

**EARLY LEARNING BOARD (ELB)
GENERAL MEETING**

Thursday, September 12, 2024

1:30-4:00 pm

At CEED Center, KCAA

2707 South King Street, Honolulu HI 96826

Or via Zoom Link

*The Meeting Chair will preside virtually for the meeting on September 12, 2024

Board Members Present:

Elaine Yamashita, <i>Chair</i> Stephanie Shipton, <i>City and County of Honolulu</i> Dr. Sulma Gandhi, <i>At-Large</i> Dayna Luka, (for Director Ryan Yamane), <i>Department of Human Services</i> Cheryl Cudimat, <i>At-Large</i> Joni Onishi, <i>Hawai'i County</i> Kau'i Burgess, <i>At-Large</i>	Nāpua Rosehill (for Jack Wong), <i>Kamehameha Schools</i> Dr. Rochelle Mahoe (for Superintendent Hayashi), <i>Hawai'i Department of Education</i> Stephen Schatz (for President David Lassner), <i>University of Hawai'i</i> Keiko Nitta, proxy for Matt Shim, PhD (for Dr. Kenny Fink) <i>Department of Health</i>
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Board Members Absent:

Alanna Bauman, <i>Kaua'i County</i>	
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Executive Office on Early Learning Staff Present:

Yuuko Arikawa-Cross, <i>Director</i> Kevin Kabasawa Stephanie Tim Sing Tara Castrovinci Lane Tsuchiyama Mikako Deguchi Alohilani Maiava Shigeta	Dr. Ephraim Schwab Ian Okamoto Kaitlin Lewallen Kelli Vannoy Ku'ulei Kaluhiokalani Dr. Remy Pages
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Public in Attendance:

Aldic Ulep Angela Miyashiro Ben Naki Carol Wear Charis Sole	Kim Guieb Kiyomi Umezawa Lisa Martinez Lynette Kamekona Megan McCorrison
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Christina Cox Chris Jackson Corie Tanida Deanne Goya Jordana Ferreira Mei Ou	Pamela Seelig Robyn Chung Terry Lock Vivian Eto Wendy Nakasone-Kalani
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MINUTES

Agenda Item	Discussion	Action
<p>Welcome, Roll Call, Agenda Amendment</p> <p><i>Chair Yamashita</i></p>	<p>Chair Yamashita called the meeting to order at 1:32 pm.</p> <p>Board member Stephanie Shipton read the vision and the mission statement.</p> <p>Roll call was taken and a quorum was established.</p> <p>Chair Yamashita stated that after the agenda was submitted and approved, it was noted that the outcomes for section IV should include a “vote”. The items that need voting include <i>EOEL biennium requests, Legislative proposals, and EOEL budget.</i></p> <p>Board member Joni Onishi made a motion to amend the agenda to include these voting items. Board member Kau’i Burgess seconded the motion.</p>	<p>Vote was taken and a motion to amend the agenda to include voting items was passed. Yes=6, No=0</p>
<p>Review and Approval of Minutes</p> <p><i>Chair Yamashita</i></p>	<p>There was no August meeting held, therefore the minutes approved were from the July 2024 meeting.</p> <p>The board asked for name misspellings to be corrected prior to submitting the final minutes.</p> <p>Board member Kau’i Burgess voted to accept the minutes with added corrections of misspelled names.</p>	<p>Vote was taken to</p>

