

## SCHOOL GOVERNANCE BOARD MEETING MINUTES

January 9, 2017

### I. Call to Order at 4:38pm

#### a. Roll Call

- Board members present: Tamar DeFries, Anela Freitas, Konia Freitas, Phil Gilicinao, Willy Kauai, Keoni Lee, Imai Winchester, and, Keoni Bunag, Head of School, Anuheia Awo Chun, Vice Principal.
- Board members Excused: Keao NeSmith.
- Board members Absent: Keola Chan and Kanakolu Noa.

#### b. Quorum Check - quorum present.

#### c. Review and approve Minutes -

- October 2016 and January 2017 to be prepared for approval at February meeting.

#### d. Review Agenda - tabled Aha opio presentation.

### II. Open Forum

#### a. Aha 'Opio Introduction/Updates -- Tabled

#### b. Introduction - Anuheia Awo Chun, Vice Principal

Goals for VP position (see handout)

- VP stated that the goal and objectives were based on job description with a 1.5 year time projection
- VP reviewed the following goals: testing and alignment between academic core content and culturally or place based instruction; addressing instructional coaching through professional development that aligns with school wide goals; developing healthy student attitude toward testing (currently implementing small changes and seeing results); data analysis - Implementing and assessing progress on external reviewer recommendations; VP professional development that improves SPED knowledge, curriculum assessment; lastly, consider financing curriculum support position.
- Board Chair stated that it was a good choice to bring a VP on board, the board welcomes the process, the outlined goals, the rationale and bringing ideas/request to the Board to consider.

- It was clarified that school wide goals determined priorities as a school, helped to give direction and boost morale, plus classroom data indicated trends going to positive, committees are working, staff meetings are planned for year with topics identified.
- VP mentioned that the student discipline policy could stand more development and consistent implementation.
- Keoni Lee closed by adding that the board needs to get back to vision and long term goals and oversee the management of the school (and not be in the middle of it). Board needs to work on our own roles and responsibilities and be clear on what we are being asked to do.

### III. Po'o Kula Report – K.Bunag

- K. Bunag reviewed the following, 4/5th grade combination needs to be addressed -- think about splitting grades or find another model for collaborative working space; Seeing improvement among secondary math students (Aug-Oct); ensure that ELA being embedded with PBI; HKM WIPCE proposal was approved to present on 'ike aina; Huaka'i planned for Galapagos.
- Discussion on dual credit
  - Implementation still needs work.
  - Acknowledge that dual credit logistics are hard but data suggested positive outcomes thus, find way to make it be a part of HKM overall program. For example GEAR UP at Waipahu HS and LCC graduated significant number of students with diploma and AA degrees; KS seems interested to offer another dual credit option, UHM Ethnic studies to teach a summer course.
  - How can HKM create dual credit program that aligns well with higher education? Resources exist and timing now seems good; also consider the opportunity for HKM Kumu to work with higher education faculty.
  - KCC offered HKM to purchase course/instructor without testing students into course and teacher comes here to teach, potential to alleviate some work load on HKM Kumu; disadvantages are cost and maintaining a balance of resources for those students who need career preparation after graduation.
  - Discussion address academic skill variation among students, number of students and cost justification;
  - Consider whether the next iteration of HKM may be project based and college bound while being clear on why families send their children to HKM; improve tracking post secondary performance data among HKM graduates in addition to enrollment.
  - Keoni Lee: The discussion is good and seems like Board would be interested to move in this direction. Kumu need to discuss more.
  - Anu Awo Chun felt that dual credit creates good options for students, we need to look at our schedule, assess what didn't work, and problem solve next go-round.

### IV. Financial Report

- Keoni Bunag sent quarterly financials to Board Member Anela Freitas for review; there was agreement that the quarter budget figures are good.

- The Pookula working with PKM to finalize a process to work with Kumu and identify funding areas/projects with Kumu and target grant opportunities.

## V. Continuing Business

### a. Po‘o Kula Performance Appraisal Process – Finalize and Approve

- Chair Keoni Lee clarified that final JD will be completed by next board meeting in February for Board approval and noted that ast years assessment was based on self identified goals by the Pookula. The JD must respond to current school conditions.
- Board member DeFries asked for a type of school profile (e.g. staffing, enrollment etc.) in order that the Board can make informed decisions.

### b. School Wide Priorities and Board Committees

- Keoni Lee stated that the Board was asked to bring forward short and long term ideas that can stabilize and move school forward, the following were discussed:
  - Holding Pookula accountable is important, maintain strong leadership presence, consistent process to assess Pookuma kuleana. Do fundraising.
  - Give Kumu pay raises.
  - Consistent communication between office staff and Board recognizing that the Board members need to show up to meetings; consider Board committee assignments that lays groundwork for a 2 to 3-year horizon; return to strategic plan initiative to a create collective vision for short and long term of HKM.
  - Facilities improvements and school expansion.
  - Board needs to get to know each other better and know what each other’s skills.
  - Better understanding of current school statistics – do a profile of students, facilities assessment & improvements status; better understanding of the staff and administration relative to student performance.

## VI. Announcements:

- Board serves school and students.
- Next meeting agenda items:
  - Pookumu JD
  - Examine next steps especially doing the 360 assessment
  - Board fellowship
- Revisit Pookumu task list for improvements
  - Task list was delivered last school year, consider using task list this as a mid-year check in (what worked, what’s missing or needs to be revised, or general feedback on performance), know that several issues have, or are continuing to be, addressed
  - Revisit list and Po’okumu give status up-date with Board member receiving information at faculty meeting.

## VII. Pau - 6:46pm