

KAMAILE ACADEMY
PRE-KINDERGARTEN - 12TH GRADE SUSTAINABILITY INQUIRY PROCESS
REQUEST FOR PROPOSAL
November 2023

Objective

The Ho‘okāko‘o Corporation (Ho‘okāko‘o) Governing Board requests proposals from consultants interested in designing and facilitating an inquiry process to work with the school community to identify the academic and grade-level priorities of Kamaile Academy, a Pre-K-12 public charter school. The proposed timeline for the process is February 1 - June 1, 2024. Proposals are due by December 1, 2023, at 4:00 PM via email to dgibson@hookakoo.org.

Scope of Work

Ho‘okāko‘o seeks a consultant to lead the Governing Board, school leadership, school staff, and community stakeholders through an inquiry process to examine Kamaile Academy’s capacity to sustain Pre-Kindergarten – 12th grade programming within its currently available resources. Sustainable capacity should be specific to facilities, student support, and academic achievement.

The process should result in a data-supported recommendation to the Governing Board of the academic and grade-level priorities that will guide Kamaile Academy going forward.

Ho‘okāko‘o and Kamaile Academy require a process that provides all stakeholders with an opportunity to share mana‘o. Stakeholders include students, parents/caregivers, staff, faculty, board members, other community youth-serving agencies, district schools, and partners. The number and composition of the participants should reflect the community Kamaile serves and should seek to hear from all voices, not just the most active or loudest.

The consultant will work directly with the Governing Board, the school Principal, and the Ho‘okāko‘o Executive Director on this process, the schedule, data, and information gathering and analysis, and final recommendation(s).

Kamaile Academy and the Ho‘okāko‘o Governing Board seek to address the following questions:

1. What are the high-level educational goals and priorities of the community? What educational programs are needed by the community and why? Are there gaps in current programming, and if so, what are they? Are there opportunities for future programming that should be considered? (For the purposes of this proposal, “the community” should refer to Wai‘anae on the island of O‘ahu, Hawai‘i and its surrounding neighborhoods.)
2. What is the role of Kamaile Academy in supporting the community’s larger educational goals? What community-identified educational programs should Kamaile provide? Options to consider stakeholder input include the following:
 - a. Continue to operate as a Pre-K - 12 School on the Kamaile Campus (Current)
 - b. Transition Kamaile to service Pre-K - 12 but move grades 9-12 to a satellite campus.
 - c. Transition Kamaile to service Pre-K - 12 but move grades 7-12 to a satellite campus.
 - d. Transition Kamaile to only service Pre-K - 6 grades on our current campus and discontinue the secondary programs.
 - e. Transition Kamaile to only service Pre-K - 8 grades on our current campus and discontinue the high school.
 - f. Other

3. While addressing its capacity to meet the educational goals and programs needed by the school's community, what are the priorities for Kamaile Academy going forward? What are the implications for facilities, fiscal sustainability, workforce sustainability, and workforce development to address these priorities?

Background

Ho'okāko'o is a nonprofit, 501(c)(3) organization incorporated in the State of Hawai'i in 2002 to manage and govern public charter schools. Ho'okāko'o holds the charter contracts for three (3) public conversion charter schools serving over 1,500 Pre-K to 12th-grade students statewide: Kamaile Academy (Wai'anae), Kualapu'u School (Moloka'i) and Waimea Middle School (Hawai'i Island).

Ho'okāko'o's mission is to empower communities to develop high-quality, student-centered, and sustainable Hawaiian-focused charter schools by providing exceptional educational support services, mutual accountability, and a culture of learning.

Kamaile Academy

Kamaile Elementary opened in 1989 as a Hawaii Department of Education elementary school and in 2007 became a Public Conversion Charter School in partnership with the Ho'okāko'o Corporation. When converted to a charter school, Kamaile Elementary was renamed Kamaile Academy and adopted a P20 village model of learning, becoming a place where the community focuses its resources and attention on the education of its students. Starting in SY 2008-09, the school added grade levels yearly to grow the secondary program. Five (5) years ago, Kamaile added a Pre-K program.

Kamaile's mission is to prepare self-directed, self-aware, college-ready learners who embrace the challenges of obstacles, experience the pride of perseverance and accomplishments, and demonstrate the strength of 'ohana and community.

Presently, Kamaile comprises two (2) different types of charter schools. As noted, in 2007, the elementary school converted from a DOE school to a **public conversion charter school**. As a public conversion charter school, Kamaile is the district home school for all K-6 elementary students in the community, and Kamaile must admit all K-6 students from the district.

