

Minutes for
KAWAIKINI GOVERNING BOARD MEETING

Date/Time: Thursday, June 21, 2018, 5pm

Location: Kawaikini NCPCS Campus/Hale Akamai Bldg.

- I. Meeting Called to Order at 5:05pm
 - A. Voting Members in attendance: Leilima Rapozo (President), Leilehua Rivera (Vice President), Larie Manutai (Secretary); 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: Roxy Carvalho (Treasurer)
 - D. Others in Attendance: None.

- II. Adoption of Agenda

MOTION: by Lorna Cummings Poe (second by Lou Nishida) to adopt the agenda as submitted. Motion passed unanimously.

- III. Minutes of May 17, 2018

MOTION: by Leilehua Rivera (second by Namomi McCorriston) to approve the minutes of the May 17 governing board meeting. Motion passed unanimously.

- IV. Officer's Reports
 - A. President's Report - Leilima Rapozo thanked everybody for their service on the Governing Board the past year. She especially acknowledged outgoing members Namomi McCorriston and Leilehua Rivera for their years of service.
 - B. Treasurer's Report - ED reviewed the 2017-2018 YTD Budget and Forecast.

MOTION: by Lou Nishida (second by Lorna Cummings-Poe) to accept the Treasurer's Report. Motion passed unanimously.

- V. Administrative Reports
 - A. Executive Director's Report - ED gave the report. There are a few positions to be filled for the SY2018-19. Working on a dual credit program with Kauai Community College. Written report was submitted to the GB.
 - B. Academic Director's Report - Written report was submitted to the GB.

MOTION: by Lorna Cummings-Poe (second by Lou Nishida) to accept the ED's report and AD's report. Motion passed unanimously.
 - C. Other Staff Reports - None offered

- VI. Committee Reports
 - A. Education/Curriculum - Namomi presented her report.
 - B. Facilities -
 1. **MOTION:** by Lou Nishida (second by Lorna Cummings-Poe) to approve the Facilities Maintenance Schedule. Motion passed unanimously.
 - C. Resource Development - No report.
 - D. Finance & Audit - No report.

- E. Communications - No report.
- F. Human Resource - No report.
- G. Parent Relations - Leilehua reported that they are working with Na Hulu Makua to get all their documents on a shared drive. Also reported that La Hoikeike was a great event.
- H. Board Development -
- I. **MOTION:** by Lou Nishida (second by Faith Burgess) to accept the Board Officers for SY2018-19 with Lorna Cummings-Poe as President, Leillima Rapozo as Vice President, Roxy Carvalho as Treasurer, Larie Manutai as Secretary, and Lou Nishida, Faith Burgess, Terri Russell, and Jaclyn Kaina as Governing Board Members. Motion passed unanimously.
- J. Proposed Meeting Schedule for SY 2018-19 was distributed.
 - 1. **MOTION:** by Namomi McCorriston (second by Lou Nishida) to approve the Governing Board Schedule for SY 2018-19. Motion passed unanimously.
- VII. Other Reports and Updates - None.
- VIII. Unfinished Business - None.
- IX. New/Other Business - New Bank Signatures.
 - A. **MOTION:** by Leilehua Rivera (second by Lorna Cummings Poe) to approve Jessell Tanaka (Executive Director), Lorna Cummings Poe (Governing Board President), Namomi McCorriston (Academic Director), and Brittany Sohbatzadeh (School Operations Supervisor) as the bank signatories for the SY 2018-19 . Motion passed unanimously.
- X. Adjournment
 - A. **MOTION:** by Lou Nishida (second by Larie Manutai) to adjourn. Motion passed unanimously. Meeting adjourned at 6:31 pm.

Next Governing Board Meeting: Thursday, July 19, 2018

Next Governing Board Working Meeting and Board Training: Saturday, July 7, 2018

Minutes submitted by:

Larie Manutai

Governing Board Secretary