

**Ho'okako'o Corporation (HC)  
 HC Board MEETING MINUTES  
 Thursday, October 18, 2012  
 1601 Punahou Street, Honolulu, Hawaii 96822**

Members Present: Pauline Bailey, Ann Botticelli, Ray Soon, Joe Uno, Bob Peters, Barbara Kalipi, Guy Kaulukukui, Mitch D'Olier  
 Staff Present: Megan McCorriston, Julie Upton, Chris Kono, Aja Siu, Lydia Trinidad, Emma Weiss, Matt Horne

AGENDA	DISCUSSION	DECISION MAKING	ACTION
<b>I. Welcome</b>	The meeting was called to order at 12:09 p.m.		
<b>II. Action Items</b>	<p>A. Approval of Meeting Minutes</p> <p>B. Approval of Authorized Check Signers</p>	<p>Moved and seconded to approve the minutes for the August 10, 2012 board meeting (M. D'Olier / B. Kalipi).</p> <p>Moved and seconded to approve Pauline Bailey as primary check signer and Joe Uno and Barbara Kalipi as secondary check signers (M. D'Olier / B. Peters).</p>	<p>Motion carries with a unanimous vote.</p> <p>Motion carries with a unanimous vote.</p>
<b>III. Executive Director Update</b>  A. HC-KS MOA	<p>M. McCorriston provided an update on the following two matters:</p> <p>Normally HC would receive a memorandum of agreement (MOA) from KS during this time of the year but internal audits of KS have been taking place.</p> <p>There is one-year agreement with a deadline of March 2013; collaboration team is working with Waialeale Sarsona to look at HC's MOAs from the past 10 years to discuss and highlight the organization's successes and possibly look at how HC is monitored moving forward.</p> <p>HC has been working on a plan with its three schools to spend down reserves.</p>		

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<p>B. Update on Act 130 (2012)</p>	<p>How Act 130 impacts governing boards?</p> <ul style="list-style-type: none"> <li>- The Charter School Review Panel (CSRP) has become the Commission</li> <li>- A part of the transition team's work NACSA has been contracted by the state to assist with the "transition plan" with the charter school system</li> </ul> <p>How does it really impact local school boards (LSBs)?</p> <ul style="list-style-type: none"> <li>- LSBs renamed to Governing Board</li> <li>- As a result of the change to 'Governing Board' the by-laws will have to be updated to be aligned with the 'Governing board' changes (deadline: December 2012)</li> </ul> <p>Important thing for schools and boards to understand:</p> <ul style="list-style-type: none"> <li>- New performance contract planned for this academic year with the completion date of June 2013 (currently there is limited information on the performance contract and what the indicators will look like; unsure on how charter schools will be measured at this time)</li> <li>- Generally, one third of the contract will be based on academic outcomes (roughly based on federal benchmarks, AYP), other two thirds will be based on operational, financial and viability (sustainability of the school)</li> <li>- Note: there will be a workshop on October 30<sup>th</sup> re the new performance contract/board training</li> </ul> <p>M. McCorriston will continue to provide the board with monthly updates and will also work on quarterly newsletters.</p>		
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<p>Other Updates</p>	<p>Collective Bargaining:          HC-HSTA Supplemental Agreement with its 3 schools expired. HC has been in constant contact with HSTA to reschedule the supplemental agreement meetings but will indefinitely suspend planning due to state Governor/HSTA matters and until a new contract is in place</p> <p>HSTA Memo:          Kamaile Academy expresses a concern about an HSTA memo that was received. The memo was a bit confusing and stated that there would be a change to the current law which protects a teacher's civil service status (note: the new law places new emphasis on that status). HC drafted a letter to its schools and teachers to clearly explain what the law states and that there is no current movement on the civil service status.</p> <p>Hawaiian Language Immersion Program:          M. McCorriston met with key individuals at Kualapu`u regarding their feedback on the test results that were affected by a flawed test. HC was asked to draft a letter, raise the issue/concern with the Commission and have the HC board be the "voice" for the concern.</p>		
<p><b>IV. Ad Hoc Committee Update on Schools' Plans to Spend Reserves (J.Uno)</b></p>	<p>Board member J. Uno presented the spend-down plan in an executive report format. J.Uno explains that the core values of HC were taken into consideration when designing the spend-down plan and a specific formula was used in determining the reserves for each of the three schools.</p>		

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<p><b>V. Strategic Plan &amp; School Updates</b></p> <p>A. HC Strategic Plan Update</p>	<p>M. McCorriston presented an updated a progress matrix; dates have been revised to align with the schools' plans and ordered by priority. First step: to develop the corporate policies to align with strategic plan as well as have the schools' work on their individual goals to align with the organization.</p> <p>Some highlights include: <b>OPERATIONS</b> implementing of a new HC business model to expand HC vision and services; implementing new evaluation tool (teacher competency model) to align with the principal evaluation; piloted charter school management system with all three schools (increase transparency with budget/board reporting; accountability).  <b>EDUCATION QUALITY</b> HC to work with its schools on increasing AYP results; aligning curricula to common core standards; <b>LEGISLATIVE AND MARKETING</b> developing marketing strategy for HC strat plan.  <b>GOVERNANCE</b> board training; elect new community members to HC board in SY12-13</p> <p>Each school distributed a handout highlighting updates and happenings from the last August board meeting.</p>		
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<p>B. Kamaile Academy</p>	<p>Some of the updates from Kamaile include:</p> <ul style="list-style-type: none"> <li>• Goal for the year in attendance: 95%</li> <li>• School Improvement Strategies – implementing new curriculum for reading (Reading Street program); committed to a 5-year implementation of Reading Street and Saxon Math (K-12)</li> <li>• Improving benchmark testing (ATI) that should connect with improving HSA scores</li> <li>• Develop a tool for student engagement tracking</li> </ul>		
<p>C. Kualapu`u School</p>	<p>Highlights from Principal L. Trinidad's discussion:</p> <ul style="list-style-type: none"> <li>• School Improvement Strategies –although many have been pleased with the program there have been no significant changes in results; many instructional changes made prior to ELT; struggle to capture data – teachers more conscientious of developing /integrating professional development plans with student achievement data</li> <li>• Started HSA testing</li> <li>• Accreditation visit scheduled on Jan. 16 and LAP is in full swing!</li> </ul>		
<p>D. Waimea Middle School</p>	<p>A few key points from M. Horne's presentation include:</p> <ul style="list-style-type: none"> <li>• Current student enrollment = 284; pretty evenly distributed throughout each of the three grade levels</li> </ul>		

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<i>WMS (continued)</i>	<ul style="list-style-type: none"> <li>• Overall average attendance = 96.05% (very pleased); overall (average) GPA for 1<sup>st</sup> quarter = 2.71 (accurate reflection on what the students are capable of)</li> <li>• Use of the STAR Universal Screener (Renaissance learning): reading and math assessment program; national database to monitor growth; create school benchmarks</li> <li>• School improvement strategies all contribute (and go hand-in-hand with) the school's vision; new initiatives are currently underway with some of the key initiatives in the works             <ul style="list-style-type: none"> <li>- Curriculum updating and professional development for all subject areas</li> <li>- Hiring a VP</li> <li>- Streamlined Teacher Observation and Feedback tool</li> </ul> </li> </ul>		
<b>VI. Executive Session</b> A. Governance	The board went into executive session to discuss governance and personnel matters.		
<b>VII. Adjourn/Close</b>	The meeting was adjourned at 2:23 p.m.		The next HC Board meeting will take place on Thursday, January 10, 2013.