

**Ho`okako`o Corporation (HC)  
 HC Board MEETING MINUTES  
 Friday, August 10, 2012  
 2155 Kalakaua Ave., #300, Honolulu, Hawaii 96815**

Members Present: Keith Vieira, Pauline Bailey, Ann Botticelli, Ray Soon, Robert Witt, Mitch D'Olier, Barbara Kalipi, Joe Uno  
 Staff Present: Megan McCorriston, Chris Kono, Aja Siu, Emma Weiss, Lydia Trinidad, Matt Horne, Kamana Beamer (WMS LAP Chair)

AGENDA	DISCUSSION	DECISION MAKING	ACTION
<b>I. Welcome</b>	The meeting was called to order at 12:03 p.m.		
<b>II. Approval of Meeting Minutes</b>		Moved and seconded to approve the minutes from the March 8, 2012 and May 3, 2012 board meetings (R. Soon/ M. D'Olier)	Motion carries with a unanimous vote.
<b>III. Induction of New Board Members</b>	Appointing three (3) new members of the Ho`okako`o Board of Directors with expertise in the following areas: <ul style="list-style-type: none"> <li>• EDUCATION (Bob Peters)</li> <li>• BUSINESS, FACILITIES &amp; NON-PROFIT (Joe Uno)</li> <li>• EDUCATION &amp; COMMUNITY MEMBER (Barbara Kalipi)</li> </ul>	Moved and seconded to approve the new members of the board (M. D'Olier/ R. Soon)	Motion carries with a unanimous vote.
	Appointment of a total of eleven (11) members of the Ho`okako`o Board of Directors which include the three new members listed above.	Moved and seconded to approve the new HC Board of Directors (M. D'Olier/ R. Soon)	Motion carries with a unanimous vote.
<b>IV. Executive Director Updates</b>	M. McCorriston reported on HC's Strategic Plan through 2015. Some of the main points that were highlighted on the Progress Matrix handout are: <ul style="list-style-type: none"> <li>• <b>Operations (Accountability):</b>                Goals that have been achieved – developed a shared vision of organizational goals (conduct presentation with KS, HC Strategic Planning presentation at all HC schools)                Working on the budgets with the school, developing a Principal Evaluation tool that is more competency-based, redesign HR functions at the three schools, plan new</li> </ul>		

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	<p>HC Business Model to expand HC vision and services, implementing transition to CSMC accounting/reporting system</p> <ul style="list-style-type: none"> <li>• <b>Education Quality:</b> Improve student performance, Increase HC schools AYP results, raise academic achievement of Native Hawaiian children, pioneer innovations in teaching and learning at HC's schools (ELT), aligning curriculum to common core standards</li> <li>• <b>Resource Acquisition and Management:</b> discussion about new business model, securing other funds at the corporation and school level (looking into possible grants, contracting services)</li> <li>• <b>Legislative &amp; Marketing:</b> create a marketing strategy around the HC brand (put together a team/committee, generate a 'menu of services'; focus groups, stakeholder meetings)</li> <li>• <b>Governance :</b> LAP (completed orientation and selection of members at all three schools), increase HC board interaction with school community stakeholders</li> </ul>		
<p><b>V. School Updates / AYP Results</b></p> <p>Kualapu`u</p>	<p>L. Trinidad provided a one-page report on Kualapu`u School highlighting the following:</p> <ul style="list-style-type: none"> <li>• <b>Strategic Planning (SP):</b> <ul style="list-style-type: none"> <li>- Recognizing board member Don Young for coming towards the end of the school year to participate in an SP session; having the presence of two board members – Don and Barbara – was very beneficial</li> </ul> </li> </ul>		

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<p><b>School Updates / AYP Results (continued)</b></p> <p style="text-align: center;">Kualapu`u</p>	<ul style="list-style-type: none"> <li>- Entering into a second phase of SP (13 priorities)</li> <li>- Incorporating interviewing (former) students from KS, Molokai High and Intermediate; resulted in validation of academic program (reading and math), 1-mile run; improvements can be made in Science</li> <li>- KUU SP draft will be completed by end of Dec. 2012 for board approval</li> <li>• <b>Grade Expansion Concept:</b> <ul style="list-style-type: none"> <li>- Possible contract with Envision Schools to facilitate grade expansion concept</li> </ul> </li> <li>• <b>Work Group Committees:</b> <ul style="list-style-type: none"> <li>- To take place in the next year or two</li> </ul> </li> <li>• <b>Accreditation:</b> <ul style="list-style-type: none"> <li>- Ready to submit application (goal is initial candidacy)</li> <li>- Request for initial visit by the Fall 2012</li> </ul> </li> <li>• <b>Kualapu`u (Briefly) by the Numbers:</b> <ul style="list-style-type: none"> <li>- ELL numbers are really low (process of restructuring ELL)</li> <li>- More male student than female</li> <li>- SpEd 5% population attributed to the school's resources &amp; support</li> <li>- 83% Free &amp; Reduced Lunches (increase from 8% from last year)</li> </ul> </li> </ul>		
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<b>School Updates / AYP Results (continued)</b>	<ul style="list-style-type: none"> <li>- Find out ways to attract teachers to stay (i.e. KA looking at inviting student interns from Chaminade and UH), building the community, tracking cohorts</li> <li>• <b>Other School Concerns:</b> Outdated core curriculum, limited test prep for students, too many transition times during the day</li> <li>• <b>Assessment Technology Incorporated (ATI):</b> A system in which teachers can gather and track data for individual students, classes and grades; aligned to common core standards</li> <li>• <b>Changes in SY12-13:</b> Implementing new core curriculum; Use of programs such as Reading Street and Saxon Math; HSA testing moved to second trimester</li> </ul>		
Waimea Middle	<p>New Principal, M. Horne's report included:</p> <ul style="list-style-type: none"> <li>• <b>Immediate Priorities:</b> <ol style="list-style-type: none"> <li>1. Ensure effective, research based instructional strategies (through Professional development)</li> <li>2. Align curriculum with state and common core standards</li> <li>3. Restore stakeholder involvement through the Local Advisory Panel (LAP)</li> <li>4. Integrate 'Ike – a deeper understanding of culture and place into core content</li> </ol> </li> </ul>		

