

Minutes
KAWAIKINI GOVERNING BOARD MEETING

Date/Time: Tuesday, December 18, 2018, 5pm

Location: Kawaikini NCPCS Campus/Room 8-Upper Campus

I. Meeting Call to Order: 5:33pm

Present: Lei'ilima, Ku'u lei, Roxy, Caedna, Jessell, Kimo, Terri

Excused: Lou, Larie, Faith

No quorum

II. Adoption of Agenda

ACTION NEEDED: to adopt agenda

Jackie move, Roxy seconded

Motion approved

III. Approval of Minutes

ACTION NEEDED: to ratify minutes of November 15, 2018

- Correction: Leiilima (President)
- Remove: Lorna Cummings -Poe
- Jackie move to ratify with corrections (Kuulei second)
- Minutes approved/ratified

IV. Officers Reports

A. President (L. Rapozo)

ACTION NEEDED: New board member application

- Table new member application to the January 17, 2019 meeting
- Natalie Nimmer, WASC presented (Roxy, Faith, Kuulei, Leiilima)
- Palmer Hafdahl, Architect presented plan for multi-purpose room

B. Treasurer's Report - Financial reports

ACTION NEEDED: to approve financial reports

- Kuulei motion (Roxy second)
- Motion passed

V. Administrative Reports

A. Executive Director's Report

ACTION NEEDED: Approve bus transportation expenditure and plan

- Academic Director's Report
- Submitted language immersion grant for \$89k with SLK – framework for language and setting benchmarks; providing access via transportation.
- Bus repair – Kawaikini wrote a memo to SLK asking for help with funding the repairs. Check on warranty for engine. Will review at next working meeting.
- Lunch service 12/1/18 – meals are more tailored to adults; waste being weighed; tweaks will need to be made

- Video for school being made; tomorrow gallery walk will be filmed; Kamehameha Schools will be filming; for potential funders and families; GB will be included once a rough draft is completed.
- Accreditation meeting; next 1/9/19 9:00-11:00am; afternoon session is open and will focus on the student learning experience 1:45-3:345 at Hale Akamai/'Ekahi
- Other Staff Reports

ACTION NEEDED: to accept all administrative reports

VI. Committee Reports

a) Education/Curriculum (N. McCorriston / J. Tanaka)

- Working on secondary program
- Alohalani's position is very helpful; meeting with the Kumu monthly and helping with the framework; she takes the info from the Kumu and records them; working on 4th year of writing; consultant worked with each Kumu and each papa so see how each student's writing has progressed; same process will be applied to 'olelo Hawaii.
- KCC bridge program –
 - revise assessment timeline and inventory and review all school wide assessments to be sure each assessment aligns with our goals.
 - Creating the alignment with the DOE, etc.
 - Looking into the biliterate graduate seal; barriers; we need to obtain the test in order to prepare the students; this should be in ED's portion of report for the State of the School address

b) Facilities – No report

c) Resource Development (J. Tanaka / Larie)

- Submitted 2 grants; SLK submitted; Kawaikini submitted grant using SLK as a fiscal sponsor
- Terri & Kimo created a fundraising & grants folder in google drive
- COK grant to fund transportation – JK and Leilima will get more information
- Committee will have to get on the long-term fundraising strategic plan; Kimo created the template; Terri will plug in the old "stuff" must get done before accreditation

d) Finance & Audit (R. Carvalho)

- Will bring Ku'u lei on and will eventually step down and train Ku'u lei to eventually take the position

e) Communications (F. Burgess / L. Rivera)

- Website 95% complete; get it done before the grant is completed; please update GB portion on the website
- Kuulei replaced Terri; Kealoha replaced Lorna; Caedena

- f) Human Resources (L. Manutai / R. Carvalho)
 - a. ED self-evaluation due; 18- month evaluation
 - b. Is it worth it to be a kumu here at Kawaikini? Are our salaries competitive?

- g) Parent Relations (L. Rivera / L. Rapozo)
 - a. Minimum participation preparing the float for the week; but great participation at the parade; one non-Kawaikini student was on the float; policy should be adopted

- h) Board Development (L. Rapozo / L. Nishida)
 - a. Motion to appoint Lou installed as VP
Leilima moved (Kuulei second)
 - a) Motion to install Kealoha to replace Lorna – for 2018-2020 term ending June 30, 2020

Kuulei motioned (Roxy second)

VII. Other Reports and Updates

- State of School presentation
 - Perhaps should have a change of format
 - This year teachers asked to write a synopsis of what they've experienced this year
 - Each stakeholder group; GB; SLK; Na Hulu Makua (Leilima will birddog); next year aha makua
 - Plans for future
 - What we've experienced throughout the year
 - Highlight key organizational things
 - GB – each committee chair should do a 2 paragraph write up to submit
 - Highlights of 2018
 - Completed by 1/3/19
 - Discuss retreat in March

VIII. Unfinished Business

IX. New/Other Business

X. Adjournment

ACTION NEEDED: to adjourn 7:11pm

Next Governing Board Meeting: Thursday, January 17, 2018

1/3 GB working meeting
1/10 SOS