

Minutes for
KAWAIKINI GOVERNING BOARD MEETING

Date/Time: Thursday, November 15, 2018, 5pm

Location: Kawaikini NCPSC Campus/Hale Akamai Bldg.

- I. Meeting Called to Order at 5:09pm
 - A. Voting Members in attendance: Leilima Rapozo (President); Roxy Carvalho (Treasurer); Larie Manutai (Secretary); Lou Nishida; Faith Burgess.
 - B. Non-Voting Members in Attendance: Jessell Tanaka (Executive Director).
 - C. Members excused: Jaclyn Kaina.

- II. Adoption of Agenda

MOTION: by Larie Manutai (second by Roxy Carvalho) to adopt the agenda as submitted. Motion passed unanimously.

- III. Minutes of November 6, 2018

MOTION: by Roxy Carvalho (second by Faith Burgess) to approve the minutes of the November 6, 2018 governing board meeting. Motion passed unanimously.

- IV. Officer's Reports
 - A. President's Report -We received an application from Kuulei Hamberg to become a governing board member. Motion by Lei'ilima Rapozo (second by Faith Burgess) to approve the application of Kuulei Hamberg to be a voting governing board member for 3 years. Motion passed unanimously.
 - B. Treasurer's Report - Roxy Carvalho offered a report of the highlights, and submitted a budget report for board members to view.

MOTION: by Roxy Carvalho (second by Faith Burgess) to accept the Financial Report. Motion passed unanimously.

MOTION: to approve new bank signatories by Larie Manutai (second by Faith Burgess) to approve new bank signatories due to staff changes. Bank signatories will be listed as follows, Dee Ann L. Rapozo (Governing Board President), Jessell Tanaka (Executive Director), Roxanne Carvalho (Governing Board Treasurer), Namomi McCorriston (Academic Director), and Terri Russell (School Operations Supervisor). Motion passed unanimously.

- V. Administrative Reports
 - A. Executive Director's Report - Executive Director Tanaka's report covered the highlights which included an update on school lunch and the school bus.
 - B. Academic Director's Report - Written report was submitted to the GB.

MOTION: by Larie Manutai (second by Lou Nishida) to accept the Administrative reports. Motion passed unanimously.
 - C. Other Staff Reports - None offered

- VI. Committee Reports

- A. Education/Curriculum - No report offered.
- B. Facilities - No report offered.
- C. Resource Development - No report offered.
- D. Finance & Audit - No further report offered.
- E. Communications - No report offered.
- F. Human Resource

MOTION: by Roxy Carvalho (second by Larie Manutai) to move into executive session. Upon unanimous approval of the motion, the board entered executive session at 5:35pm.

Governing Board ended the executive session at 5:48pm and resumed the Governing Board Meeting.

MOTION: by Roxy Carvalho (second by Lou Nishida) to ratify the hiring of Terri Russell as the School Operations Supervisor. Motion passed unanimously.

- G. Parent Relations - Board training on 9/22/2018 at 830am-12 noon
- H. Board Development - No report offered.

- VII. Other Reports and Updates - None.
- VIII. Unfinished Business - None.
- IX. New/Other Business - None.
- X. Adjournment

- A. **MOTION:** by Faith Burgess (second by Lou Nishida) to adjourn. Motion passed unanimously. Meeting adjourned at 6:06 pm.

Next Governing Board Meeting: Thursday, December 18, 2018

Next Governing Board Working Meeting: Thursday, December 13, 2018

Minutes submitted by:

Larie Manutai
Governing Board Secretary