

State of Hawaii  
Charter School Review Panel  
Monday, November 26, 2007  
9:30 A.M. to 3:39 P.M.  
Charter School Administrative Office  
Room 516

**APPROVED**

MINUTES

Attendance

Pualani Akaka  
Nina Buchanan  
Ku Kahakalau  
Tom Macdonald  
Bill Paik  
Alvin Parker - Chairperson  
Galen Sasaki

Excused Absence

Denise Matsumoto  
Ruth Tschumy – Vice Chairperson

Charter School Administrative Office

Maunalei Love – Interim Executive Director  
Bob Roberts - CFO

Office of the Attorney General

Melissa Chee

I. CALL TO ORDER

The meeting was called to order by Chairperson Mr. Parker at 10:35 a.m. at Charter School Administrative Office room 516.

II. APPROVAL OF MINUTES

Ms. Kahakalau moved that the minutes of the last meeting held on November 13, 2007, be approved as written and Ms. Buchanan seconded. Motion carried unanimously, with seven (7) ayes, no (0) abstentions, no (0) nays.

III. ANNOUNCEMENTS

Mr. Macdonald reminded the Panel that on November 29, 2007 there will be a Legislative Briefing.

Chairperson Mr. Parker announced that he has been asked to give a CSR report at the briefing and welcomed any Panel support.

Ms. Buchanan, Ms. Kahakalau and Mr. Macdonald all acknowledge that they would be in attendance.

IV. COMMITTEE REPORTS

A. Bylaws Ad Hoc Committee

Mr. Sasaki stated that everyone had a copy of the By-Laws which he would review with the Panel at length later in the meeting. He explained that the standing committees in Article IX (on page 9 of the handout) were deleted and would be discussed as a second item on a separate sheet.

B. Assurances Sub-Committee

Ms. Buchanan reported there currently was no report as the committee had not yet met.

Mr. Parker clarified that the purpose of the committee is for the two (2) new start-up schools that are authorized to open for SY 08-09, to be provided with assurances in conjunction with the authorization letters.

Ms. Kahakalau added that this is not restricted only to the startups. The purpose of this committee is to work on the very outdated eight-year-old assurances, and to create a process and a contract, with each current school and also the schools that are added on in the future.

V. CHARTER SCHOOL ADMINISTRATIVE OFFICE INTERIM EXECUTIVE DIRECTOR'S REPORT

Review Panel Staff: Ms. Love introduced and welcomed Ms. Sylvia Silva (the new Special Assistant to the Charter School Review Panel). She noted that Ms. Silva is excited to be on board and that CSAO has spent 2 days acquainting her with duties, responsibilities, and with what CSAO has been doing. CSAO recommended that she make a list of the needs of the Panel's new office, located in Kona, and submit that to CSAO for payment. The CSAO is also looking at providing her with a cell phone that they currently have for the CSAO Executive Director. A new cell phone will then be purchased when the new Executive Director starts.

Administrator's Conference: Ms. Love reported that Administrator's Conference will be held on December 10-11, 2007 at the Pacific Beach Hotel. (A draft of the break-out sessions and schedule was shared with the Panel.) Ms. Love noted that there was prior discussion about possibly holding off the conference until the new Executive Director is on board. However, based on feedback from schools and others, the schedule of Legislative Session, and CSAO's operational management plan, the conference would continue as scheduled.

Mr. Parker inquired about a preferred time for the two (2) guest speakers, Senator Colleen Hanabusa, and Sharon Mahoe of the Hawaii Teachers Standards Board for the conference.

Ms. Love responded that they had hoped the new Executive Director would be the lunch speaker. Since that is not possible, she suggested that Senator Colleen Hanabusa be the lunch speaker on either December 10 or December 11.

Mr. Parker responded that he would check with Senator Hanabusa as to her availability to be the lunch speaker and let Ms. Love know soon.

Ms. Love continued that the conference will consist of four (4) site visits to: 1) Hakipuu Learning Center; 2) Lanikai Elementary; 3) Kamaile Elementary; and 4) Ka Waihona o ka Naauao. The theme is "Unity and Diversity" and topics included are: funding formula work group, labor laws, Title II highly qualified teachers, teacher licensure, strategic planning, LSB, STEM, civil rights language access plan, SPED guidelines, opens session discussions on various school concerns and legislative issues.

