

**HO'OKĀKO'O**  
**SCHOOL GOVERNING BOARD MEETING**  
**Tuesday, August 26, 2:30 PM – 5:00 PM**  
**Via Webex**

**DRAFT MINUTES**

Present: Susan Maddox, Interim Chair; Ivan Takushi, Treasurer; Kumau Pineda-Akioa, Secretary; Pualani Akaka; Jon Chng; Mary Komomua; David Y. Gibson, Executive Director

Staff: Paul Kepka, Principal, Kamaile Academy; Janice English, Principal, Waimea Middle School; Ka'ala Camara, Principal, Kualapu'u School; Micael Haskins; Chris Kono, HR Director; Dale Abe, Senior Accountant

Guests: PJ Forher, Charter Commission

AGENDA ITEM	PURPOSE	DECISION MAKING	ATTACHMENTS
I. Welcome (S. Maddox)	<ul style="list-style-type: none"> <li>Meeting was called to order at 2:37 PM.</li> <li>P. Akaka offered the Pule.</li> <li>A quorum was established.</li> </ul>		
II. Installation of Governing Board Chair (S. Maddox)	Board members discussed upcoming school priorities and the need to increase board membership and elect board leadership. S. Maddox agreed to remain the Interim Chair as the board continues to explore candidates.	Action Needed: Approval of the Ho'okāko'o Governing Board Chair.  Action was deferred.	
III. Acceptance of Governing Board Meeting Minutes (S. Maddox)	The Board accepted the draft, May 27, 2025, Governing Board Meeting Minutes into the record.	Action Taken: Acceptance of the draft, May 27, 2025, Governing Board Minutes into the record. (I. Takushi/P. Akaka) The motion passed unanimously.	<a href="#">HC Governing Board May 27 2025 MINUTES - DRAFT</a>
IV. Committee of the Whole Reports (Committee reports related to school governance)			
A. Executive (S. Maddox)	1. Board Recruitment Update S. Maddox will reach out to prospects to invite them to join a board committee.		

Ho'okāko'o Corporation  
 School Governing Board Meeting Agenda  
 August 26, 2025

	<p>2. School Facilities MOA Update</p> <p>D. Gibson reported that Ho'okāko'o Schools' facilities MOAs have been executed by S. Maddox. The board may need to resolve an issue regarding the management of the gym, which is currently under WMS's management and included in WMS's facilities inventory. DOE is requesting the transfer of the gym's management to Waimea Elementary School. D. Gibson is seeking additional information from the DOE regarding its intentions for the transfer and its potential impact on WMS's utilization.</p>		<p><u>Kamaile Academy MOA DAG</u>  <u>Approved 4-24-25 rev</u>  <u>Maddox – signed</u></p> <p><u>Kualapuu School MOA DAG</u>  <u>Approved 4-24-25 rev</u>  <u>Maddox – signed</u></p> <p><u>Waimea Middle PCCS MOA DAG Approved 4-24-25 rev</u>  <u>Maddox - signed</u></p>
B. Budget & Finance / Development (I. Takushi/S. Maddox)	<p>1. To ratify the July 31, 2025, Budget &amp; Finance/Development COW email vote on the motion to approve HC Schools' 2024-2025 Fourth Quarter Financial Statements and their submission to the Commission, conducted pursuant to Article IV, Section 2(I) of the Ho'okāko'o bylaws.</p> <p>Result: The motion was passed by a majority of the members: I. Takushi, S. Maddox, J. Ching, and P. Akaka.</p> <p>2. D. Gibson and D. Abe gave an update on the schools' 2025 audits, which have begun with N&amp;K, CPA. No issues or findings to date.</p> <p>3. School 2025-2026 Annual School Budget presentations and approval</p> <ul style="list-style-type: none"> <li>K. Camara presented the Kualapu'u School 2025-2026 Annual Budget for approval. K. Camara is exploring ways to cut costs and increase revenue. Will have a budget surplus due to additional 21<sup>st</sup> Century grant funding. Discussed the uncertainty of the collective bargaining costs receiving separate funding from the per-pupil allocations.</li> <li>J. English presented the Waimea Middle School 2025-2026 Annual Budget and answered questions from the board about the copy machine leases.</li> </ul>	<p>Action Taken:          To ratify the July 31, 2025, Budget &amp; Finance / Development COW's email vote to approve HC Schools' 2024-2025 Fourth Quarter Financial Statements and their submission to the Commission. (S. Maddox/P. Akaka)          The motion passed unanimously.</p> <p>Action Taken:          Approval of Kualapu'u School, Waimea Middle School, and Kamaile Academy's 2025-2026 Annual School Budgets and submission to the Commission. (I. Takushi/K. Pineda-Akiona)          The motion passed unanimously.</p>	<p><u>KA SY 24-25 4th Quarter Financials rev</u></p> <p><u>KUU SY 24-25 4th Quarter Financials rev</u></p> <p><u>WMS SY 24-25 4th Quarter Financials Revised</u></p> <p><u>Kualapu'u School 2025-2026 Annual Budget DRAFT 8-21-25</u></p> <p><u>Waimea Middle School 2025-2026 Annual Budget DRAFT 8-21-25</u></p> <p><u>Kamaile Academy 2025-2026 Annual Budget DRAFT 8-21-25</u></p>

