



**STATE OF HAWAII  
BOARD OF EDUCATION**  
P.O. BOX 2360  
HONOLULU, HAWAII 96804

January 20, 2022

TO: Board of Education

FROM: Catherine Payne  
Chairperson, Investigative Committee

AGENDA ITEM: Update on Investigative Committee (a permitted interaction group pursuant to Hawaii Revised Statutes, Section 92-2.5(b)(1)) concerning search for a superintendent: Advisory group selection, superintendent job description and competencies, contract with National Association of State Boards of Education

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**I. BACKGROUND**

On June 3, 2021, the Board of Education (“Board”) formed an investigative committee (a permitted interaction group pursuant to Hawaii Revised Statutes Section 92-2.5(b)(1)) tasked with investigating issues related to the search for a superintendent in accordance with the process and timeline approved by the Board (this investigative committee is herein referred to as the “Search Committee”). The Board assigned Board Members Kaimana Barcarse, Lynn Fallin, Kili Namau’u, and myself to the investigative committee, with me serving as committee chairperson.

On May 20, 2021, the Board adopted a general timeline and process for searching for and selecting a long-term superintendent, provided that the Search Committee may make any revisions necessary to complete its tasks.<sup>1</sup> The process includes public input through various means, including an advisory group consisting of individuals representing key stakeholder groups with significant interest in public education (herein referred to as the “Advisory Group”).

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<sup>1</sup> My memorandum dated April 15, 2021 contains the original timeline and process adopted by the Board, available here:

[https://boe.hawaii.gov/Meetings/Notices/Meeting%20Material%20Library/GBM\\_20210520\\_Action%20on%20Investigative%20Committee%20on%20Transition%20and%20Search%20Process%20findings%20and%20recommendations.pdf](https://boe.hawaii.gov/Meetings/Notices/Meeting%20Material%20Library/GBM_20210520_Action%20on%20Investigative%20Committee%20on%20Transition%20and%20Search%20Process%20findings%20and%20recommendations.pdf).

On August 19, 2021, the Search Committee provided the Board with an update on the composition of the Advisory Group.<sup>2</sup> On December 16, 2021, the Search Committee updated the Board on the Advisory Group’s responsibilities and the process for selecting members to the Advisory Group.<sup>3</sup>

On October 21, 2021, the Board accepted grant funds from the Harold K.L. Castle Foundation and The Learning Coalition for various services from the National Association of State Boards of Education (“NASBE”), including assistance with the search and selection of a state superintendent.<sup>4</sup> As a part of the same action, the Board also approved a general timeline for NASBE services, which, in effect amended the May 20, 2021 timeline for the search process so that the Board is scheduled to select a superintendent in May 2022 instead of March 2022. At the Board’s December 16, 2021 meeting, the Search Committee reported that it is operating on the following timeline:

Date	Activity
December 2021— January 2022	Establish foundation for superintendent search (desired traits, skills, and abilities in the superintendent; desired outcomes of state education system)
By February 2022	Establish desired outcomes for the superintendent
By March 2022	Publish superintendent job announcement
By April 2022	Interview superintendent candidates
By May 2022	Board selects superintendent

## II. UPDATE

Advisory Group selection. The Search Committee completed the selection of the Advisory Group using the selection process the Search Committee reported at the last Board meeting. The members and stakeholder groups are listed below.

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<sup>2</sup> My memorandum dated August 19, 2021 contains the stakeholder groups that comprise the Advisory Group, available here: [https://boe.hawaii.gov/Meetings/Notices/Meeting%20Material%20Library/GBM\\_20210819\\_Update%20on%20Investigative%20Committee%20on%20Superintendent%20Search%20-%20Advisory%20Group%20stakeholders.pdf](https://boe.hawaii.gov/Meetings/Notices/Meeting%20Material%20Library/GBM_20210819_Update%20on%20Investigative%20Committee%20on%20Superintendent%20Search%20-%20Advisory%20Group%20stakeholders.pdf).

<sup>3</sup> See my memorandum dated December 16, 2021, for more information, available here: [https://boe.hawaii.gov/Meetings/Notices/Meeting%20Material%20Library/GBM\\_20211216\\_Update%20on%20Investigative%20Committee%20on%20Superintendent%20Search.pdf](https://boe.hawaii.gov/Meetings/Notices/Meeting%20Material%20Library/GBM_20211216_Update%20on%20Investigative%20Committee%20on%20Superintendent%20Search.pdf).

<sup>4</sup> See my memorandum dated October 21, 2021, for more information, available here: [https://boe.hawaii.gov/Meetings/Notices/Meeting%20Material%20Library/GBM\\_20211021\\_Action%20on%20Grant%20and%20NASBE%20Contract.pdf](https://boe.hawaii.gov/Meetings/Notices/Meeting%20Material%20Library/GBM_20211021_Action%20on%20Grant%20and%20NASBE%20Contract.pdf).

<b>Stakeholder Group</b>	<b>Organization/ Individual</b>	<b>Name</b>	<b>Position in organization</b>
<b>Parents</b>	Hawaii State Parent Teacher Student Organization (“Hawaii State PTSO”)	Patti Rabacal	Hawaii State PTSO President
<b>Teachers (1)</b>	Hawaii State Teachers Association (“HSTA”)	Sarah Tochiki	Kauai HSTA Chapter Vice President; Chiefess Kamakahelei Middle School teacher
<b>Teachers (2)</b>	Hawaii State Teacher Fellows	Whitney Aragaki	2022 Hawaii State Teacher of the Year; Waiakea High School teacher
<b>School Administrators</b>	Hawaii Government Employees Association (“HGEA”)	Derek Minakami	HGEA Bargaining Unit 6 President and Director
<b>Community/ Non-profits</b>	Hui for Excellence in Education (“HE’E”) Coalition	Cheri Nakamura	HE’E Executive Director
<b>Hawaiian Education</b>	‘Aha Kauleo	Kahele Dukelow	‘Aha Kauleo Luna Ho’omalu
<b>Charter Education</b>	Hawaii Public Charter Schools Network (“HPCSN”)	Jenn Hiro	HPCSN Board Member; Innovations Public Charter School Teacher Director
<b>Early Education</b>	Early Learning Board	Cherilyn Shiinoki	Family Hui Hawaii Executive Director
<b>Adult Education</b>	Individual	Dane Yonamine	McKinley Community School for Adults teacher
<b>Higher Education</b>	Individual	David Lassner	University of Hawai’i President
<b>Military</b>	Individual	Angenene Robertson	Director of Manpower and Personnel Directorate, U.S. Indo-Pacific Command
<b>Business</b>	Individual	Toby Taniguchi	Chief Operating Officer of KTA Super Stores
<b>English Learners</b>	Individual	Patricia Halagao	Professor and Chair of Department of Curriculum Studies, College of Education, University of Hawai’i, Mānoa
<b>Special Education</b>	Special Education Advisory Council of Hawaii (“SEAC”)	Martha Guinan	SEAC Chairperson

Superintendent job description and competencies. The Search Committee anticipates meeting with the Advisory Group before the January 20, 2022 Board meeting to get advice and feedback regarding the education system's greatest needs, areas of growth, and desired outcomes to develop a superintendent job description and competencies. The Search Committee is planning to hold focus groups within the next few weeks to get similar feedback.

The Search Committee is planning to provide its recommendations on the job description at the Board's February 17, 2022 meeting. This would allow the Board to take action on the job description at its March 3, 2022 meeting. After the Board approves a job description, the Search Committee will post it and advertise the job opening.

Contract with NASBE. The Department of the Attorney General completed its review of the contract with NASBE and the contract has been executed.