

Department of Education  
 Committee On Weights X Meeting Minutes  
 Friday, February 3, 2017  
 Liliuokalani Building, BOE Conference Room

Members: Mitchell Otani (Chair), Chad “Keoni” Farias (Vice-Chair), Daniel Hamada, Justin Hughey, Jan Iwase, Elton Kinoshita, Roxane Martinez, Wendy Matsuzaki, Glen Miyasato, Cary Miyashiro, Bruce Naguwa, Gail Nakaahiki, Ann Paulino, Bill Taylor, Osa Tui

Staff: Kimberly Chee, Brian Hallett, Ken Kuraya, Gary Zane

Topic	Speaker	Discussion
Welcome and Introductions – 9:06 AM	Mitchell Otani	Chair Otani welcomed committee members and thanked them for volunteering for COW X. Asked members to introduce themselves.
Public Testimony		No Public Testimony
Orientation for Committee Members	Ken Kuraya	Reviewed the ground rules for public testimony and “Statutory Authority for COW 302A-1303.5”. The committee may: <ol style="list-style-type: none"> <li>1. Create a list of student characteristics that will be weighed;</li> <li>2. Create a system of weights based on student characteristics applied to educating any student;</li> <li>3. Determine specific student weights, including their unit value;</li> <li>4. Determine which moneys shall be included in the amount of funds allocated thru WSF;</li> <li>5. Recommend a Weighted Student Formula (WSF) to the BOE;</li> <li>6. Perform functions that may facilitate the implementation of the WSF; and</li> <li>7. Meet not less than once every odd-numbered year to review the WSF.</li> </ol>
	Mitchell Otani	Previous COWs looked at all categorical programs that could be included into the WSF funds. Advised members to look at programs that will benefit most school because not all schools may benefit when a program is added to WSF funds. COW IX recommended Student Transportation, School Food Service, Utilities, and Athletics remain status quo. Example - inclusion of School Food Service into WSF will not help schools because federal law requires any savings be deposited back into School Food Service programs.
	Gary Zane	Presented The Sunshine Law: <ol style="list-style-type: none"> <li>1. Meetings must be open to the public;</li> </ol>

		<ol style="list-style-type: none"> <li>2. Topics discussed at committee meetings cannot be discussed outside of meetings;</li> <li>3. Cannot try to persuade votes outside of meetings;</li> <li>4. Notices must be posted six (6) days before meetings;</li> <li>5. Testimonies are required to be available for review (see guideline in COW binder);</li> <li>6. Minutes must be published;</li> <li>7. Names of committee members and participants will be recorded.</li> </ol>
	Ken Kuraya	Presented the January 10, 2017 Board of Education (BOE) General Business Meeting agenda item that approved the member composition of COW X.
	Kimberly Chee	Shared WSF information and informed Committee that Budget can run scenarios if committee wishes to change weights or factors in WSF calculation. Reviewed current WSF calculations, presented school by school calculation for FY 2017-18 spreadsheet, and summarized criteria for previous COWs on whether a program should be added into the WSF.
	Ken Kuraya	Presented the different EDNs and the percentage of each EDNs compared to the Department's total budget. Also covered Budget terminology.
	Mitchell Otani	Suggested members take a 5 - 10 minute break to review the spreadsheets that Kimberly Chee covered and if any clarification was needed.
	Ken Kuraya	Shared that reports state that funding for WSF and SPED is not adequate, but funding tries to be equitable for most schools. Reviewed COWs XIII and IX recommendations to the BOE. COW IX recommended to the BOE to reduce the \$3 million WSF Reserve Fund to \$2.25 million with the difference used to assist combination school base funding.
	Justin Hughey	Expressed concerns about SPED funding.
	Brian Hallett	Presented the current Executive Budget request to the Legislature. Currently, increases DOE budget by \$44 million of which \$28 million is for WSF. He informed members that we will not know the legislative results until April 2017. EDN 100 was priority for the Governor, and not so much for EDN 200 and 300. Stated that EDN 400 additional help was not proposed.
	Osa Tui	Inquired about additional funds for Lahainaluna Boarding School.
	Brian Hallett	Lahainaluna Boarding school additional positions were included, but first year was reduced for anticipated 6 months hiring delay.
	Bruce Naguwa	Inquired if \$28 million is on top of the current funding amount.
	Bill Taylor	Inquired if Student Information System (SIS) was approved only for \$1.1 M (DOE's request was \$2.1 M).
	Brian Hallett	Confirmed the Governor's budget for WSF is above current funding level and amount for SIS is \$1.1 M. Due to lower revenue projection, the Legislature has asked the Governor to revise his executive budget.
<b>Session 2017 – WSF Bills</b>	Brian Hallett	<p>Reviewed four current bills introduced in Legislature</p> <ol style="list-style-type: none"> <li>1. HB 1454 – exempt remote schools from WSF, categorical allotments</li> </ol>

