DAVID Y. IGE GOVERNOR



CATHERINE PAYNE CHAIRPERSON

STATE OF HAWAI'I BOARD OF EDUCATION P.O. BOX 2360 HONOLULU, HAWAI'I 96804

April 21, 2022

TO: Board of Education

FROM: Kili Namau'u Chairperson, 2022 Commission Nominations Investigative Committee

AGENDA ITEM: Investigative committee (a permitted interaction group pursuant to Hawaii Revised Statutes Section 92-2.5(b)(1)) investigating issues relating to nomination of individuals to serve as members of the State Public Charter School Commission: findings and recommendations on nomination

I. BACKGROUND

Pursuant to Hawaii Revised Statutes ("HRS") Section 302D-3(c),¹ entitled "[s]tate public charter school commission establishment; appointment," the Board of Education ("Board") appoints the members of the State Public Charter School Commission ("Commission"). At its February 17, 2022 general business meeting, the Board established an investigative committee ("Committee") tasked with nominating individuals to serve as members on the Commission for the Board to consider for appointment in accordance with the process for appointing members to the Commission, which the Board adopted on March 7, 2019.² The Board appointed me and Board Members Bill Arakaki and Kaimana Barcarse as members of the Committee, with myself serving as chair of the Committee.

¹ Section 302D-3(c), HRS, provides:

[&]quot;The commission shall consist of nine members to be appointed by the board. The board shall appoint members who will be tasked with authorizing public charter schools that serve the unique and diverse needs of public school students. The chair of the commission shall be designated by the members of the commission for each school year beginning July 1, and whenever there is a vacancy. The board shall consider the combination of abilities, breadth of experiences, and characteristics of the commission, including but not limited to reflecting the diversity of the student population, geographical representation, and a broad representation of education-related stakeholders. The commission shall be exempt from sections 26-34 and 26-36."

² The full process is available here:

http://boe.hawaii.gov/Documents/Appointment%20Process%20for%20Commissioners%20%28approved %202019-03-07%29.pdf

The original deadline for individuals to submit applications to serve on the Commission was March 3, 2022. However, after receiving no applications, the Committee extended the deadline to March 27, 2022.

II. FINDINGS

The Committee received five applications by the extended application deadline, one of which is ineligible due to conflicts of interests pursuant to Section 302D-8, HRS. Of the other four applicants, the Committee finds that that three are best qualified and suited to serve on the Commission and nominates them for the following appointments and terms:

- Appointment of Mr. Jeremy "Kama" Hopkins, whose cover letter and resume are attached as <u>Exhibit A</u>, for a three-year term beginning on July 1, 2022 and ending on June 30, 2025;
- Reappointment of Mr. Matthew Kodama, whose cover letter and resume are attached as <u>Exhibit B</u>, for his first full three-year term beginning on July 1, 2022 and ending on June 30, 2025; and
- Appointment of Mr. Carl T. Takamura, whose cover letter and resume are attached as <u>Exhibit C</u>, for a three-year term beginning on July 1, 2022 and ending on June 30, 2025.

III. RECOMMENDATION

Proposed motion: Move to appoint Jeremy Kama Hopkins, Matthew Kodama, and Carl Takamura to the Commission for three-year terms effective July 1, 2022 and ending June 30, 2025.

This report completes the work the Board tasked to the Committee.

<u>Exhibit A</u>

Jeremy "Kama" Hopkins's Cover Letter and Resume (contact information redacted)

Aloha nui Chairperson Payne, Vice Chairperson Uemura and members of the Hawai'i State Board of Education,

My name is Jeremy K. Hopkins, but most people call me Kama. I write to share my interest in becoming a member of the State Public Charter School Commission. Charter Schools play an important role in our education system today as they are an alternative for education when students feel "out of place" in the traditional class room setting.

Teaching was my first career choice. I taught pre-school, was a resource teacher in an elementary school, taught music in a local high school, taught at two different colleges on O'ahu and taught adult education for many years. Teaching at these different levels required learning from others whose effective pedagogies covered a wide range of teaching stlyes for different types of students, different age groups, and different situations.

Teachers and administrators also need to know how to manage their budget, either for their classroom or their school. This is a skill that not only causes one to reflect on the "bottom line," but first and foremost causes the teacher or administrator to really think about the students or employees they serve and manage. That is a tricky thing to do when a budget may not allow you access to resource material or opportunities you want to provide your students or employees.

