

OPENING:

Meeting called to order: Tuesday, August 27th, 2019 at 6:01 pm in the Wai‘alae Maker Space Learning Commons, by Chair Lianna Lam.

Moderator: Lianna Lam

Recorder: Sugki J. Suguitan

Board members in attendance: Lianna Lam (Chair), Tom Hutton, Justin Levinson, Nikos Brown, Bernard Nunies, Susan Serrano, John Constantinou, Brook Chapman DeSousa

Committee members in attendance: Juna Dulong

Board members excused: Leila Shar, Jane Dickson-Ijima

Non-members in attendance: PJ Foehr (School Lead, Charter Commission), Sugki Suguitan (Recorder), Rae Villanueva (3rd-grade teacher, robotics coach)

Introduction of Guests/Public Comment

- o PJ Foehr discussed his role as School Lead, a new role created by the Charter Commission. He will be acting as an authorizer, supporter, and advocate. He will attend GSB meetings and provide feedback, as well as assist in finding resources if needed.
- o Rae Villanueva shared that one of Wai‘alae’s robotics teams qualified for the world championships held in Kentucky. The robotics team will be competing with four teams.

Review and Acceptance of Minutes of July 2019 meeting

- o The Board will vote to approve the July 2019 Meeting Minutes electronically by Friday 8/30/2019 to allow more time for review.

ANNOUNCEMENTS

- o The New Family Picnic scheduled for Friday, 9/6 from 5-7pm. Friends of Wai‘alae School and the Wai‘alae School Foundation have agreed to donate ice cream for the event.
- o Representatives from Wai‘alae school board will be there to welcome new families and communicate the mission and vision. Representatives from Wai‘alae School Foundation and Friends of Wai‘alae School will also be present at the event.

OPENING ACTIVITY

- o Lianna shared a video of the Friday assembly and asked everyone to stand together to sing Oli Aloha.
- o Wai‘alae’s new counselor opened the Friday assembly.

SCHOOL REPORT

o CEO REPORT

- o ***Aligning Wai‘alae’s budget and goals with the SIP (School Implementation Plan)***
 - o John discussed what he added to the SIP regarding ITU (Integrated Thematic Units). There is now a 3-year plan on how to make ITUs more inclusive of standards and teachers working in their cardres to identify PD (Professional Develop needs).
 - o John added more information regarding the Value Added Measure, which is under Student Led Conferences. Included now are the five vision elements in student-friendly language rubric continuum. Students will eventually be able to use this as a tool for self-assessment. The Charter School contract requires this measure.
 - o How to best pilot the continuum is in the process of being determined. There will be no school wide changes to goal setting and goal sharing at this time.
 - o John shared that to assist with closing achievement gaps he will implement two programs. The two programs are the assessment and instruction software, i-Ready and teachers using the learning cycle and formative assessment to drive student-centered instruction.
 - o Juna and Rae commented on their experience with and the benefits of Learning Cycles and using ILOs (Institutional Learning Outcomes).
- o ***Implementing SEL (Social Emotional Learning) and PBIS (Positive Behavioral Interventions & Support)***
 - o PBIS implementation began last year and is ready to be implemented fully this year.
 - o A counselor was hired, partially to assist with the implementation PBIS.
 - o A cadre, led by Assistant Head of School Jodie Cheff, will continue reviewing SEL programs and intend to select a program this school year.
 - o Waialae is currently looking at free SEL curriculum options with local connections. These programs are: Choose Love, the DOE version of Aloha SEL (which aligns with the HĀ framework), and Pillars of Peace.
- o ***Transitioning from ELL (English Language Learners) to MLL (Multi-Language Learners); SPED and MLL inclusion***
 - o MLL is the new term adopted by the DOE
 - o A second MLLteacher has been hired to improve MLL services to students.
 - o There will be two teachers working with ELL/MLL students by January of 2020.
 - o DOE District had determined that one SPED position was to be removed, however Wai‘alae has decided to include that position in the budget and keep the SPED service level consistent with last year.
 - o Inclusion teams requested more time to collaborate, which will be provided via faculty meetings and the 24 hours of contractually required PD (professional development). Individuals from the University of Hawaii will be coming in to assist with training on MLL.
 - o SPED inclusion is currently in two of the four grade level classes and MLL inclusion is in the other two (per grade level).
 - o The school has also allocated more space for SPED and MLL needs in SY 2019-20

- o ***Construction projects***
 - o Bids are currently being accepted for the preschool deck, 9/15/19 is the decision deadline.
 - o John has been consulting with an electrical engineer to install air conditioning. The DOE now allows for window units.
- Review of School Finances
 - Lianna reported (for Leila who was absent) that Operations Committee reviewed the school's financial status at their Operations Committee meeting on 8/20/19, and numbers look good. The committee also has plans to revisit the board's monthly financial review process and will work with John on how to report school finances during full board meetings, and how board members can better review finances as well.

