

KŪLIA ACADEMY
SCHOOL BOARD
REGULAR BOARD MEETING

Date and Time: Monday January 9, 2023 at 4:30 PM HST

Location:

<https://us04web.zoom.us/j/7429924997?pwd=WUTIV5KkGrikRwD44dnooqxenFJ1e3.1>

Zoom Phone Number: +1 669 444 9171
Meeting ID: 742 992 4997
Passcode: 661272

One-tap Mobile: +12532158782,,7429924997#,,,,*661272#

The meeting will be conducted pursuant to HRS §92-3.7.

Board Members may participate via interactive conference technology and members of the public may participate via interactive conference technology or in person at the physical location indicated below.

Pursuant to [Hawaii Sunshine Law \(Hawaii Revised Statutes, HRS Chapter 92\)](#), members of the public may address the Board during the Public Comment period on the day of the board meeting without the need to complete a public speaker form. We limit individual speakers to three (3) minutes and speakers with interpreters to six (6) minutes.

If you would like to testify online, you must log into Zoom using your computer. Please use the chat box to provide your name and agenda item(s) you are testifying on. Written testimony can be submitted to academykulia@gmail.com or 643 Ilalo St, Honolulu, HI 96813. The board requests that written testimony be submitted by 8:00 a.m. three business day prior to the board meeting to be included in the Commission's board packet. Written testimony submitted within 48 hours of the meeting will be shared and posted after the start of the meeting.

In compliance with the Americans with Disabilities Act (ADA) and upon request, Kūlia Academy may furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Members of the public who need special accommodations or translation are strongly encouraged to contact Kūlia Academy at least 24 hours in advance of the Board meeting so assistance can be assured.

Any public records relating to an agenda item for an open session which are distributed to all, or a majority of all, of the Board Members shall be available for public inspection. Kūlia Academy values public comment during Board meetings.

Kūlia Academy School Board Members: Karen Awana, Robert Bley-Vroman, Benjamin Cabrerós, Adam Murat Arabaci, Graham V. Crookes, Adnan Doyuran, Safa Berat Aktepe

For any questions regarding this meeting email academykulia@gmail.com or call 808-551-1413. For help with Zoom, visit link <https://support.zoom.us/hc/en-us>

Agenda

1. Chair report and agenda overview
2. Approval of minutes of the Kūlia Academy School Board General Business Meeting on December 9, 2022.
3. School update (Andy Gokce)
4. Approval of Pre-Opening Assurances
 - a- Admissions and Enrollment Procedure
 - b- 2023-24 School Calendar
5. Other business

Adjourn

Agenda Item #: 2

Date of Submittal: Jan. 5, 2023

To: Kūlia Academy School Board

From: Graham V. Crookes, Secretary of Kūlia Academy School Board

RE: Approval of Draft Minutes of the Kūlia Academy School Board held on December, 2022

Minutes, Kūlia Academy School Board

Meeting Dec 9, 2022

2:30 pm Hawai'i Standard Time, via Zoom

Present: Board members: Karen Awana, Robert Bley-Vroman (chair), Ben Cabreros, Murat Arabaci, Graham V. Crookes (secty.), Adnan Doyuran, Safa Berat Aktepe; Foundation Chair Robert Littman, ex officio, Roger Epstein (Foundation member); Interim Executive Director Andy Gocke, ex officio. Visitor: Alex Teece

Meeting was called to order at 2:33pm.

1. Chair report and agenda overview

The main business to be considered at this meeting is the school opening date. August 2023 is being proposed to the Charter School Commission. The Applications committee of that Commission has met with representatives of Kūlia Academy. There are conditions. Permission from HIDoE Superintendent's Office will be needed. There is no funding for the 2023 fiscal year. The two-year HIDoE budget has been submitted but does not contain funding for our school. If funding can be added or found, then the opening goes ahead. If conditions are not met, the date will return to the previously agreed date.

2. Approval of minutes of previous meeting (moved and seconded).

Minutes approved as distributed (no changes), motion passed unanimously.

