

**U.S. Department of Education**  
**Washington, D.C. 20202-5335**

**APPLICATION FOR GRANTS**  
**UNDER THE**

**FY20 CSP Grants to Developers for the Replication & Expansion of New Charter Schools**

**CFDA # 84.282E**

**PR/Award # S282E200005**

**Grants.gov Tracking#: GRANT13148594**

OMB No. 1894-0006, Expiration Date: 01/31/2021

Closing Date: Jun 19, 2020

PR/Award # S282E200005

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This application was generated using the PDF functionality. The PDF functionality automatically numbers the pages in this application. Some pages/sections of this application may contain 2 sets of page numbers, one set created by the applicant and the other set created by e-Application's PDF functionality. Page numbers created by the e-Application PDF functionality will be preceded by the letter e (for example, e1, e2, e3, etc.).

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
* 3. Date Received: <input type="text" value="06/19/2020"/>	4. Applicant Identifier: <input type="text"/>	
5a. Federal Entity Identifier: <input type="text" value="117547428"/>	5b. Federal Award Identifier: <input type="text"/>	
<b>State Use Only:</b>		
6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>	
<b>8. APPLICANT INFORMATION:</b>		
* a. Legal Name: <input type="text" value="DreamHouse Ewa Beach Public Charter School"/>		
* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text" value="REDACTED"/>	* c. Organizational DUNS: <input type="text" value="REDACTED"/>	
<b>d. Address:</b>		
* Street1:	<input type="text" value="91-1245 Franklin D Roosevelt Ave."/>	
Street2:	<input type="text"/>	
* City:	<input type="text" value="Kapolei"/>	
County/Parish:	<input type="text"/>	
* State:	<input type="text" value="HI: Hawaii"/>	
Province:	<input type="text"/>	
* Country:	<input type="text" value="USA: UNITED STATES"/>	
* Zip / Postal Code:	<input type="text" value="96707-2120"/>	
<b>e. Organizational Unit:</b>		
Department Name: <input type="text"/>	Division Name: <input type="text"/>	
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>		
Prefix: <input type="text"/>	* First Name:	<input type="text" value="Alex"/>
Middle Name: <input type="text"/>		
* Last Name:	<input type="text" value="Teece"/>	
Suffix: <input type="text"/>		
Title:	<input type="text" value="Chief Education Officer &amp; School Leader"/>	
Organizational Affiliation: <input type="text"/>		
* Telephone Number: <input type="text" value="REDACTED"/>	Fax Number: <input type="text"/>	
* Email: <input type="text" value="REDACTED"/>		

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

A: State Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

Department of Education

**11. Catalog of Federal Domestic Assistance Number:**

84.282

CFDA Title:

Charter Schools

**\* 12. Funding Opportunity Number:**

ED-GRANTS-052220-002

\* Title:

Office of Elementary and Secondary Education (OESE): Expanding Opportunity Through Quality Charter Schools Program (CSP): Grants to Charter School Developers for the Replication and expansion of High-Quality Charter Schools CFDA Number 84.282E

**13. Competition Identification Number:**

84-282E2020-1

Title:

84.282E - CSP Grants to Developers for Replication & Expansion of High-Quality Charter Schools FY20

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

Expansion of High-Quality Charter School

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

\* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

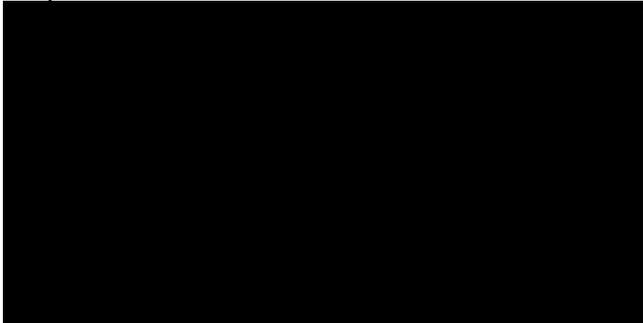
View Attachment

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

**18. Estimated Funding (\$):**



**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

a. This application was made available to the State under the Executive Order 12372 Process for review on

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes  No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:

Middle Name:

\* Last Name:

Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative:  \* Date Signed:

**U.S. DEPARTMENT OF EDUCATION  
BUDGET INFORMATION  
NON-CONSTRUCTION PROGRAMS**

OMB Number: 1894-0008  
Expiration Date: 08/31/2020

Name of Institution/Organization

DreamHouse Ewa Beach Public Charter School

Applicants requesting funding for only one year should complete the column under "Project Year 1." Applicants requesting funding for multi-year grants should complete all applicable columns. Please read all instructions before completing form.