"How can I do all that is expected of me with just this?" This is a common question heard in many education circles, yet others are able to do it and those that asked themselves the question wonder how it is possible. It takes teamwork, careful priority planning and constant communication and compliance monitoring to ensure success. Knowing what to do before a situation arises will often put teachers and adminsitrators ahead of the game. Everyone makes mistakes, but having a good support system in place often makes a difference and allows students, teachers, administrators and families to experience success and continue to move forward in the pursuit of a good education.

After leaving my career in teaching, I spent nearly 15 years at the Office of Hawaiian Affairs (OHA) working on the Board of Trustees side of the office. I saw successes and pitfalls of board actions. I learned what it meant to sit on a board as I served on different community boards, two charter school governing boards and the Hawaiian Homes Commission during my time at OHA. Serving on a board is not always an easy task. A board member needs to be prepared when coming to meetings. The member needs to have patience and be a good listener as people can be passionate about their issues when coming before the board. Members should work together to ask good questions when problems arise and sincerely discuss and deliberate in order to find good solutions to help, in this case, our charter schools remain or come into compliance for the success of the students and the school. One of the greatest opportunities the commission has is to encourage, authorize, and welcome a new charter school to the family of existing charter schools. The saddest duty a member of the commission has is to vote to close a school down or revoke its authorization. The commission needed to do both over time.

I believe the situations I experienced and learned from while in the classroom and on different boards can help the State Public Charter School Commission move forward and continue to "authorize high-quality public charter schools throughout the state." Mahalo for the opportunity to apply. Please feel free to contact me if you have any questions. Mahalo nui.

Kama Hopkins



Jeremy Kamakāneoaloha Hopkins

PROFILE

- Political Staffer
- Hawaiian Homes Commissioner (O'ahu)
- Community-builder
- Hawaiian Language, 'Ukulele & Bass Teacher
- Nā Hōkū Hanohano Award winning musician (Member, Holunape)
- NUE, Nā 'Ukulele 'Ekolu Band Member

CONTACT

PHONE:

EMAIL:

EDUCATION

University of Hawaiʻi at Mānoa, 2006-2007 Honolulu, Hawaiʻi

Brigham Young University-Hawaiʻi, 1991-1994, 1995-1996 Lāʻie, Hawaiʻi

Kamehameha Schools, Graduated, May 1991 Honolulu, Hawaiʻi

WORK EXPERIENCE

Trustee Aide- Trustee Keola Lindsey, Office of Hawaiian Affairs (OHA) November 2020-January 2022

Monitored and updated the Trustee on local issues. Presented findings, options and recommendations via briefings, reports and/or in writing for the benefit of the Office of Hawaiian Affairs beneficiaries. Attended virtual meetings and legislative briefings on behalf of the Trustee, including the Hawai'i Island Legislative Caucus.

Trustee Aide- Trustee, Robert K. Lindsey Jr., Office of Hawaiian Affairs (OHA)

May 2007-November 2020

Assisted the Trustee in his duties to fulfill the economic selfsufficiency, culture, health, governance, Education, and other needs of Native Hawaiian beneficiaries. Attended meetings and legislative briefings on behalf of the Trustee. Actively participated in legislative Bill and Resolution writing at the State level. Served as designated Contract Monitor for the CLA Contract and Disbursement Review.

Teacher - Hawaiian Language, 'Ukulele & Bass

1994-Current

Skilled Hawaiian Language, 'Ukulele and Bass teacher with 28 years of teaching experience across a variety of skill levels from beginners to advanced and from keiki to kūpuna.

COMMUNITY ENGAGEMENT & BOARD MEMBERSHIP

- Mānoa Neighborhood Board Member, 2021-Current
- Mālama Mānoa, Board Member 2021-Current
- Mamaka 'Aialo, Board Member 2020-Current
- Hawaiian Homes Commissioner (O'ahu) 2011-2014
- Kanu O Ka Āina Local School Board, Board Member, 2011
- Hawai'i Habitat for Humanity, Board Member, 2010-2011

<u>Exhibit B</u>

Matthew Kodama's Cover Letter and Resume (contact information redacted)

Aloha,

I would like to present the attached application and my resume for consideration to be re-nominated as a commissioner of the Hawaii State Public Charter School Commission (Commission). Over the past two-plus years, I have been honored to serve as a commissioner and it has been an enjoyable experience to learn about the governance structure and operations of the Commission and its mission. I feel like my fellow commissioners have been very welcoming of my comments, questions and responses over the myriad of topics and important issues that are presented at our meetings.

