



## SCHOOL GOVERNANCE BOARD MEETING MINUTES

Date: Monday, April 10, 2017

### I. Call to Order: 4:41pm

#### a. Roll Call

- Present: Keoni Lee, Elwin Freitas, Konia Freitas, Phil Galicinao, Willy Kauai, Kanakolu Noa, Imai Winchester, Keoni Bunag and Anu Awo-Chun.
- Absent: Keola Chan, Keao NeSmith, Tamar deFries.
- Guest: Kapua Kamai.

#### b. Quorum Check: Quorum present.

#### c. Review and approve Minutes (February 2017)

- Willy move to accept the minutes. Elwin second. Motion to accept passed.

#### d. Review Agenda: No changes to the agenda.

### II. Open Forum

#### a. Board Training Seminar – Share out (Konia/Keao)

- Two Board members attended the seminar. Konia thought it was informative and covered a range of topics such as Board duties/responsibilities, contracts and board materials (e.g. agenda's and minutes).

#### b. Lā 'Ohana Share Out

- The hō'ike was stressful for Kumu, however, presentations are also very exciting. We can see how makua respond to the overall philosophy of the school through student and class presentations.
- Parents this year seemed more engaged in topics that students presented which means as a school, we have to up our level of teaching and prepare students for questions.
- Overall, Kumu replied that it was good to see Board members there, students and makua noticed.
- The Board members who attended were impressed with student knowledge, their level of preparation and ability to answer questions.

#### c. Aha Makua – Kapua Kamai

- Clarified that the Aha Makua was not an administrative part of the school. However, the school can help to hold funds that are raised by the Aha Makua. It was explained that with established by-laws, a bank account can be opened and can be kept by the School rather than establishing a 501(c)3.
- Asked that Lā Hanahana be brought back because it focuses the engagement level that makua should expect when they send their keiki to this school.

- Asked the Board and Administration to keep consistent track on the “kuleana” portion that makua must complete as a part of being HKM ‘Ohana. Suggested it be a part of the intent to return letter process.
- Asked for timely and open communication with makua.

### III. Po‘o Kumu Report

#### a. WASC Update

- Keoni Bunag reviewed the draft progress report that will be submitted to WASC with the Board. He asked that at least three Board members be present during visit.
- Anu Awo Chun explained that all stakeholders are consulted on the self-study since the WASC visit will assess what is contained in the progress report.
- Key points of discussion:
  - Addressed weaknesses by working with the Board to create a supportive relationship between administration and teachers.
  - Include how the addition of elementary grades resulted with lessons learned and how that can inform the addition of lower grades in the future.
  - Consider stating that we have made progress on planning through a phased approach and outline progress made to date and what future steps will be made, include a broad discussion on Mana Maoli.
    - Papa Ku Mana Board meeting to discuss short, mid and long term asks.
  - Expansion discussion should include the lease terms.
  - Increases in performance measures (pg. 15) attributed to more teacher coordination that focused on addressing student growth and achievement.

#### b. Mid Cycle Visit – May 9, 2017

- The following Board members are tentatively set to attend: Keoni Lee, Willy Kauai, Elwin Freitas and Konia Freitas.

### IV. Continuing Business

- #### a. Board Member Vacancy – The Board Chair reminded members to submit names with recommendations and resume. The Board is looking for expertise in real estate, planning and permitting and or construction, or be an alumnae or parent.
- Keoni Lee to send email to Board for recommendations.
- #### b. Schedule Board Campus/Project Visits
- Elwin will schedule a visit with the Po‘o Kula.

### V. New Business

- #### a. Governing Board Retreat (K. Lee) - May 31<sup>st</sup> (Wednesday) - all day retreat.
- The Board Chair suggested a tentative retreat structure:
    - Faculty/staff and Board relationship building- team building activities.

- Primary structure of retreat: What is purpose of education? What do we feel the future looks like, or what kind of future will our students face? What a school needs to do to prepare our students for that future? What do we have in experience and capacity at HKM and what gaps do we need to fill?
- Revisit mission and vision of school.
- Get more focused by end of day to think strategically about future planning, and complete the strategic plan document.
- At the May Board meeting we will review retreat agenda.

#### VI. Announcements

- a. WASC Mid Cycle Visit – May 9 @ HKM
- b. Graduation – Saturday, May 27 @ HKM Campus, 9:00A
- c. State Deputy Attorney General Info Sharing – June 21, 9:00A – 1:00P @ State Tower, 2<sup>nd</sup> floor conference Room

#### VII. Pau - 6:00pm