

HO'OKĀKO'O
SCHOOL GOVERNING BOARD MEETING
Tuesday, November 19, 2024, 2:30 PM – 4:00 PM
Webex Videoconference

DRAFT MINUTES

Present: Susan Maddox, Vice Chair; Ivan Takushi, Treasurer; Kumau Pineda-Akiona, Secretary; Pualani Akaka; Mary Komomua

Excused: Jon Ching, Chair; Kealoha Fox

Staff: Paul Kepka, Principal Kamaile Academy; Janice English, Principal, Waimea Middle School; Lydia Trinidad, Principal, Kualapu'u School; David Gibson, Executive Director; Dale Abe, Senior Accountant; Chris Kono, HR Director

AGENDA ITEM	NOTES	DECISION MAKING	FOLLOW UP	ATTACHMENTS
I. Welcome (S. Maddox)	<ul style="list-style-type: none"> ● The meeting was called to order at 2:37 PM. ● P. Akaka offered the Pule. ● A quorum was established. 			
II. Acceptance of Governing Board Meeting Minutes (S. Maddox)	The Board accepted the draft August 27, 2024, Governing Board Meeting Minutes into the record.	Action Needed: Acceptance of the draft August 27, 2024, Governing Board Minutes into the record. (I. Takushi/P. Akaka) The motion passed unanimously.		HC Governing Board Aug 27 2024 MINUTES - DRAFT
III. Committee of the Whole Reports (<i>Committee reports related to school governance</i>)				
A. Executive (S. Maddox)	No Report.			

<p>B. Budget & Finance / Development (I. Takushi/S. Maddox)</p>	<p>The Budget & Finance/Development COW reviewed and approved the schools' 2025 Q1 Financials and Waimea's 2024 Audit.</p> <p>1. D. Abe gave an update on the following items from the Q1 Financials:</p> <ul style="list-style-type: none"> ● We have an email from the DOE forgiving prior unbilled electrical. When the electrical upgrade is completed at WMS, we will formally request forgiveness. The upgrade is expected to be completed by the end of the school year. ● All employee advances due to the DOE payroll issue have been collected. ● The budget Commission has reimbursed the Q1 FICA and Medicare reimbursements. <p>2. The Board ratified the October 31, 2024, Board email vote to approve the 2025 Q1 financials and November 1, 2024 email vote to approve Waimea's 2024 audit, conducted pursuant to Article IV, Section 2(I) of the Ho'okāko'o bylaws.</p> <p>(a) Motion: To approve HC Schools' 2024-2025 First Quarter Financial Statements and their submission to the Commission.</p>	<p>Action Taken: To ratify the October 31, 2024, Board email vote to approve the 2025 Q1 financials, and November 1, 2024, email vote to approve Waimea's 2024 audit. (S. Maddox/K. Pineda-Akiona) The motion passed unanimously.</p>		
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	<p>Results: The motion passed unanimously.</p> <p>(b) Motion: To approve Waimea's 2024 draft Independent Auditor's Report and its submission to the Commission.</p> <p>Result: The motion was passed by a majority of the board members: P. Akaka, J. Ching, K. Fox, S. Maddox, K. Pineda-Akiona, and I. Takushi.</p> <p>3. S. Maddox reported that she is working on a year-end solicitation.</p>			
C. Education (K. Fox)	No Report.			
D. External Relations	No. Report			
IV. School Reports				
A. Kamaile Academy (P. Kepka)	<p>P. Kepka presented the attached Kamaile Principal's Report with the following highlights:</p> <ol style="list-style-type: none"> 1. P. Kepka and staff have completed the DEI Training, which was seen as valuable. 2. Kamaile has been really strong with Ready to Learn and collecting data. 3. P. Kepka thanked the board for their engagement with the PK-12 Sustainability study. 			Kamaile Nov 19 2024 Principal Report

	<ol style="list-style-type: none"> 4. Pre-K Expansion update – P. Kepka and D. Gibson to meet with SFA soon; the project seems to be moving forward. 5. The school has purchased a used school bus for student activities. 			
B. Waimea Middle School (J. English)	<p>J. English presented the attached Waimea Principal's Report with the following highlights:</p> <ol style="list-style-type: none"> 1. Update on Title IX and act 242. She is now trained. Free webinar in January - https://icslawyer.com/k-12-trainings-webinars/ Overview - https://www.pbs.org/video/title-ix-rules-1713560425/ 2. OHA is funding a feasibility study on a Second Charter School Authorizer in Hawaii. A questionnaire will be sent to the board for input. 			WMS Nov 2024 HC Principal Governing Board Report
C. Kualapu'u School (L. Trinidad)	<p>L. Trinidad presented the attached Kualapu'u Principal's Report with the following highlights:</p> <ol style="list-style-type: none"> 1. The Title I FRF has been updated and will be sent to the board for approval. 2. An update was given on the Principal recruitment. 3. L. Trinidad reviewed the school's StriveHi scores; sowing improvements. 			Kualapu'u Nov 19 2024 Principal Report
V. Other Business (S. Maddox)	No other business.			

VI. Adjourn (S. Maddox)	The meeting was adjourned at 4:03 PM. Next Meeting: February 25, 2025	Action Needed: Motion to adjourn the meeting. (P. Akaka/I. Takushi) The motion passed unanimously.		
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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.