**SECTION A - BUDGET SUMMARY  
U.S. DEPARTMENT OF EDUCATION FUNDS**

**\*Indirect Cost Information (To Be Completed by Your Business Office):**

If you are requesting reimbursement for indirect costs on line 10, please answer the following questions:

(1) Do you have an Indirect Cost Rate Agreement approved by the Federal government?  Yes  No

(2) If yes, please provide the following information:

Period Covered by the Indirect Cost Rate Agreement: From:  To:  (mm/dd/yyyy)

Approving Federal agency:  ED  Other (please specify):

The Indirect Cost Rate is %.

(3) If this is your first Federal grant, and you do not have an approved indirect cost rate agreement, are not a State, Local government or Indian Tribe, and are not funded under a training rate program or a restricted rate program, do you want to use the de minimis rate of 10% of MTDC?  Yes  No If yes, you must comply with the requirements of 2 CFR § 200.414(f).

(4) If you do not have an approved indirect cost rate agreement, do you want to use the temporary rate of 10% of budgeted salaries and wages?

Yes  No If yes, you must submit a proposed indirect cost rate agreement within 90 days after the date your grant is awarded, as required by 34 CFR § 75.560.

(5) For Restricted Rate Programs (check one) -- Are you using a restricted indirect cost rate that:

Is included in your approved Indirect Cost Rate Agreement? Or,  Complies with 34 CFR 76.564(c)(2)? The Restricted Indirect Cost Rate is %.  
PR/Award # S282E200005

Name of Institution/Organization

DreamHouse Ewa Beach Public Charter School

Applicants requesting funding for only one year should complete the column under "Project Year 1." Applicants requesting funding for multi-year grants should complete all applicable columns. Please read all instructions before completing form.

**SECTION B - BUDGET SUMMARY  
NON-FEDERAL FUNDS**

**SECTION C - BUDGET NARRATIVE (see instructions)**

ED 524

## NOTICE TO ALL APPLICANTS

OMB Number: 1894-0005  
Expiration Date: 04/30/2020

The purpose of this enclosure is to inform you about a new provision in the Department of Education's General Education Provisions Act (GEPA) that applies to applicants for new grant awards under Department programs. This provision is Section 427 of GEPA, enacted as part of the Improving America's Schools Act of 1994 (Public Law (P.L.) 103-382).

### To Whom Does This Provision Apply?

Section 427 of GEPA affects applicants for new grant awards under this program. **ALL APPLICANTS FOR NEW AWARDS MUST INCLUDE INFORMATION IN THEIR APPLICATIONS TO ADDRESS THIS NEW PROVISION IN ORDER TO RECEIVE FUNDING UNDER THIS PROGRAM.**

(If this program is a State-formula grant program, a State needs to provide this description only for projects or activities that it carries out with funds reserved for State-level uses. In addition, local school districts or other eligible applicants that apply to the State for funding need to provide this description in their applications to the State for funding. The State would be responsible for ensuring that the school district or other local entity has submitted a sufficient section 427 statement as described below.)

### What Does This Provision Require?

Section 427 requires each applicant for funds (other than an individual person) to include in its application a description of the steps the applicant proposes to take to ensure equitable access to, and participation in, its Federally-assisted program for students, teachers, and other program beneficiaries with special needs. This provision allows applicants discretion in developing the required description. The statute highlights six types of barriers that can impede equitable access or participation: gender, race, national origin, color, disability, or age. Based on local circumstances, you should determine whether these or other barriers may prevent your students, teachers, etc. from such access or participation in, the Federally-funded project or activity. The description in your application of steps to be taken to overcome these barriers need not be lengthy; you may provide a clear and succinct description of how you plan to address those barriers that are applicable to your circumstances. In addition, the information may be provided in a single narrative, or, if appropriate, may

be discussed in connection with related topics in the application.

Section 427 is not intended to duplicate the requirements of civil rights statutes, but rather to ensure that, in designing their projects, applicants for Federal funds address equity concerns that may affect the ability of certain potential beneficiaries to fully participate in the project and to achieve to high standards. Consistent with program requirements and its approved application, an applicant may use the Federal funds awarded to it to eliminate barriers it identifies.

### What are Examples of How an Applicant Might Satisfy the Requirement of This Provision?

The following examples may help illustrate how an applicant may comply with Section 427.

(1) An applicant that proposes to carry out an adult literacy project serving, among others, adults with limited English proficiency, might describe in its application how it intends to distribute a brochure about the proposed project to such potential participants in their native language.