	<p>Board Member Joni Onishi seconded the motion.</p>	<p>approve the minutes from the July meeting, with name spelling corrections. Yes=6, No=0</p>
<p>Board Member Reports: <i>BUILD Quality Improvement Summit</i></p> <p><i>Dr. Sulma Gandhi and Elaine Yamashita</i></p>	<p>Board members Dr. Sulma Gandhi and Chairperson, Elaine Yamashita both attended the BUILD Quality Improvement Summit that was held in Minneapolis on August 6-8th.</p> <p>The summit was also attended by Hawai'i state leaders including Dr. Terry Lock (UH Manoa), Dayna Luka (DHS Child Care Program Officer), and Ian Okamoto (EOEL Workforce Development Specialist).</p> <p>Dr. Sulma Gandhi shared her experience at the summit. The conference had over 350 attendees with 45 states represented. It focused on efforts to increase social, emotional, and early learning interactions to improve child learning outcomes and early educator well-being and increase educator retention.</p> <p>Chair Yamashita shared that the conference touched on the family perspective of early learning through the child and family perspective as well as qualitative data, not just quantitative data. She also shared that the conference addressed systems thinking which could be a valuable tool to use for the early learning board when drafting policies.</p>	
<p>Executive Office on Early Learning Updates</p> <p><i>Yuuko Arikawa-Cross, Director</i></p>	<p>Director Arikawa-Cross shared updates from the Executive Office on Early Learning.</p> <p>Director Arikawa-Cross shared a snapshot of the roadmap for early learning action items to achieve the objectives of Act 46 and Act 210.</p> <p>Ian Okamoto, Workforce Development Specialist, shared updates from the Early Childhood Educator Stipend program:</p> <ul style="list-style-type: none"> ● From summer 2023 through spring 2024 there has been a total of 103 recipients of the early childhood educator stipend. ● The program grew from 10 new recipients in the summer of 2023 to 45 in the fall and 48 new recipients in the spring of 2024. 	

	<ul style="list-style-type: none"> ● Participation has increased throughout the UH system. It rose from 3% of early childhood students in the summer of 2023, to 17% in the fall of 2023, to 29.1% in the fall of 2024. ● Among the spring recipients, 42% were working in community-based programs, 32% worked in public early childhood settings, and 24% were not yet employed. ● To date, there have been a total of 12 program completers. <p>Director Arikawa-Cross addressed facilities updates for the public pre-k program.</p> <ul style="list-style-type: none"> ● Several classrooms experienced furniture delivery delays last month, however, all furniture is now in place at the following schools: <ul style="list-style-type: none"> ○ Maunaloa Elementary ○ Kahala Elementary ○ Kīhei Elementary ○ Kahakai Elementary ○ Solomon Elementary ● Lāna‘i has opted to have their classroom renovation done in December and therefore will be opening at a later date. ● There was a manufacturer's recall on flooring that was installed in a few of the new classrooms. This recalled flooring will be removed and new flooring reinstalled over fall break and winter break. It is not an urgent need but will need to be replaced for warranty purposes. ● The Army is in the process of building two new childcare centers. <ul style="list-style-type: none"> ○ One center will be at Aliamanu Military Reservation which should be completed in 2025; The second center will be at Schofield Barracks and should be completed in 2026. ○ Both centers will provide 676 spots for childcare of military dependents. <p>Tara Castrovinci, Communications Specialist, shared updates on recent press conferences.</p> <ul style="list-style-type: none"> ● A press conference was held to announce that Preschool Open Doors (POD) will now 	
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	<p>be accepting applications year-round. This announcement was made by Lt. Governor Sylvia Luke and the Department of Human Services.</p> <ul style="list-style-type: none"> ○ The announcement was made as a result of the bill signed into law on July 1, 2024, that establishes a year-round application period for eligible parents and guardians of 3 and 4-year-olds to receive financial assistance for group childcare or preschool. ● Another press conference was held to announce the opening of 44 new public pre-k classrooms <ul style="list-style-type: none"> ○ This announcement was made jointly by EOEL and Lt. Governor Sylvia Luke. Both Lt. Governor, EOEL, Hawai'i Dept. of Education, and Bowers + Kubota addressed the media to announce the expansion of the public pre-k program. <p>Mikako Deguchi, EOEL Institutional Analyst shared updates on promoting oral health in early childhood.</p> <ul style="list-style-type: none"> ● She shared that EOEL recently was the recipient of a Hawai'i Dental Service (HDS) Foundation grant of \$2,700. They received 470 toothbrushes and 300 regular-sized toothpaste tubes that will be distributed at outreach events; Informational materials received will also be translated into multiple languages. <p>Director Arikawa-Cross introduced and welcomed new EOEL staff.</p> <ul style="list-style-type: none"> ● Kaitlin Lewallen, Educational Specialist ● Dr. Remy Pages, Research Statistician ● Jennifer Omori, Office Assistant <p>Director Arikawa-Cross shared that she attended the PDG B-5 Infant and Early Childhood Mental Health Summit that took place in July in Denver, Colorado.</p> <ul style="list-style-type: none"> ● The goals of the summit were to increase access skills and knowledge in the early care and education workforce as it relates to children's mental health and build cross-agency systems of mental health promotion, prevention, screening, referral, 	
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	and access.	
	<p>Alohilani Maiava Shigeta gave an update on the PDG B-5 grant from the past quarter.</p> <ul style="list-style-type: none"> ● <i>Comprehensive Needs Study:</i> Currently the needs assessment is taking priority; Currently in the process of recruiting families and focus groups for surveys; A Contract has been made to conduct an early childhood data system feasibility study ● <i>Parent and Family Engagement:</i> Continuing to move forward with Parent Leadership Institute, which is hosted by HCAN; Partnering with Family Hui for “<i>Embracing Your Journey</i>”; Working on starting a state-wide media campaign that aligns with state and counties; PDG B-5 will also be supporting the “Make a Joyful Noise” ECCE conference in October focused on supporting children with disabilities; HAEYC conference will take place on October 12 and will focus on play and family engagement. ● <i>Task Related to ELB: Parent Council:</i> Looking to work with ELB to establish communication between families and the early learning board. ● <i>Enhance Quality and Expand Access:</i> In the RFP process of contracting new infant and toddler care pilot projects. Two infant and toddler classrooms will be awarded per county for a total of 8 classrooms. <p>Director Arikawa-Cross shared that EOEL, Charter Schools, Dept. of Education, and Dept. of Human Services submitted a joint report regarding Act 46. The report can be found on the EOEL website: EarlyLearning.Hawaii.gov</p> <p>Board Question Opportunities:</p> <p>Board Member Kau’i Burgess asked Alohilani Maiava Shigeta to elaborate on what the parent engagement will look like. Alohi stated that it could be designed to fit the needs of those parents. She stated she was hopeful that the parents would be</p>	