3. The Board needs to formally approve the new proposed date, August 2023.

Motion proposed (and seconded) as follows:

- (a) The Kūlia Academy Board authorizes opening the school for the 2023-2024 school year, a year earlier than originally planned;
- (b) The Board prefers to open for the 2023-2024 school year;
- (c) Every effort will be made to meet the conditions required to open in 2023-2024; and
- (d) If it is not possible to open for 2023-2024, the Kūlia Academy will open in 2024-2025, as originally planned.

Discussion followed. If we cannot open Aug 1 2023, we expect to be able to retain the facility paying the CAM, but that will incur substantial as yet unfunded costs. Board discussed options to address this matter, whether to obtain additional funds from the State Government so as to be able to start at the earlier date, or contingencies that would be needed to cover the expenses needed to wait till the second date. Issues in enrollment certainty were a concern.

Motion passed unanimously.

4. School update

Andy Gokce provided information on student applications. Numbers, though small, are good because it is very early in the academic year. Applications are coming in from well-beyond the proposed school's immediate catchment area. Executive Director and associates have been distributing fliers in person outside a range of local elementary schools. Facebook ads are also being run. Details of planned enrolment practices, such as a planned lottery system, need to be conveyed to US Federal education authorities.

5. Report and discussion on facilities and leasing

Foundation Chair Littman provided details on facilities and leasing (St John's). A draft of the lease to St. John's is in hand. We need time to review this; a sublease may be signed in the new year (by the Foundation, on behalf of the school board. A minimum of \$100000 will need to be obtained in order to retain this turnkey facility (which needs no funds, which otherwise could be as much as \$300000 to be brought up to condition; as in the case of St. Anthony's for example, a possible second site that had also been considered). Other grant funds were in hand that made the outlook favorable. Board members expressed interest in a site visit (tentatively scheduled for Friday 15th)

6. Discussion of enrolment required a review of the following: Hawai'i laws prevent a charter school from engaging in certain practices, which must be carried out by a separate non-profit entity (such as our Foundation). Our board has three major functions: (1) lease (2) fundraising (3) advocacy.

Visitor Alex Teece (of Dreamhouse Ewa charter school) provided input concerning the Hawai'i state legal language governing enrolment. Recruitment efforts need to be focused on lower economic families and statuses if this had been included in the original proposal. Mailed recruitment practices, for example, would need to reflect this. Mr. Teece's school does have a lottery system; it does not have a weighting component. We thank Mr. Teece for other valuable details he provided during the meeting.

7. Other business

There being no additional business, the meeting was adjourned at 4:31pm Hawai'i Standard Time.

A tentative time for the next meeting Jan 9 2023 Friday 4:30 pm by zoom to be confirmed by email.

Agenda Item #: 4-a

Date of Submittal: Jan. 3, 2023

To: Kūlia Academy School Board

From: Andy O. Gokce, Int. Executive Director

RE: Approval of Changes in Kūlia Academy's Admission Procedure and Preferences

I. Proposed Recommendation(s)

Staff recommends that the Kūlia Academy School Board approve:

the changes in Kūlia Academy's Admissions Policy and Preferences based on recommendations from Attorney General (AG) Gregg M. Ushiroda.

As the AG's recommendations are confidential and privileged under Attorney/Client Communication, the AG's memorandum will only be provided to the Kūlia Academy School Board members, not to the general public.

II. Background

The Hawaii Public Charter School Commission approved [pre-opening assurances for Kūlia Academy](#) on their Sept. 8, 2022 General Business Meeting. One of the required assurances is:

"Applications and Admission Policies and Procedures

Obtain the Commission's approval for the School's admission policy and procedures. Re-submit School's admission policies and procedures after approval by your AG. Include a signature line on the policy with your AG's signature indicating AG's review and approval. The School shall post the approved policy to its website upon AG approval."

On December 13, 2022, Kūlia Academy submitted its Admissions Procedure and Preferences to Attorney General Gregg M. Ushiroda through email. The AG responded with a memorandum which highlights recommended changes in our procedure and preferences. The attached revised policy reflects the recommended changes.

