by Leilehua Rivera (second by Lou Nishida) to enter executive session to discuss ratification of the hiring of several positions.

6:41PM. **MOTION:** by Lou Nishida (second by Roxy Carvalho) to end the executive session and reconvene the Governing Board meeting.

3. **MOTION:** by Lou Nishida (second by Faith Burgess) to ratify the hiring of the SOS, Brittany Sohbatzadeh. Motion passed unanimously.
4. **MOTION:** by Roxy Carvalho (second by Leilehua Rivera) to ratify the hiring of the Academic Director, Namomi McCorrison. Namomi

McCorriston recused herself from the vote. Motion passed unanimously.

5. **MOTION:** by Lorna Cummings Poe (Second by Larie Manutai) to ratify the hiring of the Special Education Teacher, Solethea Sparks. Motion passed unanimously.

G. Parent Relations - No report.

H. Board Development - No report.

VII. Other Reports and Updates - None.

VIII. Unfinished Business - None.

IX. New/Other Business - None.

X. Adjournment

- A. **MOTION:** by Roxy Carvalho (second by Lou Nishida) to adjourn. Motion passed unanimously. Meeting adjourned at 6:51pm.

Next Governing Board Meeting: Thursday, May 17, 2018

Next Governing Board Working Meeting: Thursday, May 3, 2018

Minutes submitted by:

Larie Manutai
GB Secretary