

Governing Board Meeting Minutes DRAFT

Date: Thursday, December 11, 2025

<https://zoom.us/j/98793960951?pwd=ByaZ19nekxtV4ZPICYz0e2MAqEWpnl.1>

Meeting ID: 987 9396 0951

Passcode: 219526

Time: 5:00 p.m. to 5:18 p.m.

Executive Session: N/A

Recorded by: J. Waterhouse

Attendees: GB Chair M. Thompson, Human Resources Executive Member J. Yukitomo, Staff Boardmember J. Waterhouse, and A. Freitas, Parent Representative C. Campora, Principal D. Oshiro, Finance Director J. Tabangcura, Human Resource Director A. Tojio, and former Finance Director A. Deutscher.

Absent: GB Vice Chair, Executive Boardmembers GB Finance Chair M. Liao-Troth, GB Human Resources Chair, Secretary M. Simmons, Executive Boardmembers Dr. T. Isadore, J. Smith, J. Dixon, Staff Boardmember B. Santos, Student Representative J. Drummondo

I. CALL TO ORDER	Chair Thompson called the meeting to order at 5:00 p.m.
II. APPROVAL OF MINUTES (October 2025)	The November 2025 meeting minutes were provided, but due to a lack of quorum will be approved at the next meeting.
III. PARENT AND PUBLIC COMMENT	None
IV. OLD BUSINESS	None
V. NEW BUSINESS A. FINANCIAL ACTION ITEMS	<p>D. Oshiro clarified that in the summer a proposed budget is provided for review which is then finalized pending the official enrollment count.</p> <p>J. Tabangcura provided the financial reports from July 2025 – November 2025, including Balance Sheet and Profit & Loss (Income Statement).</p> <p>The proposed summer budget projected a per pupil funding of 576 students and as of November 15, 2025 the actual count was a total of 406 reflecting a \$315,000 loss and no change to expenses. Typically, our budgets run conservative, so if there is a variance it may not result in a loss.</p> <p>Action Items to be voted:</p> <ul style="list-style-type: none">a. Approval of final Budget FY2526b. Approval of three vendor over limit:<ul style="list-style-type: none">a. Microsoft/Dell – Increase from \$89,000 to \$115,500

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	<ul style="list-style-type: none">b. Apple - \$25,000c. Elmira Dayen, contracted English Language Learner (ELL) teacher - \$24,500 <p>Due the lack of quorum and increase in fees associated with the tech refresh of laptops for staff this school year, GB members will be asked to submit an electronic vote on pending Action Items.</p>
VI. OTHER BUSINESS PRINCIPAL REPORT (ORAL)	<p>Principal Oshiro oral report highlighted:</p> <ul style="list-style-type: none">1. Appreciation to the staff, students and families who participated in Aimee Takaki's Celebration of Life on campus last month.2. Thanked the GB for the beautiful purple iris wreath given to the Takaki Family memorial service last month and shared detailed about the Aimee Takaki Endowment Fund through the University of Hawaii Foundation. <p>Action Items to be voted upon electronically due to lack of in-person quorum:</p> <ul style="list-style-type: none">a. Donate \$1,000 to the Aimee Takaki Endowment Fund on behalf of MBTA.
VII. ADJOURNMENT	<p>Adjournment</p> <p>Human Resources Executive Member J. Yukitomo, move to adjourn, second by Staff Boardmember J. Waterhouse . All attendees voted aye, no opposition, motion carried.</p>