Legislative Briefings: Ms. Love reported that the Senate Education Committee will hold a Legislative Briefing for Charter Schools on November 29, 2007, and the Senate Ways and Means Committee is holding a Legislative Briefing on January 7, 2008. Ms. Love added that she was asked to testify, and that the CSAO is currently working on submitting testimony for these briefings which will be forwarded to the Panel for review. The testimony will be in support of Charter Schools.

Makahiki-City and County Indemnification Letter: Ms. Love stated that Hakipuu Learning Center has held an annual Makahiki Festival for the past six (6) years. This year, they were notified six (6) days prior to the event that their permit for the use of Kualoa Park was revoked due to Act 152, which references state entities being indemnified before being allowed to use City and County Park facilities. Due to the

support of the CSAO, the State Attorney General's Office, the Governors Office and the State Comptroller, the Makahiki took place. As a result of this situation, Superintendent Patricia Hamamoto and Ms. Love will work on composing an indemnification letter for the remainder of the school year for all public schools. The charter schools have been asked to provide information to CSAO outlining the parks they will be utilizing for the rest of the school year. This report will be completed today.

Federal Funding: Ms. Love stated that at the last Highly Qualified Teacher (HQT) Meeting, the CSAO worked out a schedule with the Department of Education (DOE) and currently we are in compliance with that schedule.

After School Programs: Ms. Love reported that the CSAO has been working with the Department of Human Services (DHS) to ensure that our charter schools are able to receive funds for students on Free and Reduced Lunch. At a meeting on November 16, 2007 the CSAO was informed that a contract the CSAO had been expecting with DHS would take one (1) year to be in effect. Ms. Love felt this was not acceptable and reminded the DHS about the three (3) options they originally gave the charter schools, one which stated that the schools would be able to conduct their own After School Program and would be provided the funds that would have gone to the DOE's A+ After School Program. It was never mentioned that the contract would take one year to be in effect. It was then suggested by DHS that each school have their parents apply directly to a DHS representative to receive funds. This would be a problem in that the charter school parents would only receive \$45, which is less than what is given the DOE and in addition, the check would go directly to the parent which suggests that there is no guarantee that the school will be reimbursed by the parent.

Ms. Akaka asked that when the three (3) options were given to the schools could any one of the three options be chosen.

Ms. Love responded that the schools could have chosen any of the three (3) but that this option is the one that needs to be addressed and currently, three (3) charter schools have chosen this option and are conducting their own after school programs: Connections, Nawahiokalani opu u, and Waialae Elementary. The other six (6) charter schools who have an after school program have chosen the option where they rely on an outside program provider, either DOE or another service provider approved by DOE, at a cost of \$199/student

paid to DOE. In the past these costs were paid by DOE. When the schools were notified that the costs would no longer be provided by DOE, they looked to the different options available. All schools were notified of the current situation. Connections notified the DHS of their concerns regarding equity for students of charter schools. DHS has now agreed to work further with the CSAO and will be offering two (2) options soon. Ms. Love stated that she is hopeful this will be resolve. To help alleviate the costs currently being incurred by the schools, CSAO has decided to give each of the nine (9) schools \$5000.00 from the Safe and Drug Free monies left over from last year.

Assisting As An Advocate: Ms. Love reminded everyone that the next Budget Proviso Working Group meeting has not yet been scheduled. She recommended that some of the Panel members attend the next meeting noting that Mr. MacDonald's attendance at the last meeting proved to be an asset in terms of being a supporter of charter schools.

Mr. Parker asked to be informed about the next meeting date of the Budget Proviso Working Group.

Ms. Love responded that she will find out and inform him and the Panel soon.

Brustein and Manasevit Conference: Ms. Love announced that three (3) staff members of the CSAO are leaving this week to attend this conference being held in Las Vegas regarding Federal Funding. Ms. Kahakalau discussed the federal No Child Left Behind funding and questioned whether the schools, that are in corrective action and/or restructuring and are not Title I schools, receive the federal No Child Left Behind funds. She noted that DOE schools are receiving these funds and questions where these funds are for charter schools.

