

**STATE OF HAWAII  
CHARTER SCHOOL REVIEW PANEL  
GENERAL MEETING  
THURSDAY NOVEMBER 13, 2008  
9:40 AM to 3:15 PM  
1390 Miller Street, Queen Liliuokalani Building  
BOE Conference Room, Room 404**

**MINUTES**

Attendance

Pualani Akaka  
Harald Barkhoff  
Nina K. Buchanan  
Ku Kahakalau – arrival 10 am, left 2:20 pm  
Wendy W. Lagareta – left 3:10 pm  
Tom Macdonald  
Denise Matsumoto  
Bill Paik  
Alvin Parker – Chairperson  
Ruth Tschumy – Vice Chairperson  
Amy Vorderbruegge

Charter School Administrative Office

Maunalei Love – Interim CSAO ED

**I. CALL TO ORDER**

Chair Parker called the meeting to order at 9:40 AM.

**II. APPROVAL OF MINUTES**

**A. OCTOBER 23, 2008**

Pg. 4 E. Finance Committee – Third sentence change “speak” to “make a presentation” to read “However, when Maunalei Love and Bob Roberts went before the BOE’s Budget and Finance Committee, they were not allowed to make a presentation.”

Pg. 4 F. Accountability Committee – sentence ended after “meeting” to read “Ms. Vorderbruegge stated that the committee will be meeting today after the public meeting.”

Pg. 5 VIII. Last sentence of first paragraph ended after “selection” to read “The committee has forwarded two applicants to the Panel for selection.”

**MOTION**

Ms. Buchanan moved and Mr. Macdonald seconded the motion to approve the minutes as amended and including the revisions emailed to the panel assistant by Mr. Barkhoff. Motion passed unanimously.

**III. ANNOUNCEMENTS**

Mr. Parker announced that at the meeting between the Na Lei Schools and Ho’olako Like last Thursday he restated that the Panel’s request to the CSAO ED Selection Committee was for 3 or more candidates. Mr. Macdonald confirmed that he recollected the same of the initial meeting with the Network.

Panel leadership thanked Ms. Matsumoto for her work for Hawaii’s children and with the Panel. Individual Panel members recognized Ms. Matsumoto and expressed their

appreciation.

Ms. Buchanan announced that she attended the NACSA conference and brought back the conference meeting files on a jump drive. Interested Panel members were invited to download the files. Panel leadership announced that they had agreed that the interim CSAO ED and a staff member could attend the conference if the expenses were within CSAO's approved budget and the Governor gave her approval for approval out-of-state travel.

#### IV. PUBLIC INPUT

None

#### **MOTION**

Ms. Tschumy moved and Mr. Macdonald seconded the motion to move agenda item VII to Agenda item V. Motion passed unanimously.

#### V. DISCUSSION/ACTION ON PROPOSED DETAILED IMPLEMENTATION PLAN CHANGES SUBMITTED BY KA WAIHONA O KA NA'AUAO NEW CENTURY PUBLIC CHARTER SCHOOL

The Panel met with Ka Waihona School's LSB Chair Mrs. Roberta Searle, the school's director Mr. Parker, and the LSB's Secretary Mapuana Tector, and discussed the changes implemented by the LSB based on the suggestions of the Panel's investigative report. Mrs. Searle reported that LSB elections are currently under way and other Bylaw policy and procedure changes include the LSB elections, and LSB terms. She referred the Panel to a packet she provided. The Panel and the school discussed the Panel's concerns regarding the material presented. The Panel made suggestions of rotating LSB members and implementing a founder's, advisory, or honorary board, and regularly reviewing bylaws. The Panel asked that the Bylaws, Policies and Procedures, and DIP be revised to clearly show that, unlimited LSB terms are not permitted, LSB re-elections are required, annual LSB elections will be held that are open to the school constituents, and to clarify and differentiate the descriptions and roles of the LSB versus the Board of Directors. The Panel asked that the re-written documents be re-submitted for review at the Dec. 11, 2008 Panel meeting.

#### **MOTION**

Ms. Tschumy moved and Ms. Vorderbruegge seconded the motion to accept without setting precedence the portion of the proposed detailed implementation plan changes submitted by Ka Waihona School that allow a parent member position elected and nominated by the parent constituency on the LSB, and the portion that addressed the proposed site change. Motion passed unanimously.

#### **MOTION**

Mr. Macdonald moved and Ms. Vorderbruegge seconded the motion that to address the complaints that Ka Waihona School LSB elections are not free and fair, Ka Waihona School will work with the Charter School Administrative Office Executive Director to ensure that the statutes of the law are followed during their December 2008 LSB elections. Motion passed unanimously.

\*\*Panel returns from short break at 10:55 am\*\*

#### **MOTION**

Chair Parker moved and Ms. Kahakalau seconded the motion to resume the agenda with the

Discussion/Action On Committee Reports – C. CSAO Committee. Unanimous motion is passed.

