

HO'OKĀKO'O GOVERNING BOARD MEETING
Tuesday, May 23, 2017, 2:00 PM – 4:00 PM
1360 S. Beretania Street, Suite 202, HNL, HI 96814
MINUTES

Present: Joseph Uno, Chair, Nancy Barry, Barbara Kalipi (remote), Bob Masuda, Paul Nakayama, Blake Parsons (remote), Kumau Pineda-Akiona (remote), Maile Tualii (remote), Robert Witt (remote)

Excused: Manny August, Jr., Kaipo Ka'awaloa, Robert Peters

Staff: Amy Kendziorski (remote), Lydia Trinidad (remote), Anna Winslow (remote), David Y. Gibson, Julie Upton, Chris Kono

AGENDA ITEM	NOTES	FOLLOW UP	DECISION MAKING	ATTACHMENTS
I. Welcome (J. Uno)	J. Uno called the meeting to order at 2:05 PM			
II. Approval of March 28, 2017 Minutes (J. Uno)	Board approval of March 28, 2017 Minutes		Action: Motion to approve of March 28, 2017 Governing Board Meeting Minutes (Nakayama/Barry). Motion passed unanimously.	#1 HC Governing Board March 28 2017 Meeting Minutes - DRAFT
III. Committee Reports: A. Executive (J. Uno)	Discussed Principal Oversight & Evaluation adopted at the 5/10/17 Executive Committee meeting. J. Uno recommended committee meet twice annually to conduct Principal evaluations. A. Winslow suggested Aug 7-14 and June 1 A. Kendziorski suggested Late July and last day of school. Education Committee to provide mid-year check in. Strategic Planning – B. Parsons volunteered Development Committee to lead Strategic Planning Annual Report – J. Uno asked schools and Ho'okāko'o to develop annual reports. To be used in convening Board of Advisors.	J. Uno to work with D. Gibson to schedule evaluations.		#2 Hookakoo May 10 2017 Executive Committee Meeting Minutes – FINAL #3 Principal Oversight & Evaluation rev 20170510 - FINAL

B. Nominating & Governance (J. Uno)	Succession Planning – J. Uno suggested the need to begin succession planning for board members.			
C. Budget & Finance (M. August)	Budget & Finance Committee recommended the performance of a financial review for Waimea and Kualapu'u in lieu of a full audit. A RFP for Audit/Review work for next school year will be developed. Committee reviewing and evaluating HC and schools' financial accounts. Exploring endowment management options.		Action: Motion to perform financial review in lieu of full audit for Kualapu'u and Waimea pending WASC Accreditation requirements (Masuda/Nakayama). Motion passed unanimously.	
D. Education (R. Peters)	M. Tualii gave summary of her Hawaiian culture-base education presentation made to the Education Committee. Suggested incorporating HCBE in strategic planning.			#4 Hookakoo April 25 2017 Education Committee Meeting Minutes - FINAL
E. Development (B. Parsons)	D. Gibson report on the creation of endowment funds for our schools. Presented draft Board Endowment Resolution to be reviewed by legal.		Action: Motion to approve creation of endowment funds in principle for all three schools and Ho'okāko'o (Masuda/Parsons). Motion passed unanimously.	#5 HC Kualapuu Endowment Fund Resolution-DRAFT
F. External Relations (R. Masuda)	B. Masuda gave update report; developing strategy to reach out to legislature.			
IV. School Reports: A. School Reporting Format (B. Parsons)	B. Parsons presented a suggested format to standardize Principal reports to the board. L. Trinidad suggested using existing Kamehameha Schools report. A. Winslow noted	Education Committee to pursue Principal reporting format.		#6 Suggestion - Principal Board