I feel like my background in finance, real estate and land use planning is a valuable resource for taking a sharper look at the Commission's budgeting and providing constructive comments and decision making for permitting and financial matters our charter schools may bring to the Commission meetings. I am proud to have assisted in the formation of Contract 4.0 and settled the long-discussed federal impact aid disbursements for our charter schools.

Education is vital to our keiki's development both from an educational and psychological development standpoint. As a commissioner, I have strived to hold myself to the highest ethical standards and base my decision-making on the facts, the law and best practices, but always trying to do what's best for the charter school and the Commission.

Looking forward, I will continue to make time to attend the Commission meetings and I still have the capacity to take on the work and the preparation that goes into it.

Me ke aloha pumehana,

Matthew Kodama, MBA

Work Experience

Bowers + Kubota Consulting - Assistant Project Manager (February 2020 – Present)

Current roles include project management, preparing project proposals and fee estimates, accounting and invoicing. Prepare environmental assessments and impact statements, coordinate with consultants, prepare contracts, and various land use permits across all counties in the State of Hawaii.

Hawaii State Public Charter School Commission – Commissioner (February 2020 – Present)

Sitting member on the commission tasked with authorizing quality charter schools, decision and policy making for the Commission. Each commissioner must have a strong commitment to education, a dedication to the social, academic, and character development of young people through the administration of a high-performing charter school system.

Bank of Hawaii – Real Estate Asset Manager (December 2017 – February 2020)

- Asset Management and Lease Administration of Bank of Hawaii's (BOH) branch network and other real estate assets.
- Oversight on bank property operating expenses and accounting.
- Prepare budget forecasts and variance reports.
- Financial modeling and forecasting for BOH projects and asset acquisitions.

Business Strategy Consultant (June 2019 – Present)

- Strategic, financial and project consulting for small businesses in Hawaii.
- Analyze financial statements (Balance sheets, P/L statements and cash flow statements).
- Develop project cash flow models and feasibility studies.
- Clients include Cloudwell Health and Lucy's Lab Ice Cream.

Office of Hawaiian Affairs – Commercial Property Specialist (Aug. 2014 - Dec. 2017)

- Assisted management with developing the Kaka'ako Makai Master Plan.
- Management of OHA's Kaka'ako Makai property portfolio (30 acres), including operations, leasing, budgeting, revenue forecasting and accounting.

Real Estate Agent (Nevada) - Investment Property Specialist (Jan. 2010 - July 2014) -

Experienced in both commercial and residential real estate at ADG Realty in Las Vegas.

- Negotiate and close residential and commercial sales and leases.
- Prepare financial models for investor clients.
- Create an inviting and high level of service for all clients from solicitation to follow-ups after closing.

Professional Golfer (2005-2010) – Competed on The PGA Tour, Harmon Tour, Gateway Tour, and Golden State Tour – Qualified for the 2008 Buick Invitational (Currently the Farmers Invitational).

Education

University of Hawaii at Manoa, Shidler College of Business. Graduated with a Masters in Business Administration

- Executive MBA Program Cohort "21"
- Emphasis of curriculum focused on corporate accounting, finance and leadership

University of Hawaii at Manoa, Shidler College of Business (2000-2005). Graduated with Bachelors of Business Administration - Finance

- Member of Men's Golf Team
- All WAC 1st Team Selection
- NCAA All American Honorable Mention
- Awarded Dean's List
- Member of Financial Management Association (FMA)

Mt. Spokane High School, Mead, WA (1997-2000). Graduated with High School Diploma

• Member of National Honor Society

Certifications/Memberships

- American Planning Association
- Project Management Certification (UH Manoa Outreach College)
- Former member of UHM's Financial Management Association (FMA)

Relevant Skills & Experience

- Financial analysis, modeling and forecasting
- Preparation of balance sheets, income statements and cash flow statements
- Understanding of corporate accounting
- Statistics and data analysis
- Project management, planning and coordination
- Vice chaired Central Union Preschool's annual fundraiser (2017, 2018 & 2019)
- Advanced level of proficiency with MS Office (Word, Excel, PowerPoint & Outlook)
- Proficiency with MS Project & MS Power BI
- DiSC personality profile training

Exhibit C

Carl Takamura's Cover Letter and Resume (contact information redacted)

CARL T. TAKAMURA



March 25, 2022

Ms. Catherine Payne Chair, State Board of Education P.O. Box 2360 Honolulu, HI 96804

Dear Chair Payne and Members of the Board of Education:

I request your consideration of my application to serve on the Charter School Commission.

