

# Early Learning Board (ELB)

Thursday, June 10, 2021

1:30 pm – 4:00 pm

*The public may attend the meeting in any of the locations specified below:*

**Meeting Chair will preside via the Zoom link.**

**Board Members in Attendance:** Scott Nakasone (for Dir. Betts), Leilani Au, Ben Naki, Wai’ale’ale Sarsona (for Jack Wong), Matt Shim (for Dir. Char), Stephen Schatz (for President Lassner), Bob Peters, Mari Uehara, Melodie Vega, Edeluisa Baguio-Larena, Cherilyn Shiinoki, Bob Davis (for Superintendent Kishimoto)

**Absent:** Kerrie Urosevich, Justina Acevedo-Cross

**Executive Office on Early Learning staff in attendance:** Coleen Momohara, Alohilani Maiava, Chris Jackson, Keli Houston, Jordana Ferreira, Keopu Reelitz, Ashley Miura

**Public in Attendance:** Anne Horiuchi, Deborah Zysman, Cheri Nakamura, Dayna Luka, Deanne Goya, Kim Guieb, Lynn Fallin, Mary Ann Nemoto, Miki Nishizawa, Terry Lock, Vivian Eto, Ken Kakesako, Robyn Chun, Kiyo Noguchi, Erin Henderson, Kenyon Tam, JoAnn Farnsworth, Kathleen Algire, Jordan Smith

Agenda Item	Discussion	Action
<b>MINUTES:</b>		
<b>Welcome/Introductions—</b> Bob Peters	Chair Peters welcomed the group at 1:31 p.m. and asked Bob Davis to read the mission statement.  The Chair welcomed Coleen Momohara to the meeting and introduced her as the temporary assignee for the EOEL Director position until the Board finds a permanent hire. The Board bid farewell to Edel Baguio-Larena, as this meeting is her last as the representative for home-visiting programs. Her term will expire at the end of the month, and Erin Henderson will be the new representative. The Chair thanked Edel	

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Early Learning Board

<http://earlylearning.hawaii.gov/early-learning-board/>

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	<p>for her advice and insight during her years of service and expressed gratitude for her willingness to continue serving on the various subcommittees.</p> <p>Bob reminded the Board that there is an Executive Session on the agenda. He also reminded the Board that any members who have yet to turn in their Oath of Office certificates to Ashley Miura, EOEL’s office assistant, should do so as soon as possible because the certificates have to be submitted to Boards and Commissions by the next ELB meeting on July 8th. If there are any questions or concerns, ELB members should reach out to Ashley or Bob.</p>	<p><b>Board members who have not submitted their Oath of Office certificates to Ashley should do so as soon as possible, and before the next ELB meeting.</b></p>
<p><b>Review and Approve 5/13/21 Minutes—Bob Peters</b></p>	<p>The 5/13/21 meeting minutes were approved as distributed. (Cherilyn/Edel: Y--8; N--0)</p>	
<p><b>Early Educator Investment Collaborative Grant—Terry Lock</b></p>	<p>Terry Lock provided updates on the Early Childhood Education Excellence and Equity (ECE3) grant. She announced that Hawaii’s grant proposal has been approved, and that the University of Hawaii (UH) College of Education has been awarded a grant of 1.3 million dollars. This announcement has been posted on the EOEL website, UH’s website, the UH College of Education website, and on a couple of national websites, as well.</p> <p>Terry explained that the grant review process started with 51 applicants and was eventually narrowed down to 6. Grant funds will be used to transform the lead teacher preparation program, as well as to work on a plan for improving compensation through a compensation equity study. This work has already started and will be shared between the University of Hawaii College of Education (COE), the community colleges, and Chaminade University. The COE will also work with five other states’ universities for the purpose of serving more minority students as the end goal. The grant also required a match and Terry thanked COE, EOEL, Kamehameha Schools Bishop Estates (KSBE),</p>	

