



# Hālau Kū Māna

New Century Public Charter School

Date: Monday, August 8, 2016

I. Call to Order: at 4:14pm

a. Roll Call:

Board Members present: Keoni Lee, Keoni Bunag, Phil Galiciano, Cory Orr, Anela Freitas, Imai Winchester, Kanakolu Noa, Konia Freitas, Tamar DeFries (via teleconference).

Excused: Keola Chan, Keao NeSmith, Willy Kauai

Guests: None present.

b. Quorum Check: Quorum present

c. Review and approve Minutes (July 2016)

- Revise; T. DeFries present.
- Revise section III.c.
- Anela, moved to approve amended minutes; Cory second, approved unanimously.

d. Review Agenda – Add update on watershed meeting.

II. Open Forum: None

III. Po‘o Kula Report (K. Bunag)

a. Re-Org Updates

- i. Reorg presented to staff in late July.
- ii. Board updated on redefining positions.
- iii. First week back included staff development activities and conversations around data reviews.
- iv. Scheduled reading/math periods.
- v. VP position announced and inquires where received.
- vi. Business manager position offered with acceptance.
- vii. IT and facilities maintenance vacancies: continue looking to fill positions.
- viii. Kumu Christy moved part-time in area of special data coordination.
- ix. Math and science teacher secured.
- x. Changes implemented by Poo Kula moving in positive direction more information driven change; staffing and office issues being monitored.

- b. HR Updates
  - i. School administrator resignation accepted and replacement made.
- c. SY16-17 – Enrollment; Programmatic
  - i. Enrollment to date: 135 students, notice individual grades with low enrollment and high demand grades are full.
    - 1. SY 2015: beginning enrollment totaled 144 with 133 at end of year count.
    - 2. Difference for end of year figures include: transfer outs, entered Kamehameha Schools, or other high school, disciplinary issues and family moving.
    - 3. Monitor budget given enrollment figures.
      - a. K. Lee: Requested update for 16-17 budget and revised organization chart.
  - ii. Clarified supervision roles among EA.

#### IV. Po‘o Kula Performance Appraisal Process

- a. Establish Process & Timeline
  - i. Board to vote on goals for performance noting that comments still being received.
- b. Poo Kula’s performance goals for academic year
  - i. Academic:
    - 1. Prioritize test performance as a goal with improvement indicators; recall that we had zero’s on last results which makes it difficult to fundraise.
    - 2. Kumu inform context for test scores.
  - ii. Organizational:
    - 1. Performance goals to be realistic and balanced.
    - 2. Include evidence or objectives; 360 review system to be implemented this year; include WASC; consider combining items 1 and 2.
    - 3. Include professional development to boost morale; process for internal learning about projects among Kumu and plan for future.
  - iii. Financial
    - 1. Language directed to PKM Board and their funding raising responsibilities.
    - 2. K. Bunag how much time to devote to PKM Board still vague.
  - iv. Community:
    - 1. K. Bunag reported, 9/7/16, Aha Makua meeting regarding ‘Ohana role/support with school priorities.

2. Good communication is key with 'Ohana.
3. HKM does administer satisfaction survey

V. Announcements

- a. C. Orr reported on Makiki valley watershed partnership (MVWP) meeting
  - i. MVWP reconvened & provided partner updates:
  - ii. DOFA to do a Tantalus watershed plan; continuing base yard improvements (w/ EA completed); HNC received a GIA grant, will manage the green machine and considering constructed wetland project; possible partnerships in a GIA; Kupu reported on IUCN; HKM apparently coordinating on site on 9/2/16 with panel discussion and service project.
  - iii. DOFA reported on adjacent property next door--still no plan unless there is outright purchase.
  - iv. Identify HKM designated representative MVWP.
  - v. T. DeFries: GIA focuses on priority projects, HKM be clear on needs.
- b. Hawaiiinuiakea School of Hawaiian Knowledge Marine Fisheries building (HSHK at UH Manoa)
  - i. K. Lee reported on HSHK & potential partnership
  - ii. Benham conversation; build relationship with HKM and HSHK to use space; opportunity for professional development; collaborate on programming including fund raising; open lab space for high school to complete degree; Makiki site open for HKM lower grade levels.
  - iii. DesignThinking workshop hosted next week with HKM invited to participate.

VI. Pau: 5:52 pm