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

APPLICATIONS COMMITTEE MEETING

Minutes of the Wednesday, December 21, 2016 Applications Committee Meeting

Hawaii State Art Museum
250 S Hotel St, Multipurpose Room, 1st Floor
Honolulu, HI 96813

PRESENT

Jill Baldemor (Vice Chair) (left at 2:58 p.m. and returned at 3:02 p.m.)
Mitch D’Olier (Chair)
Sylvia Hussey
John Kim
Ernest Nishizaki (left at 12:44 p.m. and returned at 12:55p.m.) (left at 2:55pm)
Roger Takabayashi

EXCUSED

Kalehua Krug

ALSO PRESENT

Sione Thompson, Executive Director
Danny Vasconcellos, Organizational Performance Manager
Lauren Endo, Applications and Start-up Specialist
Sylvia Silva, Organizational Performance Specialist
Beth Bulgeron, Academic Performance Manager

I. Call to Order

Committee Chair Mitch D’Olier called the meeting to order at 12:02 p.m.

II. Approval of October 27, 2016 Committee Meeting Minutes

ACTION: Motion to approve the October 27, 2016 Applications Committee Meeting minutes (Takabayashi/Baldemor). The motion passed unanimously.

III. Action on the Process for Amendments to Approved Charter School Applications During Start-up Period

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Organizational Performance Manager, Danny Vasconcellos provided background on the proposed process for amendments to approved charter school application during start-up period. He discussed the draft process which included submitting a request form, the reason for change(s) to the approved application, and deadline.

Committee discussed the suggested deadline of October 15 which included discussions on clarification if a school were to open during the second year; adding language due to extenuating circumstances beyond the deadline; concerns defining extenuating and exceptions; using rubrics that identifies material changes; the approval process and timeline. Committee shared concern of the tight turnaround of five business days and discussed extending to ten business days.

Commissioner Sylvia Hussey suggested making certain that the form is complete and supplemental documents are complete to make an informed decision. Committee discussed the deadlines further and decided on a deadline of September 30 with a response from the Commission's executive director within ten days upon receiving the request and if additional information or documentation is required they will have ten days to submit information. Commissioner Hussey suggested organizing the information in three evaluation pockets, academic, financial and organizational and reflects the requested changes within the pockets. She also suggested setting up the form to allow schools the ability to inform the Commission on how the requested changes affects the frameworks by clearly addressing the rationale for the request. Committee discussed schools identifying the specific requests and the impact it has on academic, financial, organization, and overall in an executive summary.

Committee Chair D'Olier called for public testimony. No public or written testimony submitted. He shared Commission staff will work on the suggested changes to the next Committee meeting for action. No action taken.

IV. Action on Request to Amend Approved Charter School Application 2015-2016: Alaka'i O Kaua'i Charter School

Vasconcellos presented on the request to amend Alaka'i O Kaua'i Charter School's approved charter school application 2015-16 which is to amend the slow growth model and include grade five in the first year of operation and continue with grade six in year two. He shared that the enrollment plan does not change in the number of students served as the school adjusted class sizes to accommodate the additional fifth grade class and staffing plan is current. He shared the Commission staff's concern during the review of the requested changes is primarily with the facility plan. He reported that there is no facility identified by the school at this point and referred any questions to the school's representative, Dr. Kani Blackwell.

Committee and Vasconcellos discussed the facility concern further. Commissioner Hussey noted that each school has the option of opening during school year 2017-18 and that the school could come back in September 2017 to stabilize a facility. Committee and Vasconcellos discussed the requested grade change, facility concern, and fifth grade curriculum.

Committee Chair D'Olier called for public testimony. Written testimony submitted by Hawaii Public Charter School Network and Dr. Kani Blackwell, Chair of Alaka'i O Kaua'i Public Charter

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School.

Jeannine Souki, Executive Director of the Hawaii Public Charter School Network (HPCSN), provided testimony in support of the requested amendments for Alaka'i O Kaua'i Public Charter School. She shared there are no material changes to the school's staffing or anticipated enrollment plan.

