

HO'OKĀKO'O
SCHOOL GOVERNING BOARD MEETING Tuesday,
November 14, 2023, 11:30 AM – 1:00 PM
Webex Videoconference

MINUTES

Present: Pualani Akaka, Chair; Jon Ching, Vice Chair; Ivan Takushi, Treasurer; Kumau Pineda-Akiona, Secretary; Susan Maddox; Mary Komomua, Kealoha Fox
 Staff: David Y. Gibson, Executive Director; Lydia; Janice; Paul Kepka

AGENDA ITEM	NOTES	DECISION MAKING	FOLLOW UP	ATTACHMENTS
I. Welcome (P. Akaka) (2 min)	<ul style="list-style-type: none"> • Meeting called to order at 11:30 AM • P. Akaka offered the Pule. • Quorum was established. 			
II. Acceptance of Governing Board Meeting Minutes (P. Akaka) (2 min)	Board acceptance of the draft August 22, 2023, Governing Board Meeting Minutes into the record.	Action Taken: Acceptance of the draft August 22, 2023, Governing Board Meeting Minutes into the record. (S. Maddox/I. Takushi) The motion passed unanimously.		HC Governing Board Aug 22 2023 MINUTES - DRAFT.docx
III. Ratification of Email Votes (D. Gibson) (2 min)	1. Ratification of the September 1, 2023, email vote to approve Ho'okāko'o Schools Budgets pursuant to Article IV, Section 2(I) of the Ho'okāko'o bylaws. Motion: To approve the SY 2023-2024 Annual Budgets for Kualapu'u School, Kamaile Academy, and Waimea Middle School and their submission to the Charter Commission. Result: The motion passed by the members voting (P. Akaka, J. Ching, K. Fox, S. Maddox, K. Pineda-Akiona, I. Takushi)	Action Taken: To ratify the September 1, 2023, email vote to approve the SY 2023-2024 Annual Budgets for Kualapu'u School, Kamaile Academy & Waimea Middle School, and their submission to the Charter Commission. (P. Akaka/K. Pineda-Akiona) The motion passed unanimously.		KA Budget Summary and Expense Detail SY 23-24 202308029 Kualapu'u SY 23-24 Budget Summary and Expense Detail 20260829 WMS BOD Budget Summary and Expense Detail SY 23-24 20230829 KA Financial Statements 9-30-23

	<p>2. Ratification of the October 30, 2023, email vote to approve the Kamaile Academy's 2024 Q1 Financial Statements pursuant to Article IV, Section 2(i) of the Ho'okāko'o bylaws.</p> <p>Motion: To approve Kamaile Academy's SY 2024 Q1 Financial Statements for submission to the Commission.</p> <p>Result: The motion was passed unanimously by all board members.</p>	<p>Action Taken: To ratify the October 30, 2023, email vote to approve Kamaile Academy's SY 2024 Q1 Financial Statements for submission to the Commission. (P. Akaka/I. Takushi) The motion passed unanimously.</p>		
<p>III. Committee of the Whole Reports (<i>Committee reports related to school governance</i>)</p>				
<p>A. Executive (P. Akaka) (5 min)</p>	<p>1. Calculation of quorum</p> <p>The board determined that the definition of a quorum is based on voting board members only per Roberts Rules.</p>			
<p>B. Budget & Finance / Development (I. Takushi/S. Maddox) (5 min)</p>	<p>I. Takushi gave an update on the Budget & Finance/Development Meeting held on 10/26/2023. See attached minutes.</p> <p>I. Report on the 2023 School Audits II. Report on the 2024 Q1 School Financial Statements</p>			<p>B&F/Development 10-26-23 COW Draft Minutes</p>
<p>C. Education</p>	<p>1. P. Akaka, M. Komomua, and K. Fox will meet on 11/29/23 at 1:30 PM to reconvene the Education Committee.</p>			

	2. P. Akaka requests that a portion of the school LAP agenda be used to address student achievement.			
D. External Relations				
III. School Reports				
A. Kualapu'u School Principal's Report (L. Trinidad) (30 min)	<p>L. Trinidad presented highlights from her written Principal's Report. See the attached report.</p> <ul style="list-style-type: none"> • Struggling with finding staff • 'Ohana Fun Fair was held and was successful • Waiting for movement on new playground funded through state CIP. • Expressed concerns over OHA reporting requirements. • Reported on StriveHi data <ul style="list-style-type: none"> ○ Addressing chronic absenteeism 			<p>Kualapuu Report for HC BOD on Tuesday, November 14, 2023</p> <p>Kualapuu 2023 Self-Study Report FINAL- Google Docs</p> <p>411 Strive HI KUALAPUU 2023</p>
B. Waimea Middle School Principal's Report (J. English) (30 min))	<p>J. English presented her Principal's Report. See the attached report.</p> <p>P. Akaka thanked S. Maddox for attending WMS LAP meetings.</p>			<p>WMS Nov 2023 HC Principal Governing Board Report</p>
C. Kamaile Academy Principal's Report (P. Kepka) (30 min)	<p>P. Kepka presented his written Principal's Report. See the attached report.</p> <ul style="list-style-type: none"> • Enrollment is up • Data showing chronic absenteeism at Kamaile as well as the community as a whole • Workforce issues 			<p>HC Board Report Kamaile Academy 11/14/23</p>

	<ul style="list-style-type: none"> ○ Reported on the high number of new teachers at Kamaile and their need for support. ○ Experiences teacher vacancies ● Facilities and lack of space still an issue ● P-12 Inquiry RFP has been posted; experiencing some interest ● Admission policy being revised; to be forwarded to board for approval 			
IV. Executive Session	<p><i>This portion of the meeting is closed to deliberate on personnel matters.</i></p> <p>Update on Principal Evaluation Reviews</p>	<p>Action Taken: To approve the 9/25/23 Principal Evaluation Reviews and 2024 Goals. (P. Akaka/K. Fox) Motion passed unanimously.</p>	D. Gibson to follow up with P. Kepka's request to see staff feedback.	
V. Other Business (P. Akaka) (2 min)	<p>Reminder of January 11, 2023 Board Training. No other business.</p>			
VI. Adjourn (P. Akaka) (1 min)	<p>Next Meeting: February 27, 2024</p>	<p>Action Taken: Motion to adjourn the meeting. (J. Ching/K. Fox) 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.

Approved 2-27-24