As indicted by my resume, I have held leadership positions in both the public and private sectors at both state and national levels that have enabled me to work towards providing all children with an education that will enable them to succeed professionally and personally, and to become responsible members of our community and our nation.

As Executive Director of the Hawaii Business Roundtable for over sixteen years, I led the business community's advocacy for a comprehensive education reform agenda, which included the establishment of charter schools as part of the Hawaii public school system. As Senior Associate for External Affairs of Hawaii P-20 Partnerships for Education, I worked to strengthen Hawaii's educational pipeline from early learning to post-secondary education. I also served two terms as a member of the Hawaii State Legislature where I chaired the House Committee on Youth and Elderly Affairs and was a member of the Finance Committee. In addition, I served on the Charter School Review Panel that was the predecessor to the Charter School Commission.

On the national level, I served on the Executive Committee of the Education Commission of the States (ECS) and received the ECS Chair's Award for outstanding service to ECS. I also served as a member of the Western Association of Schools and Colleges (WASC), the Specialty Areas Studies Board of the National Council for the Accreditation of Teacher Education (NCATE), and the National Board of the Fund for the Improvement of Postsecondary Education.

As a graduate of McKinley High School, I helped to establish and continue to serve on the board of the McKinley High School Foundation, which in 2021, provided scholarship valued at \$95,000 to 44 graduates. I also chair the Advisory Board of the McKinley Business Academy, which includes career tracks in finance, hospitality and culinary science.

I believe that my professional experience and personal commitment demonstrate that I meet the qualifications for service on the Hawaii Charter School Commission.

Commitment to Education

As noted above, I have served in both professional and volunteer capacities to help ensure that Hawaii's children have access to the high-quality education they deserve. In this regard, I believe that charter

schools help to encourage innovation and flexibility within our public education system. I am and remain strongly committed to working to provide every child in Hawaii with access to a high performing school.

Record of Integrity, Civic Virtue, and High Ethical Standards

Throughout my career, I have held positions that required me to act with integrity and to uphold the highest ethical standards. This includes serving as a member of the Hawaii State Legislature, an aide to Governor George Ariyoshi, and chief of staff to Congresswoman Mazie Hirono. I also strongly believe in the importance of civic responsibility as evidenced by my record of public service in both the political and non-profit arenas.

Availability for Constructive Engagement

In any professional or volunteer activity, I am always mindful to ensure that I can devote the time, energy and effort to that endeavor. Due to my service as a member of the Charter School Review Panel, I am well aware of the time and commitment required to be a responsible and contributing member of the Charter School Commission.

Knowledge of Best Practices

Having served on the Charter School Review Panel, I have a good understanding of best practices in charter school governance. In addition, I have served as a member of a number of WASC accreditation visiting teams and thus had the opportunity to get an in-depth look at the best practices of a variety of school, both in and outside of Hawaii.

Experience Governing Complex Organizations

I have worked in a variety of complex organizations in both the profit and non-profit sectors and believe that I have been able to function productively within them. In addition, the WASC accreditation process – of which I am very familiar – is one in which a school's self-study report is verified by a visiting team and is essentially a performance contract review.

Collaborative Leadership Ability

The ability to provide collaborative leadership was essential in my role as the Executive Director of the Hawaii Business Roundtable. In order to help shape and implement the Roundtable's agenda for improving and strengthening Hawaii's public education system, it was necessary for me to bring together members of the education, business, non-profit, and government communities to work toward common goals. As the Chair of the House Committee on Youth and Elderly Affairs, I was able to successfully work with my colleagues and concerned citizens and organizations to pass legislation that established the Executive Office on Aging, the Executive Office on Children and Youth, and strengthen policies to more effectively address child abuse and neglect.

Thank you for your consideration of my application to serve on the Commission. Please let me know if you require any additional information.