Dr. Kani Blackwell, Chair of Alaka'i O Kaua'i Public Charter School, provided testimony. She discussed the approved enrollment plan and the reason for requested amendments which is to include the students entering into fifth grade who have supported the school since the beginning. She provided a recap of the facility search. She discussed the school's governing board's target date, January 15, 2017, to determine if the school will open in school year 17-18 or 18-19 based on securing a facility. She provided information on the academic plan for fifth grade which included information on the subjects required for that grade level and resources for the curriculum. Committee and Blackwell discussed the curriculum further.

Committee discussed the facility concerns, academic plan, enrollment timeline, and recommended motion contingent upon review of additional information reviewed and approved by the Commission's Executive Director.

ACTION: Motion to recommend to the full Commission approval of the charter application amendment subject to the executive director's review and approval of the academic plan and curriculum for 5th grade by January 15, 2017 (Takabayashi/Kim). The motion passed unanimously.

V. Action on Request to Amend Approved Charter School Application 2015-2016: Kamalani Academy

Vasconcellos presented on the request to amend Kamalani Academy's approved charter school's application 2015-16 which is to add seventh and eighth grade in year one. He shared the staff's concerns with adding a middle school division which included ensuring the proposed curriculum, staffing plan, budget and facility would accommodate more students. He discussed staff's questions regarding the revised budget which included the per pupil amount used to determine the budget, the increased fee charged by Academica Nevada, and increases in monthly lease payments.

Academic Performance Manager, Beth Bulgeron discussed the potential academic disruption a student may have when moving from a public school to the charter school and back to a public school the following year.

Commissioner Roger Takabayashi and Vasconcellos discussed the revised student enrollment information.

Committee Chair D'Olier called for public testimony. Written testimony submitted: Jeannine Souki of the Hawaii Public Charter Schools Network, Kuuipo Laumatia, Maile Domingo, Genella Albino, Lori Hodosh, Jan Conger, Amy Withrow, Gina Aguirre-Quek, Andrea McCravey, Charmaine Kawakami-Feato, Jana Koerte, Manuele Laumatia, Diana Duvauchelle Gasper, Ursula Keohokapu, Rachel Henry, Sweet Pouli, Christine Farias, Ryan Araki, Jeff Vilardi, Lolina Hufanga, Valerie Wong Clair L. Cummings, Nigel Sturge, Shana Stalcup, Raynesa Jonas, Sonya Giron, Shorrie Toi, Aaron

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Taylor, Starla Gonzalez, Sheila Buyukacar, Bernie Bautista, Lisa L. English, Sharry Lobrillo, Leila Remais, Robert Asam, Shandelle Kamoe, Debora Driscoll

Souki, Executive Director of HPCSN, testified in support of the request for an amendment. She shared she participated in a school tour with Commissioner John Kim and Representative Marcus Oshiro. She shared the facility has adequate space and opportunity for growth.

Souki, Executive Director of HPCSN, read Representative Oshiro's written testimony that supported Kamalani Academy's request.

Kuuipo Laumatia, Governing Board Chair of Kamalani Academy, provided testimony. She discussed the application process, the grades served, and potential impact of enrollment to other public schools. She addressed the concern of the potential educational disruption to eighth grade students.

Committee discussed middle school curriculum, testing, aligning to standards, staffing and teacher licensure.

Steve Davidson, Kamalani Academy, provided testimony. He shared uncertainty on why the revised budget submitted used \$6,800 per pupil instead of \$6,500 as directed by Commission staff. He discussed Academica Nevada's fee which, in the original approved plan was a reduced rate charged per student. Because the revised budget's use of a \$6,800 state per pupil figure provided a better financial standing, Academica Nevada's fee was increased. Using the correct \$6,500 state per pupil amount allows the school to be charged a reduced fee, from \$450 to \$300 per student in the first year and \$400 in the second year. He noted that the budget based on the \$6500 per pupil amount also includes a reduction in classroom teacher salaries. In addition, the budgets both reflect a 5 percent reserve.

