

**HO'OKĀKO'O**  
**SCHOOL GOVERNING BOARD MEETING**  
**Tuesday, August 27, 2024, 2:30 PM – 5:00 PM**  
**Webex Videoconference**

**DRAFT MINUTES**

Present: Jon Ching, Chair; Susan Maddox, Vice Chair; Ivan Takushi, Treasurer; Kumau Pineda-Akiona, Secretary; Pualani Akaka, Kealoha Fox; Mary Komomua  
Staff: Janice English, WMS Principal; Paul Kepka, KA Principal; Lydia Trinidad, KUU Principal; David Y. Gibson, Executive Director  
Guest: Denalee Vasconcellos

AGENDA ITEM	PURPOSE	DECISION MAKING	FOLLOW UP	ATTACHMENTS
<b>I. Welcome</b> (J. Ching)	<ul style="list-style-type: none"> <li>• The meeting was called to order at 2:36 PM</li> <li>• P. Akaka offered a Pule.</li> <li>• A quorum was established.</li> </ul>			
<b>II. Acceptance of Governing Board Meeting Minutes</b> (J. Ching)	The Board accepted the draft May 28, 2024, Governing Board Meeting Minutes into the record.	Action Taken: Acceptance of the draft May 28, 2024, Governing Board Minutes into the record. (P. Akaka/I. Takushi) The motion passed unanimously.		<a href="#">HC Governing Board May 28 2024 MINUTES - DRAFT</a>
<b>III. Ratification of Email Votes</b> (D. Gibson)	<ol style="list-style-type: none"> <li>1. The board ratified the July 10, 2024, Board email vote to approve the projected 2025 Annual Budgets for Ho'okāko'o Schools, conducted pursuant to Article IV, Section 2(l) of the Ho'okāko'o bylaws.   Motion: To approve the 2025 Projected Annual Budgets for Kamaile Academy, Kualapu'u School, and Waimea Middle School and their submission to the Commission.   Results: The motion was passed by a majority of the board members: P. Akaka, J. Ching, S. Maddox, K. Pineda-Akiona, and I. Takushi.</li> <li>2. The board ratified the July 30, 2024, and August 18, 2024, Budget &amp; Finance/Development COW email votes to approve Waimea Middle School (7/30/24)</li> </ol>	Action Taken: Ratification of the July 10, 2024, email vote to approve the 2025 Projected Annual Budgets for Kamaile Academy, Kualapu'u School, and Waimea Middle School and their submission to the Commission, and July 30, 2024, and August 18, 2024, email votes to approve Kamaile Academy, Kualapu'u School, and Waimea Middle School's 2024 Q4 Financial Statements and their submission to the Commission. (K. Pineda-Akiona/S. Maddox) The motion passed unanimously.		

	<p>and Kualapu'u School and Kamaile Academy (8/12/24) 2024 Q4 financials conducted pursuant to Article IV, Section 2(I) of the Ho'okāko'o bylaws.</p> <p>Motion: To approve Kamaile Academy, Kualapu'u School, and Waimea Middle School's 2024 Q4 Financial Statements and their submission to the Commission.</p> <p>Results: The motion was passed by a majority of the board members: P. Akaka, J. Ching, M. Komomua, S. Maddox, K. Pineda-Akiona, and I. Takushi.</p>			
<p><b>IV. Committee of the Whole Reports (<i>Committee reports related to school governance</i>)</b></p>				
<p>A. Executive (J. Ching)</p>	<p>J. Ching gave a summary of the following Executive Committee meetings conducted since the last board meeting.</p> <ul style="list-style-type: none"> <li>• The Executive Committee met on July 3, 2024, to discuss the Islander Kamaile PK-12 Draft Report.</li> <li>• The Executive Committee met on July 8, 2024, to conduct Principal Evaluations.</li> <li>• The Executive Committee met on July 25, 2024, with the Islander Institute to discuss the Kamaile PK-12 Inquiry Draft Report.</li> </ul>			<p><a href="#">HC Executive Committee Meetings Minutes July 3 2024 - Draft</a></p>
<p>B. Budget &amp; Finance / Development (I. Takushi/S. Maddox)</p>	<p>The Budget &amp; Finance/Development COW reviewed and approved the schools' 2025 Budgets and 2024 Q4 Financials.</p> <p>I. Takushi stated the format of the budget and financials need to be in alignment.</p>			

