

**MYRON B. THOMPSON ACADEMY
GOVERNING BOARD MEETING MINUTES**

<p>Date: Thursday, November 8, 2012 Location: MBTA, Laniakea YWCA, 1040 Richards Street Suite 220, Honolulu HI 96813 Time: 4:56 PM-6:44 PM Recorded by: Claire Goldberg</p>	
<p>Attendance: D. Oshiro, C. Goldberg, M. Wilson, M. Simmons, A. Deutscher, I. Braun, R. Galindo, M. Thompson, M. Chow, M. Braun CW: Bob Hatanaka, Brandon Ogimi</p>	
<p>Excused: C. Sumiye, J. Watanabe, D. Park, S. Friedman</p>	
I. CALL TO ORDER	Malia called the meeting to order at 4:56pm.
II. APPROVAL OF MINUTES	Maggie moved to approve minutes from Sept 13, 2012 and Oct. 11, 2012 meetings. Matt Wilson seconded the motion. No discussion. Motion carried. Motion to move CW Associates presentation up. Motion by Myron, seconded by Maggie. Motion carried.
III. PARENT AND PUBLIC COMMENT	No parent or public comment
IV. CW Associates MBTA Financial Audit Draft	Business type v government reporting format discussed. Diana confirms that we submit report in current format. Mr. Deutscher presented financial reports for the Board to review.
V. OLD BUSINESS	
A. Ethics Training (HR Committee) update on electronic version	A. Ethics Training – board needs to confirm review of ethics training. This is noted and board members will confirm individually.
B. HR Committee – Administrators’ Yearly Evaluation ACTION ITEM	B. HR committee – interviews conducted, interview process explained, interviewees questioned on EL’s, administrators pass annual review. Maili requests approval of yearly evaluations. Maili moved to approve administrative yearly evaluation conducted by HR committee. Malia seconded. Malia suggested that evaluation be done quarterly. The response from the HR committee was that the monthly Principal’s Report will serve as update information needed to decide whether to initiate an evaluation. Motion carried.
C. Additional work by contractor Nui (termite) - ACTION ITEM	C. Additional Work by Nui – Another \$2,000 requested to remediate termite damage to doors. \$100,679 plus GET so \$101,000 requested. Motion to increase Nui, Inc. to limit of \$101,000. Seconded by Matt Wilson. Motion

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<p>VI. NEW BUSINESS</p> <p>A. Current MBTA Financial Report</p> <p>B. YWCA – to raise electricity bill (Andrew and Diana)</p> <p>C. Migration of Rackspace Cloud Servers to Systemetrics (Andrew) ACTION ITEM</p> <p>D. Revision of GB By-Laws ACTION ITEM</p> <p>E. Elementary Division Report and Pre-School Proposal - ACTION ITEM</p> <p>F. Charter Commission Conference on Oct. 30 and 31 (Maggie and Diana)</p>	<p>carried.</p> <p>A. Allotment for students - 50% used.</p> <p>B. Electrical rates increased 15% at YWCA. Lease provision re Utilities Increase reviewed. No separate metering for YWCA building. Open windows instead of full air conditioning considered. 15% increase requested by YWCA. Claire to attend meeting with Andrew with YWCA before any board action.</p> <p>C. Derrick is moving data hosting server to virtual system. Rackspace ends end of December. Systemetrics provides internet, phone, accounting system backup. Board agreed to wait until January to decide this. - Finance Committee to meet in April to review vendor contracts.</p> <p>D. Revision of GB By-laws. Diana explains changes to GB Bylaws and Act 130. Revisit mission to address changes. Template to be approved and passed in February 2013. Performance framework is negotiable but it is due in May. Board to review changes and vote on changes at December meeting. HR committee is keeper of Bylaws. May want to consider legal committee that does policy and governance.</p> <p>E. Elementary Division Report and Pre-school Proposal was tabled until further notice.</p> <p>F. Charter Commission Conference: Thank you to the attendees. We received an excellent compliment by Lynn Finnegan.</p>
<p>VII. OTHER BUSINESS</p> <p>A. Principal’s Report – Inclusive of Annual Report</p> <p>B. Committee Reports Finance Committee HR Committee</p>	<p>A. Principal’s Report submitted electronically.</p> <p>B. HR Committee: Maili gave the report via the action item above concerning the Administrators' Year Evaluation. The HR Committee will be reviewing the Employee Handbook and hiring documents to make sure that all documents contain the same language in regards to our governance policies put in place over the past year or so. They will make their findings known to the board at a later time if there are any actions that need to be taken by the GB.</p> <p>Finance Committee: Matt shared with us that the Finance Committee met and worked to establish member responsibilities within the committee and learned from Andrew</p>

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	<p>about the specific accounting principles that MBTA employs.</p> <p>Marketing Committee: Maggie shared with the board that Judy Harbottle from the Chamber of Commerce has asked if we'd like to join the Chamber and solicited questions and/or feedback. Several questions were raised and Maggie will put forth the information electronically for all members to review. The membership with the Chamber will be put forth to vote in December.</p>
VIII. EXECUTIVE SESSION	
IV. ADJOURNMENT	<p>A motion to adjourn was made by Andrew and seconded by Richard. The meeting adjourned at 6:44pm.</p>