Date: December 8, 2022

From: Matthew Shim

Early Learning Board (ELB) Governance Subcommittee Chair

Re: Governance Subcommittee Update to Early Learning Board

• The Governance Subcommittee met during a special meeting on Monday, November 14, 2023 (1p-230p).

* Members and guests present on Monday, November 14 included: Matthew Shim, Robert Peters, Rochelle Mahoe, Dayna Luka, and Guest—Kaʻiulani Laehā .
* The purpose of this special meeting was to:
  1. Develop action plan for the next year to fully respond to SCR 34 including a report for 2024 legislature and proposed legislation for change to ELB size/composition/term limits/etc
  2. Use the action plan outline to draft the report to the 2023 legislature
* Subcommittee agreed on the following three items:
  1. For third resolution request-- *Findings and recommendations related to the development and implementation of a five-year strategic plan for the Board*: The EOEL State Strategic Plan **is** the ELB Strategic Plan. There is no intention to convene the ELB to develop a separate strategic plan.
  2. Governing board members should have well defined roles and focused duties while keeping an early learning systems perspective.
  3. While Broad representation of early learning partners is desirable, a question to be resolved is whether it is most effective in a governing vs. advisory capacity.
* The ELB Governance Committee action plan for the next year (2023) to fully respond to the SCR 34 requests will focus on the following:

1. What is the purpose (charge/charter) of the ELB and its value? (Act 202, on 07/11/2017; Gov. Msg. No. 1316)
   * + Given the purpose, what type of board is best suited (representative/governing)
2. Once type of board is determined, decide size and composition of the board
3. Determine term limits for board members
4. Crafting legislation to propose for the 2024 Legislative Session

* **ACTION ITEMS:** 
  + The DRAFT Action Plan/Timeline for SRC34 (Nov 2022\_v2) is attached for approval by the ELB.



* + The DRAFT SCR 34 Legislative Report is attached for approval by the ELB.



• The Governance Subcommittee met during our regularly scheduled monthly meeting on Friday, November 18, 2022 (11a-12p).

* Members present on Friday, November 18 included: Matthew Shim, Robert Peters, and Dayna Luka.
* The Subcommittee members discussed the EOEL Director Evaluation process and identified the following three items (1.1, 1.2, and 5) from the EOEL Director Evaluation Leadership Standards/Indicators for the first-year evaluation of the new EOEL Director (Yuuko Arikawa-Cross). Specific criteria and/or objective measures are listed below each evaluation item.

1. **Visionary Leadership/Capacity Building of Statewide Early Learning System from Prenatal until K Entrance:**
   1. **Aligns resources, including staffing, strategic initiatives, and office organization to support the development of a system for early learning statewide.**

* Familiarization with and development of relationships with staff
* Evaluate staff roles/responsibilities and overall organizational relationships/structure; develop organizational plans as needed
* Learn to navigate the Attached Agency relationship with the DOE
* Review, become familiar with and utilize State Plan, strategic implementation plan, Act 46, Act 210, Schools Facility Authority (SFA) Act 257 appropriating $200M for pre-K classrooms, and other strategic priorities of the EOEL in planning and decision-making.
* Develop a basic understanding of the State budget process and ensure EOEL budget priorities align with State Plan and broader system building goals
  1. **Collaborates across the public and private sectors and among public agencies to develop shared objectives and to move system-building forward.**
* Familiarization with early leaning landscape – identify key stakeholders and their roles/responsibilities across the early learning system

**Measure 1:** attendance at conferences, workshops, and meetings (virtual/in-person)

* Develops relationships among/across public and private sector agencies/organizations

**Measure 1:** actual meetings with agencies, partners, and others

**Measure 2:** actual work on projects (ACTs, P20 governance, PDGB-5, etc…)

* Collaboration with public/private partners and alignment on shared goals and objectives

**Measure 1:** actual work on projects (ACTs, P20 governance, PDGB-5, etc…)

1. **Professionalism: The Executive Director demonstrates a high level of ethical and professional behavior in their interactions both internally and externally, supports the diversity of our State and models both transparency and reflective practices.**

* **ACTION ITEM:** The three (3) first-year evaluation items (1.1, 1.2, and 5) for the new EOEL Director are presented to the ELB for approval.

----- End of update -----