Ho'okāko'o Corporation  
 School Governing Board Meeting Agenda  
 August 26, 2025

	<ul style="list-style-type: none"> <li>P. Kepka presented the Kamaile Academy 2025-2026 Annual Budget and expected decrease in per-pupil funding due to the anticipated drop in enrollment. Looking at areas to cut costs while needing to make up for the loss of federal funds. I. Takushi questioned the salaries and fringe budget lines and the need to separate expenses for a better understanding of the true costs. D. Able will break out salaries by category.</li> </ul>		
C. Education	P. Akaka volunteered to serve as Education Committee Chair and to reconstitute the Committee.		
D. External Relations	No Report.		
<b>V. School Reports</b>			
A. Kualapu'u School (K. Camara) (30 min)	<p>K. Camara presented the written Kualapu'u Principal's Report with the following highlights:</p> <ul style="list-style-type: none"> <li>Reviewed staffing and the high number of teachers who are not yet credentialed. A curriculum coordinator has not yet been hired, partly due to budget constraints.</li> <li>Enrollment is down by 3 students from projections so far.</li> <li>Student achievement is down, due to increased focus on cultural aspects last year. Reading comprehension shows a gap.</li> <li>Researching additional funding opportunities.</li> <li>Facilities Update:                             <ul style="list-style-type: none"> <li>The playground construction is moving forward.</li> <li>Reported on Ha'eha'ekū, an innovative agricultural project with Sustainable Moloka'i.</li> <li>The library renovation and outdoor refrigerator still need to be funded.</li> </ul> </li> </ul>		<u>Kualapu'u School Principal's Report</u> <u>8/26/2025</u>
B. Waimea Middle School (J. English) (30 min)	J. English presented the written Waimea Middle School Principal's Report.		<u>WMS Principal's Report</u>

Ho'okāko'o Corporation  
School Governing Board Meeting Agenda  
August 26, 2025

C. Kamaile Academy (P. Kepka) (30 min)	<p>P. Kepka presented the written Kamaile Academy Principal's Report with the following highlights:</p> <ul style="list-style-type: none"><li>• Strong start to the new year, which he credits to his admin team.</li><li>• The external CNA process has begun. A report should be ready by Q2.</li><li>• The school is experiencing a major electrical issue, but is working with the DOE to resolve it.</li><li>• Plans for the expansion of the PK facilities are moving forward with the SFA.</li><li>• Academics: P. Kepka reviewed EOY data submitted to the Commission. A new math coordinator is now in place. MTSS meetings are taking place.</li><li>• Upcoming dates:<ul style="list-style-type: none"><li>○ 9/29 - Active Shooter Training. The board is invited to attend.</li><li>○ 9/29 – Commission Charter Renewal Site Visit.</li><li>○ 4/20 – 4/22/26 – WASC visit.</li></ul></li></ul> <p>P. Akaka encourages Kamaile to revisit its mission and to make it live.</p>		<u>Kamaile Board Report</u>
VI. Other Business (S. Maddox) (2 min)	No other business.		
VII. Adjourn (S. Maddox) (1 min)	<p>The meeting was adjourned at 4:15 PM.</p> <p>Next Meeting: November 18, 2025, at Kamaile Academy</p>	<p>Action Taken: To adjourn the meeting. (P. Akaka/J. Ching) The motion passed unanimously.</p>	

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).