

Ka ‘Umeke Kā‘eo Governing Board Minutes

April 21, 2026

1. Meeting Opening

1.1 Call to Order: The Governing Board meeting for Ka ‘Umeke Kā‘eo Public Charter School was called to order at 5:04 P.M. on April 21, 2026, by Governing Board Support Nena Auld.

1.2 Attendance: Board members present included: Lima Naipo, Kelly Osorio, Ka‘aka Swain, Laura Acasio (Zoom), Ipo Kahele, Ulu Ching, Nohea Nahale-a, and Louisa Lee and Nena Auld as board support.

1.3 Approval of Agenda: [Agenda](#) *U. Ching moved, L. Naipo second* **APPROVED**

1.4 Public Comments on Agenda and Non Agenda Items: None

1.5 Haumāna Report: None

1.6 Approve Minutes:

Minutes: Governing Board Meeting [2-19-26](#) *I. Kahele moved, L. Naipo second* **APPROVED**

1.7 Financials were reviewed and filed:

a) Financials: [JANUARY 2026](#)

b) Financials: [FEBRUARY 2026](#)

Increases in Contractual Services Costs: AC replacements, Mahualahinano Costs, TANF contracts.

2. Matters For Decision:

2.1 [EKF MOU](#)

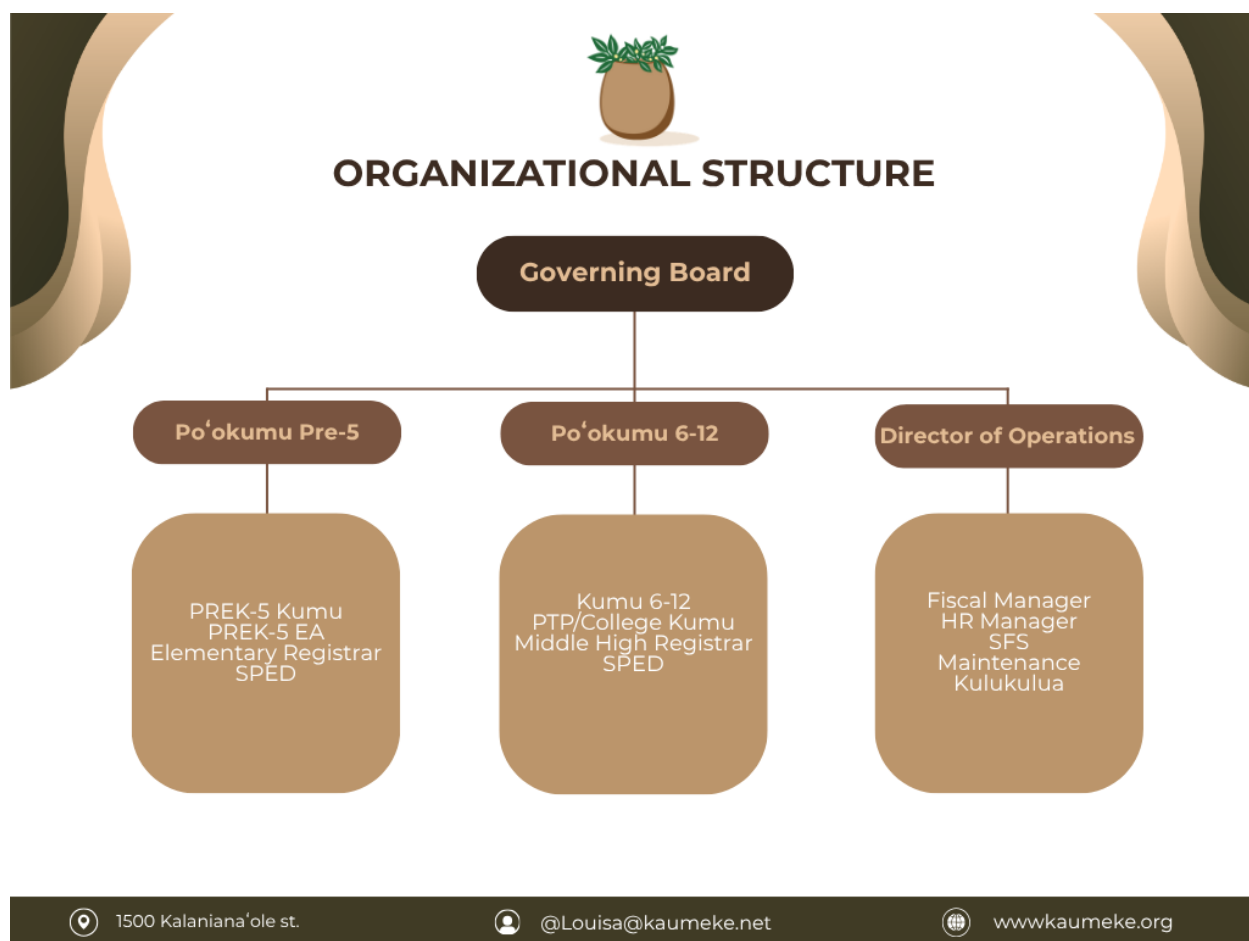
No changes from previous year, this is a one year MOU

