



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

## Governing Board Meeting Minutes

Thursday, December 23, 2021 - 5:00 p.m. - Via Google Meets

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

[Note: \* Have voting privilege]

**Guests:** Roberta Souza, PJ Foehr

**WEHE:** Chair Patrick Kahawaiolaa called the meeting to order at 5:07 P.M.

**I. Reviewed agenda –**

**Action Item: Motion to Accept the Agenda as is**

*Motion: A. Okinaka*

*2<sup>nd</sup>: G. Takeshita*

*Abstentions: Zero*

*Voted and approved by all. Motion passed*

**II. Na Makua/Parents's Report – No Report**

**III. Kakau Olelo/Recording Secretary's Report**

**Action item:**

*Board action to approve November 23, 2021 GB Meeting Minutes*

*Motioned = A. Okinaka*

*2<sup>nd</sup> = G. Takeshita*

*Abstentions: Zero*

*Voted and approved by all. Motion passed.*

**IV. Na Kumu/Teachers' Report – R. Makua**

1. Ohana Hoike - Thurs., Dec. 9
  - Believe all students attended with a family representative
  - Students shared portfolios of their best work for each subject
  - Ohana evaluated presentation
  - Planning to have another hoike in the spring...perhaps in May
  - Kumu to review evaluations upon return to work on Mon., Jan. 3, 2022
2. Edmentum - restructuring of schedule
  - Kumu will meet on Mon., Jan. 3, 2022, to revise current bell schedule
  - Current schedule needs to be revised due to poor student performance
  - Revised schedule will allow for English and Social Studies to be taught across the board by all kumu
  - Revising the schedule will also free up other kumu - Kari and Donna - so they can assist in other classes: science, math, pahana

**V. Kakoo Limahana/Classified Report – Ginger Takeshita**

- Currently 36 Students
- Ho'ike was held on Thursday, December 9, 2021
- HR: We are still in the search for a Kumu for each of the following subjects: English/Language Arts, Social Studies, and SPED

**VI. Malama Kala/Fiscal Report**

Profit and Loss Report July through November 2021  
& Balance Sheet as of November 2021

**Action items:**

- 1) *Board action to approve the Profit and Loss report as is*

*Motioned: A. Okinaka*

*2<sup>nd</sup>: B. Larson*

*Abstentions: Zero*

- 2) *Board action to approve the Balance Sheet report as is*

*Motioned: A. Okinaka*

*2<sup>nd</sup>: G. Takeshita*

*Abstentions: Zero*

**VII. Pookumu/Director's Report**

- Updating all policies and procedures
- Sharing the WASC report and dividing the areas that need to be improved and having everyone (Governing Board, Faculty, Office Staff) understand the different areas, and then have the work be divided equally so that each person can understand and describe the different areas. The description from each entity must be the same.
- January 3-5 Kumu will be preparing for the Spring Semester
- January 6, students will return from the Winter Break Session

**OLD BUSINESS**

**VIII. WASC Update**

Virtual Meeting will be held on April 6, 2022

**IX. 4.0 Contract Update**

Updated Accounting Procedures and Purchasing Policies

**X. Current Mandate**

Still following through with current mandates

**NEW BUSINESS**

**PANI: Action Item:**

*Chair entertained a motion to adjourn the meeting*

*Motioned: B. Larson*

*2<sup>nd</sup>: G. Takeshita*

*Abstentions: 0*

*Voted and approved by all. Meeting was adjourned at 5:54 P.M.*

{Minutes recorded and submitted by G. Takeshita, Secretary}