

Minutes for  
KAWAIKINI GOVERNING BOARD MEETING

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Date/Time: Thursday, February 21, 2019, 5pm

Location: Kawaikini NCPCS Campus/Hale Akamai Bldg.

- I. Meeting Call to Order at 5:15pm by Lei'ilima
  - a. Voting members in attendance: Lei'ilima Rapozo (President); Roxy Carvalho (Treasurer); Jaclyn Kaina; Kealoha Enrique; Faith Burgess; Ku'u lei Hamberg.
  - b. Members Excused: Lou Nishida; Larie Manutai
  - c. Non-voting members in attendance: Jessell Tanaka (Executive Director)

- II. Adoption of Agenda

**MOTION:** by Roxy Carvalho, second by Jackie Kaina. Motion passed unanimously.

- III. Approval of January 17, 2019 Minutes

**MOTION:** by Roxy Carvalho, second by Jackie Kaina. Motion passed unanimously.

- IV. Officers Reports

- a. President (L. Rapozo)
- b. Treasurer's Report was submitted. Roxy gave an overview of January's financial outlook.

**MOTION:** by Roxy Carvalho, second by Jackie Kaina to approve the financial reports. Motion passed unanimously.

- V. Administrative Reports

- a. Executive Director's Report;
  - 1. PT SpEd teacher going on maternity, will be looking for a replacement.
  - 2. Pavilion being built; donated
  - 3. Home Depot replacing fence; need mahalo to them; possibly provide a one-time mahalo via Garden Island newspaper to acknowledge donors.
  - 4. Civil Rights lawsuit; JT sent documentation to our attorney for final review – denying allegations of wrong doing.
  - 5. Inventory of staff being done; staffing plan and draft budget will be ready for strategic retreat.
  - 6. Vaping problem on campus; innovative intervention on campus.
- b. Academic Director's Report
  - 1. Written Report attached
- c. Other Staff Reports

**MOTION** by Roxy Carvalho to accept all administrative reports , second by Kuulei Hamberg. Passed unanimously.

- VI. Committee Reports

- a. Education/Curriculum
  - 1. Jackie Kaina stepped down as Education Committee Chair; Kealoha will now chair the committee.
- b. Facilities
  - 1. Lou Nishida stepped down as Facilities Committee Chair; Jackie Kaina will now chair the committee.

**MOTION:** Motion to approve Multi-Purpose Building Plan by Jackie Kaina, second by Roxy Carvalho. Motion passed unanimously.

2. Kimo presented an update on Multi-Purpose Building for Board Members; 2 phases of design – currently on phase I; SLK ran the project secondary to authoring the grant.
3. Next steps: Resource Committee comes ups with a strategy for phase II
- c. Resource Development
  1. No Report
- d. Finance & Audit;
  1. Committee in the process of updating procurement policy. Requesting a draft from Roxy to be ready to present at the retreat. RC will check with Jessell and Terri.
- e. Communications
  1. No Report
- f. Human Resources
  1. No Report
- g. Parent Relations
  1. Update provided by Lei'ilima
- h. Board Development

VII. Other Reports and Updates;

- a. Strategic Planning scheduled on Saturday 3/9/19 from 8am-3pm
  - a. Areas of discussion will be - procurement, budget, ED evaluation, and accreditation questions.

VIII. Unfinished Business

IX. New/Other Business

X. Adjournment

**MOTION:** by to adjourn

Next Governing Board Meeting: Thursday, March 21, 2019