Davidson discussed the school's lease which is structured to be lower in the early years and increase over time. He noted the landlord is Kamalani Foundation and the cost of renovation is rolled into the lease rent. Committee Chair D'Olier asked how much the nonprofit is borrowing for renovations. Laumatia responded \$2 million to bring the building to code. Davidson discussed the school's facility and plans which included ten classroom and potential to subdivide classrooms to allow for more students. He discussed the staffing plan which will require hiring a teacher who is dually licensed in both language arts and social studies to be able to cover secondary level subject areas. Committee, Davidson and Laumatia discussed the classroom facilities further.

Commissioner John Kim shared his visit to the school and discussed the facilities.

Commissioner Jill Baldemor asked for further clarification on the dual licensed teacher, if the intent for the teacher is to teach both English Language Arts and Social Studies, or to have an integrated class. Laumatia responded that the middle school grades are not at capacity and that it could be a combination or not and that they would not have different preps.

Commissioner Ernest Nishizaki, Laumatia and Davidson discussed the renovation and lease agreement. Commissioner Nishizaki asked once the renovation is complete, if the rent amount will decrease. Laumatia stated that the rent will go up. Davidson discussed the renovation

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further.

Commissioner Baldemor discussed teacher licensure for middle school further. Davidson stated that the projected budget allows the school to add another teacher. Laumatia shared the proposed school leader is an experienced middle school principal and is able to cover the licensing requirements. She noted that if needed the school will hire another teacher.

Laumatia and Davidson discussed the school's enrollment. Executive Director Sione Thompson asked for clarification on the fourth grade enrollment numbers and if the facility will accommodate the plan. Davidson responded that the enrollment will go back to the original. Commissioner Kim discussed the facility further and the location of the school. Commissioner Sylvia Hussey asked if during year two the fifth grade will be an entry point. Laumatia responded no but fifth grade will have 60 students. Davidson shared they planned to bring in more students at grade six with slightly larger classrooms.

Sione Thompson, Executive Director asked for clarification on the lease agreement, if the landlord is able to escalate the rent. Laumatia stated there is an escalation in the rental agreement.

Committee Chair D'Olier asked the school to discuss Complex Area Superintendent Brummel's comments regarding the request to add middle school in year one. He shared comfort that the school stated it affects only 28 students from the nearby district school but hearing the information provided during testimony it sounds like more students are from the Wahiawa area. Laumatia responded that 41% of students are from other complexes. Davidson shared that most students are currently being home schooled or in private schools.

Thompson and Davidson discussed the revised budget and the financial performance measure of days' cash on hand. Davidson reminded that the submitted budget has the wrong per pupil number and will resubmit a revised budget using reduced fees and salaries, also that the budget only uses 95% of the per-pupil funding with a 5% reserve. Committee Chair D'Olier noted that the Commission is concerned about payroll. Davidson stated he will send the revised budget. Committee Chair D'Olier noted that the school is doing substantial renovations and if the plans have been approved.

Wendee Hilderbrand, Kamalani Academy, provided testimony on the renovation and lease payments. She shared that the increase of \$100,000 was not impacted by renovation and more of a product of guessing with the budget a year prior. She discussed the lease has a step up increase and goes up moving forward as the school is able to handle higher payments. She shared that the school thought with the increase in funds that they are able to pay higher now. She responded to Commissioner Baldemor's questions regarding the dual licensed teacher and that the school is looking at a conservative budget and that the school is looking at adding a fourth teacher to the middle school. She shared her own experiences as a mom of a student who attended magnet schools.

Commissioner Takabayashi asked for further information on the academic plan for middle school. Bulgeron responded that the academic plan has been reviewed and if they are adding a second sixth grade, the curriculum does not need to be reviewed however, if the school chooses to do a thematic or mixed grades the curriculum should be reviewed again. Committee discussed the

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proposed curriculum further.

