



SCHOOL GOVERNANCE BOARD MEETING NOTES

Location: HKM Campus

Date: Tuesday, March 3, 2020

Time: 5:30pm

- I. Call to Order
 - a. Roll Call: Po‘okumu Noa, Keoni Lee, Anela Freitas, Keao NeSmith (departed 6:30pm), Mike Shibata, Janeen-Ann Olds, Kela Fisher, Ramsey Fiorella, Sondra Brandon (arrived 6:30pm)
 1. Jocelyn Apo (new board member)
 - b. Guests: Donna Therrien, Michelle Nakayama, Lance Crabbe, Gayle Fung, Noelani Goodyear-Ka’opua
 - c. Quorum Check: Quorum present
 - d. Review Agenda: One change made to agenda to move up the New Board Nomination of Jocelyn Apo. The Board reviewed the qualifications and conducted an in-person interview of the nominee. **Motion to approve** the addition of Jocelyn Apo as a board member. Moved: Keao, 2nd: Mike. Ayes: 7, Nos: 0. **Motion approved.**
 - e. Approve Minutes from Feb 18, 2020 Meeting. **Motion to approve** meeting notes for February 18, 2020 meetings. Moved: Janeen, 2nd: Anela. Ayes: 7, Nos: 0. **Motion approved.**
- II. Open Forum.
 - a. Lance Crabbe, interim treasurer of the Aha Makua group, requested updates on the following:
 1. Request for updates on the Capital Improvement Project
 2. Request for updates on the governance and disciplinary policies
 3. Request for updates on high school enrollment being down
 - b. Noelani Goodyear-Kaopua shared a few items of concern with the Board:
 1. Request for updates on the Capital Improvement Project
 2. Request for improvements to the HKM website with updated Board information including Board composition, meeting agendas, meeting minutes, etc.
 3. Request for further support of Po‘okumu so she can in-turn better support students, kumu, families, the disciplinary process, and coordinate professional development at HKM.
- III. School Update
 - a. Operations. Po‘okumu Noa indicated that her immediate priority is addressing the school’s climate, attitude of faculty, students, parents. It is critical that we all maintain the values of HKM. The next steps will guide us to our desired

outcomes; to do this we all need to be willing to fix it. A meeting with the Aha Makua group scheduled for tomorrow will help in that effort. Po'okumu Noa wants to focus on positive change; and plans to be at the school from open to close as being present/visible, will set the standard for faculty and students.

- b. Academics. Po'okumu Noa has established meetings to create open lines of communication and sharing with faculty and staff. Her first success was getting a work plan and schedule in place. Kumu are using an online calendar connecting each other to meetings that are occurring on campus. English, Math, Science, and Safety teams have been reestablished to improve structures and student opportunities. HKM will need to do constant follow up and follow through with Makua.

IV. Governance

- a. New Board Member Nomination. See Item I.d.
- b. Hiring Process – New Po'okumu. Janeen went over the proposed New Po'okumu hiring process. Board to review and provide additional comments.
- c. Disciplinary Policy. Janeen went over updates to the policy related to compliance with Chapter 19, HRS and also providing updates related to school process in addressing resolution of student concerns. Board to review and provide additional comments. Keoni mentioned that former board member Keola Chan was awarded a grant to do Ho'oponopono support process and will provide more info about how HKM could be incorporated into this process.
- d. WASC Site Visit. Keoni requested that the Board plan to attend on Tuesday, March 24 from 3:15-4:15pm. Po'okumu Noa will send an email to the Board regarding other opportunities during the WASC visit to attend.

- IV. Financial Report. Michelle went over draft financials as of January 31, 2020. Overall, HKM is doing well financially and is cash strong. HKM is looking at an overall shortfall of \$169,000 for the current fiscal year. The reasons for the shortfall on the revenue side include not meeting projected student enrollment, projected fundraising revenue, a draw down from the reserve, and student fees. On the expenses side, Michelle anticipates budget over runs on IT services and bookkeeping services. In the long term to address the cost over runs, the Po'okumu will need to address student enrollment issues by improving the school climate. Once things settle down, the Po'okumu will also explore operational efficiencies which would free up opportunities for the Board to fundraise with PKM.

V. New Business.

- a. Ala Wai Canal Flood Risk Management Project. Ramsey noted that a few of the kumu are upset that the Board spoke to U.S. Army Corps of Engineers (USACE) and that HKM doesn't have an official stance on the project. The kumu would like to be part of future USACE meetings if possible. Keoni mentioned that the Board was taking a wait and see approach because we didn't see official documentation from USACE. When USACE reached out to the community as part of their additional meetings outreach, several board members and kumu were contacted and invited. Keoni was able to meet with them, and as part of that

meeting was able to confirm that USACE was not going to develop on HKM property.

- b. Transportation. Kela will coordinate with Sondra to relook at current school practices on off-campus safety, emergency procedures, etc. Kela to provide an update on upgrading HKM's transportation options at the next Board meeting.

VI. Announcements

- a. Next meeting – April 14, May 5
- b. Makahiki closing ceremony on Friday, March 6.

VII. Executive Session