

HO'OKĀKO'O
SCHOOL GOVERNING BOARD MEETING
Tuesday, February 27, 2024, 12:30 PM – 3:00 PM
Waimea Middle School
Webex Videoconference

MINUTES

Present: Pualani Akaka, Chair; Jon Ching, Vice Chair; Ivan Takushi, Treasurer (remote); Kumau Pineda-Akiona, Secretary; Kealoha Fox (remote); Mary Komomua (remote); Susan Maddox

Staff: David Y. Gibson, Executive Director; Janice English, Principal, WMS, Paul Kepka, Principal, Kamaile (remote); Lydia Trinidad, Principal, Kualapu'u (remote)

Guest: Pat Rice, WMS; Charles Kaneshiro, G70; WMS Teachers Amanda Gagliano, Naui Murphy, Tisha Gusman

AGENDA ITEM	PURPOSE	DECISION MAKING	FOLLOW UP	ATTACHMENTS
I. Welcome (P. Akaka)	<ul style="list-style-type: none"> • The meeting was called to order at 12:33 PM. • P. Akaka offered the Pule. • A quorum was established. • P. Akaka thanked everyone for attending the meeting. 			
II. Acceptance of Governing Board Meeting Minutes (P. Akaka)	The board accepted the draft November 14, 2023, Governing Board Meeting Minutes into the record.	Action Taken: Acceptance of the draft November 14, 2023, Governing Board Meeting Minutes into the record. (J. Ching/S. Maddox) The motion passed unanimously.		HC Governing Board Nov 14 2023 MINUTES - DRAFT.docx
III. Ratification of Email Votes (D. Gibson)	<ol style="list-style-type: none"> 1. The board ratified the December 1, 2023, email vote to approve Kamaile's 2023 Audit pursuant to Article IV, Section 2(I) of the Ho'okāko'o bylaws. Motion: To approve Kamaile Academy's Financial Statement and Supplementary Information with Independent Auditor's Report for Fiscal Year Ended June 30, 2023, and its submission to the Commission. 	Action Taken: To ratify the December 1, 2023, Email Vote to approve Kamaile Academy's Independent Auditor's Report for Fiscal Year Ended June 30, 2023, and its submission to the Commission. (I. Takushi/P. Akaka)		202306 Kamaile Academy Signed Secure

	<p>Result: The board members passed the motion unanimously: P. Akaka, I. Takushi, K. Pineda-Akiona, K. Fox, M. Komomua, and S. Maddox.</p> <p>2. The board ratified the December 15, 2023, email vote to approve Islander Institutes to lead the Kamaile Pre-Kindergarten – 12th-grade inquiry process pursuant to Article IV, Section 2(l) of the Ho'okāko'o bylaws.</p> <p>Motion: To approve the selection of Islander Institutes' proposal submitted in response to the request for consultant services to lead the Kamaile Pre-Kindergarten – 12th grade inquiry process.</p> <p>Result: The motion was passed unanimously by all board members.</p>	<p>The motion passed unanimously.</p> <p>Action Taken: To ratify the December 15, 2023, Email Vote to approve the selection of Islander Institutes' proposal submitted in response to the request for consultant services to lead the Kamaile Pre-Kindergarten – 12th-grade inquiry process. (J. Ching/M. Komomua) The motion passed unanimously.</p>		
<p>IV. Committee of the Whole Reports (<i>Committee reports related to school governance</i>)</p>				
<p>A. Executive (P. Akaka)</p>	<p>The board discussed the Principal Evaluation process and the scheduling of the Principal EOY reviews. P. Akaka expressed concern over the process and how it needs to be reviewed by the board. The schedule was agreed upon:</p> <ul style="list-style-type: none"> June 12 - Meet with Principals June 21 - Board drafts feedback to Principals July 8 - Board feedback forwarded to the Principals July 12 – Board meets with Principals to review feedback and set 2025 goals 			
<p>B. Budget & Finance / Development (I. Takushi/S. Maddox)</p>	<p>I. Takushi reported on January 25, 2024, Budget & Finance/Development COW Meeting to debrief the schools' 2023 audits and approve the schools' Q2 financial reports.</p>			<p>HC Budget-Development COW Meeting Jan 25 2024 Minutes - DRAFT</p>

