

[September 11, 2019](#) [October 9th, 2019 COMMITTEE MEETINGS](#) [November 13, 2019](#)
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KUA O KA LĀ Governing Board Members

President	Rev. Kenneth Makuakane*	Dr. David Sing*
Vice President	Dr. Marta Forero-Wayne	Kanani Aton*
Secretary	Pilimai Traub*	Calvert Glen
Treasurer	Dr. Kelly Roberts	Maunalei Love*
	Shelby Ahu*	Rev. Violet Makuakane*
<i>Non-Voting Members</i>	<i>Susie Osborne (Founder)</i>	<i>Kapoula Thomson (Principal)</i>

Meeting Information

Date June 10, 2020 Attending (P-present, A-absent, E-excused (voting by proxy))
 Time 9:00 am - 1:00 pm KM –A MFW – A PT – P KR –A VM –P DS- A VML– P KA – P CG –P SA-P- SO-P KT-P
 Location ZOOM or office
 https://isn.zoom.us/j/98743079463



Motion template *MOTION to accept [month, day, year] [MOTION] Moved by XX; second by XX; motion carried.*
 KM – MFW – PT – KR – VM – DS VML– KA – CG – SA- Y – Support; N – Oppose; A – Abstain; NP – Not Present

Holo (Time)	Mana‘o (Agenda) <i>GB Approved Yes Date 6/10/2020</i>	Kuleana (Action)	Mo‘olelo (Minutes) <i>GB Approved Date</i>
9:00 a.m.	Committee meeting of the Whole April 2020 Financials Policies Children Policy Auditor Approval Financial Reserves Use Approval KOKL GB Report Fiscal Policy Annual Review Prohibit Use of Debit, ATM and LOC	Note	Opening Pule Welcome new Board member Shelby Ahu (Bank of Hawai‘i) - Ho‘olauna APRIL Financial Review - Carbonero -Overall things are improving, cash is up over last year, cash receivable still need to be collected from Title 1 (\$221,000 - submitted waiting for disbursement from commission) -Total liabilities are up partly due to PK -Decommission of School Van for Liabilities -Revenues are down little related to PK -Total administration comparable -Instructional costs are up over last SY, part of the reason is due to FICA costs, no red flags -Good new nice net income of \$135,000 posted a gain each of the last 3 months, except this number to continue to go up, due to COVID-19 and not having to run a campus with costs associated -Page 9: Able to carry over Title 1 Funds due to COVID-19 -Positive net income -Page 10-11: NSLP loss, Fresh fruits and vegetables net loss like most nutritional programs -Page 12: Total expense for each month, Aug-Sept are the two big expense months -Page 13: Accounts Receivable, KOKL Cash Calculations -Page 14: Current Overall Risk Rating - 1.35 -Page 20: Graphs currently expenses down and revenue up

			<p>Policy Discussions (See links to the left)</p> <p>Children Policy - Review by KT</p> <p>Auditor Approval - Review by VML, CW has been KOKL auditor, CW is the commission’s auditor</p> <p>Financial Reserves Use Approval - Review by VML, SO is working with county to get Nani Mau site up to code, see short term process in 05/13/2020 minutes, KOKL feels confident that Ho‘oulu Lāhui will receive the funds from the county, KOKL has consent from owner, letter from bank, letter from the contractor, and the admin team is working to clear the facility for construction project</p> <p>KOKL GB Report Fiscal Policy Annual Review - the framework around this review is to prevent fraud, SA possibly separate account for construction costs, VML reviewed policy and recommendations</p> <p>Prohibit Use of Debit, ATM and LOC - Charter Schools are not allowed a LOC, the commission has added policy on ATM and Debit Cards take directly out of Charter Renewal Contract, review and update policies annually, VML reviewed policy and recommendations</p> <p>Commission Update re: contract extension and flexibility next year (Covid-19) -KT Academic Plans opening next year (Covid-19) - KT</p> <p>Next year GB Meeting Schedule - Review of schedule, August board trainings with Dr. Carpenter GB Schedule Survey (we will wait for everyone to complete the survey, results shared below) Survey Results (6 responded) 83% Option A, 100% Wednesday, 100% 9-12</p> <p>Draft budget discussion based on 180 students</p>
10:09 a.m.	Board of the Whole General Meeting Approval of Agenda/Minutes	Vote	<p>MOTION to accept June 10, 2020 agenda] Moved by VM; second by CG; motion carried. All in favor-accepted motion is carried KM –NP MFW –NP PT –Y KR –NP VM –Y DS-NP VML– Y KA –Y CG –Y SA-Y</p> <p>MOTION to accept May 13, 2020, minutes] Moved by CG; second by VM; motion carried. All in favor-accept, motion is carried KM –NP MFW –NP PT –Y KR –NP VM –Y DS-NP VML– Y KA –Y CG –Y SA-Y</p>
10:15 a.m.	Public Testimony	Note	NA - No Public Testimony Received
10:16 a.m.	Acceptance of April financials	Vote	<p>MOTION to accept April 2020 financials] Moved by CG; second by VM; motion carried. All in favor-accept, motion is carried KM –NP MFW –NP PT –Y KR –NP VM –Y DS- NP VML– Y KA –Y CG –Y SA-Y</p>
10:20 a.m.	Policy Approval “not to allow underage school-age children, dependents, or non-dependents, to be present during work hours, to include	Vote	<p>MOTION to accept June 10, 2020 Policy that does not allow underage school-age children, dependents, or non-dependents, to be present during work hours, to include huaka`i, and administrative times at work, with the exception of `ohana engagement events (ie. Makahiki, Graduation, `Ohana Nights, descriptive would be `Ohana Engagement Events and comply with COVID-19)</p> <p>Moved by VM; second by CG; motion carried. All in favor-accepted, motion is carried KM –NP MFW –NP PT –Y KR –NP VM –Y DS-NP VML–Y KA –Y CG –Y SA-Y</p>

