

HO'OKĀKO'O
SCHOOL GOVERNING BOARD MEETING
Tuesday, February 22, 2022, 2:30 PM - 5:00 PM
WebEx Videoconference

DRAFT MINUTES

Present: Pualani Akaka, Chair; Jon Ching, Vice Chair; Kumau Pineda-Akiona, Secretary; Ivan Takushi, Treasurer; Nancy Barry, Susan Maddox; Ann Mahi
Excused: Matt Caires
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; Sonya Roundtree, Social Worker, Kamaile

AGENDA ITEM	NOTES	DECISION MAKING	FOLLOW UP	ATTACHMENTS
I. Welcome (P. Akaka) (2 min)	<ul style="list-style-type: none"> • Meeting was called to order at 2:38 PM. • P. Akaka offered the Pule. • Quorum was established. 			
II. Acceptance of Governing Board Minutes (P. Akaka) (1 min)	Board acceptance of the draft November 16, 2021 Governing Board Minutes into the record.	Action needed: Acceptance of the draft November 16, 2021 Governing Board Minutes into the record. (J. Ching/I. Takushi) Motion passed unanimously.		HC Governing Board November 16 2021 MINUTES - DRAFT.docx
III. Ratification of Board Email Vote (P. Akaka) (2 min)	Pursuant to Article IV, Section 2(i) of the Ho'okāko'o bylaws, an email vote was conducted of all Ho'okāko'o Board of Directors between December 22, 2021 and December 28, 2021 to approve the following motion: Motion: To approve of the finalized 2021-2022 School Budgets. Result: The email vote was completed on December 28, 2022, and was passed unanimously by the following	Action Needed: To ratify the December 28, 2021, email vote to approve the finalized 2021-2022 School Budgets. (I. Takushi/S. Maddox)		KA Budget Summary SY 21-22 Comparison with Projected Budget Kualapu'u SY 21-22 Budget Summary Comparison with Projected WMS BOD Budget Summary SY 21-22 Comparison with Projected

	members: P. Akaka, J. Ching, Kumau Pineda-Akiona, I. Takushi, N. Barry, S. Maddox, A. Mahi	Motion passed unanimously.		
IV. Committee Reports <i>(Committee reports related to school governance)</i>				
A. Budget & Finance (I. Takushi) (5 min)	<p>I. Takkushi provided the Budget & Finance Committee Report.</p> <ul style="list-style-type: none"> Reviewed the schools' 2022 Quarter 2 Financial Reports. Reviewed the Commision Notices of Concern for Schools 			KA Balance Sheet 12-31-21 KA Income Statement 12-31-21 KUU Balance Sheet 12-31-21 KUU Income Statement 12-31-21 WMS Balance Sheet 12-31-21 WMS Income Statement 12-31-21 Kamaile Notice of Concern #2022.01.F.03 Kamaile NOC #2022.01.F.03 Response Form with Attachments 20220204 – signed Kamaile Audit NOC Close Out 02 22 Kualapuu Notice of Concern #2022.01.F.07 Kualapuu NOC #2022.01.F.07 Response Form with Attachments 20220204 - signed Kualapu'u Audit NOC Close Out 02 22 Waimea Notice of Concern #2022.01.F.10 Waimea NOC #2022.01.F.10 Response Form with Attachments 20220204 - signed Waimea Audit NOC Close Out 02 22
B. Education (N. Barry) (5 min)	<p>N. Barry provided the Education Committee Report on the Kamaile Strategic Planning process.</p> <p>The Committee is working with Paul and Kamaile on developing a Strategic Plan for the school on behalf of the board. P. Kepka expressed the need to take a</p>			HC Education Committee Nov 23 2021 Meeting Minutes - DRAFT.docx

	broader look at future of the school. Plan will incorporate other planning taking place at the school such as the facilities master planning. P Kepka & D. Gibson are drafting an RFP for a consultant to lead the strategic planning process. The draft RFP will be shared back with the Committee before going to the board for final approval.			
V. School Reports				
A. Waimea Middle School Principal's Report (J. English) (20 min)	J. English provide a written Waimea Middle school Principal's Report and shared highlights from the report. <ul style="list-style-type: none"> • Academic data are showing NWEA growth • Absenteeism has been negatively impacted by COVID. • Enrollment continues to decrease. • J. English provided an update on the status of Facilities MOAs; still waiting to hear back from the DOOE. 			Waimea Principal's Report 2-22-22
B. Kualapu'u School Principal's Report (L. Trinidad) (20 min)	L. Trinidad provided a written Kualapu'u School Principal's Report and shared highlights from the report. <ul style="list-style-type: none"> • Behavioral and academic challenges exist due to the pandemic. Some "high end" students showing behavioral improvements. Expecting an increase in SPED students next school year. • School receiving a grant from Bayer for the purchase of local foods. • Budget is in the black. • Expecting to make renovations to the kitchen. • Shared 2022-2023 school calendar with a change in classroom days from 180 to 169 to accommodate increased professional development for teachers. Instructional time is maintained due to the schools extended school days. 			Kualapuu Report for HC BOD on February 22, 2022 2022-23-Official-School-Calendar KUALAPUU DRAFT

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	<ul style="list-style-type: none"> • Kualapu'u will be piloting the new Hawaiian WASC accreditation process for immersion schools. 			
<p>C. Kamaile Academy Principal's Report (P. Kepka) (20 min)</p>	<p>P. Kepka provided a written Kamaile Academy Principal's Report and shared highlights from the report.</p> <ul style="list-style-type: none"> • A whole campus renovation by the DOE to begin which will impact the school and classrooms. • Donated 2 acres seems to have reached the final approval stage. • Waianae Coast Comprehensive Health Center to provide a school-based health center on campus. P. Akaka asked about potential liability to the board. J. Ching to research information. • Graduation scheduled for May 19, 2022 at 5::3 PM. • WASC mid-term review to occur in 2023. 			Kamaile Principal's Report 2-22-22
<p>VI. Other Business (P. Akaka) (2 min)</p>				
<p>VII. Executive Session (P. Akaka) (5 min)</p>	<p>This portion of the meeting is closed to deliberate on matters pertaining to personnel transition. The board discussed L. Trinidad's planned retirement at the end of the 2024 school year. C. Kono the draft Principal Recruitment process for her replacement which will begin in the fall of 2022. The final process will be shared at the next board meeting for approval.</p>			
<p>VIII. Adjourn (P. Akaka) (1 min)</p>	<p>Next meeting is May 24, 2022. The meeting adjourned at 4:58 PM.</p>	<p>Motion to adjourn meeting. (J. Ching/K. Pineda-Akiona) Motion passed unanimously.</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.