	<p>Hawaii Community Foundation (HCF) and the Samuel N. and Mary Castle Foundation for their support. Terry also thanked Board members for their letters of support and reiterated that it will take everyone’s efforts to break down the barriers to support more students in getting their degrees. COE is also planning to create a new bachelor’s degree in education program specific to ages B-8. Terry will provide updates for the Board on an ongoing basis.</p> <p>Bob asked Terry what kind of work ELB should be engaged in through its Workforce Equity subcommittee. She responded by explaining that the guidance from the Workforce Equity subcommittee will be valuable, particularly around the study that will look into lead teacher compensations, as well as input regarding how to create an integrated professional development system in the state of Hawaii.</p>	
<p><b>Executive Office on Early Learning Updates— Public Pre-K Applications; EOEL Projects, 2020-2021—</b> Coleen Momohara</p>	<p>Coleen began by thanking the Board for their support as she settles into the role of temporary EOEL Director. She reminded the Board that EOEL had been asked to provide an update on the public pre-k applications for the 2021-2022 school year and provided a brief summary.</p> <p>The 2020-2021 school year (SY) saw a decline in applications by about 12% compared to the previous 2019-2020 SY (651 applications to 574). The current application period for the upcoming SY 2021-2022 has brought in 410 applications—more than half the number of applications received for the entire 2020-2021 SY. The program is currently three and a half months into the application period, so it is still relatively early. Bob asked whether the lower numbers in SY 2020-2021 might have been influenced by parents not wanting to enroll their children because of the coronavirus. Coleen indicated that EOEL has not heard anything specific as to the reason for the lower number of applications, and that if the schools have, they have not mentioned it to EOEL.</p>	

	<p>Coleen then provided updates for several of the EOEL projects that were identified as ones that could be implemented during this year through the transition to a new Director. Although EOEL staff are implementing a total of ten projects currently, today’s presentation focused on projects relating to partnerships, early childhood workforce, COVID-19 response, and family and community engagement.</p> <ul style="list-style-type: none"><li>• In terms of partnerships, EOEL has been working: (1) with Chaminade University which has been lead on a community of practice focused on food access and which has recently applied for a grant through the Kaplan Foundation to support its work; (2) with UH College of Education on the ECE3 grant; and (3) on strengthening its relationships with other organizations like the Department of Human Services (DHS) and Hawaii Early Childhood Advocacy Alliance (HECAA).</li><li>• EOEL has been working to lift up the early childhood workforce—one of the biggest keys to serving more children and families and serving them better—by assisting with the ECE3 grant, as mentioned before. EOEL has also been developing a sub-section of the <a href="http://earlychildhoodhawaii.com">earlychildhoodhawaii.com</a> website that is focused on workforce, and EOEL’s policy and legislative conversations have had, as its underpinnings, the importance of the workforce and of workforce development.</li><li>• EOEL has also been responding to the COVID-19 pandemic, not only by making changes to how the office is run and how the staff function (teleworking vs. in-person), but also by continuing to provide ongoing professional learning and coaching to EOEL public pre-k schools through the Early Learning Academy, largely through virtual settings.</li><li>• Finally, EOEL has been focused on building foundational pieces necessary for family and community engagement—</li></ul>	
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	<p>including building communications and engagement channels - in particular, a website and a newsletter. The website, <a href="http://earlychildhoodhawaii.com">earlychildhoodhawaii.com</a>, was a foundation piece for EOEL’s work in this area and continues to evolve over time. EOEL has also resumed its monthly community newsletter in order to build out a channel that can be used to effectively engage with community.</p>	
<p><b>Subcommittee Reports—</b> Subcommittee Conveners</p>	<p>Matt Shim, head of the Director Search Subcommittee, reported that Inkinen, the firm contracted to help with the search for a new EOEL Director, has been doing a lot of work and shared the Subcommittee’s appreciation for Inkinen’s efforts to date. There are several candidates who have already applied for the position due to the outreach done by Ben Ancheta and his team, as well as through advertisements posted. The job description has been posted in the DOE system, and the application deadline is June 21, 2021. On July 1, 2021, the Subcommittee will meet to select 6-8 semi-finalists, and will send their recommendations to the Advisory Group for review and feedback. On July 12 and 13, 2021, the Search Subcommittee will interview the semi-finalists, and on August 12, 2021, the Board will have a finalist forum where the candidates can present themselves to the full Board. A public comment period will follow. There will then be a special Board meeting to discuss the final candidates and make a selection for the top and contingent finalists by the end of August, with a September hire date.</p> <p>Matt also reported that Superintendent Kishimoto reviewed and approved the position description as well as the “Competencies, Responsibilities, Qualifications, Pay and Benefits” document, and requested a small change be made on the “Competencies and Responsibilities” document. Under the “Primary Responsibilities” section, the suggestion was to add to the bullet that reads “Administration and expansion of public pre-K program” the phrase</p>	<p><b>The Board approved the DOE Superintendent’s</b></p>