L. Naipo moved, K. Swain second **APPROVED**

2.2 Ka ‘Umeke Leadership and Organizational Change:

Current:  MK 24_25 Ka ‘Umeke Kā‘eo PCS Organizational Chart.pdf

New:



*U. Ching moved, L. Naipo second, **APPROVED***

The board discussed multiple organizational structures to address Ka 'Umeke's current program and staffing needs. The administrative team discussed the need to spread out the Po'okumu's responsibility between two people one serving primarily the Kula Ha'aha'a Program and one serving the Kula Waena/Kiekie program. Since the current Po'okumu took on the position, Ka 'Umeke has seen a student increase of over 100 students. The board considered the option of hiring a Po'okula with two Po'okumu and spreading out the duties currently being covered by the Director of Operations, but ultimately decided this transition would take time. The board further discussed that Ka 'Umeke is at max capacity for enrollment, we are need of more day to day leadership support, and that we need to streamline leadership focus areas. Adding an additional Po'okumu would also support support succession planning and training of new leadership while also making the position more manageable. The governing board would interview and be in charge of the Po'okumu hiring process. The cost for this position is between 130,000-\$155,000 in alignment with a community school principal designation.

2.3 Leave Cash Out Policy

This proposed policy enables employees who have at least 200 hours of unused vacation to cash out up to 100 hours of their vacation leave one time per year in the month of May. Accrued vacation is a financial liability and this policy enables Ka ‘Umeke to limit the amount of vacation liability we have at the end of each fiscal year while also honoring employees who do not take vacation and could lose earned vacation hours if they reach the max amount. *K. Swain moved, I. Kahele second, APPROVED*

2.4 Leave Cash Out Policy when Transitioning to New Position

Admin proposed that when existing Ka ‘Umeke employees move from one position to another that all of their accrued vacation leave be paid out at the rate of the existing position with the exception of 10 days (2 weeks). The purpose of this policy is to ensure that vacation is paid for in the position that it was earned in. *U. Ching moved, I. Kahele second, APPROVED*

2.5 Purchase of New School Van(s) and 2.6 Purchase of New School Bus

Our current school bus is more than 10 years old, the bus can be used for charters but we need a new bus to transport our haumāna. Having a school bus is critical for attendance.

We purchased our current bus at the cost of \$120,000. We are not interested in purchasing an electric bus. We also need a new van, we use the bus and van consistently throughout the school year. Approval would allow us to shop around and get some ideas. Our plan is to buy a brand new bus and van. *U. Ching moved, L. Naipo second, APPROVED*

2.7 Approve 26-27 School Calendar

 2026-27-Official-School-Calendar.xlsx

The DOE calendar had been pre-approved for Ka ‘Umeke. We are proposing adjustments to maintain our Merrie Monarch week, and are considering consolidating our spring break and Merrie Monarch week for a 2 week spring break. We would offer the option to Kumu to front load the year with PD days, including an open house at the beginning of the year. It is also an option that we merge Merrie Monarch week and Spring Break week. A benefit would be to line up spring break with other schools breaks. Kumu PD is 21 hours, if we frontload those hours we will be able to have deeper PD options. Decision: offer these two options to Kumu. Based on this feedback, administration can create the calendar.

L. Naipo moved, K. Swain second APPROVED

2.8 Tardiness and Minimum Leave Usage Policy MOVED TO TABLE

2.9 Payroll Lag Support Policy MOVE TO TABLE

3. Matters for Discussion

3.1 Commission Frameworks Performance Team Visit

Ka 'Umeke_Spring 2026 Site Visit Follow-Up Letter

Ka 'Umeke will be up for contract renewal in the 26-27 SY, it has been 5 years. We are taking more time to talk about organization and financial framework.

3.2 Leadership Late and Absences Communication

We notify kumu when they are late via email and the Po'okumu is notified as well. Leadership does not have notifications in place for when they are late, moving forward the board will get notification via email if the Po'okumu, Director of Operations, or other member of the leadership team is late.

3.3 CSI Update

Continuous school improvement update.

Kumu Shari and Louisa Lee went to school improvement Scorecard Event hosted by the Charter School Commission, if you are in continuous school improvement, the commission is encouraging schools to create our own report cards that will more accurately share information about our school and the things we value. For example we could show hours of experiential based learning for each grade level, because that is a critical part of our program. When a lot of the schools go up for renewal SBAC are low. If we implement Scorecard it can help for contract renewal.

4. Reports

4. Reports:

4.1 Po'okumu/Academic

4.2 Operational/Financial

4.3 'Ohana

4.4 Community

5. Meeting Closing

5.1 Announcements: None

5.2 Next Meeting: Jun 16, 2026

5.3 Adjournment: Meeting was adjourned at 7:30 P.M. by Board Support Louisa Lee.

Minutes submitted by: Board Support, Louisa A. Lee