The school's secondary level, grades 7 through 12, began in 2008 and is considered a **startup charter school and school of choice**, and as such, enrollment at Kamaile is optional. Enrollment in the secondary program is limited to 50 students per grade level by contract with the Hawaii State Public Charter School Commission.

The Pre-K program is also a **startup charter school and school of choice**. Enrollment is optional and has enrollment based on funding and capacity.

As Hawai'i's largest brick-and-mortar charter school, Kamaile currently serves 982 students in grades Pre-K-12 and has proudly graduated ten (10) classes.

Kamaile is located in the Wai'anae community on the island of O'ahu and has one of the largest proportions of at-risk children (38.1%) in the state. According to current U.S. Census Bureau data, 51.3% of families with children 18 years and younger live in poverty compared to 26.9% statewide. Nearly all (96%) of Kamaile students qualify for free and reduced lunch; about 25% of Kamaile students qualify for federally funded academic support programs through Special Education and ELL combined. Approximately 10% of the student body identifies as homeless under the McKinney Vento Act.

Kamaile has identified critical issues and initiatives of particular significance to the school and the Governing Board that must be considered in the inquiry process:

1. The lack of facilities and resources limits Kamaile’s capacity to deliver quality and comprehensive educational programming.
2. The school is identified as a Comprehensive Support and Improvement (CSI) School due to low academic performance.
3. A high percentage of Kamaile’s student body experiences poverty, homelessness, and transiency and has limited access to educational and other resources.
4. Kamaile’s planning processes include its current Western Association of Schools and Colleges (WASC) accreditation action plan, which identifies a need to develop a master plan for the facility to address the space limitations of the site and considers 1) the academic and behavioral needs of the students, 2) the grades best served on the site, and 3) the community expectations.
5. The school anticipates federal and state priorities focusing on early learning opportunities through Pre-K expansion. Kamaile and the Governing Board are committed to exploring its role in expanding early learning for our community.
6. Kamaile Academy is the only school of choice on the Wai‘anae Coast for grades 9-12.

Proposal Requirements:

Please submit a brief written proposal outlining your approach and theoretical concepts that meet the following objective: design and implement an inquiry process to examine Kamaile Academy’s capacity to sustain Pre-K-12 programming within its currently available resources. Sustainable capacity should be specific to facilities, student support, and academic achievement and identify the academic and grade-level priorities of the school going forward.

At a minimum, the written proposal must include the following:

1. Consultant’s contact information and details:
 - Name of firm
 - Contact name(s) and information
 - Description of experience and qualifications, with resume.
2. Project timeline from February 1 to June 1, 2024, with targeted deadlines and deliverables. Consultant availability during this project period must be listed.
3. Cost projection with budget categories and total, including hourly and project-based rates.
4. Recommend an overall scope of work to execute the intended outcomes successfully on time and within budget.
5. Draft outline that describes stakeholder engagement processes that will utilize board, staff, and other resources.
6. At least three (3) professional references that can provide experience-based recommendations for the consultant.
7. Optional: Attachments and other documents the consultant sees as having added value to the community.

The proposal must be presented in a conceptual, high-level format that is data-driven, considers short- and long-term needs and outcomes, is comprehensive, and aligns with the mission and strategic priorities of Kamaile and Ho‘okāko‘o. The actual scope of work will be refined and finalized after consultant selection. The Ho‘okāko‘o Board and staff will work with the selected consultant to design the final inquiry process that aligns with Ho‘okāko‘o resources and constraints.

Process Timeframe:

- RFP posting date: November 1, 2023
- Submission deadline: December 1, 2023, at 4:00 PM HST
- Submission review period, with options for interview: December 2023
- Selection and notification: January 8, 2024
- Project timeline*: February 1 - June 1, 2024
- Final recommendation(s) to the Governing Board due*: June 1, 2024

*Note: Given the size and scope of this project, Ho‘okāko‘o acknowledges additional time beyond June 1, 2024, may be necessary to achieve the full intent of this process.

Submission:

Email the completed proposal by December 1, 2023, at 4:00 PM to:

Ho‘okāko‘o Corporation
c/o Ho‘okāko‘o Governing Board
David Y. Gibson, Executive Director
dgibson@hookakoo.org

Award Notification:

Award notification will be provided by December 20, 2023

Inquiries:

Email inquiries to David Y. Gibson, Executive Director, at dgibson@hookakoo.org. To ensure equity, responses to all inquiries will be communicated publicly on the Ho‘okāko‘o and Kamaile Academy Websites.