

**HO'OKĀKO'O**  
**SCHOOL GOVERNING BOARD MEETING**  
**Tuesday, August 27, 2019, 2:00 PM – 4:00 PM**  
**1360 S. Beretania Street, Suite 202, HNL, HI 96814**  
**AGENDA**

AGENDA ITEM	PURPOSE	DECISION MAKING	ATTACHMENTS
<b>I. Welcome</b> (J. Uno)	<ul style="list-style-type: none"> <li>• Call meeting to order</li> <li>• Establish quorum</li> </ul>		
<b>II. Acceptance of Governing Board Minutes</b> (J. Uno)	<p>Board acceptance of draft January 22, 2019 Governing Board Minutes into the record</p> <p>Board acceptance of draft May 30, 2019 Governing Board Executive Session Minutes into the record</p> <p>Board acceptance of draft July 1, 2019 Governing Board Executive Session Minutes into the record</p>	<p>Action needed: Acceptance of January 22, 2019 Governing Board Meeting Minutes into the record</p> <p>Acceptance of May 30, 2019 Governing Board Executive Session Meeting Minutes into the record</p> <p>Acceptance of July 1, 2019 Governing Board Executive Session Meeting Minutes into the record</p>	<p>HC Governing Board January 22, 2019 Meeting Minutes – DRAFT</p> <p>HC Governing Board May 30 2019 Meeting MINUTES – DRAFT</p> <p>HC Governing Board July 1 2019 Meeting Minutes - DRAFT</p>
<b>III. School Reports:</b>			
A. Kamaile Academy (P. Kepka)	Kamaile Academy Report		
B. Kualapu'u School (L. Trinidad)	Kualapu'u School Report		
C. Waimea Middle School (J. English)	Waimea Middle School Report		
<b>IV. Committee Reports:</b>	<i>Committee reports related to school governance</i>		
A. Executive (J. Uno)	Announcement - Executive Committee will schedule Principal Evaluations		

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<p>B. Nominating &amp; Governance (J. Uno)</p>	<p>Announcements: board member terms to be discussed in HC Nonprofit Board Meeting:</p> <ul style="list-style-type: none"> <li>● Board members' terms expiring 8/9           <ul style="list-style-type: none"> <li>○ J. Uno</li> <li>○ B. Kalipi</li> <li>○ R. Peters</li> </ul> </li> <li>● Renewal of board members for 2nd term           <ul style="list-style-type: none"> <li>○ P. Nakayama (expired 4/7)</li> <li>○ B. Parsons (expired 5/16)</li> </ul> </li> <li>● Discussion of Board Prospects (3)</li> </ul>		
<p>C. Budget &amp; Finance (I. Takushi)</p>	<p>Discuss ratification of June 10, 2019 email vote approving 2019-2020 school budgets. Eight (8) board members responded Aye (yes) to the approval of school budgets:</p> <p>J. Uno          B. Parsons          R. Peters          I. Takushi          B. Kalipi          N. Barry          P. Nakayama          K. Ka'awaloa          M. Caires &amp; K. Pineda-Akiona did not vote</p>	<p>Action needed:          Ratify June 10, 2019 email vote approving 2019-2020 school budgets</p>	
<p>D. Education (R. Peters)</p>			
<p>E. Development (B. Parsons)</p>			
<p>F. External Relations (M. Caires)</p>			

<b>V. Executive Director Report</b> (D. Gibson)	Discuss ratification of June 10, 2019 email vote to approve school admissions policy. Eight (8) board members responded Aye (yes) to the approval of school admission policies J. Uno B. Parsons R. Peters I. Takushi B. Kalipi N. Barry P. Nakayama K. Ka'awaloa M. Caires & K. Pineda-Akiona did not vote	Action needed: Ratify June 10, 2019 email vote approving school admission policies	
<b>VI. Other Business</b>	Next meeting: November 26, 2019		HC Board Meeting Calendar 2019-2020
<b>VII. Executive Session</b>	<i>Session is closed to the public</i> Discussion of Kamaile Academy Principal compensation and agreement.	Action needed: Approval of Kamaile Academy Principal Agreement	
<b>VIII. Adjourn</b>			

Persons requiring special assistance or services, such as a sign language interpreter, should contact David Y. Gibson at (808) 983-3835 or [dgibson@hookakoo.org](mailto:dgibson@hookakoo.org) at least three business days before the meeting. Requests made as early as possible will allow adequate time to fulfill your request. Upon request, this notice is available in alternate formats such as large print, Braille, or electronic copy. Parking is available in Visitor Stalls and Reserved Stalls #30-35.

