



Ke Ana La'ahana PCS
 PO Box 4997
 Hilo, Hawai'i 96720

Local School Board Meeting Minutes

Wednesday, July 24, 2019- 4:00 p.m.

Hina'aimalama – Keaukaha, Hawaii

Officers	Board Member	Role	Present	Absent
	<i>Vacant</i>	Student Representative		
	Mapuana Waipa	Administrator	x	
Chair	*Patrick Kahawaiola'a,	Keaukaha Community Association	x	
Vice Chair	*M. Bea Larson	Parent/Legal Guardian		x
Secretary	*Ginger Takeshita	Classified Staff	x	
	*Loke Kamanu	Community Representative	x	
	*Luana Kawelu	Community Representative	x	
	*Alton Okinaka	Higher Education Representative		x
	<i>Vacant</i>	Community Representative		
	<i>Vacant</i>	Community Representative		
	<i>Vacant</i>	Certificated Personnel		

*[Note: * Have voting privilege; Co-representatives have one vote between both persons]*

Guests:

WEHE: P. Kahawaiola'a called the meeting to order at 4:20 P.M.

- I. Reviewed agenda
- II. Kakau Olelo/Recording Secretary's Report

Action items:

Approval of Minutes for the following meetings:

1. L. Kamanu motioned to accept the February 19, 2019 minutes as is.
 L. Kawelu 2nd
 Voted and approved by all. Motion passed.
2. L. Kawelu motioned to accept the amended March 11, 2019 minutes
 L. Kamanu 2nd
 Voted and approved by all. Motion passed
3. L. Kamanu motioned to accept the April 29, 2019 minutes as is.
 L. Kawelu 2nd
 Voted and approved by all. Motion passed.
4. G. Takeshita motioned to accept the May 13, 2019 as is.
 L. Kamanu 2nd
 Voted and approved by all. Motion passed.

5. G. Takeshita motioned to accept the June 13, 2019 minutes as is
L. Kawelu 2nd

Voted and approved by all. Motion passed.

III. Kakoo Limahana/Classified Report

Haumana – Current Count = 42

- Have two 7th grade applications that are pending to attend a “Expectations Meeting”
- Grade 12 – there are 6 possible graduating

Lunch- application is completed

HR – non-license Kumu:

- One kumu has completed everything is only awaiting an observation
- Another kumu submitted verification from her graduate program, and she is on track and scheduled to complete in September.
- The last kumu is on track with his teaching program.

Logistics on compliance – Continue to do daily fire watch when students are present. Fire Alarm is not in our hands and the entities that are involved are still working on it.

Three Hawaii State Charter Commission staff completed a review of our office records in fiscal, governing board minutes, policies and procedures concerning: admission, enrollment, attendance, dismissal, transfer, student records, student conduct/discipline, health clearance, and health/first aid process.

IV. Malama Kala/Fiscal Report

Action items:

1. L. Kamanu motioned to approved proposed SY 2019-2020 budget

L. Kawelu 2nd

Voted and approved by all. Motion passed

2. L. Kawelu motioned to approve Profit & Loss vs. Actual Report

G. Takeshita 2nd

Voted and approved by all. Motion passed.

V. Pookumu/Director’s Report

Busy with organizing things for the WASC visit and finishing the Title I report. Orientation will be held on Thursday August 01, 2019 at 5:00 p.m.

OLD BUSINESS

VI. Reaffirm the unofficial meeting business

Action item:

L. Kamanu motioned to have all retro-meeting governing board business leading back to April reaffirmed.

G. Takeshita 2nd

Voted and approved by all. Motion passed.

VII. By-laws –

The board agreed to having the draft proposal posted on the KALPCS website and will vote on the amendments at the August 26, 2019 governing board meeting.

VIII. WASC summary –

Natalie Nimmer has been meeting with the director to write the report summary and has been specific with her evaluations on areas that we need to work on. She has been preparing us to organize ourselves for the questions that WASC staff may have.

- IX. Resignation and Vacant positions –
Kumu Lehua Veincent submitted his letter of resignation on July 12 resigning from his Community position due to personal reasons. There is now two community and one certificated position. The kumu that was the contender during the April elections, for the Certificated position, has been informed about the availability. The students are still working on finding their representative.
- X. Ohana Handbook –
Was updated and sent to the printers and will be available for the 2019-2020 Orientation.
- XI. Employee Handbook –
It has been updated and it will be distributed to all our core kumu which they will need to sign out at the beginning of school and then sign in at the end of the year to return the handbook for updating.
- XII. Updated Job Descriptions
Action Item:
L. Kamanu motioned to accept the job descriptions
G. Takeshita 2nd
Voted and approved by all. Motion passed
- XIII. Wellness Policy
Action Item:
L. Kawelu motioned to accept the Wellness Policy that was amended on June 26, 2019
L. Kamanu 2nd
Voted and approved by all. Motion passed

PANI: Action:

- L. Kamanu motioned to adjourn the meeting*
L. Kawelu 2nd
Voted and approved by all. Meeting was adjourned @ 7:06

Next meeting will be held on Monday August 26, 2019

Minutes recorded and submitted by G. Takeshita, Secretary