

**Waikiki Community Preschool
Governing Board Meeting Minutes May 11, 2026**

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

Administrative: Caroline Hayashi, Waikiki Community Center

I. Call to Order

The meeting was called to order at 3:37 p.m.

II. Approval of Minutes from 3/9/26

There was a motion by member DeBaryshe to approve the meeting minutes with the addition of a listing of those present. Member Altman seconded the motion.

III. Board Chair Update

- Chair Wallace advised that meetings are scheduled through July and the board needs to establish next fiscal year's calendar. There was discussion about moving the meeting time to 3:00 p.m. instead of 3:30 p.m. Members agreed that works for them.
- The funding bill that would have provided stop-gap funding for this year did not pass through the legislature this year.
- The school is projecting to have a larger deficit next school year. WCC fundraises for the WCP deficit. Their annual fundraiser is in August and any assistance from the board for cash or auction donations would be appreciated.

IV. School Report

- The last data narrative report of the year was recently conducted and being finalized. Results will be shared with the board.
- Teachers are half way through parent teacher conferences.
- May Day celebration was on May 1. Photos were shown.
- It was noted that Elite Parking and the Hilton Waikiki Beach hotel assist the school at no cost with parking when there are all-school events.
- Parent surveys were sent. Participation doubled with mostly positive feedback. A summary will be sent to the board.
- 95% of eligible students will be going to kindergarten and the other 5% relocating off island. Graduation is coming up soon.
- Applications for next school year came in, a lottery was conducted and staff is finalizing students for the coming year. There school is full with a waiting list.

V. Service Provider Report

Financial Report – Quarter 3 report was reviewed. Most of the variance is due to the Contributions income item, which is WCC's subsidy of the school. It was reported that most of the subsidy was transferred in May (4th Quarter) and the remaining will be transferred in June.

In was also noted that the school is in a positive cash position to cover its expenses. Treasurer Kauhane requested dates on future statement of activities. There was a question on the Employer Payroll Tax line item, which is a reimbursed expense. Treasurer Kauhane suggested it may go through the balance sheet if it is reimbursed.

The board will approve the next fiscal year's budget, including the subsidy requested from WCC at the next meeting in July. However, initial projections indicate significantly more subsidy will be needed next year compared to the current year.

Although the funding bill did not pass, WCP and WCC will be working with HCAN and PACT to focus on the biennium budget to get a more permanent increased allocation approved.

VI. Items for Approval

Chair Wallace advised that board needs to approve the sublease between WCC and WCP as the current lease expires on 7/30/26. There is a proposed increase in the rental rate of 2.87%. Treasurer Kauhane commented that average rental rates from community centers had a wide range but were all significantly higher than the new rate being proposed.

Treasurer Kauhane made a motion to approve the new sublease terms, member DeBaryshe seconded. The motion passed unanimously.

Chair Wallace ended the meeting at 4:26 pm.

Chair Wallace made a motion to go into executive session to discuss a student matter. Board Member Altman seconded the motion. The motion passed unanimously.

Executive Session

There was no further action taken.