		<p>2. SB 547 – requires COW to look at additional factors; like student to teacher ratio</p> <p>3. SB 549 - excludes remote school from WSF</p> <p>4. SB 553 – specifies minimum number of teachers for Hana High and Elem funded through categorical funding.</p> <p>Presented the American Institute for Research (AIR) report.</p>
	Ken Kuraya	AIR report states that WSF is equitably disbursing funds. WSF does not address adequate funding. WSF is working as intended.
	Mitchell Otani	What is a clear definition for adequacy? This COW will be asked to look at what is adequate funding for schools.
<b>Break 10:18 – 10:35 AM</b>		
	Mitchell Otani	Requested that Senior Assistant Supt / CFO, Amy S. Kunz, say a few words.
	Amy Kunz	Thanked committee for volunteering for COW. Asked members to please question how funds are distributed, challenge the program managers and CFO. The new strategic plan should align to ESSA law and schools’ academic plans.
	Mitchell Otani	<p>Possible topics for discussion for COW X:</p> <ul style="list-style-type: none"> <li>• Adequacy</li> <li>• Weights</li> <li>• Categorical Programs (i.e., learning centers)</li> <li>• Input from principals on COW</li> </ul> <p>Request that members go back to their districts and find out what is near and dear to principals in the field. Proposed goal to wrap up the COW by June to present findings to the BOE this Summer. Asked members to discuss amongst each other possible topics.</p>
	Cary Miyashiro	<p>Would like to revisit topics previous COWs discussed:</p> <ul style="list-style-type: none"> <li>• SBBH - are all positions being used? If not, can vacant positions funds be placed into WSF?</li> <li>• Pay utilities centrally if it does not provide flexibility to schools.</li> </ul>
	Justin Hughey	Wants a thorough presentation on SPED funding. More inclusion requires more positions. He feels there’s inadequate positions and funding.
	Daniel Hamada	Committee needs to have a thorough understanding of what is currently occurring at schools. Look at the hows of what’s needed.
	Elton Kinoshita	Previous COW proposed \$10 million additional funds for ELL. How well trained are PTT for ELL students? How many PTT are available for ELL students? There could be potential lawsuits by ELL parents.
	Brian Hallett	Updated COW regarding previous legislative session where a request for an additional \$26.5 million for WSF was not fully funded. Of the \$26.5 million requested, \$16.5 million for WSF (2% cost of living

		increase) and \$10 million for ELL, legislature only funded the \$16.5 million.
	Jan Iwase	Concerned with SPED budget and \$43 million spent on autism. Wants to know how that money can be better spent to service our students.
	Bruce Naguwa	Wants to look at big ticket items like student transportation and utilities. Find ways to reduce utilities, i.e. more PV systems. Doesn't feel the schools should pay for these expenses.
	Ann Paulino	Concerned about teacher mentoring and induction program. Stated that rural areas have a lot of long term substitutes and Teach for America teachers, but they don't stay long term.
	Justin Hughey	Requesting information about the WSF Reserve Fund
<b>Superintendent Supplemental Budget Review , WSF Reserve Fund, Other Concerns</b>	Mitchell Otani Kimberly Chee	WSF reserve fund is for school that meet one of four criteria: <ol style="list-style-type: none"> <li>1. geographically isolated school</li> <li>2. low enrollment school</li> <li>3. combination school</li> <li>4. extraordinary circumstances</li> </ol> Applications for WSF Reserve funds are provided to CASs, which will disburse to their schools that would meet the criteria that need additional funding assistance.
	Chad Farias	Served on the past WSF Reserve Review Board. Shared that it was very difficult process to decide which school receives Reserve funds. Most had good reasons, but requests were greater than available funds. The reserve fund saved a lot of schools and advocate to continue it, but the committee can review it closely.
	Bill Taylor	Suggested new computer systems with every school having a tech position. With the new systems, they will need tech support to get them back on track. Suggested seeking input from schools currently rolling out the systems on what is needed and to put funds in categorical or WSF.
	Mitchell Otani	Stated that he feels for elementary schools because secondary schools have registrars but elementary school clerks have to pick up the workload.
	Roxane Martinez	Schools usually buy certificated personnel for technology, but are 10 month employee while technology needs are year round.
	Mitch Otani	Kalani is piloting the Primera food service program and his tech staff has been spending a lot of time in the cafeteria to get the program running.
	Justin Hughey	When reviewing the SPED formula from first Felix to present - wishes to know how much is paid for settlements and due processes. Information is imperative for decision making.
	Osa Tui	Asked what the purpose of WSF is if the schools can't buy positions they want. His school wanted to buy an Office Assistance IV position but was told that they can't buy one because no other school has one.
	Mitchell Otani	Request OHR to explain the MQR and why they can't buy.
	Roxane	Roxane explained that OHR will need to look at the type of work. She said there are requirements in

