

MINUTES
of the meeting of the
BOARD OF DIRECTORS of KAMALANI ACADEMY
April 26, 2018

The Board of Directors of Kamalani Academy held a public meeting on April 26, 2018, at 6:00 p.m. at 1403 California Ave., Wahiawa, HI 89786.

1. Call to Order and Roll Call.

Board Vice Chair Steve Davidson called the meeting to order at 6:05 p.m. with a quorum present. In attendance were Board Members Steve Davidson, Ku'uipo Laumatia, Kalani Fronda (via telephone at 6:16 p.m. and in person at 6:51 p.m.), VerlieAnn Malina-Wright (via telephone at 6:25 p.m. and left at 6:57 p.m.), Tuisamau Alailima, and Daphne Gasilos (via telephone).

Also present was Patricia Massoth Arts Integration Curriculum Coordinator; as well as Academica Representatives Stacy Takekawa, Ryan Reeves, and Carlos Segrera (via telephone).

2. Public Comment and Discussion

Ms. Christine Farias, a parent, addressed the Board and stated that she loved Kamalani; however, she had a concern regarding student safety, the time allotted for students to eat their lunches, and teacher turnover.

Mr. Kelden Farias, a parent, addressed the Board and stated that he was concerned with the lack of communication with Principal Vilardi. Member Davidson stated that he would address their concerns and contact them with the results.

3. Review and Approval of the Minutes of the March 22, 2018 and March 29, 2018 Board Meetings

Ms. Stacy Takekawa addressed the Board and stated that there were revisions made to the March 22, 2018 minutes. Ms. Takekawa stated that Ms. Erica had been changed to Ms. Lenintine in agenda item 3. Ms. Takekawa further stated that agenda item 10 had been changed to state that there would be one contractor to perform the inspection with all other contractors in attendance.

Member Alailima moved to approve the minutes of March 22, 2018, with the revisions. Member Laumatia seconded the motion.

Member Davidson stated that, because no solutions had been implemented yet, agenda item 12 needed to be changed; adding that it should state that as solutions were developed and implemented the outcome they were striving for was more joy.

Member Davidson opened the floor to a vote, and the Board voted unanimously to approve.

Member Alailima moved to approve the minutes of March 29, 2018 with the revisions. Member Laumatia seconded the motion, and the Board voted unanimously to approve.

Ms. Takekawa stated that agenda item number 3 had been revised to indicate that Principal Vilardi was reading the report for Member Malina-Wright.

Member Davidson open the floor to a vote, and the Board voted unanimously to approve.

4. Discussion and Possible Action Regarding Board Member Search

Member Laumatia stated that she would be meeting with the applicant who had submitted a resume. Member Davidson stated that Member Malina-Wright had spoken to an interested individual; adding that Member Malina-Wright would submit the applicant's resume once received. Member Davidson stated that he would like to discuss the Board Member Search process. Mr. Ryan Reeves addressed the Board and stated that the typical process used was to send out a notification to the community along with general outreach followed by forming an informal sub-committee to interview candidates and recommend the top three candidates to the Board for review. Member Davidson stated that the Board would move forward in creating an informal sub-committee to obtain new Board Members.

5. Nomination and Election of New Board Member

This item was tabled.

6. Pre-K Director's Report

Pre-K Director Akeyo Garcia was not at this meeting; however, a report was included in the support materials.

7. Principal Report

Principal Jeff Vilardi was not present at this meeting; however, a report was included in the support materials.

8. PTSO Report

This item was tabled.

9. Financial Update and Treasurer Report

Mr. Carlos Segrera reviewed the financial update as presented in the support materials. Member Davidson asked for clarification regarding the net loss for NSLP, to which Mr. Segrera replied that the majority of the loss was incurred at the beginning of the year; adding that at the end of the year there would be a loss between \$23,000 to \$35,000. Mr. Reeves stated that he wanted the Board to be aware that the cost of the sewer project would be deducted from the surplus.

10. Review and Approval of the Furniture, Fixture, and Equipment Funding Source for the 2018/2019 School Year

Mr. Reeves stated that, although the total number of students would not change, there would be a change in the number of students in some grade levels, which would require the purchase of additional curriculum and materials. Mr. Reeves reviewed the lease agreement with Vectra Bank; adding that the lease was identical in terms to the previous lease.

Member Alailima moved to approve the furniture, fixture, and equipment funding source for the 2018/2019 school year. Member Malina-Wright seconded the motion.

Member Davidson asked for clarification of the timing of the early buy out, to which Mr. Reeves replied that the early buy out could take place three months before the end of the 48-month term; adding that the school would need the equipment and that most of the items would have a life expectancy beyond a four-year period.

