

Governing Board Meeting Minutes DRAFT

Date- Thursday, May 11, 2022
Location- Myron B. Thompson Academy, 1040 Richards St., Ste. 220, Honolulu, HI 96813
Join Zoom Meeting
<https://zoom.us/j/98378670027?pwd=YW0xQUFFdzNlc2pldHdVR2QwbHRQUT09>
Time- 5:01 – 5:38 pm
Recorded by- J. Watanabe

Attendance- Principal D. Oshiro, J. Watanabe, P. Rigor; Zoom: M. Hughes, J. Dixon, M. Chang-Vierra, P. Izumo, M. Simmons, A. Takaki, J. Yukitomo, PJ Foehr (State Public Charter School Commission Office), A. Deutscher
Excused- S. Friedman, M. Thompson, M. Liao-Troth, W. Gomez, J. Smith

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| <p>I. CALL TO ORDER</p> | <p>The meeting was called to order at 5:01 pm by Dr. Chang-Vierra.</p> |
| <p>II. APPROVAL OF MINUTES A. April 2022</p> | <p>Ms. Yukitomo moved to approve minutes from April 14, 2022. Second by Dr. Izumo. No discussion. Aye votes by J. Watanabe, P. Rigor, M. Hughes, J. Dixon, M. Chang-Vierra, P. Izumo, M. Simmons, A. Takaki, J. Yukitomo. No nay votes. Motion carried.</p> |
| <p>III. PARENT AND PUBLIC COMMENT</p> | <p>N/A</p> |
| <p>IV. OLD BUSINESS</p> | <p>N/A</p> |
| <p>V. NEW BUSINES A. Monthly Financial Report – Action Items B. Governing By-Laws – Revision Action Item C. Amended YWCA Lease for new third floor classroom D. New school registration timeline</p> | <p>A. Mr. Deutscher presented the Balance Sheet and Profit and Loss (Income Statement) for the period ending 2/28/2022. Third and last portion of per-pupil funding from the Commission Office will be disbursed tomorrow. Three MBTA athletes participating at their district schools (OIA) qualified for the state tournament this school year and were provided financial support by the school (Athletic Services). Mr. Deutscher presented a proposed Student-Athlete Support Policy and Procedure to address future student participation.</p> <p>Ms. Simmons moved to accept Action Items a, b, and c. Second by Dr. Izumo. No discussion. Aye votes by J. Watanabe, P. Rigor, M. Hughes, J. Dixon, M. Chang-Vierra, P. Izumo, M. Simmons, A. Takaki, J. Yukitomo. No nay votes. Motion carried.</p> <p>Action Items</p> <p>a. Increase expense account 5360 Athletic Services from \$750.00 to \$3,800.00 and accept policy</p> <p>b. Section 1.3 Option to extend term for one additional two years with no annual rent escalator applied by notifying the Lessor in writing of Lease election to extend the term of the lease no later than midnight of on June 30, 2022.</p> <p>c. Approve amended lease for additional classroom space.</p> |

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Note: ***June 9th, next board meeting – FY2223 Budget presentation *** Board action will be required

- B. Dr. Watanabe presented the need for removing any proxy language from the By-Laws and formalizing a procedure for meeting leadership in case the Chair is absent from the meeting.

The current By-Laws Decision Making Section states *“Decisions will be made by voting. A quorum of 9 out of 13 will be required to pass a decision. Proxies will be accepted. Since proxies are accepted Alternates will not vote.”*

Action Items

- d. Revise the Decision Making section of the By-Laws to remove the proxy option. *“Decisions will be made by voting. A quorum of 9 out of 13 will be required to pass a decision.”*
- e. Formalize procedure to clarify leadership in the event of absence
 - 1. Designate a Vice-Chair
 - 2. In the event the GB Chair is not able to attend the meeting, the Vice-Chair will lead the meeting.
 - 3. In the event the Chair and Vice-Chair are both absent, any member of the HR committee may lead the meeting.

Dr. Izumo moved to accept Action Items d and e. Second by Ms. Yukitomo. Discussion clarified that changing the By-Laws required a board vote and agreeing on a procedure will be helpful in the event of leadership absence. Aye votes by J. Watanabe, P. Rigor, M. Hughes, J. Dixon, M. Chang-Vierra, P. Izumo, M. Simmons, A. Takaki, J. Yukitomo. No nay votes. Motion carried.

Dr. Watanabe confirmed that Dr. Chang-Vierra was willing to be the Vice-Chair.

- C. Amended YWCA Lease for new third floor classroom
- D. New school registration timeline – Will be addressed at the next meeting.

VI. OTHER BUSINESS
A. Principal’s Report (Oral)

- A. Principal Oshiro updated the board regarding the Charter Commission Office Frameworks Compliance Team’s visit on May 5, 2022. The team will participate in the school’s WASC accreditation visit.

Teachers from a university in Taipei will visit the school, among others, to learn more about the instructional model

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| | Mr. Foehr thanked Principal Oshiro for sharing her mana’o regarding virtual instruction with Commissioners. He noted that Principal Oshiro had contributed to the improvement of virtual instruction at other charter schools. |
| VII. ADJOURNMENT | Dr. Chang-Vierra adjourned the meeting at 5:38 pm. |
| VIII. EXECUTIVE SESSION | N/A |

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