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<p><b>School Updates / AYP Results (continued)</b></p>	<p>*All four are factors that contribute to a clear <b>Vision</b>; using accreditation process as a road map for strategic planning</p> <ul style="list-style-type: none"> <li>• <b>Budget:</b> <ul style="list-style-type: none"> <li>- SY12-13 is focused on capacity building and planning;</li> <li>- Majority of funds received from State Per-Pupil; Majority of Expenditures is Personnel</li> <li>- Increasing the Instructional Services function (classroom) of expenditures from 54% to 75% - working on funds to go directly to benefit the children</li> </ul> </li> <li>• <b>HSA Results:</b> AYP not met in both Reading (down 1% from last year) and Math (up 3% from last year)           <p style="margin-left: 20px;"><b>Cohort Data:</b> Example given – Looked at 5<sup>th</sup> graders (3 year span): Entered WMS at 46%, but when done as 8<sup>th</sup> graders (exiting to high school) rate increased to 60%.</p> </li> </ul>		
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<b>VI. Board Action</b>							
HC Conflicts of Interest Policy	Board members to review, sign and return to HC office						
Master Calendar	<p style="text-align: center;"><b>Board Meeting Schedule for SY2012 -2013</b></p> <table border="1" style="width: 100%;"> <tr> <td>Thursday, October 18, 2012 (12noon to 2:00pm)</td> </tr> <tr> <td>Thursday, January 10, 2013 (12noon to 2:00pm)</td> </tr> <tr> <td>Thursday, March 14, 2013 (12noon to 2:00pm)</td> </tr> <tr> <td>Thursday, May 16, 2013 (12noon to 2:00pm)</td> </tr> </table>	Thursday, October 18, 2012 (12noon to 2:00pm)	Thursday, January 10, 2013 (12noon to 2:00pm)	Thursday, March 14, 2013 (12noon to 2:00pm)	Thursday, May 16, 2013 (12noon to 2:00pm)	Moved and seconded to approve the SY12-13 schedule (P. Bailey / A. Botticelli)	Motion carries with a unanimous vote.
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Thursday, May 16, 2013 (12noon to 2:00pm)							
Authorize the Budget Committee to Review & Submit SY12-13 Budgets	Request for the Budget Committee to meet on Monday, August 13 due to schedule conflict.		Motion made by K. Vieira, seconded by A. Botticelli.				
HC Board President & Vice President	<p>Vote to elect the new President (previously known as Chair) and Vice President (Vice Chair) of HC's Board.</p> <p>Robert from the Nominating &amp; Governance Committee said a few words on their selection of the new President and Vice President. Decision was based on looking at a duo leadership team that will have the ability to move the board forward during this critical time. Two of the qualities that were important in leading the organization into the future were: development &amp; implementation of the strategic plan, confidence in re-establishing a relationship with KS.</p>	<p>Moved and seconded to approve the following R. Witt moves and R. Soon seconded...I think....</p> <ul style="list-style-type: none"> <li>• Pauline Bailey as President</li> <li>• Ann Botticelli as Vice President</li> </ul>	Motion carries with one 'no' vote.				

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<b>VII. LSB/LAP Board Composition</b>	<p>A handout of the LAP SY12-13 schedule was distributed to all meeting attendees.</p> <p>In a commitment to be more engaged at the local community level, 2 board members agreed to be assigned at each of the schools*:</p> <ul style="list-style-type: none"> <li>• Kamaile Academy (Ray S. &amp; Mitch D.)</li> <li>• Kualapu`u School (Ann B. &amp; Barbara K.)</li> <li>• Waimea Middle School (Guy K. &amp; Robert W.)</li> </ul> <p><i>*Board members have the liberty to rotate out and take turns.</i></p>		
<b>VIII. Executive Session</b>	<p>The board went into executive session to discuss personnel matters.</p>		
<b>IX. Adjourn</b>	<p>The meeting was adjourned at 3:26 p.m.</p>	<p>The next HC Board Meeting will take place on Thursday, October 18, 2012.</p>	