

Ka'ōhao Public Charter School

Minutes of Board Meeting, August 26, 2021 – via Zoom

Board Members Present:

Cynthia Hunter, President
Winston Sakurai, School Director
Celia Miner – absent
Jared Underwood, Vice President, Treasurer
Catherine Camp
Nara McDonald

Community Members Present:

Callie Lewis
PJ Foehr, HI PCS Commission
Maile McKay, Faculty Representative
Add'l Attendees on p.3*

1. Call to Order and Approval of Minutes of April 15, May 20, and June 9 meetings.

- Meeting was called to order at 6:07 pm by Dr. Hunter.
- Approval of the April 15th Minutes was moved by Dr. Underwood and seconded by Dr. Hunter. Motion affirmed by two, with two abstaining because they were not on the Board in April. April Minutes approved. Approval of the May 20th Minutes was moved by Dr. Underwood, seconded by Dr. Hunter. Ms. McDonald noted that without a quorum, these should be considered notes rather than minutes and approval should not be required. Motion failed and will be entered as notes. June 9th meeting did have a quorum and minutes will need to be approved at a future meeting.
- Dr. Hunter moved to adopt the 11th edition of Roberts Rules of Order Newly Revised (RONR) as Governance Policy 1.13, Parliamentary Authority. Seconded by Ms. Camp. Motion approved unanimously.
- Dr. Hunter moved that the faculty of Ka'ohao School be authorized to make monthly reports to the Board of any concerns, questions, or issues they wish to bring to the Board's attention. The Faculty may select a representative from among themselves as a spokesperson to the Board. Seconded by Ms. Camp. Dr. Underwood asked if the faculty was aware of the meaning and ramifications of this motion. Ms. McDonald asked what the discussion and explanation was with the faculty. Ms. Camp feels like this is an efficient way for faculty to provide communication to the Board rather than having to hear from multiple different staff. Ms. McDonald explained that this does not preclude faculty from writing letters to the Board or using other communication channels. Motion approved unanimously.

2. Community Input:

- None.

3. KSO Report: Angela Xoinis, Membership Chair (presented by Dr. Sakurai)

- The KSO hosted a small, socially distanced scavenger hunt for new students and their 'ohana on the evening before school started. It was a great way for our new students to get a feel for the campus. We want to thank Dr. Cindy Hunter, Governing Board President, for coming out and supporting the new 'ohana at our school.
- KSO Membership dues were waived this year, donations were collected, and the amount is TBD.
- Our Welcome Back Drive-in Movie night was postponed this month due to the quarantines in effect for 5th, 4th and 1st grade. We will reschedule at a later date when it is safe to do so.

4. Faculty Liaison Report: Maile McKay

- Ms. McKay introduced herself. She thanked the Board for allowing the faculty to have a voice.
- The staff/faculty has formed a committee that will help her prepare a report for the Board each month.
- The committee's mission is to work together with the Director and the Board for continuous school improvement and transparency.

4. New Business: Cynthia Hunter

- Board membership changed over the summer: Jill Oliver resigned, and two members (Dr. Phil Whitesell and Espie Chapman) completed their terms of office.
- Dr. Underwood has been appointed Treasurer.
- Ms. McDonald has been appointed Chair of the Nominating Committee.
- Ms. Camp will serve as liaison for the Board to the architectural firm of Franklin Wong and Associates and the DOE Office of Facilities and Operations for the Cafetorium/Art Center Project.
- Dr. Hunter has appointed Dr. Philip Whitesell as an official advisor to the Board.
- The Board has formed a Pandemic Advisory Group comprised of four parents: three physicians and a social scientist. They are using guidelines from the DOH and CDC. Dr. Sakurai has been bringing the group up to speed on the ramifications of these guidelines on school operations.

5. Director's Report: Winston Sakurai

- The school was hoping to open more normally this year, but unfortunately the Delta variant changed that. Our teachers are experiencing burnout but have been so supportive and loving toward our students, making them feel safe and ready to learn.
- Ms. Hanaoka presented on the new RTI (Response To Intervention) program. She is excited about this new role and finally fulfilling this WASC plan component. She gave an overview of what RTI is. The school is currently in the Data Team phase, evaluating where students are, and then will start interventions next week. There are 30 minutes built into the schedule every day for RTI so that students receiving extra help aren't missing out on regular classroom instruction. They are only doing ELA for now, and then will work in other subjects later. The school is not presently using peer-to-peer instruction for this program because of COVID restrictions, but that is part of the long-term goal.
- Dr. Sakurai thanked the RTI team that worked over the summer to get this program running: Kristen Hanaoka, Holly Kemsley, Keri Powers, Marissa Onaga, Kim Corbin, and Barb Van Der Kamp. There are several other schools that are using programs like these to meet the needs of all students.
- Current enrollment is 320. Last year we had 329 at our October 15 count date. We are currently piloting an asynchronous distance learning program for families that are concerned about COVID-19 exposure through in-person learning.
- We had four positive COVID cases to date. The school was notified of 17 student close contacts and nine staff close contacts that did not majorly impact school operations. Close contact is defined as 3' or closer in a classroom for at least 15 minutes over a 24-hour period (even with masks).
- There is a state mandate for testing or vaccination for school employees. The deadline was extended to August 30.

- We received news this summer that our per pupil funds will be decreased for this school year, and they are holding 5% additional. We are still waiting for ARF monies from the State.
- Our District Special Education has been a great support this year.
- The BWS construction-related traffic issue is ongoing and will be for a while.
- Internet and phone upgrades happened this summer. We are still missing the router because of supply issues. We are aiming for 1MB upload and download per student when the upgrade is completed. Ten broken phones were also fixed. We hope to eventually have VOIP phones installed.
- Thank you to Ms. Camp for her input and assistance with the architect meeting for our new cafetorium. November 2022 is still the target for groundbreaking.
- Dr. Sakurai will provide written reports to the Board for future meetings.

3. Adjournment: Members adjourned at 7:13 PM.

Next Meeting Scheduled for September 23, 2021, 6:00pm via Zoom

Be it resolved that:

- The Board approves the minutes of the April 15th, 2021 meeting.
- The Board approves the adoption of the 11th edition of Roberts Rules of Order Newly Revised (RONR) as Governance Policy 1.13, Parliamentary Authority.
- The Board approves that a representative chosen by the faculty of Ka’ohao School be authorized to make monthly reports to the Board on relevant concerns, questions, or issues they wish to bring to the Board’s attention.

In witness thereof, the undersigned members of the Board have duly executed this resolution on August 26, 2021.

Cindy Hunter, Jared Underwood, Nara McDonald, Catherine Camp.

Submitted by Callie Lewis, Scribe
 Angela Xoinis
 Barb Van Der Kamp
 Heather Tyrrell
 Kristen Hanaoka
 Keri Powers
 Kristi Petosa-Sigel
 Cheryl Harden

Marissa Onaga
 Vicky Villegas
 Philip Whitesell

**please note that attendees’ names are self-reported and identity is not verified*