	huaka`i, and administrative times at work”		
10:25 a.m.	Auditor Approval CW Associates Commission approval	Vote	MOTION to approve contracting CW Associates for SY 2019/20 upon Commission approval <i>Moved by CG; second by KA; motion carried. All in favor-accepted, motion is carried</i> KM – NP MFW –NP PT –Y KR –NP VM –Y DS-NP VML–Y KA –Y CG –Y SA-Y
10:33 a.m.	Approval of Utilizing School financial reserves (outside of current budget) in addressing construction for county compliance that is above the \$500,000.00 being provided by the County Lava Recovery Funds.	Vote	MOTION to approve of utilizing school financial reserves in addressing the construction for county compliance that is above the County funds being awarded through HL <i>Moved by KA ; second by CG; motion carried. All in favor-accepted, motion is carried</i> KM – NP MFW –NP PT –Y KR –NP VM –Y DS-NP VML–Y KA –Y CG –Y SA-Y
10:45 a.m.	Policy Approval: Annual Fiscal Policy and Procedure Review”	Vote	MOTION to approve the “Annual Fiscal Policy and Procedure Review Policy stating ‘ All members of the Administration team and Board Org Finance Committee will annually review and sign off (has read, understood and agrees to follow) all fiscal policies and procedures. This signed document will be presented to the Governing Board annually at its September meeting of each calendar year. Annual Fiscal Policy and Procedure Review <i>Moved by VM; second by CG; motion carried. All in favor-accepted, motion is carried</i> KM – NP MFW –NP PT –Y KR –NP VM –Y DS-NP VML–Y KA –Y CG –Y SA-Y
10:50 a.m.	Approval of policy to prohibit use of school debit cards, & ATM cards and line of credit. Debit card policy. This policy prohibits the use of school debit cards unless they are coded to block cash withdrawals, and is aligned with the procurement policy. No ATM cards are permitted. Credit cards This policy prohibits the use of school credit cards for personal purchases or expenses or to circumvent the procurement policy. Additionally, credit cards must be paid in full before incurring any interest or debt and in accordance with HRS 37D-2. Line of Credit This policy prohibits the school entering into any agreement to establish a line of credit with any bank or institution.	Vote	MOTION to approve policy to prohibit the use of school debit cards , ATM cards and line of credit <u>Prohibit the Use of Debit Cards, ATM, and LOC</u> <i>Moved by KA; second by VM; motion carried. All in favor-accepted, motion is carried</i> KM – NP MFW –NP PT –Y KR –NP VM –Y DS-NP VML–Y KA –Y CG –Y SA-Y

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10:50 a.m.	Board meeting schedule for SY 2020-2021 Items for next meeting	Vote	<i>MOTION to accept the Board meeting schedule for SY20-21. Deferred until all GB Members completes survey</i> <u>GB Schedule Survey</u> <i>Moved by XX; second by XX; motion carried.</i> KM – MFW – PT – KR – VM – DS VML– KA – CG – SA- FYI: Updated Board Roster here: SY 20-21 draft Budget Approval, KOKL has a budget for 180 students at this time we do not have per pupil funding from the state, 20% Budget cut for next SY from KS
10:55 a.m.	Executive Session	Vote	<i>Executive Session: Personnel Matters</i> <i>MOTION [06/10/2020] Move to Executive Session Moved by VM ; second by SA; motion carried. All in favor-accepted, motion is carried</i> KM – NP MFW –NP PT –Y KR –NP VM –Y DS-NP VML–Y KA –Y CG –Y SA-Y <i>MOTION [06/10/2020] Move to come out Executive Session Moved by KA; second by SA; motion carried. All in favor-accepted, motion is carried</i> KM – NP MFW –NP PT –Y KR –NP VM –Y DS-NP VML–Y KA –Y CG –Y SA-Y <i>MOTION [06/10/2020] to approve KOKL GB letter regarding personnel matter pending review and acceptance by members who were not in attendance. Moved by PT; second by VM; motion carried. All in favor-accepted, motion is carried</i> KM – NP MFW –NP PT –Y KR –NP VM –Y DS-NP VML–Y KA –Y CG –Y SA-Y
11:35 a.m.	Meeting Closure	Vote	<i>MOTION [06/10/2020] to close meeting at 11:35am Moved by VM; second by CG; motion carried. All in favor-accepted, motion is carried</i> KM – NP MFW –NP PT –Y KR –NP VM –Y DS-NP VML–Y KA –Y CG –Y SA-Y