Mr. Roberts stated that for schools that qualify for Title I there is funding but for schools that do not qualify for Title I CSAO is not aware of any funding.

Ms. Love responded that she will have CSAO look into that and that additional funding was put forward to some of these schools. She also stated that the schools were also polled as to how they want to utilize these funds especially those in restructuring or corrective action.

Mr. Sasaki moved that the CSAO Report be accepted as

presented by Ms. Love, and Mr. Macdonald seconded. The motion carried unanimously. Seven (7) ayes and no (0) nays and no (0) abstentions.

VI. DISCUSSION/ACTION ON THE CHARTER SCHOOL ADMINISTRATIVE OFFICE BUDGET

Mr. Roberts presented and discussed in detail the quarterly financial reports. The report was received only recently from Budget and Finance so there was not sufficient time to submit it to the Panel earlier to review in advance of the meeting.

Mr. Macdonald moved that the Panel go on record as being very concerned about the budget reduction that has been proposed by Budget and Finance and by the Governor's Office because it does not provide the funds needed for charter schools and its facilities.

Ms. Buchanan seconded the motion and added that a letter be drafted about the Panel's concerns and questions regarding the budget cuts.

The motion carried. Seven (7) ayes and no (0) nays and no (0) abstentions.

Mr. Parker will draft the letter formally addressing the budget cut and give it to Ms. Love to present.

VII. Public Input

There was no public input.

VIII. \*\*\* EXECUTIVE SESSION WITH THE ATTORNEY GENERAL

A. Consultation on Personnel and Legal Matters Relating to the Charter School Administrative Office Executive Director Position HRS 92-5(a)(2) & (4)

B. Discussion Regarding the CSAO Office Executive Director HRS 92-5(a)(2)

This item was not discussed as it had already been addressed prior to this meeting.

C. Other legal questions

IX. DISCUSSION/ACTION ON THE CHARTER SCHOOL REVIEW PANEL BYLAWS

Mr. Sasaki reviewed the By-Laws in detail with the Panel, reading each line aloud and entertaining discussion at the members will. He noted that the By-Laws are still being revised and that Robert's Rules has been deleted from the By-Laws because it is rather cumbersome.

There was discussion regarding accountability referencing the BOE vs. the charter.

Ms. Akaka moved that the meeting go into Executive Session for consultation with the Attorney General concerning this subject and Ms. Kahakalau seconded the motion. Motion carried unanimously with seven (7) ayes no (0) abstentions and no (0) nays.

The Panel went into Executive Session at 1:28 p.m.

The Panel ends the Executive Session and resumes the public meeting at 1:29 p.m.

Line by line discussions and revisions to the By-Laws continued.

Chairman Mr. Parker called for a brief recess at 2:26 P.M. The meeting was reconvened by Chairman Mr. Parker at 2:55 p.m.

Ms. Buchanan moved that the meeting go to Executive Session and Ms. Kahakalau seconded. The motion carried unanimously with seven (7) ayes, no (0) abstentions and no (0) nays.

The Panel went into Executive Session at 2:56 p.m.

The Panel ended Executive Session and resumed the public meeting at 3:02 p.m.

Mr. Paik left the room at 3:03 p.m. and the meeting was suspended until 3:05 when Mr. Paik returned.

Discussion on revisions to the By-Laws line by line continued.

Ms. Buchanan moved that the By-Laws be adopted with the revisions to Sections I – VIII which was seconded by Mr. MacDonald. The motion carried unanimously with seven (7) ayes, no (0) nays and no (0) abstentions.

Mr. Parker noted that Sections IX – XI of Bylaws will be reviewed and revised at the next general meeting.

X. DISCUSSION/ACTION ON ESTABLISHING FUTURE MEETING DATES

Discussion centered on dates and times for future meetings of this group. A few suggestions were made; however, not everyone was available at the same time. Therefore, no decision was decided upon.

In the interest of time, the remaining agenda items (XI – XIV) were not discussed.

Ms. Kahakalau left the meeting at 3:39 p.m.

XI. ADJOURNMENT

The meeting ended at 3:39 p.m.