



SCHOOL GOVERNANCE BOARD MEETING NOTES

Location: HKM Campus

Date: Tuesday, September 10, 2019

Time: 5:30pm

- I. Call to Order:
 - a. Roll Call: Keoni Lee, Anela Freitas, Keola Chang, Keao NeSmith, Kanakolu Noa, and Mike Shibata
 - b. Absent: None
 - c. Quorum Check: Quorum present
 - d. Review Agenda: No changes made to the agenda
 - e. Other Attendees: Kaleo Bennett, Trevor Atkins, Donna Therrien, Melanie Islam

- II. Open Forum – Trevor Atkins, Kumu, HKM. Trevor requested more information to understand the process on the selection of the permanent Po’o Kumu. Keoni shared with him the Po’o Kumu performance standards and Board composition. The Kumu will need to decide who will want to represent them on the Board.

- III. CIP Scenarios/Questions – Melanie, MASON Architects. Melanie went over two scenarios that were identified in the cost estimate.

Anela motion to move forward with the wastewater system design/construction, and the Board will make a decision within one month on the other campus improvements. Mike second. Ayes: 6, Nos: 0

- IV. Po’o Kumu Updates

- a. Status Updates. Kaleo indicated that the discipline committee reviewed the discipline policy and the general consensus is that the policy does not need to be revamped but it needs to be reinforced in the school. For example, in classroom consequences should be handled in class. Kaleo also working with staff to make sure they are aware of procedures and systems that are in place. Regarding special events on campus, Kaleo is working on better coordination and logistic procedures so that we can better handle events in the future.
- b. Addendum to Use of Facilities – We have a facilities agreement that refers to facilities use policy that cannot be located. Kumu has reviewed the Addendum to Use of Facilities document. Board to review and let Kaleo know if there are any questions/changes.
- c. Dress Code Policy Modification – Concerns of Aloha Friday dress code.

Anela motion to have Aloha Friday dress code to include aloha shirts and screen printed shirts, Mike second. Aye: 5, Nos: 0, Keao left meeting early.

- d. Mana Mele budget – In reviewing the current year’s budget, Kaleo noted that the previous administrator only budgeted \$5K annually; HKM is averaging \$20K annually.
- e. Kaleo mentioned that the SY 19-20 budget is roughly \$30K net positive but it’s contingent on PKM meeting its fundraising goal. In the future, we need to look toward upping enrollment as it was down this year causing a drop in funding.

V. Continuing Business

- a. Site and Facilities Update - CIP Funds. See Section III above.
- b. Financials. See Section IV.d. above.
- c. New Board Member Discussion. Keola Chan is approaching the end of his 2-year term.

Anela motion to extend Keola’s representation on the Board for another 2-year term. Mike second. Aye: 4, Nos: 0; Abstain: 1

VI. New Business

- a. SY19-20 Board Goals and Priorities/By-law Revision. Anela working on By-law revisions for next Board meeting.
- b. Accreditation - Board Assistance Needed. Keoni to take the lead on the Governance Committee. He will send a draft to the Board for review.
- c. Parent Letter from Po`o Kumu – Discussion. Kaleo would like to draft a letter covering 3 separate areas: student discipline, visitors to campus, and student attendance (early exits from school for school practice).

VII. Announcements

- a. Next Meeting – November 12, 2019