



STATE OF HAWAII
DEPARTMENT OF EDUCATION
KA 'OIHANA HO'ONA'AUAO
P.O. BOX 2360
HONOLULU, HAWAII 96804

OFFICE OF THE SUPERINTENDENT

December 21, 2023

TO: The Honorable Warren Haruki
Chairperson, Board of Education

FROM: Keith T. Hayashi 
Superintendent

SUBJECT: Board Action on Appointment of Board Waiver Review Representative for Purposes of Reviewing School Community Council Requests for Waivers from Statute, Board Policy, and Collective Bargaining Agreement Provisions and to Serve on the School Community Council Exception Review Committee

1. RECOMMENDATION

I am recommending Ken Kakesako, Director of the Policy, Innovation, Planning, and Evaluation Branch, be appointed to the School Community Council (SCC) Exception Review Committee as the Board of Education (Board) designee (curriculum vitae attached). Ken Kakesako would be replacing previous Board designee, Cara Tanimura.

It is also recommended that Board Member Bill Arakaki continue as one of the two Board designees.

2. RECOMMENDED EFFECTIVE DATE

Upon approval by the Board.

3. RECOMMENDED COMPLIANCE DATE

Upon approval by the Board.

4. DISCUSSION

a. Conditions leading to the recommendation:

The individual being recommended for appointment will fill the current Board representative vacancy on the SCC Exception Review Committee. As indicated in Section 302A-1126, Hawaii Revised Statutes, "The Board shall adopt procedures necessary to process waivers initiated by a school community council."

Furthermore, this individual being recommended for appointment will fill the current Board representative vacancy on the SCC Exception Review Committee as indicated in the current Hawaii State Teachers Association (HSTA) Collective Bargaining Agreement (Agreement), Appendix III as cited below.

Appendix III, Memorandum of Understanding between State of Hawaii Board of Education and Hawaii State Teachers Association (Exceptions to the Agreement).

School Community Council Exception Review Committee:

A State Committee to be called the SCC Exception Review Committee shall be established.

1. This Committee shall be comprised of two (2) representatives appointed by the Association and two (2) representatives appointed by the Board.
2. This Committee shall establish its own rules of operation.
3. This Committee shall review SCC's requests for exceptions to the Agreement, including those items incorporated by reference.
4. Both parties must approve exceptions to the Agreement.
5. Any exceptions to the Agreement shall not extend past the duration of the Agreement.
6. Unless otherwise specified by the Committee, all exceptions shall be renewed if all role groups at the school agree to continue them. The school shall submit a notification of renewal to the Committee.
7. If Bargaining Unit 5 members object to renewing an exception, they must go through the exception process before the request is submitted to the Committee.
8. If there are modifications to an exception, the roles groups must go through the exception process before the request is submitted to the Committee.
9. The exceptions granted shall be applicable only to the school submitting the exception request.
10. Properly processed requests for exceptions granted by this Committee shall not be subject to the Grievance Procedure as provided for in the Agreement for the duration of the exception.

This Memorandum of Understanding shall expire on June 30, 2027.

Additionally, in the School Community Council Process and Procedures for Requesting Waivers from Policies, Rules, or Procedures adopted by the Board on July 23, 2020, Part III, Roles and Responsibilities, the SCC Exception Review Committee "(comprised of the Board Waiver Review Representatives and the HSTA Waiver Review Representatives) is responsible for reviewing all waiver requests in accordance with the procedures in Sections

V through VIII.” Further, the Board Waiver Review Representatives “can either be two Department employees or one Board member and one Department employee.”

This individual being recommended for appointment will fill the current Board Waiver Review Representative vacancy as a Hawaii State Department of Education (Department) employee on the SCC Exception Review Committee as indicated by the School Community Council Process and Procedures for Requesting Waivers from Policies, Rules, or Procedures.

b. Previous action of the Board on the same or similar matter:

On September 16, 2021, the Board approved Cara Tanimura as the Board designee replacing previous Board Designee Rodney Luke. On July 14, 2022, the Board approved Bill Arakaki as the other Board designee.

c. Other policies affected:

Board Policy 500-2, School Community Council Waivers.

d. Arguments in support of the recommendation:

Enables the SCC Exception Review Committee to perform its responsibilities and duties as specified by HSTA Memorandum of Understanding, state statute, and by the Board-approved School Community Council Process and Procedures for Requesting Waivers from Policies, Rules, or Procedures.

e. Arguments against the recommendation:

None.

f. Other agencies or departments of the State of Hawaii involved in the action:

None.

g. Possible reaction of the public, professional organizations, unions, Department staff and/or others to the recommendations:

The reactions to the recommendations are expected to be favorable. The recommended representative’s familiarity with the SCC waiver request process, responsibilities of the SCC Exception Review Committee, and with the Office of Strategy, Innovation, and Performance (OSIP) will allow for an effective and efficient transition into the role.

h. Educational implications:

None.

i. Personnel implications:

None.

j. Facilities implications:

None.

k. Financial implications:

None.

