

HO'OKĀKO'O
SCHOOL GOVERNING BOARD MEETING
Tuesday, November 16, 2021, 2:30 PM - 5:00 PM
WebEx Videoconference

MINUTES

Present: Pualani Akaka, Chair; Jon Ching, Vice Chair; Kumau Pineda-Akiona, Secretary; Ivan Takushi, Treasurer; Nancy Barry, Susan Maddox

Excused: Matt Caires; Ann Mahi

Staff: Jancie English, Waimea Middle School Principal; Paul Kepka, Kamaile Academy Principal; Lydia Trinidad, Kualapu'u School Principal
 David Y. Gibson, Executive Director; Chris Kono, HR Director; Dale Abe, Senior Accountant

Guest: PJ Foehr, SPCSC

AGENDA ITEM	NOTES	DECISION MAKING	FOLLOW UP	ATTACHMENTS
I. Welcome (P. Akaka) (2 min)	Meeting was called to order to 2:35 PM. P. Akaka gave the welcome and pule. A quorum was established.			
II. Acceptance of Governing Board Minutes (P. Akaka) (1 min)	Board accepted the draft August 24, 2021 Governing Board Minutes into the record.	Motion: To accept the draft August 24, 2021 Governing Board Minutes into the record. (I. Takushi/K. Pinda-Akiona) Motion passed unanimously.		HC Governing Board August 24 2021 MINUTES - DRAFT
III. Committee Reports <i>(Committee reports related to school governance)</i>				
A. Executive (P. Akaka) (5 min)	Announcement of Kumau Pineda-Akiona's appointment to Board Secretary.			
B. Budget & Finance (I. Takushi) (5 min)	<ul style="list-style-type: none"> • The Budget & Finance Committee met on October 28, 2021. • The Committee reviewed and recommended board approval of the schools' quarter 1 financial reports. • Update on the Final 2021-2022 School Budgets D. Gibson reported that the completion of the school budgets has been delayed as the per pupil allocation has not yet been finalized. Action of the budgets has been deferred. • N&K were invited to present the 2021 School Audits. I. Takushi gave a review of the audits noting the findings for all three schools 	Motion: Board approval of the Quarter 1 Financial Reports. (S. Maddox/K. Pineda—Akiona) Motion passed unanimously. Action needed: To approve the Kamaile Academy, Kualapu'u School and Waimea Middle School Final 2021-2022 School		HC Budget & Finance Committee Meeting MINUTES - Oct 28 2021 FINAL KA Balance Sheet 9-30-20 KA Income Statement 9-30-20 KUU Balance Sheet 9-30-20 KUU Income Statement 9-30-20 WMS Balance Sheet 9-30-20 WMS Income Statement 9-30-20

	<p>concerning the treatment of unexpended grant revenue. Corrective Action Plans have been developed and remedies have been implemented. Kualapu'u had an additional finding regarding the accrual of utilities due to late billing by DHHL. P. Akaka inquired about the risk status of the schools. Schools are in strong financial positions. Kamaile and Kualapu'u had single audits performed due to meeting the threshold for federal funds received. Waimea did need a single audit.</p>	<p>Budgets and submission to the Commission. ACTION DEFERRED.</p> <p>Motion: To accept the audits for all here schools. (S. Maddox/P. Akaka) Motion passed unanimously.</p>		<p>Kamaile June 2021 Audit Kualapu'u June 2021 Audit Waimea June 2021 Audit</p>
<p>C. Education (N. Barry) (5 min)</p>	<p>The Education Committee met three times since the last board meeting August 24, 2021 with a focus on clarifying the Committee's role especially related to Principal evaluations:</p> <ul style="list-style-type: none"> • October 1, 2021 – Board Chair P. Akaka requested to meet with members of the Education Committee to discuss the role of the Committee in the Principal evaluation process. The Committee emphasized its importance as mentors and as a sounding board to the principals and not evaluators. <p>P. Akaka stated that the Executive Committee will need to stay on track with the evaluations.</p> <ul style="list-style-type: none"> • November 3, 2021 – the Committee members met informally with the Principals in the Principals' Weekly Meeting to discuss how the Education Committee can best support them. • November 10, 2021 – the committee met informally with P. Kepka to discuss challenges at 			<p>HC Meeting for Education Committee Input DRAFT MEETING NOTES 20211001</p>