Member Davidson opened the floor to a vote, and the Board voted unanimously to approve.

11. Management Report

Ms. Takekawa outlined her management report:

- The E-rate application was approved, therefore Kamalani should receive 50% funding of about \$6,300.
- Parent and Faculty surveys were distributed and the results were being compiled.
- The Real Property Tax hearing for the 2018 taxes had been held on April 10th a written response would be mailed on May 22nd; adding that the claim for 2019 exemption was approved.
- Kamalani was now compliant with Student Privacy Policy requirements.
- The Bill on Charter School Facilities Funding would be heard for a third time on April 27th.
- A resolution was adopted regarding improvements on California Ave.
- Staffing and hiring was an ongoing process; adding that they were working to streamline the hiring process.

Member Alailima asked for an update on the sewer inspection, to which Ms. Takekawa stated that she was waiting to hear back from the contractor; adding that if contact was not made soon she would move forward with a different contractor.

12. Foundation Board Update

Member Fronda stated that the Foundation had been able to secure loans with Building Hope and Charter Development Solutions, LLC to satisfy the funding agreement with Academica; adding that the Furniture Fixture and Equipment credit line had been approved.

13. Academic Committee Report

Member Malina-Wright stated that they were working to complete the membership of the committee; adding that Patricia Massoth, a lead teacher from 6th and 7th grade, and Principal Vilardi would

be serving on the committee. Member Malina-Wright stated that she was waiting for a representative from K-3rd and 4th-5th grades; adding that the committee would be meeting on May 1, 2018 and planned to attend the strategic planning meeting on May 2, 2018. Member Malina-Wright recommended an initial planning cycle to apply for accreditation. Member Malina-Wright asked if the Board planned to respond to the Commissions strategic plan, to which Member Davidson replied that he had made several attempts to contact the commission. Member Malina-Wright stated that she would forward a memo received from the Commission. Member Davidson stated he would review the document. Ms. Patricia Massoth addressed the Board and stated that she had a few individuals interested in serving on the committee.

14. AICC Update

Ms. Massoth updated the Board on the AICC as presented below:

- Kamalani was accepted to present at Schools of the Future Conference
- A local teaching artist had a two-week residency in 3 classrooms
- Family engagement night next year
- Na Mea Kupono had gifted Kamalani a lo'i patch to adopt, cultivate, care for, and learn from through place-based experiences
- Working to obtain culture based resources
- Professional Development update
- To date students raised over \$1900 (final tally was over \$2700) to help flood victims
- Visiting other Charters School to discuss how to approach Hawaiian culture
- Officially a Kennedy Center partner
- Seeking grants to support building additions

Discussion ensued regarding strategic planning and the Foundation's focus for pursuing grants that would benefit Kamalani, including adding buildings and usable space. Mr. Reeves asked if there had been a cost analysis regarding the portable, plumbing, and installation, to which Ms. Massoth replied that Principal Vilardi obtained a quote. Mr. Reeves stated that he would like to review the quote; adding that Academica had resources that could be used in the planning process.

15. Strategic Planning Discussion

Member Davidson stated that at the March 15th meeting a decision had been made on the top four deliverables. He further stated that the items identified were: 1) communication, 2) arts integration and Hawaiian focus, 3) Board strategies, vision and mission, 4) a planning process. Member Davidson stated that he would be the project manager; adding that the Governance Committee would be in charge of communication, Board strategies, and the planning process. Member Davidson outlined the ongoing process for the current round of strategic planning; adding that the next meeting would be held on May 2, 2018 and invitations would be sent to all stakeholders.

16. Public Comments and Discussion

Ms. Takekawa asked for the remaining Board members to email a photograph and a biography to be placed on the website.

Member Davidson stated that there was a Charter School Conference in June; adding that Academica had recommended that Board members attend. Member Davidson stated that there would be

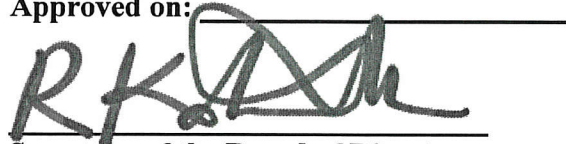
a meeting for the Board on May 1, 2018 to take action and discuss further. Ms. Massoth recommended checking with the Charter Commission to provide funds for the conference.

17. Adjournment

The meeting was adjourned at 7:38 p.m.

S/24/18

Approved on: _____

A handwritten signature in black ink, appearing to read 'R. K. Ash', is written over a horizontal line. The signature is stylized and cursive.

**Secretary of the Board of Directors
Kamalani Academy**