

**Governing Board Meeting Minutes DRAFT**

<p><b>Date:</b> Thursday, May 9, 2024  <b>Location:</b> <a href="https://zoom.us/j/98960271391?pwd=Q2QxeFdBbUFGZ1hHRVdlaXR3UFJKdz09">https://zoom.us/j/98960271391?pwd=Q2QxeFdBbUFGZ1hHRVdlaXR3UFJKdz09</a>  <b>Meeting ID:</b> 989 6027 1391  <b>Passcode:</b> 910488  <b>Time:</b> 5:02 p.m.  <b>Executive Session:</b> N/A  <b>Recorded by:</b> M. Simmons</p>	
<p><b>E-mail Responses:</b> Governing Board (GB) Chair M. Thompson, Vice-Chair (Vacant), GB Human Resources Chair and Secretary M. Simmons, Executive Boardmembers Dr. T. Isadore, Jim Dixon, Human Resources J. Yukimoto, and GB Finance Chair M. Liao-Troth; Staff Boardmembers C. Sumiye, A. Takaki, and R. Lee, Student Representative P. Conol, Principal D. Oshiro, Finance Director A. Deutscher, Elementary Administrator Kurumi Kaapana-Aki  <b>Absent:</b> Executive Boardmember J. Smith; <b>Excused:</b> Parent Representative R. David</p>	
<p><b>I. CALL TO ORDER</b></p>	
	<p>The May 9, 2024, meeting was called to order at 5:02 p.m. by Chair Thompson.</p>
<p><b>II. APPROVAL OF MINUTES (April 11, 2024)</b></p>	
	<p>Executive Boardmember Liao-Troth moved to approve the April 2024 minutes. Second by Executive Staff Boardmember Isadore. Voting members Chair Thompson, GB Human Resources Chair and Secretary Simmons, Executive Boardmembers Isadore, Dixon, and Yukimoto and Staff Boardmembers Sumiye, Takaki, and Lee, Student Representative Conol voted aye. Motion carried.</p>
<p><b>III. PARENT AND PUBLIC COMMENT</b></p>	
	<p>None</p>
<p><b>IV. OLD BUSINESS</b></p>	
	<p>None</p>
<p><b>V. NEW BUSINESS</b></p>	
<p><b>A. FINANCIAL REPORT</b></p>	
	<p>A. Mr. Deutscher presented an oral financial profit and loss balance report.</p> <p>The spread in the budget for Elementary’s savings is larger. Speculated reasons for the spread might be from allowing families more opportunities,</p>

**B. 2024-2025 ANNUAL BUDGET PREP**

such as, the resource room, which is filled with inventoried materials and also sponsored, donations, resourceful, free of charge offsite trips' etc.

B. 2024-2025 Annual Budget Prep

1. Budget prep for fiscal year (FY) 2024-25 was presented and action item amounts were discussed:

- a. Increase expense account 5222 Teachers Specialists – Salaries \$3,700. Decrease expense account 5221 Salaries Teachers, Classroom from \$1,521,500 to \$1,517,750. This action item will not change the overall budgeted expenses.
- b. Increase expense account 5231 Other Teaching Services – Salaries \$4,500. Decrease expense account 5221 Salaries Teachers, Classroom from \$1,517,750 to \$1,513,250. This action item will not change the overall budgeted expenses.
- c. Increase expense account 5239 Other Teaching Services – Contracted Services \$16,500. Decrease expense account 5221 Salaries Teachers, Classroom from \$1,513,250 to \$1,496,750. This action item will not change the overall budgeted expenses.
- d. Increase expense account 5251 Guide, Psych – Salaries \$10,500. Decrease expense account 5221 Salaries Teachers, Classroom from \$1,496,750 to \$1,486,250. This action item will not change the overall budgeted expenses.

Finance Chair Liao-Troth motioned to accept action items a-d, second by Staff Boardmember Takaki. Voting members Chair Thompson, GB Human Resources Chair and Secretary Simmons, Executive Boardmembers Dr. Isadore, Dixon, Human Resources Yukimoto, and GB Finance Chair Liao-Troth; Staff Boardmembers Sumiye, Takaki, and Lee, Student Representative Conol. Motion carried.