	need for other information such as human resources. B. Kalipi suggested Principals consider information Board may need.			Meeting Report Format.pdf
B. Kamaile (A. Winslow)	<p>A. Winslow gave Kamaile school update.</p> <ul style="list-style-type: none"> Discussed personnel issues, increased security, and safety planning. New fencing to be installed. Fundraising may be necessary to additional gates. Discussed School Resource Officer. B. Masuda suggested contacting the HPD District Commander and to establish policy. Kamaile to graduate 15 students; 11 to attend college. Discussed Board Resolution authorizing signatory for charter contract renewal. 		<p>Action: Motion to approve Board Resolution authorizing Joseph Uno to execute and deliver the Kamaile Academy, Kualapu'u School and Waimea Middle School Charter Contracts on behalf of the Board (Kalipi/Barry)</p> <p>Motion passed unanimously.</p>	<p>#7 Signing and Execution of the Charter Contract.pdf</p> <p>#8 Ho'okāko'o Board Resolution Authorizing Signatory for Kamaile Academy.doc</p>
C. Kualapu'u School (L. Trinidad)	<p>L. Trinidad gave Kualapu'u school update.</p> <ul style="list-style-type: none"> Continuing to recruit teachers for next school year. No local applicants. Discussed relocation stipends to help with recruitment and retention. To ratify the board email vote to unanimously approve Kualapu'u School's Academic Outcome Targets & Value Added Goals, Title I Plans and 2017-2018 Budget L. Trinidad gave update on fundraising event. Board Resolution authorizing signatory 	Ho'okāko'o to conduct research on relocation costs and stipends.	<p>Action: Approval to ratify April 20, 2017 email vote to approve Kualapu'u School's Academic Outcome Targets & Value Added Goals, Title I Plans and 2017-2018 Budget (Masuda/Nakayama).</p> <p>Motion passed unanimously.</p>	#9 Ho'okāko'o Board Resolution Authorizing Signatory for Kualapu'u School.doc

<p>D. Waimea Middle School (A. Kendziorski)</p>	<p>A. Kendziorski gave Waimea school update.</p> <ul style="list-style-type: none"> • Gave update on school events <ul style="list-style-type: none"> ○ May Day 100th Anniversary celebration ○ 8th Grade Exit Ceremony 5/25 ○ Board meeting bwith faculty 5/26 • Reviewed Academic Outcome Targets & Value Added Goals and 2017-2018 Budget • To ratify the board email vote to approve Waimea Middle School's Title I Plans with 11 Yes, 0 No and 1 member no responding. • Board Resolution authorizing signatory 		<p>Action: Motion to ratify 4/12/17 email vote to approve Title I Plans, and approval of Academic Outcome Targets/Value Added Goals & 2017-2018 Budget (Nakayama/Barry)</p> <p>Motion passed unanimously.</p>	<p>#10 WMS Academic Targets & Value Added Goals</p> <p>#11 WMS SY 17-18 Budget</p> <p>#12 Ho'okāko'o Board Resolution Authorizing Signatory for Waimea Middle School.doc</p>
<p>V. Executive Director Report (D. Gibson)</p>	<p>D. Gibson presented the following for discussion:</p> <ul style="list-style-type: none"> • 2018 Board Meeting Calendar for board to review. • HC moving office across hall to smaller space by end of June • HC Fee-for-Service model and legal review. D. Gibson working with attorneys to form LLC. • Discussed suggestion by HC attorneys to separate Ho'okāko'o Nonprofit and Governing Board Meetings for improve accountability and separation of private and public governance responsibilities. 	<p>Board to inform D. Gibson of any conflicts with 2018 Board Meeting Calendar</p> <p>D. Gibson will pursue creation of separate Ho'okāko'o and school board meetings.</p>		<p>#13 HC 2017-2018 Board Meeting Calendar - DRAFT</p>
<p>VI. Executive Session <i>This portion of the meeting was closed.</i></p>	<p>Board discussed personnel-related matters: A. Winslow contract renewal</p>		<p>Action: Motion to approve renewal and contract for A. Winslow (Masuda/Nakayama)</p> <p>Motion passed unanimously.</p>	
<p>VI. Adjourn</p>				<p>Next meeting: July 25, 2017 (tentative)</p>