	<p>involved in designing. She shared that both she and Mikako Deguchi have been actively researching what is currently utilized and what options are available to start.</p> <p>Board member Dr. Sulma Gandhi asked Alohi if stipends for involvement would be utilized. Alohi answered that it was possible and that PDG B-5 stipend funds were asked in the initial proposal.</p> <p>Chair Elaine Yamashita shared that gift cards have been used with non-profits and could potentially be used for family feedback.</p>	
<p>Public Comments</p>	<p>Dr. Terry Lock, UH Manoa, made a clarification on the ECE 3 project. She stated that the project is still continuing and plans are being made to work on a sustainability plan for the future.</p>	
<p>Legislative Proposals: Budget and Personnel Requests</p> <p><i>Yuuko Arikawa-Cross, Director</i></p>	<p>Director Yuuko Arikawa-Cross shared legislative proposals for budget and personnel requests.</p> <p>Legislation to formally repeal section 302L-10, Hawaii Revised Statutes: Section 302L-10 of Act 210 establishes the early childhood stipend fund. Section 10 provides that this fund be abolished and replaced on June 30, 2023, and any funds shall lapse and be placed into the general fund. Section 10 states that the special fund in Section 2 of Act 210 is abolished and repealed under the act, however, the act does not state that HRS section 302L-10 establishing the fund is repealed under Act 210. EOEL is formally requesting to propose legislation to repeal Section 302L-10, HRS that is in our statute.</p> <p>Board member Joni Onishi made a motion to support this change. Board member Stephanie Shipton seconded the motion.</p> <p>Board member Kau'i Burgess asked Director Arikawa-Cross if there would be any other means to get this amended without using the legislative process. Director Arikawa-Cross stated that this was the recommended procedure by the appointed Attorney General.</p>	<p>Vote was taken to support the legislative amendment and passed. Yes=6, No=0</p>

