

Governing Board Meeting Minutes

<p>Date: Thursday, July 13, 2023 Location - Join Zoom Meeting https://zoom.us/j/96021210913?pwd=Tmc2cEE3QlphQm5lL1o0SVpLWjlGUT09 Meeting ID: 960 2121 0913 Passcode: 805550 Time: 5:01 - 5:34 pm Executive Session: N/A Recorded by: M. Simmons</p>	
<p>Attendance- Principal D. Oshiro, M. Thompson, M. Liao-Troth, M. Simmons, A. Deutscher, J. Smith, J. Dixon, J. Yukimoto, C. Sumiye, R. David, P. Conol and Sihlo Excused: M. Chang-Vierra, A. Takaki</p>	
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I. CALL TO ORDER	Meeting called to order at 5:01 p.m. by Mr. Thompson.
II. APPROVAL OF MINUTES	Dr. Liao-Troth moved to approve minutes from May 11, 2023. Second by Ms. Simmons. Motion carried. June meeting cancelled, not minutes
III. PARENT AND PUBLIC COMMENT	N/A
IV. OLD BUSINESS	N/A
V. NEW BUSINESS	<p>A. Mr. Deutscher presented financial reports through June 30, 2023, including Balance Sheet and Profit & Loss (Income Statement). B. Action Items from May 2023 meeting/minutes revisited. Dr. Liao-Troth moved to approve. Seconded by Ms. Simmons. Motion carried. C. Discussed the following items for approval:</p> <ol style="list-style-type: none"> 1. Increase expense account 5112 Local School Board - Travel and Other Expenses \$500. Decrease expense account 5111 Local School Board - Contracted Services from \$1,000 to \$500. This action item does not change the overall budgeted expenses.
A. MONTHLY FINANCIAL REPORT AND BUDGET ACTION ITEMS	

Governing Board Meeting Minutes

<p>B. Update on GB Membership (term up for Matthew Liao-Troth this coming SY)</p> <p>C. New GB Members for vote of approval</p>	<ol style="list-style-type: none">2. Increase expense account 5265 Other Instructional Services Expenses \$45,000. Decrease expense account 5261 Textbooks & Related Materials from \$175,000 to \$160,000 (\$15,000). The remaining \$30,000 will be reflected in the overall expenses.3. Increase vendor limit Hawaii Academy, Inc. from \$20,000 to \$27,0004. FY23-24 Annual Budget5. FY23-24 Vendor List (\$10,000) <p>Dr. Liao-Troth motioned to approve the abovementioned list. Second by Mr. Sumiye Motion carried.</p> <p>D. Authorize Check Signature</p> <p>A second person is required for the school's check processing. M. Simmons motioned to add Mr. Sumiye as the second board member to be authorized to sign the checks. Second by Dr. Liao-Troth. Motion carried.</p> <p>E. New Governing Board Finance Chair</p> <p>Due to the absence of Dr. Izumo, Dr. Liao-Troth is the new Finance Chair.</p> <p>Mr. Dixon motioned to extend Dr. Liao-Troth's term. Second by Mr. Yukimoto. Motion carried.</p> <p>A. Introduction of and Approval for the New Governing Board Members:</p> <ol style="list-style-type: none">1. Mr. Chris Sumiye (Staff Representative - SY 23-24)2. Mrs. Raynee David (Parent Representative - SY 23-24)3. Ms. Peyton Conol (Student Representative - SY 23-24)4. Dr. Thomas Isadore, M.D. (Community at Large - 23-26) <p>Dr. Liao-Troth motioned to approve. Second by Mr. Dixon. Motion carried.</p>
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Governing Board Meeting Minutes

	<p>B. One Staff and Community-at-Large members are required to complete the Governing Board.</p>
<p>VI. OTHER BUSINESS A. Principal's Report (Oral)</p>	<p>A. Principal Oshiro provided an oral report. B. Highlights:</p> <ol style="list-style-type: none"> 1. Personnel Changes 2. Mr. Dixon's inquiries regarding: <ol style="list-style-type: none"> a. MBTA's teacher retention and hiring. MBTA is stable regarding most of the teacher retention. A position was created to establish an Elementary Resources Specialist. Concerns are usually with strong delivery math teachers (calculus) b. An administrator is listed as a summer school teacher. Principal Oshiro replied that she is-the only 12-month Administrator and all other administrators are 10-month. 3. C. W. Associate auditors will visit MBTA at the end of July beginning of August 2023. The full audit will be in October 2023. 4. Principal Oshiro and Ms. Simmons (Governing Board Representative) will meet with the Hawaii Public Charter School Commission Frameworks Team on August 2, 2023, to review the Charter contract.
<p>VII. ADJOURNMENT</p>	<p>The Governing Board shall complete the Conflict-of-Interest Policy and Disclosure Statement forms at the August in-house meeting. Mr. Dixon motioned to adjourn at 5:34 p.m. Second by Mr. Sumiye. Motion carried.</p>
<p>VIII. EXECUTIVE SESSION</p>	<p>N/A</p>