



SCHOOL GOVERNANCE BOARD MEETING NOTES

Location: Virtual Meeting

Date: Tuesday, April 14, 2020

Time: 5:30pm

- I. Call to Order
 - a. Roll Call: Po‘okumu Noa, Keoni Lee, Anela Freitas, Keao NeSmith, Mike Shibata (departed 6:20pm), Janeen-Ann Olds, Kela Fisher, Ramsey Fiorella, Jocelyn Apo
 - b. Guests: Lance Crabbe
 - c. Quorum Check: Quorum present
 - d. Review Agenda: No changes
 - e. Approve Minutes from March 3, 2020 Meeting. **Motion to approve** meeting notes for March 3, 2020 meeting. Moved: Janeen, 2nd: Anela. Ayes: 8, Nos: 0. **Motion approved.**

- II. Open Forum
 - a. None.

- III. School Update
 - a. Operations (Po‘okumu Noa)
 1. Planning for HKM to remain closed for the remainder of the school year. Po‘okumu Noa has been receiving good information and guidance from the Charter School Commission on how to handle this situation.
 2. Received \$137,000 OHA grant through Kanu o Ka Aina (fiscal sponsor).
 3. Received 27 applications for potential new students.
 4. Title 1: Free and reduced lunch. Application due in August for SY21-22. In order to qualify, approximately 47.2% of students will need to meet the needs based criteria.
 5. Due to the COVID-19 situation, Po‘okumu Noa has led an effort to provide food for HKM ohana. Food is provided to 15-20 ohana per week and done so with a process to mitigate exposure and following social distancing guidelines.
 - b. Academics (Po‘okumu Noa)
 1. Submitted senior exit and graduation plan to the Board.
 2. Implementing a grading and promotion plan for grades 4-11.
 3. The Senior Project is still in the works with kumu and haumana. We are looking to do a virtual presentation and figuring that out with an IT consultant.
 4. For senior graduation, we are planning on Valedictorian and other speeches, and determining options for how to proceed with ceremony given social distancing and shelter-in-place restrictions.

5. Math and English curriculum: Determining how many hours needed to obtain credits to fulfill requirements per DOE Policy.
 6. In discussions with Kamehameha Schools Kealapono Division on three educational programs to renew their support.
- c. CIP/Restrooms (Mike Shibata)
1. Permitting. Awaiting DLNR State Parks signature on the IWS permit application to be submitted to DOH.
 2. Bid Package. Mason Architects is putting together the bid package.
- d. Lease (Anela Freitas)
1. Anela to square things away with AG by April 31.

IV. Governance

- a. Committee Update (Janeen Olds)
1. Janeen requested Board comments on the Governance Policy. The plan is to update the Student Handbook over the summer and would include the updated Disciplinary Policy within. Janeen is also looking at updating the By-Laws and Employee Handbook. Lance received the draft Disciplinary Policy and will check with the Aha Makua for any comments.

V. Finance Committee (Jocelyn Apo)

- a. Jocelyn had a few meetings with Michelle, Po‘okumu Noa, and Janeen to better understand the process for financial management, compliance, and reporting.
- b. Jocelyn recommended updating the Fiscal Policy to be in alignment with current processes.

VI. Announcements

- a. Next meeting – May 5, June 9, July 14

VII. Executive Session

- a. Moved into Executive Session at 6:40pm