

HO'OKĀKO'O
SCHOOL GOVERNING BOARD MEETING
Tuesday, February 23, 2021, 2:00 PM - 4:30 PM
WebEx Videoconference
Meeting number: 126 451 9727

MINUTES - DRAFT

Present: Blake Parsons, Chair, Nancy Barry, Vice Chair, Ivan Takushi, Treasurer, Pualani Akaka, Jon Ching, Ann Mahi, Kumau Pineda-Akiona

Absent: Matt Caires, Paul Nakayama

Staff: Janice English, Paul Kepka, Lydia Trinidad, David Gibson

AGENDA ITEM	PURPOSE	DECISION MAKING	ATTACHMENTS
I. Welcome (B. Parsons) (2 min)	<ul style="list-style-type: none"> • Meeting called to order at 2:04 PM • P. Akaka offered a pule • Quorum was established 		
II. Acceptance of Governing Board Minutes (B. Parsons) (2 min)	Board acceptance of the draft November 17, 2020 Governing Board Minutes into the record.	Action needed: Acceptance of the draft November 21, 2020 Governing Board Minutes into the record. (J. Ching/N. Barry) Motion passes unanimously.	HC Governing Board November 17 2020 MINUTES - draft
III. Ratification of Board email vote (D. Gibson) (2 min)	Pursuant to Article IV, Section 2(i) of the Ho'okāko'o bylaws, an email vote to approve revisions to Kamaile Academy's Admissions Policy was conducted of all board members between November 19, 2020 and November 23, 2020. Motion: To approve Kamaile Academy's revised June 19, 2020 Admissions Policy and its submission to the Commission. Result: the motion passed on November 23, 2020 with a majority of the board voting to approve. <u>"Yes" votes</u> Pualani Akaka Nancy Barry	Action needed: To ratify the November 23, 2020 Board email vote approving Kamaile Academy's revised June 19, 2020 Admissions Policy and its submission to the Commission. (P. Akaka/I. Takushi) Motion passes unanimously.	Kamaile Academy Admission & Enrollment Policy - Approved June 19, 2020 REVISED 20201117

	<p>Jon Ching Ann Mahi Paul Nakayama Blake Parsons Kumau Pineda-Akiona Ivan Takushi</p> <p><u>Did not vote</u> Matt Caires</p> <p>The result of the vote was communicated to the full board by email on November 23, 2020.</p>		
<p>IV. Committee Reports</p> <p>A. Budget & Finance (I. Takushi) (5 min)</p>	<p><i>Committee reports related to school governance.</i></p> <p>I. Takushi gave a report on the Budget & Finance Committee's review of the schools' second quarter financial statements. No significant findings to report. Board thanked I. Takushi for his oversight on behalf of the board.</p>		<p>Kamaile Balance Sheet Detail 12-31-20 Kamaile Income Statement 12-31-20</p> <p>Kualapu'u Balance Sheet 12-31-20 Kualapu'u Income Statement 12-31-20</p> <p>Waimea Balance Sheet 12-31-20 Waimea Income Statement 12-31-20</p>
<p>B. Education Committee (N. Barry) (5 min)</p>	<p>N. Barry reported on the December 15, 2020 Education Committee Meeting. Meeting was productive with a review of the schools' academic plans, accreditation, COVID impact.</p>		<p>Hookakoo Education Committee Meeting Dec 15 2020 Minutes - draft</p>
<p>C. External Relations Committee (M. Caires) (5 min)</p>	<p>D. Gibson reported on the December 16, 2020 External relations Committee Meeting. Meeting was primarily introductory with new members. M. Caires agreed to make the first draft of the</p>		<p>HC External Relations Committee Dec 16 2020 Minutes - Draft</p>

	<p>committee's charter for the committee to review. The committee's focus will be primarily communications and coordinate with the Development and the Budget & Finance Committees to facilitate fundraising and development. J. Ching recognized J. English and appreciation for better understanding the school's needs. Committee could be instrumental in helping to tell our schools' stories especially in light off budget constraints.</p>		
<p>V. School Reports</p> <p>A. Kamaile Academy (P. Kepka) (20 min)</p>	<p>P. Kepka thanked the board for their support during this extraordinary time and reported highlights from the Kamaile Academy Principal's Report (see attached).</p> <ul style="list-style-type: none"> • Return to School Update <ul style="list-style-type: none"> ○ Following the DOE metrics on returning to school and incorporating data from the Waianae Coast Comprehensive Health Center. ○ School is in the blended-learning stage with about half of the students participating at least 2 days per week. ○ No COVID transmission on campus. • "Growing Our Kula" publication about Kamaile has been produced and distributed as part of the school's development and fundraising plan. • 163,000 meals have been served through the school's meal program since the start f the pandemic. • School culture is very positive. • Focusing on instructional habits and individual student needs as part of school improvement. • Kamaile counselors expected to receive national RAMP certification (Fecognized ASCA Model Program) and is only the second P-12 school nationally and the only HFCS in Hawaii to achieve this recognition. • B. Parsons asked for an update on the land transfer. P. Kepka reported that it is in land court. Everything seems ready though 		<p>Ho'okako'o Board Report 2 22 21</p>