	Martinez	order to create positions.
	Cary Miyashiro	Stated that SPED is currently not in WSF. Asked if the committee will be looking at putting SPED in the WSF.
	Justin Hughey	Want a general discussion, there is a proportional formula, wants to know the reason for the reduction in services and how do we align it to the strategic plan for inclusion.
	Mitchel Otani	Principals will have to buy the position if not enough SPED teachers are allotted.
	Justin Hughey	HSTA did a survey and 40% of teachers say there is not enough time to service the minutes of their IEPs.
	Chad Farias	Clarification that topic is not just the current SPED funding method, but also how do we meet the goals in our strategic plans regarding inclusion?
	Ken Kuraya	Suggested that program managers and Assistant Superintendents be brought in to help with these questions.
<b>Lunch Break 11:30 AM</b>		Reconvened at 12:10 PM
	Kimberly Chee	Clarified that committee is now working on the FY 2017-18 SY distribution, if additional funds are given. But the COW decision for this meeting will be for the FY 2018-19 WSF calculation.
<b>Future Discussions</b>	Mitch Otani	<p>Prioritize topics we wish to cover and invite the specialists to present. Look at:</p> <ul style="list-style-type: none"> <li>• Adequacy</li> <li>• The weights</li> <li>• SPED formula</li> <li>• ELL</li> <li>• Big ticket items</li> <li>• Early college credits</li> <li>• Tech</li> <li>• Induction and mentoring</li> </ul>
	Daniel Hamada	Wants to cluster topics so it's more organized
	Osa Tui	Wants to discuss class size
	Mitchell Otani	Not sure if the committee can respond to that because it depends on each school.
	Cary Miyashiro	Regarding adequacy, a comparison about the cost of private schools could be a good baseline for public school funding.
	Brian Hallett	Regarding adequacy, it depends on the priorities of each school.
	Mitchell Otani	In the past, we look at the minimum for every school to operate, which is where base funding came from. The reason we adjusted the base for Hana and Lanai is due to the combination school.
	Ken Kuraya	Suggested starting with reviewing weights of the WSF formula which includes the base for each type of school.

	Daniel Hamada	Agrees with Mr. Kuraya's suggestion to start with looking at the weights of the WSF formula.
	Bill Taylor	Wants to review existing programs and look at categorical funds to add to WSF
	Chad Farias	Expressed concerns about if the committee starts looking at categorical funds to be added to WSF, the program may have many testifiers and become politically charged.
	Brian Hallett	Suggested at next meeting, review the programs and then let Budget know which program the Committee wishes to look closer at, and then budget can ask program managers to answer question, making it a two tiered thing.
	Mitchell Otani	Suggested the committee look at big ticket items for greater impact. And hope to get addition information why we didn't get \$10 million for ELL. Lump ELL and SPED together since they are closely related. If small working groups are needed to dive deeper into a topic, we can do it again. We'll have each principal share situations on their priority topic.
	Ken Kuraya	Suggested looking at the strategic plan and translated on how it fits into the whole process. Can request state staff to do presentation
	Brian Hallett	Suggested allowing SAS Kunz to present about school by school reporting. Asked members to review all pages, especially SPED and ELL.
	Mitchell Otani	Next meeting will be 02/23/17. Tentative future meeting dates are 03/10, 03/31, 04/21, and 5/5/17.
<b>Meeting Adjourned at 12:55 PM</b>		