



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

APPLICATIONS COMMITTEE MEETING

Minutes of the meeting of Thursday February 27, 2014

**Queen Liliuokalani Building
1390 Miller Street, Honolulu, Hawaii
Fourth Floor, Room 404**

ATTENDANCE

Mitch D’Olier (Chair)
Roger Takabayashi
Curtis Muraoka

ALSO PRESENT

Tom Hutton, Commission Executive Director
Alison Kunishige, Chief Operations Officer
Kenyon Tam, Applications and Operations Specialist

I. Call to Order

Committee Chairperson Mitch D’Olier called the meeting to order at 10:59 a.m.

II. Approval of August 22, 2013 Committee Meeting Minutes

Motion (Takabayashi/Muraoka) to approve the Application Committee meeting minutes of August 22, 2013 passed unanimously.

III. Update on 2013 Application Cycle

Applications and Operations Specialist Kenyon Tam presented an update on the 2013 Application Cycle to the Committee. Tam stated that Commission staff had recently sent Requests for Clarification to applicants from the Evaluation Teams. Tam shared that responses to those requests would be incorporated into capacity interviews that would be held on March 12, 2014. Tam explained that the capacity interviews would be the last component of the

UNAPPROVED

evaluation process before the Evaluation Teams draft a Recommendation Report for each applicant.

Tam stated that a public hearing would take place March 13, 2014, to allow the public to provide testimony on each application. Tam stated that Commission staff recommended that applicants submit written testimony to aid in the efficiency of the hearing. Tam mentioned that logistics of the public hearing were still being finalized and information on the specifics of the public hearings would be forthcoming.

IV. Update on Status of Approved Applicant During Start-Up Period

Chief Operations Officer Alison Kunishige updated the Committee on this agenda item. Kunishige explained that the submittal was to explain to the Committee what current law provides for concerning approved applicants and the proposed clarifications in the clean-up bill. Kunishige noted that at the previous Commission General Business Meeting, concern was expressed about an approved applicant's ability to enter into contracts, leases, negotiate with unions, and interact with State agencies during the start-up period. Kunishige explained that the Commission had discussed potential options for addressing concerns about State entity status for approved charter applicants.

The Committee stated that they would like to see if a letter (or other document) could be created to describe an approved applicant's status to lessen the burden for an approved charter applicant during the start-up period, especially when an approved applicant has to deal with a third-party. The Committee also stated that a clarification from the attorney general's office on this matter is necessary. The Committee also stated they would like the National Association of Charter School Authorizers ("NACSA") to advise the Commission of other options as well.

V. Update on Revising Application and Start-Up Timeline

Applications and Operations Specialist Kenyon Tam gave the Committee an update on this item. Tam stated that Commission staff has encountered many challenges implementing the current timeline. Tam highlighted to the Committee the many parallel timelines demanding significant staff time that overlap the application timeline, including the Legislative session, the Commission annual report, the Charter Contract revision and renewal processes, and the facilities pilot program.

Tam discussed two options for adjustment to the existing application timeline. Option 1 moves the timeline up in the calendar beginning in May with decision-making in February. This option eliminates the disruption of the holidays and avoids overlapping most other parallel timelines for Commission staff. Tam noted that this option would not be possible for the next application cycle in 2014 due to a lack of time for preparation of the Request for Application for a May release date. Tam also stated that implementing the timeline for the next cycle would not allow current applicants that are denied the time to appeal and then reapply. However, Tam noted that one more year using the current timeline would not be as problematic, as next year there will not be overlapping parallel timelines for the Charter Contract revision or renewal processes.

UNAPPROVED

Tam then described Option 2, advising the Committee that Commission staff had discussed timeline options with National Charter School Institute and Epicenter representative Vicki Bott. Tam stated that Ms. Bott had suggested a two-phase timeline. Tam explained that the two-phase approach allowed for a more comprehensive screening process at the beginning of the cycle to help applicants avoid unnecessary and lengthy application requirements if their application did not fulfill initial screening criteria. Tam explained that this option is in the very beginning stages of development but could be developed further if the Committee deemed the approach as the most desirable option for future application cycles. Tam also noted that since this option would most likely eliminate some potential applicants much earlier in the evaluation process, implementation in 2014 would be possible because the overlapping and parallel timeline issue would not be as severe. Tam stated that staff is still in the process of researching these options for a recommendation at a later date to the Committee.

The Committee stated that both options would be worth exploring, but left it up to staff to determine the one that would be the best to lessen administrative burden on Commission staff.

The Committee thanked Tam for the update.

VI. Discussion on Future Committee Meetings and Agenda Items

No information on future Committee meetings or agenda items was discussed.

VII. Adjournment

Committee Chair D'Olier adjourned the meeting at 11:48 a.m.