5. OTHER SUPPLEMENTARY RECOMMENDATIONS

None.

KTH:ktm
Attachment

c: Board Members
Community Engagement Branch

Ken H. Kakesako

Work Experience:

Hawaii State Department of Education, Office of Strategy, Innovation and Performance, Policy, Innovation, Planning and Evaluation Branch - Honolulu, HI (Jan 2020 - present)

Director (July 2021 - Present)

- **Directed policy development** of the Department's legislative package for the 2022 and 2023 Legislative Session. Included feedback from stakeholders from within and outside the Department as well as the assessment of data to support the development of new policies.
- **Led and supervised a staff of seven** in providing policy development and planning support to schools, complexes, and offices ranging from legislative testimony writing support to school level guidance on calendars and bell schedules.
- **Conducted strategic planning with staff to create a work vision** for the branch resulting in the creation and hiring of a grants manager position to capitalize on a growth area for the branch and a proposed reorganization plan to better serve Department schools.
- **Fostered collaboration** through the monthly convening of a meeting with the Charter School Commission Executive Director and leadership team with leadership from across the Department to address and problem-solve issues facing the Charter Schools.
- **Directed and supported** the Department's efforts to garner stakeholder feedback on the strategic plan to guide the spending of federal monies given to the Department to deal with challenges brought upon by the COVID-19 pandemic. Led the stakeholder engagement meetings with over seven different stakeholder groups including unions, community groups, and legislators.

Institutional Analyst (Jan 2020 - July 2021)

- **Project lead developing a central website database** to serve as a central clearinghouse for frequently requested information pertaining to the Department of Education including but not limited to; Hawaii Revised Statutes, Hawaii Administrative Rules, Board of Education policies, and legislative documents.
- **Coordinated and edited testimony** from various branches within the Department prior to submittal to the legislature on proposed legislation which would impact the Department.
- **Created a commercial enterprise guidance document** which mapped out the policies and framework which schools could follow in order to begin a commercial enterprise opportunity at their schools to support work-based learning for overall educational improvement. Required collaborating with individuals across the Department and from outside organizations such as the Hawaii P-20 Initiative.
- **Data mined and labeled over 4,000 survey responses** in response to federal mandates for public outreach regarding the spending of Elementary and Secondary Emergency Relief Funds (ESSER III). Worked as part of a team to look at all survey respondents to ensure community voices were captured to be incorporated in to the spending plan for ESSER III funding.

- **Analyzed bell schedules for all schools statewide** as part of an internal performance management audit to ensure they met statutory and policy requirements and the collective bargaining agreement with the Hawaii State Teachers Association. Collaborated with a team member to create model bell schedule templates which schools could use to ensure continuous improvement in their delivery of service to students.

Robert Louis Stevenson Middle School – Honolulu, HI (Aug 2015 - Jan 2020)

Teacher (Jan 2016 – Jan 2020)

- **Recipient of the 2018 Teacher of Promise Award from the National Milken Educators of Hawaii** recognizing a teacher who demonstrates excellence in the field and the highest qualities of a professional educator during their first six semesters in the classroom.
- **Recipient of the 2018 Kathy Kawaguchi Excellence in Educational Leadership Award** from Chaminade University.
- **Chosen as a presenter at the 2017 Hawaii Environmental Education Alliance Symposium**

Student Teacher (Aug 2015 – Dec 2015)

Hawaii Department of Agriculture – Honolulu, HI (Dec 2011 - Aug 2015)

Legislative Coordinator (Jan 2015 – Aug 2015)

Deputy to the Chairperson (Feb 2014 – Jan 2015)

Legislative Coordinator (Dec 2011 – Jan 2014)

Hawaii State Senate - Honolulu, HI (Dec 2009 - Dec 2011)

Legislative Administrator, Office of Senator Gilbert Kahele (Jan 2011 – Dec 2011)

Budget Analyst/Legislative Administrator, Office of Senator Russell Kokubun (Dec 2009 – Dec 2010)

Michael Page International K.K. - Tokyo, Japan (Aug 2007 - Dec 2009)

Recruitment Consultant, Financial Services (Aug 2007 – Dec 2009)

JET Programme - Tottori, Japan

Assistant Language Teacher (Jul 2004 – Jul 2007)

Education:

Chaminade University Honolulu, HI

Masters of Arts in Teaching with licensure for Secondary Education, Science emphasis, 2015.

Harvard University - Cambridge, MA

B.A. Economics cum laude, 2004