**HO'OKĀKO'O**  
**SCHOOL GOVERNING BOARD MEETING**  
**Tuesday, January 22, 2019, 2:00 PM – 3:30 PM**  
**1360 S. Beretania Street, Suite 202, HNL, HI 96814**  
**MINUTES - DRAFT**

Present: Joe Uno, Kumau Pineda-Akiona (remote), Nancy Barry, Ivan Takushi (remote), Matt Caires, Kaipo Ka'awaloa (remote), Blake Parsons, Robert Peters  
Excused: Barbara Kalipi, Paul Nakayama, Janice English  
Staff: Lydia Trinidad, Paul Kepka, Chris Kono, David Gibson

AGENDA ITEM	Notes	DECISION MAKING	FOLLOW UP	ATTACHMENTS
<b>I. Welcome</b> (J. Uno)	<ul style="list-style-type: none"> <li>● Call meeting to order</li> <li>● Establish quorum</li> </ul>	2:08 PM Quorum established		
<b>II. Acceptance of October 9, 2018 Governing Board Minutes</b> (J. Uno)	Board acceptance of draft Oct 9, 2018 Governing Board Minutes into the record	Action needed: Acceptance of October 9, 2018 Governing Board Meeting Minutes into the record  Accepted unanimously		HC Governing Board Oct 9 2018 Meeting Minutes – DRAFT
<b>III. School Reports:</b>  A. Kamaile Academy (P. Kepka)	Kamaile Academy Report See written report.  1. School committed to whole school improvement 2. Focused and committed on literacy; Pre-K having a positive impact on DIBELS scores 3. Committed to P-12 though potential issue with loss of Pre-K funding; funding for 2019-2020 seems to be in place 4. Looking at facilities planning; working on Eurus land donation, and possible lease of adjacent land for storage. 5. Discussed Notice of Concern from Commission 6. Kamaile Principal search has begun 7. P. Kepka present revised vision statement; mission unchanged	Action Needed: For Board to adopt revised Kamaile Vision Statement. (B. Parsons/M. Caires)  Unanimously approved	Board WASC meeting 1/29/2019 at 5 PM at HC	KAMAILE HC BOARD REPORT 1_22_19 w attachments

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<p>B. Kualapu'u School (L. Trinidad)</p>	<p>Kualapu'u School Report</p> <p>Successes:</p> <ol style="list-style-type: none"> <li>1. 100% staff giving; \$1,000 matching gift from anonymous donor; still building development</li> <li>2. Committed to reading planning; using Writing and Reading Workshop curriculum; students reading more for enjoyment</li> <li>3. PLC continuing</li> <li>4. Second NHEP grant received by Kualapu'u &amp; Kamaile focused on literacy and arts</li> <li>5. Academic data on track with last year</li> <li>6. Immersion has their own tests in the Hawaiian language</li> <li>7. Upcoming Fundraisers: Moloka'i Metric last weekend &amp; Glass for Class 2/9</li> </ol> <p>Major Needs</p> <ol style="list-style-type: none"> <li>1. Facilities planning - Cafeteria and kitchen redesign; would like to complete a facilities plan; working with Kamehameha Schools.</li> </ol> <p>J. Uno has ideas about facilities planning and potential consultants.</p> <p>See attached written report.</p>			
<p>C. Waimea Middle School (J. English)</p>	<p>Waimea Middle School Report</p> <p>No report</p>			<p>WMS January 2019 HC Principal Governing Board Report</p>
<p><b>IV. Committee Reports:</b></p> <p>A. Executive (J. Uno)</p>	<p><i>Committee reports related to school governance</i></p> <p>J. Uno, M. Caires &amp; D. Gibson met with Sione Thompson who expressed appreciation for HC services.</p>			

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<p>B. Nominating &amp; Governance (J. Uno)</p>	<p>Discussion of current school parents becoming board members representing the school community.</p> <p>Kualapu'u's request to have parent nominated to the board was withdrawn by the school.</p>			
<p>C. Budget &amp; Finance (I. Takushi)</p>	<p>Committee met on 10/24/2018 with N&amp;K CPAs, Inc. to review the school audits.</p> <p>The committee recommends to the board the acceptance of the audits. K. Pineda-Akiona motioned that board accept audits.</p> <p>I. Takushi presented school budgets and reviewed budget updates.</p> <p>HC to solicit proposal for 2019 audit services; RFP being developed and to be sent out by the end of February.</p>	<p>Action needed:          Motion to accept audits (K. Pineda-Akiona/K. Ka'awaloa)</p> <p>Unanimously approved</p>		
<p>D. Education (R. Peters)</p>	<p>No Report</p>			
<p>E. Development (B. Parsons)</p>	<p>Update on Strategic Planning implementation framework outlining schools' role</p>			<p>Hookakoo-Strategy-FINAL</p> <p>Hookakoo-Strategy-ImplementationFramework</p>
<p>F. External Relations (M. Caires)</p>	<p>Committee met on January 10, 2019. Committee will draft the committee charter for the next board meeting. M. Caires to attend Commission retreat.</p>			