	<p>the process is slow. Former board members assisting. School has a \$1.2 million CIP approved for improvements to the parcel.</p> <ul style="list-style-type: none"> • SY 2020-2021 Budget Update <ul style="list-style-type: none"> ○ Being transparent with faculty & staff about the state of the budget and impacts of the economy. ○ Deficit less than anticipated for 2020-2021. ○ Kamaile has a reserve that could sustain the school. ○ Asking board to consider funding hard-to-staff differentials and potential cost associated with not having a furlough. Need to be competitive with other schools in the district. ○ Developing various scenarios based on potential state budget cuts. ○ B. Parsons asked about the prospects of fundraising and development needed to offset budget shortfalls. P. Kepka reported fundraising successes and progress being made. Still much to do. Must include sustainable budgeting. 		
<p>B. Waimea Middle School (J. English) (20 min)</p>	<p>J. English gave the Waimea Middle School Principal's Report.</p> <ul style="list-style-type: none"> • WASC accreditation awarded for 6 years. • Expecting a budget shortfall next school year. Looking at ways to cut costs and to have a balanced budget. • SY 2021-2022 budget planning has begun. At present looks like budget will be in the black. • Return to School Update <ul style="list-style-type: none"> ○ Continuing to gradually bring back students for blended in-person learning. ○ Implementing mitigation measures including barriers, distancing, etc. • Development <ul style="list-style-type: none"> ○ School is continuing to fundraise and has had some successes ○ Exploring various opportunities including new grant opportunities 	<p>Action needed: To update the Ho'okāko'o Student Discipline Policy (STU03) to incorporate the revisions to the Department of Education, Administrative Rules Chapter 19.</p>	<p>Waimea Feb 2021 HC Principal Governing Board Reporting</p> <p>Waimea NWEA Growth - Fall to Winter - SY 2020-21</p> <p>HC STU03 Student Discipline Policy</p> <p>DOE Chapter 19 Memo Oct 4 2018</p>

	<ul style="list-style-type: none"> • A. Mahi inquired about the school's plans to use SPED-funded positions to help offset costs. J. English shared efforts to ensure students receive needed services while making staffing decisions. • J. English informed board of DOE changes to Chapter 19 policy and need for the board to approve changes. D. Gibson will draft changes to Ho'okāko'o's policy and present it to the board for approval. • D. Gibson updated the board on the status of the development of the facilities MOA with the DOE. Currently being reviewed by the DOE. B. Parsons to contact Deputy AG Ushiroda on status of the MOA with the DOE. 		
<p>C. Kualapu'u School (L. Trinidad) (20 min)</p>	<p>L. Trinidad gave the Kualapu'u School Principal's Report:</p> <ul style="list-style-type: none"> • Fundraising continues with some successes and is ramping back up. • Future funding is unpredictable. Kualapu'u has reserves to help sustain the school through 2021-2022. • Experiencing some personnel issues. Student Services Coordinator passed away. Vice Principal on maternity leave. Retirements expected at the end of the year. Considering staffing changes and ability to recruit. Work being picked up by staff for now. • Students seem to be holding steady with testing. Some kindergarteners and Grade 1 students are behind possibly due to disruptions in their education caused by the pandemic. • Concerned about upcoming changes requiring preschools to accept 3 year old students and how it might impact the school's Pre-K program. 		<p>Kualapuu Report for HC BOD on February 23 2021</p>
<p>VI. Other Business (B. Parsons) (2 min)</p>			
<p>VII. Adjourn (B. Parsons) (1 min)</p>	<p>Meeting adjourned at 3:17 PM. Next meeting May 15, 2021</p>		

EXECUTIVE ORDER NO. 20-02

On March 29, 2020, the Governor of the State of Hawai'i issued Executive Order No. 20-02 suspending HRS 302D-12(h)(1) to (5), **charter school boards; powers and duties**, to the extent necessary to enable the governing board of a charter school to conduct business in person or through remote technology without holding meetings open to the public. The governing boards shall consider reasonable measures to allow public participation consistent with social distancing practices, such as providing notice of meetings, allowing submissions of written testimony on agenda items, live streaming meetings, and posting minutes of meetings online. No governing board deliberation or action shall be invalid, however, if such measures are not taken.