2. Discussed Items e-g. for approval action.

Item e. Vendor List FY23-24, vendor listed on lines 14 and 16.

Item f. Proposed Annual Budget FY24-25

Item g. Vendor List FY24-25' vendors over \$10,000

Discussion and Inquiries

1. Adjust the \$75,000 amount to \$16,000.

2. Is the interest earned included in the budget? Yes, as it guaranteed funding

What is the school's maximum capacity? At this point, its possible to increase the secondary count; however, for elementary its more restricted due to classroom space limitation. Elementary carries two-thirds of the school. There is no magic number; therefore, we must ask, do we want a big school or an extra effective school? We have had a thousand students at one time; but, a workable number would be approximately six hundred. An end of the year review will provide the data to see what the impact is due to larger amounts from this year. A redesign of the Elementary division will be discussed and performed by leadership.

3. Does MBTA track MBTA graduates? Yes. Ms. JC Waterhouse is in contact with graduates and maintains statistical data. Researching and considering other avenues to see what other paths and doors are available to the upcoming students.

Finance Chair Liao-Troth motioned to accept items e-g, second by Boardmember Sumiye. Voting members Chair Thompson, GB Human Resources Chair and Secretary M. Simmons, Executive Boardmembers Isadore, Dixon, and Yukimoto and Staff Boardmembers Sumiye, Takaki, and Lee, Student Representative Conol voted aye. Motion carried.

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<p><b>VI. OTHER BUSINESS</b></p> <p><b>PRINCIPAL'S REPORT (ORAL)</b></p>	<ol style="list-style-type: none"><li>1. Principal Oshiro provided an oral report.</li><li>2. Principal Oshiro had a conversation with the Attorney General Office regarding use of support funding for the students. MBTA funds must be utilized for actively attending MBTA students. Revisit institutes to include all advancement placement (AP) classes, starting students from the tenth grade.</li><li>3. Possibly hire adjunct college teachers through memorandum of agreements to teach the AP students. Negotiate for delayed credit approval for future redemption. Further discussion will be continued in the GB and Leadership meetings. It's time to redirect, redefine, and rebuild MBTA institutions.</li><li>4. Assist student entrepreneurs. One idea is to also contact the Center of Entrepreneurs and Education Internship at Hawaii Pacific University regarding K-12 enterprise programs within the school from one class to the next.</li></ol>
<p><b>VII. ADJOURNMENT</b></p>	<p>A. Announcement and Reminder:</p> <ol style="list-style-type: none"><li>1. Proxy votes are not allowed; therefore, it is important that all members attend the monthly meeting on time, especially for quorum voting.</li><li>2. June 2024 GB meeting is cancelled.</li><li>3. Recruiting Boardmembers<ol style="list-style-type: none"><li>a. Retreat Planning Committee</li></ol><p>The retreat is to plan and support the goals of the school. Hold productive strategic planning.</p></li></ol>

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b. Marketing Committee

Future marketing ideas.

4. Executive Boardmember Renewal

Finance Chair Liao-Troth moved to accept Executive Boardmember Dixon for another term. Seconded by Executive Boardmember Isadore. Chair M. Thompson, GB Human Resources Chair and Secretary M. Simmons, Executive Boardmembers Isadore and Dixon, Staff Boardmembers C. Sumiye, A. Takaki, and R. Lee, and Student Representative P. Conol voted aye. Motion carried.

B. Adjournment

Executive Boardmember Dixon motioned to adjourn at 5:55 pm Seconded. by Executive Boardmember Isadore. Chair M. Thompson, GB Human Resources Chair and Secretary M. Simmons, Executive Boardmembers Isadore and Dixon, Staff Boardmembers C. Sumiye, A. Takaki, and R. Lee, and Student Representative P. Conol voted aye. Motion carried.

**VIII. EXECUTIVE SESSION**

N/A