



STATE OF HAWAII
STATE PUBLIC CHARTER SCHOOL COMMISSION
(‘AHA KULA HO‘ĀMANA)

APPLICATIONS COMMITTEE MEETING

Minutes of the meeting of Thursday August 27, 2015

State Public Charter School Commission Office
Remington College Building
1111 Bishop Street, Honolulu, Hawaii
Fifth Floor, Suite 516

ATTENDANCE

Jill Baldemor (Vice Chair)
Peter Hanohano
Ernest Nishizaki
Roger Takabayashi

EXCUSED

Mitch D’Olier (Chair)

ALSO PRESENT

Kenyon Tam, Applications and Operations Specialist
Catherine Payne

I. Call to Order

Committee Vice Chair Jill Baldemor called the meeting to order at 10:38 am

II. Approval of August 04, 2015 Committee Meeting Minutes

ACTION: Motion to approve the Applications Committee meeting minutes of August 4 with the following amendment to the motion for Kamalani Academy (Takabayashi/Nishizaki):

“ACTION: Motion to deny 2014 charter school application for Kamalani Academy (Takabayashi). Second motion failed. ACTION: Motion to defer action on the 2014 charter school application for Kamalani Academy to the General Business Meeting (Baldemor/Hanohano). The motion passed unanimously.”

The motion passed unanimously.

III. Action on 2015-2016 Request for Proposals for New Charter Schools, Including the Process, Timeline, and Criteria for the 2015-2016 Application Cycle

Committee Vice Chair Baldemor called for public testimony. Written testimony submitted by Sheila Buyukacar, Steve Davidson, VerlieAnn Malina-Wright, Blaine Fergerstrom, and Dr. Jamie Simpson Steele.

Sheila Buyukacar, IMAG Academy, provided testimony on the 2015-2016 requests for proposals for new charter schools. She provided recommendations to the process which included removing errors within the recommendation report before it is publically released; provide better understanding of contingency budgets; and illustrate a level of trust and respect to applicants. She discussed examples.

Lynn Finnegan, Executive Director of the Hawaii Public Charter School Network (“HPCSN”), provided testimony. She asked if the Commission could compromise on the date of the final application. She is hoping the Commission could push back the deadline a few more weeks to a month.

Applications and Operations Specialist Kenyon Tam presented on the 2015-2016 request for proposals for new charter schools, including the process, timeline, and criteria for the 2015-2016 application cycle. He discussed the changes of the request for proposals which included: change back to the single phase process; the application deadline to be moved up by a month compared to the previous cycle which will add an additional month to the start-up process; merge of the application requirements and evaluation criteria; and re-ordered the sections within the application to flow better.

Tam presented on the proposed changes to the academic plan which included: adding third party education service providers (“ESP”) and charter management organizations; requiring evidence that the ESPs other clients are high quality charter schools; revisions to the curriculum and instruction design section; revision to the school culture section; adding a professional culture and staffing section; and removal of the staff structure from the school calendar and schedule section. He shared no substantive changes for the special population and at-risk students and supplemental programs. He stated there is an additional section for conversion applicants that require additional revisions.

Committee and Tam discussed the academic plan further which included re-arranging sections within the academic plan; ESPs and requirements within the application; word limitations within the application; curriculum and instructional design section and definitions; model applications and evaluation point system; including a strengths and weaknesses document; supplemental agreements; and adding language to the staffing plans, hiring, management, and evaluation section.

Tam presented on the proposed changes in the organizational plan which included: removal of the complaint procedures and requirements of the applicant to address possible issues with the associated nonprofit organization whose mission is not to solely support the proposed charter school. He shared no substantive changes and provided an overview on the following sections:

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governance; performance management, ongoing operations, student recruitment, admission, and enrollment; parent involvement and community outreach; geographic location and facilities; and start-up period.

Tam presented on the proposed changes in the financial plan which included separating the old section into two renamed sections called the financial oversight and management and operating budget. He stated the financial plan workbook will be the same.

Committee and Tam discussed the financial plan and suggested removing the bank lending institution section. Tam confirmed that it will be removed and clarified.

Tam discussed the applicant capacity which is a separate section from the academic, organizational and financial plan.

Tam shared there are more changes and revisions to be made which will be presented at the next General Business meeting. Committee requested a revised draft outlining in blue the changes discussed at today's meeting.

Tam discussed the changes to the process which included adding in a strategic vision. He shared that he has received comments from Commissioners, former applicants, former evaluators and the Hawaii Public Charter School Network.

Committee and Tam discussed the proposed timeline further based on the comments received. Tam shared staff will look further into it. Committee discussed the strengths and weaknesses document further.

IV. Adjournment

Committee Vice Chair Baldemor adjourned the meeting at 11:35 am