	<p>Legislation to amend Sec. 302L-1.6(b) HRS: Director Arikawa-Cross explained the history of the Early Learning Board (ELB) as once being the Early Learning Council (ELC) and then the Early Learning Advisory Board (ELAB). The Early Learning Board is asking for an amendment to Sect. 302L-1.6(b) in order to be in compliance with the Head Start Act. According to the act, all members of the state advisory council are represented with the exception of the State Director of Head Start Collaboration.</p> <p>Proposed is to amend Sect. 302L-1.6 (b), which is the composition of the Early Learning Board, to include the Head Start Collaboration Director.</p> <p>Director Arikawa-Cross also stated that this position would be in a non-voting capacity as the person holding this position is currently an EOEL employee.</p> <p>Board Member Kau'i Burgess asked for clarification on the role of the State Director and what would be the best role for them to hold on the board, regardless of them being an EOEL employee. Director Arikawa-Cross explained that the Head Start Collaboration Director position may sit in different offices in different states, however in Hawai'i, this position is held at EOEL. She stated that in conversation with the appointed Attorney General, it was recommended that the Head Start collaboration board member be an ex-officio due to the board's composition.</p> <p>Board member Joni Onishi asked if the state advisory council was no longer in existence. Director Arikawa-Cross stated that the council has morphed and evolved over the years to become the Early Learning Board of today.</p> <p>Board member Stephanie Shipton asked if this particular was brought up during the legislative session. Director Arikawa-Cross stated that it was not and that it was brought to her attention by a letter she received from Head Start national offices. She sought the input of others to determine that the State Advisory Council had</p>	
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	<p>evolved to become the Early Learning Board.</p> <p>Board member Stephanie Shipton added that adding the Head Start board member would bring the board into compliance on a federal level, however, she did ask Director Arikawa-Cross if she saw any potential issues or problems that could arise during the legislative session due to bringing on this new board member. Director Arikawa-Cross stated that she would look into the compliance piece and stated that her concern would be with not having Head Start represented on the board.</p> <p>Keiko Nitta, speaking on behalf of Matt Shim, Governance Subcommittee, stated that part of the challenge would be that the Head Start Collaborator would be making recommendations on the role of the Director, possibly causing a conflict of interest. Director Arikawa-Cross stated that this conflict of interest is why it was recommended that they join the board as a non-voting, ex-officio member.</p> <p>Board member Stephen Schatz asked for clarification that adding this new board member would be for federal compliance reasons and that an ex-officio member would allow them to collaborate and participate, but not vote on matters pertaining to the Director. Director Arikawa-Cross agreed.</p> <p>Board member Stephanie Shipton questioned the legislative language “<i>to the maximum extent possible</i>”, and asked if EOEL has been in touch with anyone on a federal level to determine what would be needed to demonstrate a “good faith effort” on this matter. Director Arikawa-Cross stated that she reached out to the regional and national Head Start offices and was told the state collaborator must be on the State Advisory Council. Therefore, she brought this matter to the Early Learning Board to determine how to move forward in this matter.</p> <p>Board member Dayna Luka suggested that the discussion be tabled in order to get more clarification.</p>	
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	<ul style="list-style-type: none"> Board member Kau'i Burgess made a motion to table this discussion until the next meeting in October. Board member Joni Onishi seconded the motion. 	<p>Vote was taken to table the discussion until the next meeting. Yes=6, No=0</p>
<p>Public Comments</p>	<p>Public comment was made by Chris Jackson. Jackson stated that the original legislation in the Head Start Act did require the Head Start Collaboration Director to be a member of the board. She added that when she held the position of Head Start Collaboration Director, she was a member of the Early Learning Council, as it was set up to be the State Advisory Council on Early Education for Hawai'i. The Early Learning Council changed into the Early Learning Advisory Council and then the Early Learning Board as it is today. Jackson shared that at that point it became a governing entity, not just an advisory entity, and when it became a governing entity it was governing EOEL. At that time It was deemed inappropriate for her to continue to serve as a member on the early learning board and she stepped off of her position. She shared that in other states the Head Start Collaboration Director position does not sit in a governing entity.</p>	
<p>State Budget Requests</p> <p>Yuuko Arikawa-Cross, Director</p>	<p>Director Yuuko Arikawa-Cross proposed EOEL's legislative requests and budget proposal. She shared slides showing the organizational makeup of EOEL.</p> <p>Specific EOEL legislative requests and budget proposals can be found at: https://docs.google.com/presentation/d/1MKh06InRGBQb_ojqdmJdjYdDBwzlaKzhTKFBT9xJM-k/edit#slide=id.g2f0865987f3_0_548</p> <p>Chair Yamashita proposed voting on budget requests for public pre-k expansion.</p> <ul style="list-style-type: none"> A motion was made by Board member Kau'i Burgess to approve FY 2026 and FY 2027 EOEL Public Pre-K Program expansion 	<p>Vote was taken to approve</p>