Sincerely,

Scham

Carl Takamura

CARL T TAKAMURA

WORK EXPERIENCE

SENIOR ASSOCIATE FOR EXTERNAL AFFAIRS (2008-2009)

Hawaii P-20 Partnerships for Education University of Hawaii, Honolulu, Hawaii

CHIEF OF STAFF (2007-2008)

U.S. Congresswoman Mazie K. Hirono 2nd Congressional District, Honolulu, Hawaii

EXECUTIVE DIRECTOR (1990-2007) Hawaii Business Roundtable Honolulu, Hawaii

GOVERNMENT AFFAIRS ADMINISTRATOR (1986-1990) GTE Hawaiian Telephone Company Honolulu, Hawaii

SPECIAL ASSISTANT TO THE GOVERNOR (1981-1986) Office of Governor George Ariyoshi Honolulu, Hawaii

ASSOCIATE DIRECTOR/PROJECT MANAGER (1978-1981) Tufts-New England Medical Center Boston, MA

STATE REPRESENTATIVE (1974-1978) Hawaii State Legislature, House of Representatives Honolulu, Hawaii

INSTRUCTOR OF POLITICAL SCIENCE (1971-1974) Windward Community College Honolulu, Hawaii

ADDITIONAL EXPERIENCE

NATIONAL COUNCIL OF CHURCHES' FRONTIER INTERN PROGRAM, KYOTO, JAPAN (1969-1971) Studied Japanese language and youth culture; taught conversational English

AMERICAN FRIENDS SERVICE COMMITTEE INTERNATIONAL WORK CAMP, REPUBLIC OF KOREA (Summer 1970)

STUDENT-EDUCATORS' TOUR OF THE PEOPLE'S REPUBLIC OF CHINA (1974)

Carl T. Takamura Page 2

NATIONAL ACTIVITIES

WESTERN ASSOCIATION OF SCHOOLS AND COLLEGES (2010-2015) Commissioner; Finance Committee Chair

NATIONAL BOARD OF THE FUND FOR THE IMPROVEMENT OF POSTSECONDARY EDUCATION (2010-2013)

NATIONAL COUNCIL FOR THE ACCREDITATION OF TEACHER EDUCATION (2002-2010) State Partnership Board; Specialty Areas Studies Board

STATE EDUCATION POLICY NETWORK ADVISORY BOARD (2002) U.S. DOE funded initiative to help states implement the *No Child Left Behind Act*

EDUCATION COMMISSION OF THE STATES (1996-2004) Steering Committee; Executive Committee; Nominating Committee; Received ECS Chair's Award from Governor Mark Warner

NATIONAL ADVISORY COUNCIL, NATIONAL INSTITUTE ON AGING (1978-1981)

TASK PANEL ON THE ELDERLY, PRESIDENT'S COMMISSION ON MENTAL HEALTH (1977-1978)

EDUCATION CORNELL UNIVERSITY (1966-1968) M.A. in Student Personnel Administration-Higher Education

M.A. In Student Personnel Administration-Higner Education

UNIVERSITY OF HAWAII (1962-1966) B.A. in Political Science, *cum laude;* Phi Beta Kappa, Phi Kappa Phi, "Real Dean" award

ADDITIONAL EDUCATION

GTE MARKETING MANAGEMENT DEVELOPMENT PROGRAM (1986-1988) Completed six-weeks marketing and management training program

UNION THEOLOGICAL SEMINARY (1968-1969)

Theological studies, Rockefeller Brothers Fellow

COMMUNITY ACTIVITIES

McKINLEY HIGH SCHOOL FOUNDATION (current) Board of Directors; Past President

PACIFIC HOUSING ASSISTANCE CORPORATION (current) Board of Directors; Vice President Carl T Takamura Page 3

HAWAII STATE FEDERAL CREDIT UNION SUPERVISORY COMMITTEE (current)

MOILIILI COMMUNITY CENTER (current) Board of Directors; Board of Trustees; past President

STATE CHARTER SCHOOL REVIEW PANEL (past) Chair

ALOHA UNITED WAY (past) Board of Directors

UNIVERSITY OF HAWAII ALUMNI ASSOCIATION (past) Board of Directors

CENTER FOR INTERNATIONAL BUSINESS EDUCATION AND RESEARCH (past) Advisory Board

ZONING BOARD OF APPEALS, CITY AND COUNTY OF HONOLULU (past) Vice-chair