

**Waikiki Community Preschool
Governing Board Meeting Minutes March 9, 2026**

PRESENT: Members: Nancy Wallace (Chair), Paddy Kauhane (Treasurer), Nicole Altman, Kristen Hara, Barbara DeBaryshe, Lisa Lee

Administrative: Caroline Hayashi, Waikiki Community Center

Guests/Public: Jaime Hassey, WCP Director

I. Call to Order

The meeting was called to order at 3:05 p.m.

II. Approval of Minutes from 1/26/26

The meeting minutes were not previously distributed so they will be approved via email to give board members time to review them.

III. Board Chair Update – There was nothing new to report.

IV. School Report

Director Jaime Hassey reported on recent school activities and outcomes summarized below.

- Recruitment for next school year is under way. 90% of eligible current students (e.g. those not going to kindergarten) have indicated an intent to return. Applications open until 3/31.
- Added Creative Curriculum online access for families to increase family engagement and understanding. Received much positive feedback from families and teaching staff.
- Revamped parent handbook to provide more detail
- Completed second data reports that shows classroom progress. Indicated a significant increase in program based on Creative Curriculum observations and assessments
- WCP's 2026-27 SY calendar was accepted

V. Service Provider Report

WCC and WCP need to establish a framework for the school's subsidy so that both boards can do fiscal planning. WCP will approve a request to WCC for the 2025-26 School Year based upon a projected deficit. In May, WCP will approve a request to WCC for the 2026-27 School Year based upon the SY2026-27 budget.

The board reviewed income statements for quarters one and two and projections for quarters three and four. Treasurer Kauhane requested that cash flow be included in future financial statements.

VI. Items for Approval

- a. Subsidy request to Waikiki Community Center for SY 2025-26

Treasurer Kauhane made a motion to approve a subsidy request of \$75,000 from Waikiki Community Center for the 2025-26 School Year based upon a projected budget deficit. Board Member DeBaryshe seconded the motion. The motion passed unanimously.

b. By-laws

In the last meeting, there was a question about staggering board member terms. Since Board Member Altman was not present, the board held the approval of the by-laws until this was clarified. The staggering would be accomplished by having varying initial terms so that two members would be rotating every year. The staggering would be accomplished over several years.

Board Member DeBaryshe made a motion to approve the WCP by-laws as amended. Board Member Lee seconded the motion. The motion passed unanimously.

Board Member Altman made a motion to go into executive session to discuss personnel matters. Board Member Lee seconded the motion. The motion passed unanimously.

Executive Session