COMMITTEE UPDATES AND DISCUSSION

GOVERNANCE COMMITTEE

- o ***New Committee Chair, New Committee Members***
 - o Susan will be the new chair of the Governance Committee.
 - o Bernard join the Healthy School Operations Committee
 - o Jane and Brook will join the Education Excellence Committee
- o Susan shared the Governance Committee goals and priorities for the current school year. These are the Mission and Vision revisit process, committee structures and onboarding, use of meeting time, and updating policies.
 - o Rae shared her concerns regarding the timeline for the Mission and Vision revisit.
- o ***The 5-15 committee update format and worksheet***
 - o The 5-15 worksheet will be used by committee chairs to share updates during board meetings. The format is that it should take 5 minutes to read the worksheet and 15 minutes for committee chairs to share the worksheet with the board.
 - o The worksheet will be populated by committee chairs a week before the board meeting, allowing all members to read it beforehand.
 - o Adjustments will be made to the worksheets over the coming months in response to questions and comments.
- o Liana shared the GSB Annual Calendar. There will be joint events with Community Circle (Governing School Board, Friends of Wai'alae School and Wai'alae School Foundations) in October, January, and April. Joint events will allow Community Circle's monthly meetings to be held simultaneously in a shared space with time allowed for collaboration.

- o A motion was made to *approve Bernard Nunies as a Governing School Board member*; motion was passed with *unanimous* approval.
 - o Moved: Susan
 - o Seconded: Justin
- o A motion was made to *approve Jane Dickson-Ijima as a Governing School Board member*; motion was passed with *unanimous* approval.
 - o Moved: Susan
 - o Seconded: Justin
- o A motion was made to *approve Brook Chapman DeSousa as a Governing School Board member*; motion was passed with *unanimous* approval.
 - o Moved: Susan
 - o Seconded: Justin
- o ***Mission and Vision Revisit Process***
 - o Lianna shared the reasoning behind the Mission and Vision revisit process.
 - o The Board discussed the execution and timeline for the Mission and Vision revisit process.
 - o PJ noted that now is a good time to begin a Mission and Vision revisit as Wai‘alae School’s charter contract is up for renewal in 2021. The Charter School contract is with the Governing Board as they are the legal entity for the school.
- o ***PD for GSB***
 - o Tom shared that there will be trainings held on Oahu on September 14th and 19th, on Kauai on the 18th, Kona on the 17th, and Hilo on the 16th. A partnership between the Hawaii State Charter School Commission and the National Charter Schools Institute sponsored these events.
- o **EDUCATION EXCELLENCE COMMITTEE**
 - o No updates
- o **HEALTHY SCHOOL OPERATIONS COMMITTEE**
 - o **FACILITIES**
 - o No updates
 - o **FINANCE**
 - o No updates
 - o **HR**
 - o No updates
- OTHER BUSINESS**
 - o **Executive Session**
 - o A motion was made *to enter executive session*. Motion passed *unanimously*.
 - o Motioned: Nikos
 - o Seconded: Susan

- o (discussion)

CLOSING ITEMS

- o Lianna went over the Committee Action items/to-do list.
- o Meeting adjourned at 8:15 pm with *unanimous* approval.
 - o Moved: Justin
 - o Seconded: Tom

Next meeting scheduled for Tuesday, September 24, 2019.

CEO Reporting to GSB for 2018-2019

John Constantinou, CEO / Head of School

[Request for Catering Form](#)

Annual Reporting Milestones	Academic	Financial	Organizational	Other
<u>July 23, 2019</u>	<ul style="list-style-type: none"> • PK Status • New Teacher Orientation/Mentor 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • PK Enrollment Policy • SIP 	
August 27, 2019	VAM - SLCs	Year End Summary	SIP - Staffing	

August 27, 2019

	Report	Vote / Action	Resources
Academic	VAM-SLCs		<u>Vision Continuum</u>
Financial	Budget - updates? Financials - Year End - Summary		
Organizational	School Implementation Plan	Staffing changes and how it works in the SIP <ul style="list-style-type: none"> - Counselor - Hired extra to help lead implementation of PBIS/SEL - MLL - Hired 2nd MLL Teacher to address the achievement gap in LA and math 	<u>SIP School Implementation Plan Draft: GSB</u>

		<ul style="list-style-type: none"> - SPED Inclusion - Hired SPED position, dedicated space to SPED Program needs - Created faculty meeting time for SPED Inclusion teams to collaborate and MLL strategies to be shared with MLL Inclusion 	
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July 23, 2019

	Report	Vote / Action	Resources
Academic	PK- Status New Teacher Orientation/Mentor Vision Element Rubric Value Added Measure Charter Contract	Addendum to School Contract - Commission will pre populate with Act 276 info. Reviewed by school and GSB	Vision Continuum
Financial	Budget - updates? Financials - Year End - Summary		
Organizational	PK Enrollment Policy on Horizon School Implementation Plan SIP		