C. Education (K. Fox) (2 min)	The Education Committee met on June 20, 2024, to review and approve the schools' 2025 Title I implementation Plans.			<a href="#">HC COW Education Meeting June 20 2024 MINUTES - DRAFT.docx</a>
D. External Relations	No report.			
<b>V. School Reports</b>				
A. Kualapu'u School (L. Trinidad)	<p>L. Trinidad presented the written Kualapu'u Principal's Report with the following highlights:</p> <ol style="list-style-type: none"> <li>1. Enrollment is lower than expected.</li> <li>2. 50% of teachers are not licensed; the Kaimi Novelo teacher development pilot project is being implemented, providing tuition assistance through a KS grant.</li> <li>3. Grants:             <ol style="list-style-type: none"> <li>a. Received a new \$100,000 OHA grant for teacher salaries &amp; professional development.</li> <li>b. Bayer \$10,000 grants for science field trips.</li> <li>c. Utah State NSF grant pending for science kits and professional development.</li> <li>d. NHEP &amp; OHA Ke Awa Ho'omalua grants ending this fall.</li> </ol> </li> <li>4. Planning for the annual 'Ohana Fun Fair has begun.</li> <li>5. Facilities             <ol style="list-style-type: none"> <li>a. Reconfiguring library to a multipurpose learning space.</li> <li>b. Tiling classrooms.</li> </ol> </li> </ol> <p>J. Ching asked if other schools are also having staffing issues. L. Trinidad says the issue impacts all schools on the island as they vie for the same teachers.</p>			<a href="#">Kualapuu Report for HC BOD August 27 2024</a>

<p>B. Waimea Middle School (J. English)</p>	<p>J. English presented her Principal's Report with the following highlights:</p> <ol style="list-style-type: none"> <li>1. See the attached LAP meeting report           <ul style="list-style-type: none"> <li>▪ Fully Self-Contained Classroom – J. English has made the board aware of the challenges with the FSC and will keep the board informed</li> </ul> </li> <li>2. See the attached Open House Report</li> <li>3. P. Akaka asked about receiving a report on year-end testing. J. English will present data at the next meeting. While the school is making good growth, it seems stuck in "below proficient." Implementing the PLC Coalition.</li> </ol>			<p><a href="#">WMS LAP Principal's Report August 2024</a></p> <p><a href="#">WMS Family Open House/Title I Annual Meeting – August 21, 2024</a></p>
<p>C. Kamaile Academy (P. Kepka)</p>	<p>J. Ching thanked P. Kepka for the updates on the status of the recent violence occurring in the neighborhood and keeping the board apprised, and for keeping Kamaile safe. P. Kepka stated that the community is coming together, and the school is conducting a safety assessment utilizing Blueline.</p> <p>P. Kepka presented the written Kamaile Principal's Report with the following highlights:</p> <ol style="list-style-type: none"> <li>1. The following priorities: will be reported on regularly:           <ol style="list-style-type: none"> <li>3. <a href="#">Climate Survey</a> – implementing a Schol Climate Improvement Committee</li> <li>4. Data-Driven Decision Making</li> <li>5. Instruction – developing a common language to drive common practice</li> </ol> </li> </ol> <p>P. Akaka asked if Item 24 of the Climate Survey will be used as a guide for the School Climate Improvement Committee, as it appeared there was consensus. P. Kepka stated the school is at the beginning of the process.</p>			<p><a href="#">HC Board Report Kamaile Academy 8/27/24</a></p>

	<p>2. CSI -Developing the 100-day plan aligned with the SIP helps the school stay on track. The admin team continues to meet with the Commission staff.</p> <p>P. Akaka asked for specifics about what is going well in 100 day plan. P. Kepka stated the SIP has been broken down into smaller steps with a focus more on the process as opposed to achievement and data.</p> <p>Challenges:</p> <ul style="list-style-type: none"> <li>• Community Violence</li> <li>• Facilities capacity issues</li> <li>• Staffing needs</li> </ul> <p>Innovations:</p> <ul style="list-style-type: none"> <li>• Partnerships</li> <li>• Transportation: creating opportunities for Kamaile students to be involved and engaged especially after school to provide an alternative to violence and negative influences. Started an Student Activities bus to transport kids to the Boys &amp; Girls Club after school.</li> <li>• Attendance Liaisons to help with attendance issues; seems to be helping</li> </ul> <p>J. Ching thanked P. Kepka for accepting board feedback. He appreciates the report format which is more succinct.</p>			
<p><b>VI. Other Business</b> (J. Ching)</p>	<p>J. Ching introduced Denalee Vasconcellos as a prospective board member.</p>			
<p><b>VII. Adjourn</b> (J. Ching)</p>	<p>Next Meeting: November 19, 2024 at Kamaile Academy</p>	<p>Action Needed:          Motion to adjourn the meeting.          (I. Takushi/M. Komomua)</p>		<p><a href="#">Ho'okāko'o Board 2025 Calendar</a></p>

Ho'okāko'o Corporation  
School Governing Board Meeting Agenda  
August 27, 2024

		The motion passed unanimously.		
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Ho'okāko'o's Schools and its Governing Board represent communities from across the islands. The Governing Board conducts virtual and hybrid meetings to ensure community participation with reasonable measures to allow public participation consistent with social distancing practices. Written testimony or requests to provide oral testimony must be received prior to the start of the Governing Board Meeting. Please contact your school for virtual access or to participate in person. For more information: (808) 983-3835, ext. 103 or [info@hookakoo.org](mailto:info@hookakoo.org).