III. Academic/Operational/Financial Impact

No academic/operational/financial impact is projected.

IV. Attachments

Exhibit A – Kūlia Academy’s Admission Procedure and Preferences with Recommended Changes

Exhibit A

Kūlia Academy

Admissions Procedure and Preferences

An open application period will be publicly announced each year. The school will include specific information in its outreach materials, on the school website, at community meetings and open forums notifying parents of the Charter School's open application period and lottery dates. Kūlia Academy will ensure that all application materials will reference the application deadline and proposed lottery dates as well as provide complete information regarding application procedures, key dates, and enrollment preferences (in the case of a lottery) and requirements consistent with approved charter. Parents/guardians will be encouraged, but not required, to either attend Kūlia Academy workshops or meet with a designated Kūlia Academy staff or faculty member before admission to learn about the school mission, teaching philosophy, and how parents can contribute to the school. In these meetings and workshops, our staff will explain the expectations from the parents at home to enable their students to comply with the school schedule and homework requirements, as well as how parents will participate in the activities of subcommittees that help operate the school.

~~Kūlia Academy is committed to serving all students, including academically low-achieving, economically disadvantaged students. Specific activities that will be employed by Kūlia Academy include: use of English, Native Hawaiian and Samoan collateral; extensive grassroots marketing; simple, easy to use and easy to understand forms and brochures; removal of any language/messaging that may traditionally deter underserved student populations. The school will work to accommodate students with special needs throughout the enrollment process to ensure all students have an equal opportunity to apply for admission.~~

~~Kūlia Academy is open to all students and, in accordance with HRS §302D-34, Kulia shall not discriminate against any student or limit admission based on race, color, ethnicity, national origin, religion, gender, sexual orientation, income level, disability, level of proficiency in the English language, need for special education services, or academic or athletic ability.~~

~~**Kūlia Academy does not have any enrollment preferences and is open to all students.**~~

~~Kulia gives enrollment preferences as allowed by Hawaii law (i.e., HRS §302D-34) However, we do allow enrollment priorities (as allowed by Hawai'i State Law) to ensure staff with children and families with multiple children are able to attend the same school.~~ The enrollment priorities are highlighted below.

- Current students
- Children of Kūlia Academy's staff and board members;
- Siblings of currently enrolled students;
- Siblings of newly admitted students;

• ~~All other Hawai'i students.~~

Lottery Procedures ~~and Preferences~~

Informing Parents about the Enrollment Lottery

Kūlia Academy shall admit all pupils who wish to attend the school. However, if the number of pupils who wish to attend the school exceeds the school's capacity, except for existing pupils of the school, shall be determined by a public random drawing. The school will choose a date and time (preferably on the weekend or on a weekday evening) so that most interested parties will be able to attend. The school's office manager will inform parents of all applicants and all interested parties of the rules to be followed during the lottery process, location, date and time of the lottery through mail, e-mail, school website, phone, and other available outlets prior to the lottery date. The lottery will be held at the school site if the school facility can accommodate all interested parties. Otherwise, the school will secure a meeting room that is large enough to accommodate all parties and to allow them to observe the lottery.

Lottery Procedure

In the lottery, all names are drawn and listed in order, separately, for each grade level. Once the school capacity is met, the remaining students' names will continue to be drawn randomly and placed in the order they are drawn on the waiting list.

The students who do not apply in the open enrollment period will be added to the end of the waiting list in the order they applied. Kūlia Academy will maintain auditable records of the above activities. Kūlia Academy will invite SPCSC representatives as official observers of the lottery to verify the lottery procedures are fairly executed. The lottery will be video-recorded and the school will keep documents in record including a written statement signed by the principal that identifies the procedures used, details of the event, lists of all applicants and applicants who secured a spot at the school through the lottery.

