

**Ka'ōhāo Public Charter School  
Minutes of Board Meeting, Wednesday July 27, 2022  
6:30 PM Ka'ōhāo School library**

**Board Members Present:**

Dr. Jared Underwood, Acting President  
Kristin Hanaoka, Interim Director (via Zoom)  
Cathy Camp  
Patty Bell  
Heather Tyrrell

**Community Member Present:**

Kim Way, Scribe  
Angela Xoinis  
Amy Brislin, KSO  
PJ Foehr, Charter School  
Commission

Quorum met? Yes

**I. Call to Order**

- a. Dr. Underwood called to order the regular meeting of Ka'ōhāo School Governing Board at 6:37 pm on July 27, 2022 at the Ka'ōhāo School library.

**II. Reading and Approval of Minutes**

- a. Motion for approval of the May Minutes was moved by Ms. Camp. The motion carried unanimously in favor viva voce.

**III. Reports**

**a. Community Input: Angela Xoinis**

- i. Ms. Xoinis respectfully requested that the GB revisit the approval of filling the 'Aina Team Coordinator position prior to the hire of the School Director.

**b. Ka'ohāo School 'Ohana Report: Angela Xoinis**

- i. Ms. Brislin shared the prospective event calendar for this school year, as well as KSO financials for the past school year.
- ii. This year the KSO will be funding requests from the Specials classes, using funds raised from the April 2022 auction fundraiser.

**c. Student Council Report**

- i. None

**IV. Director's Report- Dr. Sakurai**

- a. Ms. Hanaoka shared staffing changes for the upcoming school year.
- b. She described the work that was done over the summer to prepare to open the new school year.

- c. A Back to School and COVID-19 update letter was sent out to parents.
- d. The board appreciated Ms. Hanaoka worked on addressing the issues raised by staff in the recent past.

**V. Pandemic Advisory Team - No report**

**VI. Reports of Committees**

**a. Nomination Committee - Nara McDonald**

- i. Discussion tabled for executive session.

**b. Finance Committee - Patty Bell**

- i. Ms. Bell met with Ms. Hanaoka and Ms. Way to discuss this year's Per Pupil Allocation, fixing and upgrading the phone system, fixing the PV solar system, and taking bids to upgrade the school's website

**c. Strategic Planning Committee- Heather Tyrrell**

- i. They are planning to revisit the mission statement at the beginning of this school year.

**d. Transition Committee— Patty Bell**

- i. The board agreed that this committee should continue to exist until Ms. Hanaoka confirms receipt of her new salary amount under bargaining unit 06.

**e. Director Search Committee- Dr. Underwood**

- i. The committee has put together a job description, and is about to release the solicitation through various outlets.

**f. Director Evaluation Committee - Dr. Underwood**

- i. The evaluation survey was completed and results compiled, but a written report is still forthcoming.
- ii. The main feedback gathered from the survey was what was desired by a director for the school.

**VII. Board Governance**

- a. Board Nominations: ACTION vote was scheduled but moved to table by Ms. Bell. The motion carried unanimously in favor viva voce.
- b. Board Elections: ACTION vote of new positions. Action without meeting took place prior to today's meeting. Motion to approve nominations was made by Ms. Bell & seconded by Ms. Camp. Discussion of nominations took place with the following officers being voted on:
  - i. President - Dr. Jared Underwood, First Vice-President - Nara McDonald, Second Vice-President - Patty Bell, Treasurer - Cathy Camp, Secretary - Heather Tyrrell
  - ii. ACTION vote was moved by Ms. Bell. The motion carried unanimously in favor viva voce.

**VIII. Unfinished Business - None**

**IX. New Business:**

- a. **2022/23 Meeting Dates/Times** - The third Thursday of the month was decided. The Board decided to work towards having a consent agenda with reports available prior to the meeting in order to facilitate shorter meeting times. A time schedule for each agenda item will also be included.
- X. Adjournment:** Dr. Underwood adjourned the meeting to closed session at 8:38 pm.

**Next Meeting: August 18, 2022**

Submitted by Kim Way, Scribe

**Be it resolved that:**

- The Board approves the minutes of July 26, 2022.

In witness thereof, the undersigned members of the Board have duly executed this resolution on August 18, 2022.

*Jared Underwood, Patty Bell, Nara McDonald, Heather Tyrrell*

Kristin Hanaoka

Angela Xoinis

Shannon Yarber

Dan Hildenbran

Carli Tobias

Fon Breiner

Kristi Petosa-Sigel