	<p>“in partnership/collaboration with HDOE Principals.” Matt reminded everyone that the “Competencies and Responsibilities” document will be used by the Board Chair in developing the EOEL Director annual performance appraisal. It was moved/seconded to make the requested change to the “Competencies and Responsibilities” document. The motion passed. (Matt/Edel: Y—7; N—0). Bob will share the approval of the addition with the Superintendent.</p> <p>Bob provided the Governance Standing Subcommittee (GSS) updates on behalf of Wai’ale’ale Sarsona, who was unable to be present for this portion of the meeting. The GSS was charged at the previous meeting with bringing back a position description for the Act 046 Coordinator position.</p> <p>As context, Bob explained that Act 046 did not include language for a coordinator position. Therefore, as the ELB discussed the potential role of EOEL/ELB in the fall, it was determined that ELB might serve as a temporary “coordinator” until a permanent position could be created and filled. The Board approved priorities related to collaboration to move forward with Act 046 expansion goals and exploration of coordination across departments. The GSS was tasked with creating an Act 046 Subcommittee, which evolved into the Strategic Implementation Plan (SIP) Subcommittee, to coordinate and convene stakeholders around both Act 046 and the Early Childhood State Plan. The GSS expressed concern about the capacity of ELB to create another subcommittee and do the work needed, indicating that EOEL also lacked the staff to do so. Meetings were scheduled with Legislators to discuss expectations for ELB with regard to Act 046. Representative Luke indicated that she favored including a 1.0 FTE Coordinator position for Act046 implementation (HB 1362 HD1 SD2 CD1), and Representative Woodson said that he was open to either considering a position within EOEL or having ELB support a</p>	<p><b>recommended change to the “Competencies and Responsibilities” document. Bob will inform the superintendent of the change made.</b></p>
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	<p>Coordinator. This resulted in a suggested amendment to create a coordinator’s position within the authority of either EOEL or ELB, approved by the Board and supported by testimony indicating EOEL might have more flexibility than ELB. A position was added by the Legislature and funded, stipulating it would report to the ELB. The draft Coordinator Position document is the result.</p> <p>Clarification was requested about the intended role of the Coordinator. Bob explained that the Coordinator would begin the process of determining how to implement the pre-K expansion mandated in Act 046, where expansion is most needed, and how this could come about (e.g., what kind of facilities and funding are needed). The Coordinator would be responsible for “fleshing out” the expansion plans and giving them more detail. Currently, there is no such detailed plan, save for a few benchmarks, some directions about geographical needs and targeted populations.</p> <p>A motion was made to approve the “Coordinator Position Purpose” as defined in the draft provided by the GSS to ELB members. Cherilyn suggested that language in the draft be changed from “parents” to “families” in both the Purpose and Benchmarks sections in order to be more inclusive. The motion was passed with Cherilyn’s suggested changes (Bob/Leilani: Y—7; N—0).</p> <p>Bob then brought the “Benchmark Expansion Goals” section to the Board’s attention. Key takeaways from the discussion that followed:</p> <ul style="list-style-type: none"> <li>• There was some confusion as to the role of the DOE in the expansion since it will be housing pre-k classrooms yet is not listed as one of the organizations directly involved with expansion. Clarification: EOEL and DHS are the organizations specifically charged with expansion. DOE will inevitably be involved, but EOEL and DHS are the two organizations that</li> </ul>	<p><b>The Board approved the Coordinator Position Purpose draft provided by the GSS with two recommended changes.</b></p> <p><b>Chair Peters requested members review HB 1362 prior to the next ELB meeting to see if there are other areas that need to be considered for the Act 046 Coordinator position.</b></p> <p><b>The Board deferred approval of the Act 046</b></p>
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	<p>would have the specific responsibility of overseeing expansion.</p> <ul style="list-style-type: none"> <li>• Timelines seem to be missing. Clarification: timelines are mandated by Act 046 and were therefore not included in the draft document, but language around “in alignment with timelines in the bill’ could be added.</li> <li>• Clarity is needed for the line that reads: “In support of EOEL and DHS, serve as the point person to coordinate Legislative reporting requirements.” It is unclear as to whether the Coordinator or EOEL and DHS is responsible for the reporting requirements.</li> <li>• There was some confusion around the goals of Act 046 and its relationship to the Early Childhood State Plan, which Bob said he would take back to the Subcommittee for further discussion.</li> </ul> <p>Action on this item was deferred to give the GSS time to review and discuss the comments and suggestions made by the Board, as well as for the Board to review HB 1362 to see if there are other items that need to be included in the Coordinator position description.</p> <p>Bob concluded this agenda item by reminding everyone that the Systems Mapping Subcommittee had sent out a survey that needs to be completed before the next ELB meeting in July (July 8, 2021).</p>	<p><b>Coordinator Position responsibilities because of comments and questions members expressed. Bob will take these back to the GSS. The Board should determine if there is anything missing in the Benchmarks Goals section related to the Coordinator’s duties.</b></p> <p><b>Members to complete the survey before the July 8<sup>th</sup> ELB meeting.</b></p>
<p><b>Leadership Update—Bob Peters</b></p>	<p>Bob gave a brief leadership update.</p> <ul style="list-style-type: none"> <li>• He reminded everyone that he had sent an email indicating that ELB had not been invited to submit a proposal for the Early Childhood System Governance and Financing Project grant. The letter of intent for this grant centered on Hawaii’s EC governance structure, which the Board has had questions about this past year. The issue will be revisited after a new EOEL Director is hired.</li> <li>• Bob met with Lauren before she left, as well as Coleen, to do an exit interview to identify priorities of the Office and to get a sense of the status of projects being undertaken by EOEL.</li> </ul>	



