
Early Learning Board

Sept. 12, 2024

I. Welcome!

- Vision (4/12/18) and mission (2/8/18) - read by Dr. Rochelle Mahoe

Vision: Creating a sustainable early learning system that partners with families to ensure that every child is healthy, valued and successful in school and life.

Mission: To support children's academic and lifelong well-being by directing and supporting the EOEL for an effective, coordinated, high quality early learning system from prenatal to kindergarten entry.

- Announcements

After roll call, agenda action is needed.

- Roll call

Agenda

After the agenda was approved and submitted, chair realized that items to be voted on by the board are included in the EOEL Executive director's report and that the outcomes for Section IV of the agenda should include "vote".

Items that should be voted on are the section titled: EOEL Biennium requests and Legislative Proposals.

In addition, the budget for EOEL as a whole should be voted on.

The chair will entertain a motion to amend the agenda to include "vote" in outcomes for Section IV, and add "Budget for EOEL" to the list.

II. Review and approve 7/11/24 minutes

III. Board member report on BUILD Quality Improvement Summit

- Dr. Sulma Gandhi
- Elaine Yamashita

Other state team members that attended in Minneapolis Aug. 6-8 included team lead Dr. Theresa Lock (UH Mānoa ECE3 Project), Dayna Luka (DHS Child Care Program Office), Ian Okamoto (EOEL Workforce Development Specialist).

IV. Executive Office on Early Learning (EOEL) Updates Director Arikawa-Cross and Staff

V. Finance Subcommittee - Stephen Schatz

1. Salary adjustment for EOEL Executive Director
2. Update on evaluation process and future salary adjustments. (Note: Related to VII: Governance Subcommittee "Status of EOEL Executive Director Evaluation process")

Break - 10 minutes

VI. Schedule for Vice-chair election. Governance: Dayna Luka for Matt Shim

- Process approved at 7/11/24 meeting.
- Schedule for nominations, self-nominations, and vote.

VII. Status of EOEL Executive Director evaluation process: Governance: Dayna Luka for Matt Shim

Subcommittee Item 2:

- **RECOMMENDATION 2.1:**

EOEL Executive Director annual evaluation period is July 1 to June 30.

- **RECOMMENDATION 2.2:**

The EOEL Executive Director will present a summary presentation of previous year's performance activities to ELB at June ELB meeting.

- **RECOMMENDATION 2.3:**

The ELB will provide feedback on EOEL Executive Director activities to EOEL Chair by July ELB meeting.

- **RECOMMENDATION 2.4:**

Performance evaluation criteria (selected from core performance metrics/items from board approved EOEL Director Evaluation Leadership Standards/Indicators) will be presented to EOEL Director each August.

VIII. Proposed Travel policy for voting board members: Governance: Dayna Luka for Matt Shim

Subcommittee item 1:

- **RECOMMENDATION 1.1:**

If either the elected Chair or Vice-Chair are from Kauai County, Maui County, or Hawaii County, whichever will preside at the monthly ELB meeting can request travel to Oahu to preside in-person, EOEL budget permitting.

- **RECOMMENDATION 1.2:**

The ELB will schedule one mandatory all member in-person meeting for voting and non-voting members per calendar year, EOEL budget permitting.

- **RECOMMENDATION 1.3:**

Neighbor Island board members (county/at-large) may submit up to 11 in-person meeting travel requests per state fiscal year (July 1 – June 30), EOEL budget permitting.

- **RECOMMENDATION 1.4:**

There may be other meetings that require the Chair or Vice Chair to attend to represent ELB. The Chair or Vice Chair will inform the Board of the meeting invitations. The Chair or Vice Chair will determine if travel is necessary/feasible to attend, EOEL budget permitting.

IX. Proposed standing subcommittee: Legislative matters. Elaine Yamashita

- Discussion
- Refer to Governance?

X. Clarification/update on Act 156 (Harm to Students Registry)

- Currently Dept. of Education (DOE), Hawai‘i Association of Independent Schools (HAIS), and EOEL are working on implementation. Because the statute refers to education, Dept. of Human Services (DHS) licensed child care programs are not currently required to consult the registry, although they have access. The harm to students registry would have a record of complaints that do not necessarily lead to prosecution and conviction. Fingerprint and criminal history checks reflect convictions.
- Update: DOE campuses with non-DOE or EOEL early childhood programs are screening those teachers and aides as volunteers on campus. Volunteers are subject to the requirement.

In-person retreat for board members: Elaine Yamashita

- October 10, 2024. 8:30 a.m. - 12:30 p.m.
- Location: CEED Center at KCAA Mother Rice, 2707 S. King St. (same site as board meetings)
- Park at Kuhio School, 2759 S. King St.
- Facilitated by Dr. Theresa Lock and chair Elaine Yamashita
- Open to public, no zoom access.

Draft agenda for retreat:

1. Review vision and mission, history of ELB
2. Go through HRS 302L so we all understand the scope of ELB and of EOEL.
3. Key concepts and structures that make early childhood care and education unique.
4. Introduce systems thinking and human/user centered design.

XII. Agenda outcomes, announcements, closing

- Agenda outcomes - Elaine
- Announcements - board members, public
- Mahalo nui to CEED Center and KCAA!