

**Na Wai Ola PCS
Governing Board Meeting Minutes
Date Dec 15, 2015**

CALLED TO ORDER	5:36 PM
ATTENDEES	Lore-lin Makaiwi, Staff Rep; Mary Quijano, Teacher Rep/Sec; Bonnie Gibeault, guest; Rozanne Connell, guest; Leila Shar, Commission staff; Julie Murcia, guest teacher; Jason Wong, Teacher Rep alternate; Daniel Caluya, Director; Sandy Carvalho, Teacher Rep; Melissa Andaya, school Business Manager; Kiara Bianchi, Parent Rep, Melissa Costa, Parent Rep, Board Vice Chair; Tyler Ford, parent/guest; Steve Hiramami, guest, Director of HAAS PCS.
APPROVAL OF MEETING MINUTES	Omitted from agenda by accident: Agenda adjusted to move item 7 to end as item 11. No Quorum acknowledged. (Note: Charlie Mapa arrived 5:52, quorum established)
DIRECTOR'S REPORT	<p>Introductions of Leila Shar from Commission, Bonnie Gibeault and Rozanne Connell from Carbanero accountant firm.</p> <p>Financial monitoring: last year 42, 581 short, borrowed by delaying bill payments. Need to set short term goal to get through year with sufficient cash on hand to pay July salaries, long term goal to have additional 60 days cash on hand beyond salaries and expenses. Bonnie presents financial budget breakdown; Handouts given to Board. Explains income/expense projections in grey areas: if everything remains the same will have 116, 903 shortfall at end of year, need to take 120K off projected expenses or run out in June, have to make 1 month salaries. Various Board members ask questions. Bonnie and Melissa have already come up with about 38,800 in cuts, still need to cut 78,000 more.</p> <p>Steve Hiramami, HAAS PCS Director spoke, offering help and support.</p> <p>Director's report: 208 students current enrollment k-7, plus 20 Pre-K. Said he received in writing the use of gym classrooms for next year and agreement to keep modular on P & R grounds, but not in writing yet. Update on HELCO cost to bring electricity to modular - \$5 to \$7K, and requires letter in writing from P & R saying we can keep modular on their land before we can get permits. Not legal to run extension cords. Discussion re liability potential/safety issues of running extension cord.</p> <p>Update on suit by parent of SpEd student, meeting with DES McPherson, complex superintendent for SpEd services to be held Thursday re the upcoming hearing.</p>
TREASURER'S REPORT	Treasurer's report already covered during above discussions on budget. Melissa spoke with Tom; he understands we can't get everything decided tonight, will work via emails to make budget decisions to cut the required amounts by Jan 8 th . Will need to discuss with bargaining units re layoffs, notification requirements.
OLD BUSINESS	Allocated one half time SpEd teacher and two half time SpEd EAs, to be paid by federal funds not our budget. Plan is to take two of our existing EAs and make them half time regular ed EAs and half time SpEd EAs, saving us half their salaries for the second semester. Discussion ensued about interviewing for teacher. Discussion re moving new grade 2 teacher to Grade 4, where he has experience, replacing JL, 4 th grade teacher who just resigned, and then deciding who to place in the vacant Grade 2 position. Discussion re Director and Dean of Students/Testing Coordinator position, need to complete our work on devising interview questions and qualifications for new director.

OLD BUSINESS	
NEW BUSINESS	<p>Organizational committee report: Board composition discussed: whether to change by laws re make up of board. Item i., ii, and iii deferred to next meeting to allow time to research terminology needed.</p> <p>Organizational Committee Chair was tasked with filling three open Parent Rep positions via nomination and election process. Lore Lin Makaiwi moved, Jason Wong 2nd, unanimous vote.</p> <p>9 and 10 already discussed, 11: motion made and passed that Kiara follow up on offer of board training.</p> <p>Motion made and carried to move into Executive Session to discuss item 7.</p> <p>Executive Session starts at 7:58. Members present Mary Quijano, Lore-lin Makaiwi, Melissa Costa, Jason Wong, Charlie Mapa, Sandy Carvalho and Kiara Bianchi.</p> <p>8:47: move out of Executive Session. To regular session.</p> <p>Lore move we request all salary information be given to the board by this Thursday AM, plus itemized list of budget items, including credit card statements and travel expenses, with consequences for non compliance. Certain tasks assigned to various Board members to collect pertinent information.</p>
ANNOUNCEMENTS	<p>Next regular meeting, January 19, Next special meeting before Jan 8, TBA</p>
ADJOURN	9:10 PM
EXECUTIVE BOARD CONTACTS	