	Kamaile.			
D. Development (S. Maddox) (5 min)	<p>The S. Maddox as the only member of the Development Committee at present, held two meetings since the last board meeting August 24, 2021:</p> <ul style="list-style-type: none"> October 28, 2021 – S. Maddox met with P. Akaka and D. Gibson in an introductory meeting. November 10, 2021 – the Committee met with the Principals to discuss the schools' development needs and plans and has begun to gather information. Looking at how the board can support the fund development efforts at each school. <p>S. Maddox encouraged others to join the Committee.</p> <p>S. Maddox also encouraged the board to support the annual Ho'okāko'o Board Challenge with a goal of achieving 100% participation in donating to HC or the schools.</p>			<p>HC Development Committee Meeting MINUTES - Oct 28 2021 FINAL</p> <p>HC Development Committee Meeting MINUTES - 11.10.21 DRAFT</p>
IV. School Reports				
A. Waimea Middle School Principal's Report (J. English) (20 min)	<p>J. English presented her written Principal's Report. Highlights of her report:</p> <ul style="list-style-type: none"> No reported COVID cases currently on campus. Professional development being encouraged with her teachers. SBAC scores are showing incomplete data and mix results. Using NWEA to dig deeper into student achievement. 			Waimea Principal's Report

	<ul style="list-style-type: none"> • School has active fund development occurring. The school conducted a WMS Online Auction Fundraiser: Waimea Middle School BiddingForGood. School has met a \$20,000 matching gift challenge from a donor and has raised over \$60,000 this year. Applied to OHA for a grant to support a trauma informed Arts Teacher. • School has vacancies it is trying to fill. • SEL is being embraced on campus. 			
<p>B. Kualapu'u School Principal's Report (L. Trinidad) (20 min)</p>	<p>L. Trinidad gave the Principal's Report.</p> <ul style="list-style-type: none"> • Strive Hi 2020-2021 Report results look good; showing improvements even considering the pandemic. 98% of students took test. • Sucession Planning L. Trinidad announced her intent to retire at the end of the 2023-2024 school year. Recruitment of a new principal to begin 2022-2023. D. Gibson will work with the board to develop a succession plan. Executive Committee to oversee the process. <p>P. Akaka thanked L. Trinidad for her healthy approach to her transition and getting the conversation started.</p>			
<p>C. Kamaile Academy Principal's Report (P. Kepka) (20 min)</p>	<p>P. Kepka gave the Principal's Report.</p> <ul style="list-style-type: none"> • School has been very resilient in dealing with COVID and returning to in person learning. School has been fortunate to be able to pilot COVID testing and the vaccination of children 5 – 1 y/o in partnership with Wai'anae Comprehensive Health Center. 			

	<ul style="list-style-type: none"> • School climate is positive despite being tired from dealing with COVID-related issues. • School has offered distancing learning and with students beginning to return to in-person learning. Some students are doing better in distance learning. • SBAC score lower slightly reflecting the complex. • SEL being prioritized to help students cope. Seeing a decrease in disciplinary referrals. • 18 students in afterschool programming with PALS and Mana Mele. • Ola Kamaile implemented to grow Hawaiian culture-based education. • New LAP chair Shar Corpuz. • Challenges: space and facilities. School is short 12 classrooms. • P. Kepka reviewed academic scores. Elementary is still in CSI status; high school graduation rate is a concern. • Opportunities exist to be innovative and creative related to facilities. 2-acre land donation progressing and expected to be transferred to the DOE soon. \$1.2 million CIP has survived. \$30,000 for Master Facilities Planning. School is looking at conducting a facilities needs assessment. 			
<p>V. Other Business (P. Akaka) (2 min)</p>				
<p>VI. Adjourn (P. Akaka) (1 min)</p>	<p>Next meeting February 22, 2022 Meeting adjourned at 4:12 PM.</p>			

EXECUTIVE ORDER NO. 20-02

On March 29, 2020, the Governor of the State of Hawai'i issued Executive Order No. 20-02 suspending HRS 302D-12(h)(1) to (5), **charter school boards; powers and duties**, to the extent necessary to enable the governing board of a charter school to conduct business in person or through remote technology without holding meetings open to the public. The governing boards shall consider reasonable measures to allow public participation consistent with social distancing practices, such as providing notice of meetings, allowing submissions of written testimony on agenda items, live streaming meetings, and posting minutes of meetings online. No governing board deliberation or action shall be invalid, however, if such measures are not taken.

Written testimony or requests to provide oral testimony must be received prior to the start of the Governing Board Meeting by contacting David Y. Gibson, Executive Director at (808) 983-3835, ext. 103 or dgibson@hookaakoo.org.