	<p>Planning next committee meeting.</p> <p>Discussion of 2019 Legislative priorities.</p>			
<p><b>V. Executive Director Report</b> (D. Gibson)</p>	<p>Board voted by conference call on December 10, 2018 to accept HSTA proposals. Present on call were P. Nakayama, B. Peters, N. Barry, K. Pineda-Akiona, K. Ka'awaloa, J. Uno, I. Takushi, and B. Kalipi.</p> <p>Motion to accept HSTA proposals brought by P. Nakayama/B. Peters          Motion passed unanimously.</p> <p>Kamaile Principal Recruitment process has begun.</p>			
<p><b>VI. Other Business</b></p>				
<p><b>VII. Adjourn</b></p>	<p>Meeting adjourned at 3:55 PM          Next meeting: April 23, 2019</p>			

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**HO'OKĀKO'O**  
**SCHOOL GOVERNING BOARD MEETING**  
**Friday, May 30, 2019, 2:00 PM – 4:00 PM**  
**1360 S. Beretania Street, Suite 202, HNL, HI 96814**  
**MINUTES - DRAFT**

Present: Joe Uno, Chair, Blake Parsons, Vice Chair, Nancy Barry, Secretary  
 Remote: Ivan Takushi, Treasurer, Barbara Kalipi, Kumau Pineda-Akiona, Paul Nakayama, Matt Caires  
 Guests: Greg Sato, Ken Nakasone  
 Staff: Chris Kono, Director of Human Resources, David Y. Gibson, Executive Director

AGENDA ITEM	NOTES	DECISION MAKING	FOLLOW UP	ATTACHMENTS
<b>I. Welcome</b> (J. Uno)	<ul style="list-style-type: none"> <li>• Meeting called to order</li> <li>• Quorum established</li> </ul>			
<b>II. Acceptance of January 22, 2019 Governing Board Minutes</b> (J. Uno)	Board acceptance of draft January 22, 2019 Governing Board Minutes into the record	Action needed: Acceptance of January 22, 2019 Governing Board Meeting Minutes into the record – DEFERRED TO NEXT MEETING		
<b>III. Executive Session</b>	<i>Session closed to the public</i> <ul style="list-style-type: none"> <li>• Board discussion of personnel matter.</li> <li>• Board discussion of Kamaile Principal selection. Interviews to be completed on June 12, 2019.</li> </ul>			
<b>VII. Adjourn</b>	Next meeting: June 12, 2019			

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**HO'OKĀKO'O**  
**SCHOOL GOVERNING BOARD MEETING**  
**Monday, July 1, 2019, 4:30 PM – 6:30 PM**  
**1360 S. Beretania Street, Suite 202, HNL, HI 96814**  
**MINUTES - DRAFT**

AGENDA ITEM	PURPOSE	DECISION MAKING	ATTACHMENTS
<b>I. Welcome</b> (J. Uno)	<ul style="list-style-type: none"> <li>● Meeting called to order at 4:30 PM</li> <li>● Quorum established</li> </ul>		
<b>II. Executive Session</b> <i>Session is closed to the public</i>	<p>1. Discussion and vote on personnel matters</p> <p>Board discussed need for school-wide administrative trainings and possible realignment of school leadership to provide greater oversights and accountability.</p> <p>2. Discussion and vote on the Kamaile Principal selection.</p>	<p>Action needed: Board response to personnel matters (B. Kalipi/P. Nakayama) Unanimously approved</p> <p>Action needed: Selection of Paul Kepka as Kamaile Academy Principal (B. Parsons/K. Pineda-Akiona) Unanimously approved</p>	
<b>VII. Adjourn</b>	Next meeting: TBD		

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**Ho'okako'o**  
**2019-2020 Board Meeting Calendar**

Meetings are scheduled quarterly on the 4<sup>th</sup> Tuesday of the month when possible,  
from 2:00 PM to 5:00 PM at the Ho'okako'o office, unless otherwise indicated. Dates  
for the meetings at Kamaile, Kualapu'u and Waimea are being determined.

**August 27, 2019**

**November 26, 2019**

**February 25, 2020**

**May 26, 2020**

**Ho'okako'o Committee Meetings**  
**Development Committee (monthly)**  
**Education committee (bimonthly)**  
**Budget & Finance Committee (bimonthly)**  
**External Relations Committee (TBD)**  
**Executive Committee (as needed)**