

**Governing Board Meeting Minutes DRAFT**

**Date-** Thursday, September 9, 2021

**Location-** Join Zoom Meeting

<https://zoom.us/j/92918385199?pwd=MFp5ZkRBa3NjZ21nVmxCjVEVWd0QT09>

**Time-** 5:00 – 5:18 pm Executive Committee: 5:19 – 5:29

**Recorded by-** J. Watanabe

**Attendance-** M. Chang-Vierra, P. Izumo, Principal D. Oshiro, A. Takaki, J. Watanabe, P. Rigor, A. Deutscher, J. Smith, Mr. W. Gomez, Mrs. Megan Hughes, M. Liao-Troth

**Excused-** S. Friedman (proxy M. Chang-Vierra) , J. Yukitomo (proxy P. Izumo), M. Thompson (proxy M. Chang-Vierra), M. Simmons, J. Dixon

<p><b>I. CALL TO ORDER</b></p>	<p>Meeting called to order at 5:00 pm by Dr. Chang-Vierra</p>
<p><b>II. APPROVAL OF MINUTES</b>  <b>A. August 2021</b>  <b>B. July 2021 (Meeting canceled)</b></p>	<p>Dr. Izumo moved to approve minutes from August 12, 2021. Second by Ms. Takaki. No discussion. Aye votes by M. Chang-Vierra, P. Izumo, A. Takaki, J. Watanabe, P. Rigor, J. Smith, Mr. W. Gomez, Mrs. Megan Hughes, M. Liao-Troth, S. Friedman (proxy M. Chang-Vierra), J. Yukitomo (proxy P. Izumo), M. Thompson (proxy M. Chang-Vierra). No nay votes. Motion carried.</p>
<p><b>III. PARENT AND PUBLIC COMMENT</b></p>	<p>None</p>
<p><b>IV. OLD BUSINESS</b>  <b>A. None</b></p>	<p>A. N/A</p>
<p><b>V. NEW BUSINESS</b>  <b>A. Welcome New Members</b>   <b>B. Monthly Financial Report – A Deutscher</b>   <b>C. Personnel Updates</b>   <b>D. COVID Updates</b></p>	<p>A. Dr. Chang-Vierra welcomed the student board member, William Gomez, and parent board member, Mrs. Megan Hughes.   B. Mr. Deutscher presented the financial reports for the month ending July 31, 2021, including Balance Sheet &amp; Profit &amp; Loss (Income Statement).   C. Principal Oshiro explained that all positions are staffed.   D. Governor’s 2021.09.08 Executive Order No. 21-07 explains requirements for contractors and visitors.</p>
<p><b>VI. OTHER BUSINESS</b>  <b>A. Principal’s Report (Oral)</b></p>	<p>A. Principal Oshiro presented the principal’s report. Test score results will be shared with the Governing Board once embargo is lifted.</p>
<p><b>VII. ADJOURNMENT</b></p>	<p>Dr. Watanabe moved to adjourn the meeting. Second by Mr. Gomez. Meeting adjourned at 5:18 pm.</p>
<p><b>VIII. EXECUTIVE SESSION</b></p>	<p>Entered at 5:19 pm. Adjourned at 5:29 pm.</p>

Addendum to September, 2021 Governing Board Meeting Minutes DRAFT

September 13, 2021

Recorded by J. Watanabe

The Myron B. Thompson Academy Governing Board voted to accept the COVID-19 Policy for Contractors and Visitors (attached). Votes are listed below:

Yes: M. Thompson, A. Takaki, S. Friedman, M. Liao-Troth, P. Izumo, M. Chang Vierra, J. Smith, J. Yukitomo, J. Watanabe, W. Gomez, M. Hughes

No: none

No response: J. Dixon, M. Simmons, P. Rigor

The Governing Board also approved the Procedures for COVID Vaccinated and Tested Visitors and Contractors (attached).

## COVID-19 POLICY FOR CONTRACTORS & VISITORS

On September 8, 2021 Governor David Ige issued an executive order under article V of the Constitution of the State of Hawaii, chapter 127A, Hawaii Revised Statutes and all other applicable authority establishing requirements for all visitors and/or contractors entering, working, or providing service in any state facility.

Effective Monday, September 13, 2021, Myron B. Thompson Academy will be operating under the guidance of the executive order in the following manner:

1. Continued adherence to the SY 2020-2021 written procedure for health check screening for employees, students and approved campus visitors. (note: general announcement has been placed in the Faculty Handbook and will also be re-posted on the website and Canvas LMS on July 28, 2021)
2. **Parents, public, vendors and other visitors must continue to make an appointment with the administration at least 24 hours prior to the requested visit with a confirmed response by the administration. Access will be based upon the following obligations met for visitation.** No walk-in visitors will be allowed
3. All contractors entering, working, or providing services in any state facility must:
  - a. Identify all employees accessing state facilities
  - b. Attest to whether employees are fully vaccinated for COVID-19, partially vaccinated (one of two doses), or not vaccinated for COVID-19.
  - c. Provide weekly verification that partially vaccinated or unvaccinated employees are being COVID-19 tested with a negative result once or twice a week, as determined by the state department/agency receiving the goods/services.
  - d. Wear a mask at all times while in the state facility, and physically distance themselves from others.
4. All visitors to state facilities where contact is made with state employees, must:
  - a. Provide verification of being fully vaccinated
  - b. Provide a negative COVID-19 test result if not fully vaccinated
  - c. Wear a mask at all times while in the state facility, and physically distance themselves from others.
  - d. Verification of vaccinations or COVID-19 tests may include digital or hardcopy documentation.

