

Date: October 1, 2024

From: Matthew Shim
Early Learning Board (ELB) Governance Subcommittee Chair

Re: Governance Subcommittee Update to Early Learning Board

The Governance Subcommittee met during our regularly scheduled monthly meeting on Friday, September 20, 2023 (1230p-130p).

- Members present on Friday, September 20, 2023, included: Matthew Shim, Rochelle Mahoe, Dayna Luka, and Yuuko Arikawa-Cross
- The Subcommittee members discussed the previously board approved EOEL Director Evaluation goals for July 1, 2023, to June 30, 2024 (approved by ELB on December 14, 2023). For the July 1, 2024 to June 30, 2025 evaluation period, the subcommittee decided to keep the same goals listed in 1, 2, and 3.1 below, **delete 3.3**, and **add 4.1, 4.4, and 5** from board approved EOEL Director Evaluation Leadership Standards/Indicators (approved by ELB on August 15, 2019).

EOEL Director Evaluation goals for July 1, 2024, to June 30, 2023

1. Visionary Leadership/Capacity Building of Statewide Early Learning System from Prenatal until K Entrance:

1.1 Aligns resources, including staffing, strategic initiatives, and office organization to support the development of a system for early learning statewide.

- Work with staff to examine the EOEL's organizational structure to determine if it is adequately aligned with Statute to meet the Office's charge and to achieve the State Plan outcomes

1.2 Collaborates across the public and private sectors and among public agencies to develop shared objectives and to move system-building forward.

- Build strong relationships with private entities similar to those with the public sector and be mindful of supporting private providers' sustainability as expansion of public pre-K proceeds.
 - Seek collaborative opportunities to share professional development opportunities across both sectors
 - Coordinate with DHS Childcare Regulation Program on accreditation efforts within the private sector, offering assistance where needed, and helping to address barriers that impede the process.
- Collaborate with public agencies to expand access to quality public pre-K for 3-and 4-year-old programs as part of the Ready Keiki Initiative, specifically adding 44 classrooms in the upcoming year, in conjunction with the Act 210 timeline.
- Support building workforce capacity by collecting and analyzing retention of teachers and assistant teachers across the system, with specific emphasis upon the impact of public pre-K expansion

2. Advocacy and Communication

2.1 Utilizes opportunities and effective strategies to articulate the value of a quality early learning system to all stakeholders and the general public.

- As part of the P-20 Attainment Goal, monitor and report the percentage of early care and education settings with a qualified and experienced educator along with retention of educators, with a geographic breakdown.

2.2 Keeps Legislators informed about the work of early learning statewide and ELB/EOEL annual priorities for early learning.

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- As part of the P-20 Attainment Goal, monitor and report the percentage of early care and education settings with a qualified and experienced educator along with retention of educators, with a geographic breakdown

2.3 Provides collaborative leadership across sectors and constituent groups in support of the Early Learning Statewide Plan.

- Develop a plan to create a Parent Council to support the ELB, defining the nature, roles, and responsibilities of the Council and how it will intersect with the work of the ELB for review/approval by the Board.

2.4 Works effectively within the community, including the philanthropic sector, to secure resources and develop effective partnerships to support strategic initiatives

- Continue to expand access to quality public pre-K for 3- and 4-year-olds as part of the Ready Keiki Initiative.

3. Board Relations

3.1 Keeps the Board regularly informed about the work of the EOEL, analysis of relevant data and the progress of shared priorities to facilitate its efforts to make timely decisions.

- Complete a Statewide needs assessment and effectively use the results to inform refining/revising the State EC Plan and system wide goals.

~~**3.3 Works with the Board to develop and implement strategic priorities to guide the work of the EOEL, including making policy recommendations and revisions:**~~

- ~~● Develop a plan to create a Parent Council to support the ELB, defining the nature, roles, and responsibilities of the Council and how it will intersect with the work of the ELB for review/approval by the Board.~~

4. Operations Management

~~**4.1 Determines and plans for the operational needs to support the building of a system.**~~

- ~~● Complete a thorough analysis of the EOEL appropriated budget since inception to determine alignment with intent, utilization, and future opportunities.~~
- ~~● Complete a statewide fiscal map in partnership with the Children's Funding Project and ECAS to identify the state of funding for children and youth in Hawai'i to be used for future decision making.~~

~~**4.4 Recruits, hires, and retains qualified personnel, effectively assesses their performance, and supports their on-going professionalism and growth.**~~

- ~~● Fill all vacant positions.~~
- ~~● Provide professional growth and learning opportunities for the office as a whole and individuals as related to their roles.~~

~~**5. Professionalism: The Executive Director demonstrates a high level of ethical and professional behavior in her interactions both internally and externally, supports the diversity of our State and models both transparency and reflective practices.**~~

- ~~● ELB Chair and ELB members provide input on this item.~~

- **ELB ACTION ITEM:** Approve the EOEL Director Evaluation Leadership Standards/Indicators and measures as presented to the board on October 10, 2024.

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Proposed EOEL Executive Director Evaluation criteria
2024-25
Approved _____

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