	<p>requests. Stephanie Shipton seconded the motion.</p> <p>Board member Stephen Schatz asked if there was an available list of schools where the pre-k classrooms would be located. Director Arikawa-Cross answered that they have not been decided on yet, however, EOEL does have a list of schools that are interested in having an EOEL pre-k classroom on-site.</p> <p>Board member Cheryl Cudiamat asked if vacancies at community-based preschools are taken into consideration when selecting locations for public pre-k classrooms. Director Arikawa-Cross answered that EOEL is only able to track data from PATCH once per month, however, more in-depth data collection efforts will be made with the addition of Dr. Remy Pages to the EOEL team.</p> <p>Chair Yamashita proposed voting on the expansion of Family-Child Interaction Learning (FCIL) funds for FY 2026 and FY 2027.</p> <ul style="list-style-type: none"> • A motion was made by Board member Kau'i Burgess to approve FY 2026 and FY 2027 FCIL expansion requests. Board member Joni Onishi seconded the motion <p>Chair Yamashita proposed voting on the FY 2026 total budget.</p> <ul style="list-style-type: none"> • A motion was made by Board member Dr. Lindsey Heathcock to approve the FY 2026 budget. Board member Dr. Sulma Gandhi seconded the motion. <p>Chair Yamashita proposed voting on the FY 2027 total budget.</p> <ul style="list-style-type: none"> • A motion was made by board member Kau'i Burgess to approve the FY 2027 budget. Board member Joni Onishi seconded the motion. 	<p>budget requests for EOEL public pre-k expansion and passed. Yes=6, No=0</p> <p>Vote was taken to approve budget requests for FCIL and passed. Yes=6, No=0</p> <p>Vote was taken to approve the FY 2026 total budget and passed. Yes=6, No=0</p> <p>Vote was taken to approve the FY 2027 total budget and passed. Yes=6, No=0</p>
<p>Finance Committee Updates</p>	<p>The finance subcommittee recently met to discuss a potential salary update for the EOEL Director and</p>	

