

Minutes for
KAWAIKINI GOVERNING BOARD MEETING

Date/Time: Thursday, August 23, 2018, 5pm

Location: Kawaikini NCPCS Campus/Hale Akamai Bldg.

I. Meeting Called to Order at 5:22pm

- A. Voting members in attendance: Lorna Poe (President); Lei 'ilima Rapozo (Vice President); Lou Nishida; Faith Burgess; Terri Russell; Jaclyn Kaina
- B. Non-Voting members in attendance: Jessell Tanaka (Executive Director); Brittany Sohbatzadeh (School Operations Supervisor)
- C. Members excused: Larie Manutai (Secretary); Roxy Carvalho (Treasurer)

II. Adoption of Agenda

MOTION: by T. Russell (second by L. Poe) to adopt the agenda as submitted.
Motion passed unanimously.

III. Minutes of July 18, 2018

MOTION: by L. Poe (second by T. Russell) to approve the minutes of the July 18, 2018 GB meeting. Motion passed unanimously.

IV. Officers Reports

A. President (L. Poe)

B. Vice President (L. Rapozo): A discussion arose regarding [Hawaii Revised Statutes § 302D-12](#), and its application to our current officers; namely President L. Poe and Vice President, L. Rapozo. To come into compliance with the aforementioned state law, L. Poe and L. Rapozo requested to vacate their current positions as President and Vice President respectively, and then be reinstated to their previously held positions as of the date of this meeting. The following actions ensued.

MOTION: by F. Burgess (second by T. Russell) to accept L. Poe and L. Rapozo's request to vacate the President and Vice President positions respectively. Motion passed unanimously.

MOTION: by F. Burgess (second by T. Russell) to reinstate L. Rapozo to President and L. Poe to Vice President. Motion passed unanimously.

C. Treasurer's Report (B. Sobahtzadeh) - Financial reports

MOTION: by T. Russell (second by L. Poe) to accept the Treasurer's Report.
Motion passed unanimously.

V. Administrative Reports

A. Executive Director's Report: Written report submitted

B. Academic Director's Report: Written report submitted

C. Other Staff Reports: None offered

MOTION: by L. Nishida (second by L. Poe) to accept ED's report as submitted.
Motion passed unanimously.

VI. Committee Reports

1. Committee Assignments Overview (K. Perry): Excused
- A. Education/Curriculum
 1. Reviewing bilingual assessment
- B. Facilities:
 1. Developing proactive Preventive Maintenance Schedule.
- C. Resource Development
 1. Seeking funds for bus maintenance and/or purchase new bus
- D. Finance & Audit: No report
- E. Communications: No report
- F. Human Resources
 1. **MOTION:** by L. Poe (second by L. Nishida) to ratify the hiring of Student Services Coordinator/Academic Coach, Natalia Steinhorst-Solar. Motion passed unanimously.
 2. **MOTION:** by L. Poe (second by t. Russell) to approve the hiring of Kumu Kokua for secondary, L. Tu'u Goo. Motion passed unanimously.
 3. **MOTION:** by T. Russell (second by L.Poe) to enter into agreement with National Benefit Services Employee Retirement Plan. Motion passed unanimously.
- G. Parent Relations
 1. Coordinate with Na Hulu Makua to develop 'aha Kawaikini Kupulau 2019
- H. Board Development
 1. Board Retreat: The new date for the governing board retreat is March 20, 2019

VII. Other Reports and Updates: None

VIII. Unfinished Business: None

IX. New/Other Business: Non

X. Adjournment

MOTION: by L. Nishida (second by L. Poe) to adjourn. Motion passed unanimously. Meeting adjourned at 6:32 pm.

Next Governing Board Meeting: Thursday, September 20, 2018

Next Governing Board Working Meeting: Thursday, September 6, 2018

Minutes submitted by:

Lei 'ilima Rapozo
Governing Board President