Notifications of Admission Status

Notifications of admission status will be mailed to all applicants. Enrollment packets will be sent to admitted students; students not admitted will be informed of their waiting list priority number as determined by the admissions lottery or application order. If the enrollment packets are not returned within 10 business days from the date of postage, then admission for that student is forfeited, and an admission notice will be mailed to the next student on the waiting list. In addition, the School shall attempt on at least two separate occasions to contact the parents/guardians of promoted students by telephone. Those families not returning the enrollment packets within the 10-day period forfeit their right to enroll their student in the School for that school year, and

an admission notice will be mailed to the next student on the waiting list.

All procedures will align with HRS 302-34, Enrollment.

Updated on: January 9, 2023

Agenda Item #: 4-b

Date of Submittal: Jan. 3, 2023

To: Kūlia Academy School Board

From: Andy O. Gokce, Int. Executive Director

RE: Approval of Kūlia Academy's 2023-24 School Calendar If the School Opens in 2023-24 Academic Year

I. Proposed Recommendation(s)

Staff recommends that the Kūlia Academy School Board approve:

Kūlia Academy's 2023-24 School Calendar If the School Opens in 2023-24 Academic Year .

II. Background

The Hawaii Public Charter School Commission's Applications Committee approved the following motion in their Dec. 8, 2022 General Business Meeting:

"Approve the request from the pre-opening charter school Kulia Academy to change its opening date to the 2023-2024 school year from the currently approved opening in the school year 2024-2025, contingent upon the school completing its pre-opening assurances, approval by the Hawaii Department of Education, and provision of additional funding for Kulia Academy in the state budget for FY2023-2024; should these conditions not be met, the start date of Kulia Academy will remain the 2024-2025 school year."

Accordingly, the deadlines for pre-opening assurances for Kūlia Academy have been updated to 2023. As a part of the pre-opening assurances, Kūlia must submit its planned annual school calendar for Academic Year 2023-24.

As indicated in the approved motion, should the conditions not be met for a 2023-24 school opening, the start date of Kūlia Academy will remain the 2024-25 school year.

III. Academic/Operational/Financial Impact

Kūlia Education Foundation (Kūlia Academy's non-profit organization) has been awarded \$1,499,804.43 by the U.S. Department of Education, \$50,000 by the Castle Foundation and another \$10,000 in private donations.

The breakdown of our federal grant is as follows:

Budget Period	Date	Amount
1	10/01/2022 - 09/30/2023	\$210,500.00
2	10/01/2023 - 09/30/2024	\$464,785.00
3	10/01/2024 - 09/30/2025	\$310,838.55
4	10/01/2025 - 09/30/2026	\$302,613.71
5	10/01/2026 - 09/30/2027	\$211,067.16

If we open our school in 2023-24, \$200,000 of our staff salaries in our first year will come from the federal grant, saving our school funds. Additionally, the facility rent will be covered with the state funds. If the school opens in 2024-25, we will have to secure \$72,000 for common area maintenance fees for 2023-24 to keep our future school facility.

This change doesn't cause any other major academic or operational impacts.

IV. Attachments

Exhibit B – Kūlia Academy's Proposed 2023-24 School Calendar

Kūlia Academy 2023-2024 SCHOOL CALENDAR

Teachers' Work Year - 1st Semester: August 1, 2023 - January 5, 2024; 2nd Semester: January 8, 2024 - May 31, 2024
Students' Work Year - 1st Semester: August 7, 2023 - December 21, 2023; 2nd Semester: January 8, 2024 - May 30, 2024

