

Ho'okāko'o Board Meeting Minutes
Monday, October 27, 2014
67-1229 Mamalahoa Highway/Kamuela, HI 96743

Members Present: Pauline Lo Bailey, Bob Peters, Barbara Kalipi, Don Young, Joseph Uno, Ken Fischer
 Staff Present: Matt Horne, Guy Kaulukukui (Interim Director), Chris Kono, David Gibson, Julie Upton

AGENDA	DISCUSSION	DECISION MAKING	FOLLOW-UP
I. Welcome	The meeting was called to order at 4:05 p.m.		
II. Executive Director's Report Strategic Planning Update Kamehameha Schools	G. Kaulukukui reported the following: The HC Executive Committee met with Andrew Aoki, Strategic planning consultant on October 22, 2014. The preliminary Board Member interviews have been completed. Andrew will begin the next step in the process, which is to interview school principals (and potentially with leadership teams) regarding HC's strategic vision. KS Trustees will be reviewing the HC funding request for SY 14-15. The original request was for ~\$1.5 million, but we have been notified by the Ho'olako Like Department that they are recommending a ~\$1.1 million award (about a \$400k reduction). We anticipate finding out if the request has been approved in late November 2014.		Board members will help to ensure that the Trustees know about the HC mission/vision. <ul style="list-style-type: none"> • Pauline will set up a meeting with the new KS CEO via Colleen. • WMS and HC will be scheduling a meeting with Kaeo Duarte of Kamehameha Schools so he is familiar with WMS. G. Kaulukukui is hoping to schedule this meeting to include D. Gibson, Kamana Beamer, Kahu Billy Mitchell and Mike Chun.

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<p>III. Executive Committee Report</p>	<p>The Board was introduced to the Waimea Local Advisory Panel, including the elected certificated representatives, classified representatives and family representatives.</p> <p>The Community representatives were also introduced and it was recommended that the following nominees be approved for the Waimea Middle School Local Advisory Panel:</p> <ol style="list-style-type: none"> 1. Colin Miura (Chair) 2. Patrick Hurney 3. Jane Sherwood 4. Keawe Vredenburg 	<p>(D. Young moved to approve the Waimea Local Advisory Panel Community Nominees/ B. Peters seconded the motion).</p> <p>Motion passes with a unanimous vote.</p>	
<p>IV. Education Committee Report</p>	<p>D. Young reported that the Education Committee met with the school principals and the Executive Director in September 2014 to develop the Ho'okāko'o School Attributes, a document which defines what it means to be a Ho'okāko'o School. This will allow HC message its vision to the community and development partners.</p> <p>The Ho'okāko'o School Attributes is intended to be a living document that will grow and evolve with HC and the Schools. The Education Committee and School Principals should revisit/revise this document annually (at a minimum). The Board thanked the Principals and the Education Committee for the work put into developing the Attributes document.</p> <p>It was recommended that the Ho'okāko'o School Attributes be approved with the condition that the document is revisited/revise as needed on an annual basis.</p>	<p>(D. Young moved to approve the Ho'okāko'o School Attributes, which will be revisited annually/P. Bailey seconded the motion).</p> <p>Motion passes with a unanimous vote.</p>	

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V. Finance/Budget Committee Report			
HCSN Dues	<p>J. Uno reported that the Finance/Budget Committee discussed the Hawai'i Charter School Network (HCSN) dues for SY 13-14. Collectively, HC schools were invoiced for membership dues of approximately \$9,200. The Committee has discussed the benefit analysis of HCSN membership and recommends that HC meet with Lynn Finnegan to discuss alternative membership levels (with reduced costs).</p> <p>It was recommended that the SY 13-14 HCSN membership dues be paid.</p>	<p>(P. Bailey moved to approve the payment of the SY 2014 Hawai'i Charter School Network dues/ B. Kalipi seconded).</p> <p>Motion passes with a unanimous vote.</p>	<p>G. Kaulukukui will meet with Lynn Finnegan of the HCSN to discuss alternative membership for HC schools.</p>
Enrollment Update	<p>J. Uno reported that the official enrollment counts as of 10/15/2014 are as follows:</p> <p>Waimea: 296 students Kualapu'u: 304 students (excluding PK) Kamaile: 959 students (excluding PK)</p>		
Update on Reserves	<p>J. Uno & J. Upton reported that the schools are in varying phases of their reserve-spend down plans:</p> <ul style="list-style-type: none"> • Kualapu'u: Plan completed in SY 13-14; only "reasonable reserves" remain. • Kamaile: Plan to be completed in SY 14-15; by SY 16, only "reasonable reserves" will remain. • Waimea: Plan to be completed by SY 16; by SY 17, only "reasonable reserves" will remain. 		
Grant In Aid –	<p>J. Uno provided a short recap of the Kualapu'u Grant In Aid (GIA) situation:</p>	Page 3 of 5	<p>G. Kaulukukui will be scheduling a meeting with Bruce Coppa in early November 2014 to discuss the GIA</p>

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<p>VI. Development Committee Report</p>	<p>J. Uno and D.I Gibson provided a brief update on the status of development activities:</p> <ul style="list-style-type: none"> • HC has received \$80,357 in new gifts and grants so far in FY 2015 including \$50,000 from Hawaiian Airlines and \$20,000 from Verizon. • Currently, there is over \$100,000 in requests that are pending approval including a \$50,000 proposal to HEI Charitable Foundation for WMS's school buses. • Upcoming grants and solicitations include OHA, US DOE, HMSA and others. • Fundraising and Development planning and implementation continues to be rolled out at all three schools. • In particular, HC is working to expand its fundraising and development support to WMS (e.g. establishing working relationships and capacity, prospect identification, grant writing, developing procedures and infrastructure) 		
<p>Kamaile Medical Trailer</p>	<p>Update on Kamaile medical trailer: Kamaile's medical trailer is in operations for student dental evaluations and treatment and for student health education. The trailer is an example of a partnership between the school, Wai'anae Coast Comprehensive Health Center as a community partner and the James & Abigail Campbell Foundation as a major funder.</p>		<p>D.Gibson will follow up with Campbell Foundation regarding additional funding for health initiatives at Kamaile.</p>

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UH Proposal	<p>An update on the College of Education consultancy proposal was given. HC submitted a proposal that would involve UH Education students to validate/quantify value to HC/HC Schools' value to students. HC will be notified shortly on whether or not proposal was selected for implementation. HC wants to create its own fellowship program for educational students and hopes that the award of the consultancy proposal would be the "seed money" for this project.</p> <p>The Board extended its sincere thanks to Gail Gimbel for her generous contributions to Waimea Middle School.</p>		
VII. External Relations Committee Report	G. Kaulukukui reported that the External Relations Committee has been researching the possibility of securing professional services to develop its key messages and success stories to assist with fundraising/development efforts. HC is looking for a firm that can also be on retainer for crisis management/damage control. Kevin Cockett is being considered as a potential consultant.		The External Relations Committee will work with M. McCorriston to select a PR consultant.
VIII. Adjourn/Close	The meeting was adjourned at 4:57 p.m.		