Organizational Performance Specialist Sylvia Silva represented as a member the application evaluation review team and discussed the evaluation of Kamalani Academy's charter application. She shared highlights of the application which provided the evaluation review team to recommend the original application for approval. She discussed the original enrollment plan which stated the applicant's reason to open grades K-6 in year one in order to grow into the site so that it builds a strong K-8 model. She discussed concerns with the requested material changes which included having the best interest of incoming eighth grade students who will transfer from a public school into Kamalani and back to a public school for grade nine and the increased demand to ensure proper tracking of credits for a middle school division. She also noted confusion with the statement from the school that the understanding was that the application was approved for K-8 since the application itself lays out a slow growth model beginning with grades K-6 in year one. She shared that if the application planned to serve grades beginning with K-8 in year one, during the evaluation process the evaluation team may have asked additional questions to clarify different concerns. She noted there were significant changes to the facilities explanation since the application review and although it is understood that plan changes can occur after there were still specifics within the application that the applicant expressed were already known. She concluded there are concerns that significant changes provided outside of the rigorous evaluation process is not vetted.

Vasconcellos shared regarding the facilities, the organizational framework team needs assurances that the building can accommodate the number of students served and is happy to hear the school is in that process. Commissioner Hussey asked Silva to speak further of the rationale regarding concern of eighth grade students experiencing only one year with the school based on the positive testimony parents provided during a previous meeting. Silva shared that this application had the most community outreach and the application asks these questions to discover whether a proposed school has researched the community and for the applicant to discover, during its planning phase and before writing the proposal, how to best serve prospective students and the community's needs. She shared the combined perspectives representing the three frameworks supported the application's statements that the K-6 slow growth plan would best serve the students and would also increase the likelihood for the school's success in its beginning years. If the application did not have a slow growth model, the team would have engaged the applicant with different questions to clarify different concerns. Vasconcellos shared that during the evaluation process, public testimony is not considered in the review as parents make the decision to apply on their own. Commissioner Hussey and Vasconcellos discussed the research further. Commissioner Kim commented that the Commission's job is to ensure schools are in the position to provide education but the decision to enroll is dictated by parents.

Thompson provided a recap of the discussion which surrounded curriculum review; review of days' cash on hand with an updated budget; the staffing plan and licensure; and the consideration of the comments received by the CAS and public schools are gearing up for the upcoming school year.

Committee discussed the clarification needed for the curriculum and staffing plan for middle school and proposed recommendation. Hilderbrand and Davidson asked if the school is able to accept applications until the conditions are met. Committee Chair D'Olier stated you can accept

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but with the understanding that it is contingent upon the conditions being met and must be known to families.

ACTION: Motion to recommend to the full Commission approval of the requested amendment to the approved application of Kamalani Academy contingent on the executive director's review and approval of the following items, no later than January 16, 2017:

- **The curriculum of an inter-disciplinary and mixed grade level model, should Kamalani Academy adopt one of these models; and**
- **An updated budget for Years 0-3 (Takabayashi/Kim). The motion passed unanimously.**

Committee Chair D'Olier recessed at 2:53 p.m. and reconvene at 2:58 a.m.

VI. Action on Request to Amend Approved Charter School Application 2015-2016: Kapolei Charter School by Goodwill Hawaii

Vasconcellos presented on the request to amend approved charter school application 2015-16 for Kapolei Charter School by Goodwill Hawaii which is to amend the enrollment plan to open with only ninth grade with 100 students. He stated the school will not change the number of students served in the first year but implement a slow growth model. He also shared that it should not affect the approved budget or staffing plan. Academic Performance Manager shared that the applicant review team did not recommend approval for the application as the academic plan did not meet standard in the original review and that the request to reduce grade levels is positive.

Wanda Villareal, Kapolei Charter School by Goodwill Hawaii, thanked the Commission and staff with the help the school has received. She discussed student enrollment and the school's facility.

Committee and Villareal discussed the school's facility, school's program, and partnerships with other organizations.

ACTION: Motion to recommend to the full Commission amendments to Kapolei Charter School by Goodwill Hawaii's enrollment modifications (Takabayashi/Kim). The motion passed unanimously.

VII. Adjournment

Committee Chair D'Olier adjourned the meeting at 3:11 pm