Week	Student	Teacher	Su	M	T	W	Th	F	Sa		
	0	0	July 2023							1st SEMESTER - 89 Student Days (Ends December 21)	
1	0	4	23	24	25	26	27	28	29	August 1: Teachers' First Day	
2	5	9	30	31	1	2	3	4	5	August 1-4: Teacher Work Days (no students)	
3	9	13	6	7	8	9	10	11	12	August 7: Students' First Day	
4	14	18	13	14	15	16	17	18	19	August 18: Statehood Day	
5	19	23	20	21	22	23	24	25	26	Q1 43 days Ends October 6	
6	23	27	27	28	29	30	31	1	2		
7	28	32	3	4	5	6	7	8	9	September 4: Labor Day	
8	33	37	10	11	12	13	14	15	16		
9	38	42	17	18	19	20	21	22	23		
10	43	47	24	25	26	27	28	29	30		
11			1	2	3	4	5	6	7	October	
12	48	52	8	9	10	11	12	13	14	October 9-13: Fall Break***	
13	53	57	15	16	17	18	19	20	21		
14	58	62	22	23	24	25	26	27	28		
15	62	66	29	30	31	1	2	3	4	Q2 46 days Ends December 21	
16	67	71	5	6	7	8	9	10	11		
17	70	74	12	13	14	15	16	17	18	November 10: Veterans Day (obs.)	
18	75	79	19	20	21	22	23	24	25	November 23: Thanksgiving	
19	80	84	26	27	28	29	30	1	2	November 24: School Holiday****	
20	85	89	3	4	5	6	7	8	9	December 22-January 4: Winter Break***/**	
21	89	93	10	11	12	13	14	15	16	December 25: Christmas	
22			17	18	19	20	21	22	23		
23	94	94	24	25	26	27	28	29	30	2nd SEMESTER - 93 Student Days (Ends May 31)	
24	94	99	31	1	2	3	4	5	6	January 1: New Year's Day	
25	98	103	7	8	9	10	11	12	13	January 5: Teacher Workday (no students)*	
26	103	108	14	15	16	17	18	19	20	January 15: Dr. Martin Luther King Jr. Day	
27	108	113	21	22	23	24	25	26	27		
28	113	118	28	29	30	31	1	2	3	February 12-16: Institute Day (One day with no students during the week. Date for each island TBD.)	
29	117	123	4	5	6	7	8	9	10	Q3 47 days Ends March 15	
30	121	127	11	12	13	14	15	16	17		
31	126	132	18	19	20	21	22	23	24	February 19: Presidents' Day	
32	131	137	25	26	27	28	29	1	2		
33	136	142	3	4	5	6	7	8	9	March	
34			10	11	12	13	14	15	16	March 18-22: Spring Break***	
35	139	145	17	18	19	20	21	22	23	March 26: Kuhio Day	
36	144	150	24	25	26	27	28	29	30	March 29: Good Friday	
37	149	155	31	1	2	3	4	5	6		
38	154	160	7	8	9	10	11	12	13	Q4 46 days Ends May 31	
39	159	165	14	15	16	17	18	19	20		
40	164	170	21	22	23	24	25	26	27		
41	169	175	28	29	30	1	2	3	4		
42	174	180	5	6	7	8	9	10	11	May 27: Memorial Day	
43	179	185	12	13	14	15	16	17	18	May 30: Last Day for Students and Second Semester Ends**	
44	182	189	19	20	21	22	23	24	25	May 31: Last Day for Teachers	
	-2^	+1^^	26	27	28	29	30	31	1		
	180	190	2	3	4	5	6	7	8	June	

^2 Instructional days shall be converted to a non-student day for school planning and collaboration.	^^The employer may assign up to 6 additional hours, in half hour blocks (an "equivalent day") for training and meetings beyond the teacher's regular work day.	OFFICIAL STATE HOLIDAYS: 2023-2024 SCHOOL YEAR			
		Statehood Day: August 18, 2023	New Year's Day: January 1, 2024		
		Labor Day: September 4, 2023	Dr. Martin Luther King Jr. Day: January 15, 2024		
		Veterans Day (observed): November 10, 2023	Presidents' Day: February 19, 2024		
		Thanksgiving Day: November 23, 2023	Prince Jonah Kuhio Kalaniana'ole Day: March 26, 2024		
		Christmas Day: December 25, 2023	Good Friday: March 29, 2024		
			Memorial Day: May 27, 2024		

*Teacher work day between semesters: January 5, Intersession: Oct. 9-13; Recesses: Dec. 22-Jan. 4 & March 18-22
 Educational Officer & Teacher Institute Day: Feb. 12-16 (one day will be finalized before the school starts with faculty)
 Additional PD Days as described in our charter will be scheduled in July 2023 with the hired teachers' participation.