(2) An applicant that proposes to develop instructional materials for classroom use might describe how it will make the materials available on audio tape or in braille for students who are blind.

(3) An applicant that proposes to carry out a model science program for secondary students and is concerned that girls may be less likely than boys to enroll in the course, might indicate how it intends to conduct "outreach" efforts to girls, to encourage their enrollment.

(4) An applicant that proposes a project to increase school safety might describe the special efforts it will take to address concern of lesbian, gay, bisexual, and transgender students, and efforts to reach out to and involve the families of LGBT students.

We recognize that many applicants may already be implementing effective steps to ensure equity of access and participation in their grant programs, and we appreciate your cooperation in responding to the requirements of this provision.

### Estimated Burden Statement for GEPA Requirements

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. Public reporting burden for this collection of information is estimated to average 1.5 hours per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The obligation to respond to this collection is required to obtain or retain benefit (Public Law 103-382). Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the U.S. Department of Education, 400 Maryland Ave., SW, Washington, DC 20210-4537 or email [ICDocketMgr@ed.gov](mailto:ICDocketMgr@ed.gov) and reference the OMB Control Number 1894-0005.

### Optional - You may attach 1 file to this page.

1235-GEPA Statement.pdf

Add Attachment

Delete Attachment

View Attachment

## **DreamHouse ‘Ewa Beach**

### **GEPA Statement**

DreamHouse ‘Ewa Beach is committed to creating equitable access to, and participation in, all programs and opportunities that our school creates and provides. One barrier that may exist is availability of gender-neutral restrooms. We recognize that lesbian, gay, bisexual, and transgender students may feel unsafe and unrecognized if the only restroom options are “men” and “women”.

DreamHouse ‘Ewa Beach will ensure that there is at least one gender-neutral restroom option at the school in order to increase school safety.

## CERTIFICATION REGARDING LOBBYING

### Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

### Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

<b>* APPLICANT'S ORGANIZATION</b>	
<input style="width: 100%;" type="text" value="DreamHouse Ewa Beach Public Charter School"/>	
<b>* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE</b>	
Prefix: <input style="width: 100px;" type="text"/>	* First Name: <input style="width: 200px;" type="text" value="Alex"/> Middle Name: <input style="width: 150px;" type="text"/>
* Last Name: <input style="width: 300px;" type="text" value="Teece"/>	Suffix: <input style="width: 80px;" type="text"/>
* Title: <input style="width: 250px;" type="text" value="Chief Education Officer &amp; School Leader"/>	
<b>* SIGNATURE:</b> <input style="width: 250px; background-color: black;" type="text"/>	<b>* DATE:</b> <input style="width: 150px;" type="text" value="06/19/2020"/>

U.S. DEPARTMENT OF EDUCATION  
SUPPLEMENTAL INFORMATION  
FOR THE SF-424

**1. Project Director:**

Prefix:	First Name:	Middle Name:	Last Name:	Suffix:
	Alex		Teece	

Address:

Street1:	91-1245 Franklin D Roosevelt Ave
Street2:	
City:	Kapolei
County:	
State:	HI: Hawaii
Zip Code:	96707-2120
Country:	USA: UNITED STATES

Phone Number (give area code)	Fax Number (give area code)

Email Address:

--

**2. Novice Applicant:**

Are you a novice applicant as defined in the regulations in 34 CFR 75.225 (and included in the definitions page in the attached instructions)?

Yes  No  Not applicable to this program

**3. Human Subjects Research:**

a. Are any research activities involving human subjects planned at any time during the proposed Project Period?

Yes  No

b. Are ALL the research activities proposed designated to be exempt from the regulations?

Yes Provide Exemption(s) #:  1  2  3  4  5  6

No Provide Assurance #, if available:

--

c. If applicable, please attach your "Exempt Research" or "Nonexempt Research" narrative to this form as indicated in the definitions page in the attached instructions.

	Add Attachment	Delete Attachment	View Attachment
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## Abstract

The abstract narrative must not exceed one page and should use language that will be understood by a range of audiences. For all projects, include the project title (if applicable), goals, expected outcomes and contributions for research, policy, practice, etc. Include population to be served, as appropriate. For research applications, also include the following:

- Theoretical and conceptual background of the study (i.e., prior research that this investigation builds upon and that provides a compelling rationale for this study)
- Research issues, hypotheses and questions being addressed
- Study design including a brief description of the sample including sample size, methods, principals dependent, independent, and control variables, and the approach to data analysis.

[Note: For a non-electronic submission, include the name and address of your organization and the name, phone number and e-mail address of the contact person for this project.]

