

MBTA BOARD MEETING MINUTES  
(revised 8/2007)

Date: November 5, 2010

Absent: M.Thompson

Recorded by: D.Oshiro

<b><i>The meeting was called to order by Board Chair Malia Chow at 12:30 p.m. via conference call.</i></b>	
Approval of Minutes	Minutes approved
<b>OLD BUSINESS</b>	
Topics Discussed	Comments/Decisions Made
AG Update on Settlement for 810 Pohukaina St. property; Approval from the AG to seek settlement with the landlord was received this week. AG Melissa Chee will proceed with the settlement with the landlord's attorney.	
<b>NEW BUSINESS: (REPORTS, ANNOUNCEMENTS)</b>	
Proposed hiring/firing/disciplinary procedures for personnel related to administration	<p>In response to concerns brought up during the annual financial audit, the Board implemented the auditor's recommendation to have the second signature on all checks be that of a LSB member. Effective October 2010, Board member Wattie Simmons has been reviewing and signing all school checks. A list of processed checks will be prepared monthly for review by all LSB members.</p> <p>Because of concerns raised by external sources regarding the number of related parties employed at MBTA, it is prudent for the LSB to consider a policy and procedure to assure that fair treatment of all employees exist in MBTA. Therefore, a recommendation has been made as follows:</p> <ul style="list-style-type: none"> <li>• Should any employee related to the principal require discipline or termination, the principal shall recues herself and forward all investigation and disposition to the LSB.</li> <li>• Should any employee related to the vice principal require discipline or termination, the vice principal shall recuse herself and forward all investigation and disposition to the principal.</li> <li>• Should there be any new employee applicants related to the administration in the future, they will be forwarded to the LSB for interviewing and/or hiring.</li> </ul> <p><u>Proposed Fair Employment Practices Policy:</u></p> <p>As is stated in Equal Employment Opportunity, Myron B. Thompson Academy will not use personal characteristics, such as age, national origin, race group, religion and disability to determine employment</p>

MBTA BOARD MEETING MINUTES  
(revised 8/2007)

Date: November 5, 2010

Absent: M.Thompson

Recorded by: D.Oshiro

<p>Nominees for two remaining vacancies on the LSB</p> <p>Upcoming WASC Accreditation Visit</p>	<p>eligibility. As long as an applicant meets educational, job skill and experience requirements, his personal characteristics should not be a factor as to if he receives the job or not. The proposed practices for employees related to any leadership team member will be implemented.</p> <p><b>DECISION BY LSB: A motion was made by M. Chow and seconded by J. Leong to:</b></p> <ul style="list-style-type: none"> <li>• <b>Consider the policy and procedure statements presented</b></li> <li>• <b>Seek legal advice from a practicing attorney or UH School of Law on the language and acceptable (ethics) of the proposed policy and procedure</b></li> <li>• <b>Have the two absent board members (Thompson, Honbo) comments included in the decision</b></li> </ul> <p><b><u>Motion carried. Vote: Unanimously accepted.</u></b></p> <p>K. Aki will ask N.Catalan, Esq. if she would assist with legal advice regarding the policy and consider being nominated as a LSB member. M. Simmons will also seek attorney nominee. J. Leong will ask a CPA if he would consider being nominated for a position on the LSB.</p> <p>The 5 member WASC Visiting committee (VC) will be here from Monday Feb. 28-Thurs. Mar. 3, 2011. Meeting with the LSB and VC to be determined.</p>
<p>Reports</p>	<p>None</p>
<p>Action Items</p>	<ol style="list-style-type: none"> <li>1. Decision on Fair Employment Practices and LSB's Role in discipline/termination of employees related to the administration:</li> <li>2. Nominees for Vacant Board Positions:</li> </ol>
<p>EXECUTIVE SESSION</p>	<p>Held in private.</p>
<p><b><i>The meeting was adjourned at 1:25 p.m.</i></b></p>	