VI. DISCUSSION/ACTION ON COMMITTEE REPORTS

C. CSAO COMMITTEE

**MOTION**

Mr. Macdonald moved and Ms. Tschumy seconded the motion to move into Executive Session in order to hear the CSAO committee report which considered personnel matters relating to the charter school administrative office executive director position. Motion passed unanimously.

Panel comes out of Executive Session.

VII. DISCUSSION/ACTION ON CHARTER SCHOOL ADMINISTRATIVE OFFICE EXECUTIVE DIRECTOR EMPLOYMENT DRAFT CONTRACT

Addressed during Executive Session.

VIII. DISCUSSION/ACTION ON SELECTION OF CHARTER SCHOOL ADMINISTRATIVE OFFICE EXECUTIVE DIRECTOR

Addressed during Executive Session. See item X.

IX. DISCUSSION/ACTION ON PROCESS FOR SELECTION OF CHARTER SCHOOL ADMINISTRATIVE OFFICE EXECUTIVE DIRECTOR

**MOTION**

Ms. Akaka moved and Ms. Kahakalau seconded the motion that the process for selection of the CSAO ED that was reviewed and the interview questions that were discussed be accepted as amended. During interviews of the candidates, the notes taken by Panel members will not be maintained by the Panel and in addition to the revised amended questions, panelists will be allowed to ask additional questions. Motion passed unanimously.

Chair Parker announced that evaluation of the candidates will be on an individual basis by each Panel member. In other words, Panelists will not use a scoring rubric. He continued that it is important that the Panel support the Network Selection committee and the work the committee has done, and that statutes be followed.

\*\* Panel returns from short break at 11:50 am \*\*

Ms. Kahakalau announced Kanu O Ka Aina's school building dedication on January 10, 2009.

**MOTION**

Ms. Tschumy moved and Ms. Buchanan seconded the motion to move into executive session for discussion/action on the selection of the Charter School Administrative Office Executive Director. Motion passed unanimously.

X. \*\*\*EXECUTIVE SESSION\*\*\*

A. To consider personnel matters relating to charter school administrative office executive director position

B. Discussion/action on selection of charter school administrative office executive director

Because the unsuccessful candidates had not yet been notified, the Panel refrained from

naming the new CSAO Executive Director. The Panel hoped to send out a press release the next day.

**MOTION**

Mr. Macdonald moved and Ms. Buchanan seconded the motion to continue the agenda with the item Discussion/Action on Waters of Life PCS' Compliance With Terms of Probation. Motion passed unanimously.

**XI. DISCUSSION/ACTION ON WATERS OF LIFE PCS' COMPLIANCE WITH TERMS OF PROBATION**

The Panel discussed the financial statements most recently received from the school and the school's 2008-2009 budget. The need for more detailed financial reporting for some of the accounting line items was expressed. The Panel continued by discussing the school's compliance with the terms of probation and also addressed a letter draft to be sent to the school from the Panel. The Panel discussed the complaints that were received since the Panel's last meeting which reported, among other complaints, possible safety hazards and violations of the school's court order regarding the Ala Loop property.

**MOTION**

Ms. Tschumy moved and Mr. Macdonald seconded the motion that panelists Mr. Barkhoff and Ms. Buchanan visit the school's Ala Loop property on November 24, 2008 to investigate possible student safety concerns and possible violations of the court order. Motion passed unanimously.

**MOTION**

Mr. Macdonald moved and Ms. Matsumoto seconded the motion that the Review Panel send a letter to Waters of Life School that the Panel does not accept school's assertion that information regarding several accounting line items is proprietary or confidential. The school must submit to the Panel by December 1, 2008 an expense breakdown of its line item #5210.11 Agriculture Education Program and provide information about other line item explanations requested. Motion passed unanimously.

**MOTION**

Ms. Matsumoto moved and Mr. Macdonald seconded the motion to meet in executive session to consult with the Panel's attorney. Motion passed unanimously.

Public meeting resumes at 3:13 pm, and the chair announced the Panel consulted with its counsel on legal matters regarding its roles and responsibilities.

**XII. CHARTER SCHOOL ADMINISTRATIVE OFFICE INTERIM EXECUTIVE DIRECTOR'S REPORT**

Submitted in writing but not discussed.

**XIII. DISCUSSION/ACTION ON THE AMENDMENT OF THE PANEL'S BYLAWS RELATING TO THE ACCOUNTABILITY COMMITTEE AND THE APPLICATION COMMITTEE**

Not discussed.

**XIV. DISCUSSION/ACTION ON FUTURE AGENDA ITEMS**

Not discussed

XV. ADJOURNMENT

**MOTION**

Mr. Macdonald moved and Mr. Paik seconded the motion to adjourn at 3:15 pm. Motion passed unanimously.