

**Governing Board Meeting Minutes DRAFT**

<p><b>Date:</b> Thursday, August 10, 2023                  Location - Join Zoom Meeting  <a href="https://zoom.us/j/91429619283?pwd=UFFsbkw1WnU3Uk5kT2h4b3IsOEVUUT09">https://zoom.us/j/91429619283?pwd=UFFsbkw1WnU3Uk5kT2h4b3IsOEVUUT09</a>                  Meeting ID: 914 2961 9283                  Passcode: 933317 <b>Time:</b> 5:00 p.m.- 5:52 p.m.  <b>Executive Session:</b> N/A  <b>Recorded by:</b> M. Simmons</p>	
<p><b>Attendance:</b> Principal D. Oshiro, Governing Board (GB) Chair M. Thompson, Vice-Chair (Vacant), GB Finance Chair M. Liao-Troth, GB Human Resources Chair and Secretary M. Simmons, Executive Boardmembers J. Dixon and J. Yukimoto, MBTA Finance/HR Director                  A. Deutscher, Staff Boardmembers C. Sumiye, A. Takaki, and R. Lee, Elementary Division Administrator K. Kaapana-Aki, and Secondary Division Administrator K. Uyeda-Young  <b>Excused:</b> Executive Boardmember J. Smith, and Student and Parent Boardmembers R. David, P. Conol and Sihlo</p>	
<b>I. CALL TO ORDER</b>	Meeting was called to order at 5:00 p.m. by Chair Thompson.
<b>II. APPROVAL OF MINUTES</b>	Revision to include appointment of Dr. Liao-Troth as the GB Finance Chair Dr. Liao-Troth moved to approve the revised July 11, 2023, minutes. Second by Boardmember J. Yukimoto. All voting members in attendance voted aye. Motion carried.
<b>III. PARENT AND PUBLIC COMMENT</b>	N/A
<b>IV. OLD BUSINESS</b>	N/A
<b>V. NEW BUSINESS</b>	
<b>A. WELCOME NEW BOARD MEMBER RONA LEE</b>	Principal Oshiro reintroduced and welcomed back Ms. R. Lee to the GB.
<b>B. MONTHLY FINANCIAL REPORT AND BUDGET ACTION ITEMS</b>	A. Mr. Deutscher presented financial reports through July 31, 2023, including Balance Sheet and Profit & Loss (Income Statement).

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<p><b>C. PROPOSED SEPTEMBER. GB MEETING TO BE FACE-TO-FACE ON CAMPUS (ZOOM FOR GB MEMBERS LIAO-TROTH AND CONOL</b></p>	<p><b>B. Action Items</b></p> <p>Annual Budget Preparation. This item was voted upon and passed at the July 2023 GB meeting and confirmed again at the August GB meeting. Finance Chair Liao-troth moved to approve. Seconded by Boardmember C. Sumiye. All voting members in attendance voted aye. Motion carried.</p> <p><b>C. Chair Thompson inquired about Account No. 3140's status. Account No. 3140 is status quo. Its also listed in the audit report, which will remain until there is a change from the state government.</b></p> <p><b>D. C.W. Associates</b></p> <ol style="list-style-type: none"><li>1, The school is currently being audited.</li><li>2. C.W. Associates will be presenting virtually to the GB on September 14, 2023.</li></ol> <p>Notification provided to meet face-to-face at the September 2023 in-house meeting.</p>
<p><b>VI. OTHER BUSINESS</b></p> <p><b>A. QUARTERLY REPORT BY SECONDARY AND ELEMENTARY ADMINISTRATORS (ORAL)</b></p>	<p><b>A. Quarterly Reports</b></p> <ol style="list-style-type: none"><li>1. The Secondary Quarterly Report was presented orally by Secondary Division Administrator K. Uyeda-Young.<ol style="list-style-type: none"><li>a. Academic<ol style="list-style-type: none"><li>(1) Orientation for new secondary families were held</li><li>(2) New student training was held virtually on August 4, 2023</li></ol></li></ol></li></ol>

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(3) New Girls Who Code Club headed by Erin Landry is awaiting finalization of their application

b. Student Support

(1) August 21, 2023, Secondary Meet and Greet/school picture taking

(2) Request For Assistance form/flowchart- revised/implemented

(3) SPED program updates

(4) ESL program- updates

2. The Elementary Quarterly Report was presented orally by Elementary Division Administrator K. Kaapana-Aki.

a. Personnel

(1) Elementary Resource Position created.

(2) Personnel update (two new teachers)

b. Academic

(1) Continued focus on Foundations and Reading/Writing Workshops

(2) August 9-17, Academic (Math & ELA) skills check is currently ongoing

(3) September 1, GLO day at Kaena Point State Park (Grades 3-6)

(4) September 15, Sharing the Arts: "Ke Kula Keiki Ali'i" (Grade 4)

**B. PRINCIPAL'S REPORT (ORAL)**

- (5) September 21, Environmental Focus Day, "wetland birds in their natural habitat" (Grade 3)
- (6) September 22, "A Sky in Motion" (Grades K to 2)
- (7) October 20, Elementary-wide culminating event, Waimanalo's Pumpkin Patch

c. Community

E kōkua aku kākou i nā 'ohana Maui (sharing our resources with those devastated by Maui fires and donation event) discussed.

A. The Principal's Report was provided orally by Principal Oshiro.

Highlights

- a, GB Committees must be revisited and reestablished.
- b. All staff was hired.
- c. Institutes are operable, except for the IT certification. A new institute was implemented with three advisors and the students who will work in Waimanalo at a farm every Friday.
- d. Maui Assistance Being Coordinated by JC Waterhouse
  - (1) MBTA will share approximately 100 laptops with those affected by the Maui Fire tragedy.
  - (2) Along with the laptops, MBTA is recommending that if the family has a child in 7-12 Grades, MBTA will consider registering the misplaced student for a year with MBTA. MBTA will be in contact with the Maui representatives to discuss further.

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<b>VII. DISCUSSION AND ADJOURNMENT</b>	<p>A. The GB members shall complete the Conflict of Interest Policy and Disclosure Statement forms at the face-to-face on campus at the September 2023's in-house meeting.</p> <p>B. Board vacancies and filling of committees</p> <p>C. Chair Thompson called for adjournment. HR Chair/Secretary Simmons motioned to adjourn at 5:52 p.m. Second by Executive Boardmember Dixon. All voting members in attendance voted aye. Motion carried.</p>
<b>VIII. EXECUTIVE SESSION</b>	N/A

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