	<ul style="list-style-type: none"> <li>The meeting with the DOE Superintendent to discuss the EOEL Director search process went well. Dr. Kishimoto informed the Office of Talent Management that she was supportive of the search process and the kind of person EOEL is looking for in a new Director. She added that even though her time as DOE Superintendent is about to come to an end, she will be remaining in Hawaii and can be called upon to help support Act 046 in any way needed.</li> </ul>	
<p><b>Public Comment</b>—Bob Peters</p>	<p>Terry Lock commented that the proposed Coordinator position for Act 046 seems to be focused only on access to programs, and there is no mention of workforce or workforce development. Bob explained that while the Coordinator position does not have workforce or workforce development as a specific priority, whoever becomes the Coordinator will have to be responsive to this need. One of the bullets in the Benchmarks section reads: “Make policy recommendations to achieve the expansion, including funding and capacity building,” which should involve addressing workforce issues.</p>	
<p><b>Member Updates</b>—Bob Peters</p>	<ul style="list-style-type: none"> <li><i>Ben Naki</i> reported that Office of Head Start (OHS) has a new Director, Dr. Bernadine Futrell, who recently issued a program instruction to all grantees across the nation regarding expectations for the upcoming school year. Because of COVID-19, programs had been given much flexibility last school year. The new instruction reminds grantees that virtual learning was meant to be an interim solution only, and that they should expect to resume in-person learning in the new school year. Programs are also to be at full enrollment by January 2022. Hawaii grantees have been meeting to discuss strategies for a return to in-person learning, increase enrollment, and ensure staff are ready for the new school year. OHS also rolled out a “HS Forward” campaign that provides networking opportunities for grantees to share their practices with each other.” There is also funding support through ARPA</li> </ul>	