Contractors and visitors may not remain in any state facility unless they are in compliance with this Order.

This document has been prepared to ensure continuity of education to meet the needs of the whole child at Myron B. Thompson Academy. MBTA will cautiously and purposefully continue to implement our established health and safety procedures as we minimize the exposure risk to all our school stakeholders and campus community.

# MYRON B. THOMPSON ACADEMY

## Procedures for On Campus Visits by Contractors/Visitors

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## Purpose

MBTA strives to provide a safe and healthy campus during the COVID-19 pandemic for all its community members: Students, Faculty, Staff, Contractors and Visitors. Our goal is to minimize the exposure risk to our campus community by implementing the guidelines and standards issued by the State of Hawaii and the Hawaii Department of Health.

## Visitor Requirements

All visitors to the MBTA campus must notify the administration 24 hours prior to requested day of visit. Only after administration approval will visitor(s) be allowed on campus. Visitors are required to wear a mask the entire time they are present on our premises and physically distance themselves from others.

*Approval from administration requirements:* All visitors over the age of twelve (12) who are on MBTA premises for more than 10 minutes are required to provide verification of being fully vaccinated for COVID-19 or produce a negative test result of a COVID-19 test as a condition of being allowed to remain on the premises. Fully vaccinated means at least two weeks have passed since the individual's second vaccine dose in a two-dose series or a two weeks have passed since a single-dose vaccine.

Accepted ways of providing proof of vaccination or a negative test result:

1. Showing official documentation evidencing vaccination status or negative result of a COVID-19 test;
2. Showing documentation through publicly available health status applications, which can include: state of Hawaii Smart Health Card, Common Pass applications, CLEAR health Pass, Azova, IBM Digital health Pass and other similar products.

Any unvaccinated or partially vaccinated visitor not in compliance with this policy or found to have submitted falsified information shall be precluded from entry to our premises.

## Contractor Requirements

All contractors that work on or at the MBTA physical campus are required to do the following:

1. Identify all employees accessing the MBTA campus
2. Attest to the status of each employee accessing the MBTA campus, whether they are:
  1. Fully vaccinated for COVID-19. Fully vaccinated means at least two weeks have passed since the individual's second vaccine dose in a two-dose series or a two weeks have passed since a single-dose vaccine;
  2. Partially vaccinated for COVID-19 (including receipt of one dose of a two-dose series of vaccination); or
  3. Not vaccinated for COVID-19

Contractors may use the attached form for vaccination attestation or may provide their own form.

All contractors must:

1. Ensure that any unvaccinated or partially vaccinated employee is subject to regular COVID-19 testing that shall occur at least once per week. The week shall be defined as Sunday - Saturday.
2. Ensure that any unvaccinated or partially vaccinated employee does not enter, work or provide services on our premises unless the employee obtains a negative test result of a COVID-19 test as a condition to being allowed to enter or remain on our premises.
3. Provide weekly verification of results for any employees subject to weekly testing. Verification must be e-mailed to the MBTA Business Manager ([msoshiro@ethompson.org](mailto:msoshiro@ethompson.org)) by Saturday at 5pm, beginning September 18, 2021. Contractors and Contractor's Employees will not be allowed on campus until the prior week's verification report is received.
4. Wear a mask the entire time they are present on our premises and physically distance themselves from others. There are no vaccination status exemptions for this requirement.

Any unvaccinated or partially vaccinated contractor or contractor's employee not in compliance with this policy or found to have submitted falsified information shall be excluded from entry to our premises. Violations of this policy will be reported to the Attorney General's office.

Contractors or Contractor's Employee is defined as: A contractor, volunteer or vendor providing equipment, construction, consulting or any other materials or services to MBTA whether paid or unpaid. It also includes anyone employed by the contractor or providing service for or on behalf of the contractor who enters, works or provides services at MBTA under any type of subcontract or other agreement.

### Accepted COVID-19 Tests

Acceptable COVID-19 test is a diagnostic or screening test for SARS Cov-2 administered or observed by a laboratory, testing site, or healthcare provider or facility or authorized agent of the laboratory, testing site, or healthcare provider or facility of a sample taken not more than seventy-two (72) hours prior to entering our facilities.

## Contractor Attestation Form

Contractor/Contractor Firm: \_\_\_\_\_

Effective Date: \_\_\_\_\_

\_\_\_\_\_ “Contractor,” hereby attests that the following employees are working at MBTA located at 1040 Richards St., Honolulu HI 96813 for the 2021-2022 school year. We also verify their vaccination status in the columns next to their names.

Contractor Name	Fully Vaccinated	Partially Vaccinated	Not Vaccinated

The Contractor will send a revised attestation form when any of the employee’s vaccination status changes or the employees assigned to work at MBTA changes.

\_\_\_\_\_  
Contractor Signature

\_\_\_\_\_  
Date:

Signed by/Title: \_\_\_\_\_