	<p>S. Maddox reported she is following up with the schools on their development plans.</p> <p>Schools aim to have projected 2024-2025 annual budgets forwarded to the board for approval by mid-May.</p>			
C. Education (K. Fox)	<p>The Education Committee met on November 29, 2023, and nominated Kealoha Fox as committee Chair.</p> <p>P. Akaka reported on upcoming committee tasks, including the schools' 2024-2025 Title I Comprehensive Needs Assessments, Comprehensive Academic Plans, and Fiscal Requirements Forms (FRF) due to the Commission by May 10, 2024. Documents will be forwarded to the Education Committee for approval by late April.</p>			HC Education COW Meeting Nov 29 2023 Minutes - DRAFT
D. External Relations	No Report.			
V. School Reports				
A. Kualapu'u School Principal's Report (L. Trinidad)	<p>L. Trinidad presented the attached Principal's Report with the following highlights.</p> <ol style="list-style-type: none"> 1. G70 Campus Master Planning—Charles Kaneshiro, Principal Architect, presented the conceptual campus master plans. 2. L. Trinidad presented the Teacher Development Reimbursement Program, which provides partial tuition reimbursements to teachers as incentives to complete their teaching education. 3. L. Trinidad requested permission to end school two days early this year to conduct a staff retreat to complete the WASC accreditation action plan. <p>The board will conduct an email vote on the request.</p>			Kualapu'u Principal's Report

<p>B. Kamaile Academy Principal's Report (P. Kepka)</p>	<p>P. Kepka presented the attached Principal's Report with the following highlights.</p> <ol style="list-style-type: none"> 1. The P-12 Inquiry has begun with Islander Institute. P. Kepka thanked the board for their support. 2. P. Kepka reported a positive school climate on the campus despite the recent violence in the community. Disciplinary referrals are down. The school is experiencing younger learners with behavioral needs. 3. The field restoration project is nearing completion. 4. P. Kepka gave an update on the school's CSI status for the Elementary program. 5. Attendance continues to be an issue. 6. Title I CAP is due for Commission soon. It will be sent to the board by 3/25/24 for review and approval. 7. The school's admission policy is being updated. A draft will be forwarded to the board for review and comment. Action will be taken at the 5/28/24 board meeting. P. Akaka urged P. Kepka to ensure the LAP has reviewed the draft before sending it to the board. 8. Pre-K expansion seems to be on hold. The current executive director of the SFA has resigned. 		<p>Kamaile Principal's Report</p>
<p>C. Waimea Middle School Principal's Report (J. English)</p>	<p>J. English presented the attached Principal's Report with the following highlights.</p> <ol style="list-style-type: none"> 1. Utah State University is teaching coding to WMS students. 2. J. English reported on the success of the OHA Ke Awa Ho'omalulu grant and the importance of grants to the school. 3. Parents commented positively on the school's after-school program. 4. NWEA data shows conditional growth in some areas. 5. Enrollment is at 210 presently. 		<p>Waimea Principal's Report</p>

Ho'okāko'o Corporation
 School Governing Board Meeting Agenda
 February 27, 2024

	<p>6. Human Resources: two teachers are retiring, but the school is not planning to replace them as it will meet the 26.15 student-to-teacher ratio.</p> <p>7. J. English was asked about school challenges and reported discipline as an issue with students showing increased SEL needs.</p>		
<p>VI. Other Business (P. Akaka)</p>	<p>D. Gibson invited the board to attend the upcoming National Charter School Conference – June 30 – July 3, 2024, Boston, MA</p>		
<p>VII. Adjourn (P. Akaka)</p>	<p>The meeting adjourned at 3:00 PM. Next Meeting: May 28, 2024</p>	<p>Action Taken: Motion to adjourn the meeting. (S. Maddox/K. Pinea-Akiona) Motion passed unanimously.</p>	

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.

Approved 5-28-24