	<p>for HS grantees that supports a “return to normal.”</p> <ul style="list-style-type: none"><li>• <i>Edel Baguio-Larena</i> reported that this is her last meeting as an ELB member and wanted to take some time to thank everyone. She expressed feeling honored to have served on the Board and that she had learned a lot in the process. Edel indicated that Erin Henderson is the next home-visiting program representative, she was confident that Erin would do a good job, and asked the Board to give Erin a warm welcome like the one Edel herself received. Edel concluded with a reminder that she plans to continue serving on ELB subcommittees.</li><li>• <i>Cherilyn Shiinoki</i> reported that “Embracing Your Journey as Your Child’s First Teacher” in-person workshops have begun, and she has the opportunity to work with three early learning sites. Because the trainer workshop virtual series was developed before the training pilot had been completed, Family Hui would like to finish the pilot and refine the training so they can update the trainer series. If anyone is interested in these workshops and their program is ready or feels like it will be ready to get back to in-person learning, please contact Cherilyn.</li><li>• <i>Matt Shim</i> reported that on June 15, inter-county travel restrictions will end statewide. Travel between islands will be allowed without having to go through the Safe Travels program – i.e., screening with a vaccination card or negative COVID-19 test, or quarantine. When the state reaches a 60% completed vaccination rate, individual people vaccinated in the United States who are traveling from other US locations to Hawaii can bypass testing and quarantine. They still need to register with the Safe Travels program, upload a copy of their vaccination card and bring their physical copy with them, in order to bypass testing and quarantine. When the state achieves a 70% completed vaccination rate, all travel restrictions will be</li></ul>	
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	<p>removed, including the Safe Travels program. Currently, Hawaii’s population is 54% completely vaccinated, while 60% have received at least one dose. Matt encouraged people to sign up at <a href="http://HIGotVaccinated.com">HIGotVaccinated.com</a> for a chance to win a prize.</p> <ul style="list-style-type: none"> <li>• <i>Melodie Vega</i> reported that the Hawaii Early Learning Partnerships for Childcare (HELP) is open for childcare scholarships for children from 6 weeks to 12 years of age. The website for this is <a href="mailto:help@koka.org">help@koka.org</a>. If anyone is interested in signing up, they should leave their name, phone number, and the island that they are living on in order to receive assistance.</li> </ul>	
<b>Executive Session</b>	The Board went into Executive Session from 3:10 PM to 3:30 PM to seek guidance from counsel regarding Act 46 (SLH 2020) and HB 1362, HD1, SD2, CD1 (2021).	
<b>Review Agenda Outcomes—Bob Peters</b>	<p>With the reconvening of the ELB meeting at 3:30, the following agenda items were reviewed:</p> <ul style="list-style-type: none"> <li>• The Board approved the recommended change to the “Competencies, Responsibilities, Qualifications, Pay and Benefits” document made by the DOE Superintendent.</li> <li>• The Board approved the “Coordinator Position Purpose” draft provided by the GSS with two recommended changes.</li> <li>• The Board has deferred the approval of the Coordinator responsibilities knowing that there are questions/concerns to bring back to the GSS, and to also give the Board more time to consider if there is anything missing in the Benchmarks duties section of the draft.</li> <li>• The Board should review HB1362 to see if there are other areas that need to be considered for the Act 046 Coordinator position.</li> <li>• The Systems Mapping Subcommittee has sent out a survey to ELB members, which needs to be completed before the July ELB meeting, at which time survey findings will be shared.</li> </ul>	
<b>Announcements</b>	None.	
<b>Closing—Bob Peters</b>	Because Kerrie was not present, Bob closed the meeting with a few	

	words of his own. He expressed his hopes that everyone is getting a chance to resume life a little more normally, despite the changes that are required, and that everyone is getting a chance to see loved ones again.	

Submitted by Ashley Miura and Chris Jackson