



SCHOOL GOVERNANCE BOARD MEETING NOTES

Location: HKM Campus

Date: Tuesday, February 18, 2020

Time: 5:30pm

- I. Call to Order
 - a. Roll Call: Keoni Lee, Anela Freitas, Kanakolu Noa, Mike Shibata, Kela Fisher (on-call), Ramsey Fiorella (on-call)
 1. Sondra Brandon, Janeen-Ann Olds (new board members)
 - b. Absent: Keao NeSmith (excused)
 - c. Quorum Check: Quorum present
 - d. Review Agenda: No changes
- II. Open Forum. None.
- III. Governance
 - a. New Board Members. Keola Chan sent a letter of resignation effective immediately. **Motion to approve** the addition of Sondra Brandon and Janeen-Ann Olds as board members. Moved: Anela, 2nd: Mike. Ayes: 6, Nos: 0. **Motion approved.**
 - b. Board Composition & Competencies. For the consideration of future board members, the following were identified as areas of importance: place-based community member, financial/accounting background, and communications/public relations experience. Board members will need to be active and engaged contributors.
 - c. Executive Positions. Keoni plans to step down as Chair in June 2020 but would be willing to continue to serve on the Board if asked to remain on. **Motion to approve** Janeen-Ann Olds as Vice Chair. Moved: Anela, 2nd: Mike. Ayes: 8, Nos: 0. **Motion approved.**
 - d. Board Assignments. Board member assignments to committees are as follows: Academics (Kela, Keao, Ramsey), Finance (Anela, Keoni), and Governance (Janeen-Ann, Mike, Sondra). The Po'o Kumu will be a member of each committee.
- IV. School Updates
 - a. Operation. The school is looking at improving outdoor lighting, fixing security alarms, and exploring outside security due to recent concerns. Keoni met with the U.S. Army Corps of Engineers (USACE) regarding the Ala Wai Canal Flood Risk Management Project. The USACE will be removing the Makiki and Palolo retention basins from its flood mitigation plans. This adjustment would remove the threat of a concrete lined flood basin at the lower portion of the HKM campus.

- b. Charter Contract Renewal Conditions. Keoni distributed a document summarizing the three conditions that were included with the 5-year Charter Contract Renewal. Anela will provide a copy of the master lease to CSC to address Condition 1. With the potential hiring of an interim and/or permanent Po’o Kumu this would address Condition 2. Regarding Condition 3, the Po’o Kumu will need to review with faculty/staff on how it will meet or exceed proficiency rates. The Governance Committee will monitor HKM’s compliance with these three conditions.
- c. Accreditation. The accreditation site visit is set for March 22-25. Board members will hold time from 9am-1pm on Monday, March 23.
- d. Facilities. Mason Architects will be providing permit plans for the individual wastewater system and fire access plans for HKM review in early March, with plans to submit to the State Department of Health by late March. Mason Architects is also preparing a bid package for the improvements. Mike to keep the Board updated on project status and potential impacts to the programs scheduled during the summer.

V. New Business

- a. Permanent Po’o Kumu Hiring Process. The Governance Committee will take the lead in developing the Permanent Po’o Kumu hiring process to be presented at the next Board meeting.
- b. Financial Management. Keoni to coordinate with Michelle regarding the financial management proposal.
- c. Makahiki Day: Kela invited the Board to participate. The event is scheduled to start at 8:30am on March 6.
- d. Handbook: Mike to contact Bob about providing the latest handbook on the school’s website.
- e. Papa Lo’i. Ramsey mentioned that parents and faculty will be meeting tomorrow on campus to discuss Papa Lo’i and the decision not to go to Hawaii Island as part of their huaka’i this year. The Board expressed its support of faculty and to keep them updated.
- f. Transportation. Kela inquired about upgrading transportation options. He will have additional info for the next Board meeting.
- g. Approval of Board Meeting Notes. **Motion to approve** meeting notes for November 12, 2019 and January 14, 2020 meetings. Moved: Kanakolu, 2nd: Anela. Ayes: 6, Nos: 0, Abstained: 2. **Motion approved.**

VI. Executive Session

VII. Announcements

- a. Next meeting – March 3, April 14, May 5
- b. Kanakolu will submit a letter of resignation effective immediately.
- c. Keolani Noa will start as Interim Po’o Kumu, effective February 19, 2020.