<p><i>Stephen Schatz</i></p>	<p>how to handle salary adjustments in the future.</p> <ul style="list-style-type: none"> • The position of Director is an appointed position, and therefore any salary adjustments must be approved through the governing body. • Director Arikawa-Cross has been in her position for two years without any salary adjustments. • It was suggested that the salary is in line with HGEA bargaining unit 6. <p>Board member Stephanie Shipton inquired about the figure and how the number was calculated and inquired about the figures from the non-profit community. She stated that she believed the figure was too low.</p> <p>Board member Rochelle Mahoe suggested that the board consider the number of classrooms in the expansion as well as preschool programs throughout the state which fall under the Director’s umbrella. Dr. Mahoe is in favor of a salary adjustment.</p> <p>Chair Yamashita suggested that the salary adjustment vote be tabled until the October meeting.</p> <ul style="list-style-type: none"> • A motion was made by board member Joni Onishi to table the salary adjustment decision until the October meeting. A motion was seconded by Stephanie Shipton. 	<p>Vote was taken to table the discussion and vote until October. Yes=5, No=0</p>
<p>Schedule for Vice-Chair Election</p> <p><i>Dayna Luka (for Matt Shim)</i></p>	<p>Chair Yamashita tabled until next meeting when the subcommittee chair will be present.</p>	
<p>Status of EOEL Executive Director Evaluation Process</p> <p><i>Dayna Luka (for Matt Shim)</i></p>	<p>Dayna Luka presented a proposed evaluation process discussed at the governance subcommittee meeting.</p> <p><i>RECOMMENDATION 2.1: EOEL Executive Director annual evaluation period is July 1 to June 30.</i></p> <p><i>RECOMMENDATION 2.2: The EOEL Executive Director will present a summary presentation of previous year’s performance activities to ELB at June ELB meeting.</i></p> <p><i>RECOMMENDATION 2.3: The ELB will provide feedback on EOEL Executive Director activities to</i></p>	

	<p><i>the EOEL Chair by July ELB meeting.</i></p> <p><i>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.</i></p> <p>Chair Yamashita entertained a motion to approve the recommendations.</p> <ul style="list-style-type: none"> • Motion was made by board member Joni Onishi to approve the governance subcommittee’s recommendations. Motion was seconded by Stephanie Shipton. 	<p>Vote was taken to approve the governance subcommittee’s schedule recommendations and passed. Yes=5, No=0</p>
<p>Proposed Travel Policy for Voting Members</p> <p><i>Dayna Luka (for Matt Shim)</i></p>	<p>Dayna Luka presented a proposed travel policy for voting members as discussed at the governance subcommittee meeting.</p> <p><i>RECOMMENDATION 1.1: If either the elected Chair or Vice-Chair are from Kauai County, Maui County, or Hawai’i County, whichever will preside at the monthly ELB meeting can request travel to Oahu to preside in-person, EOEL budget permitting.</i></p> <p><i>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.</i></p> <p><i>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.</i></p> <p><i>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.</i></p> <p>Chair Yamashita entertained a motion to accept the travel recommendations of the governance</p>	<p>Vote was taken to</p>

	<p>subcommittee.</p> <ul style="list-style-type: none"> • Motion was made by board member Kau'i Burgess to approve the governance subcommittee's recommendations. Motion was seconded by Stephanie Shipton. 	<p>approve the governance subcommittee's travel recommendations and passed. Yes=5, No=0</p>
<p>Proposed Standing Subcommittee: Legislative Matters</p> <p><i>Chair Yamashita</i></p>	<p>Chair Yamashita tabled this discussion for next month.</p> <ul style="list-style-type: none"> • Motion was made by board member Kau'i Burgess to approve the governance subcommittee's recommendations. Motion was seconded by Dr. Lindsey Heathcock. 	<p>Vote was taken to table discussion until the October meeting and passed. Yes=5, No=0</p>
<p>Clarification and Update on Act 156 (SB 2475 SD2 HD2 CD1)--Establishing The Harm to Students Registry</p> <p><i>Chair Yamashita</i></p>	<p>Chair Yamashita tabled this discussion for next month due to time constraints.</p>	
<p>In-Person Retreat for Board Members</p> <p><i>Chair Yamashita</i></p>	<p>An in-person retreat for board members will take place on October 10, 2024 from 8:30 a.m to 12:30 p.m. at the CEED Center at KCAA Mother Rice School.</p> <ul style="list-style-type: none"> • Meeting will be facilitated by Dr. Theresa Lock and Chair Elaine Yamashita. • Public can attend in person; there will be no virtual attendance option. <p>Draft agenda for retreat:</p> <ol style="list-style-type: none"> 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. 	
<p>Closing</p>	<p>Meeting was adjourned by Chair Yamashita at 4:08 pm.</p>	