---

## You may now Close the Form

**You have attached 1 file to this page, no more files may be added. To add a different file, you must first delete the existing file.**

\* Attachment:

## **Part 3: ED Abstract Form**

### **Project Abstract**

DreamHouse 'Ewa Beach is Hawai'i's newest public charter school, approved in July 2017, and launched in August 2019 with a 100-student 6<sup>th</sup> grade cohort. The school is chartered to grow each year, adding a 100-student grade until the 2025-26 school year at which point it will be a 700-student, middle and high school, serving children grade 6-12 in the Leeward region of O'ahu. The school is applying for an expansion grant under 84.282E.

### **Project Objectives and Activities:**

- Objective 1: increase academic achievement results and student academic growth.
- Objective 2: Reach and serve underserved children and families.
- Objective 3: Expand and grow the school through adding grades, increasing applicants, and maintaining oversubscribed enrollment.
- Objective 4: Strengthen and scale innovative, culturally-sustaining curriculum that leads to strong school climate, student mental health, parent satisfaction and engagement, and demonstrated success over the years of growth (2020-2025).
- Objective 5: Strengthen chartering in the State through partnerships, process, and authorizer development.

**Proposed Project Outcomes:**

- 100% of children are proficient in reading and mathematics by 8th grade;
- 100% of children are proficient in reading and mathematics by 10th grade;
- Retention, promotion, and proficiency per student per grade is in line with each student’s unique individual learning and development goal set at the beginning of each academic year;
- All achievement gaps eliminated between high needs and non-high needs students;
- Each student completes 100 community service hours per year;
- Full, oversubscribed class of incoming student cohort (100+) each year.

**Number of Participants Served:** 600 students over the term of the 5-year grant.

Year	2020-21	2021-22	2022-23	2023-24	2024-25	TOTAL
# of new students	200	+100	+100	+100	+100	600
# of total students	200	300	400	500	600	600

**Number and Location of Proposed Sites:** 1 Site. Location: 91-1245 Franklin D Roosevelt Ave, Kapolei, HI 96707 (Census Tract 85.02; OZ number is 15003008502).

**Location of Proposed Site:** 91-1245 Franklin D Roosevelt Ave, Kapolei, HI 96707

## Project Narrative File(s)

---

\* **Mandatory Project Narrative File Filename:**

[Add Mandatory Project Narrative File](#)

[Delete Mandatory Project Narrative File](#)

[View Mandatory Project Narrative File](#)

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To add more Project Narrative File attachments, please use the attachment buttons below.

[Add Optional Project Narrative File](#)

[Delete Optional Project Narrative File](#)

[View Optional Project Narrative File](#)

## APPLICATION NARRATIVE

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## EXECUTIVE SUMMARY

DreamHouse 'Ewa Beach is Hawai'i's newest public charter school, approved in July 2017, and launched in August 2019 with a 100-student 6<sup>th</sup> grade cohort. The school is chartered to grow each year, adding a 100-student grade until the 2025-26 school year at which point it will be a 700-student, middle and high school, serving children grade 6-12 in the Leeward region of O'ahu.

DreamHouse 'Ewa Beach is expanding a high-quality charter school in a qualified Opportunity Zone (OZ) to predominantly serve Native Hawaiian families in the overcrowded Hawai'i Department of Education Complex of Campbell-Kapolei, the largest in the state with over 17,000 students in the 17-school feeder pattern. The school's affiliated non-profit received the developer CSP grant for nearly \$570,000 in late 2018 to open DreamHouse, and now the school, separately, is seeking \$1MM over 5-years in order to grow and expand its services.

Of note, the key focus areas for this year's CSP grant are the following five competitive preference areas: (1) rural community, (2) Qualified Opportunity Zone, (3) Native Hawaiian serving, (4) single school operator, and (5) new grantee. DreamHouse 'Ewa Beach Public Charter School checks all five of those boxes.

The school hopes to obtain this funding to expand, impact, and serve O'ahu.

## COMPETITIVE PREFERENCES

- **Competitive Preference Priority 1 - Rural Community**

- DreamHouse 'Ewa Beach is expanding a high-quality charter school in a rural community. The expansion site school address is 91-1245 Franklin D Roosevelt Ave, Kapolei, HI 96707 and is located in Kalaeloa, Hawai'i. As of the 2010 Federal Census, Kalaeloa had a population of 48<sup>1</sup>. Per the USDA, nonmetropolitan areas such as Kalaeloa are considered rural based on population, employment, and income.

- **Competitive Preference Priority 2 - Spurring Investment in Opportunity Zones**

- DreamHouse 'Ewa Beach is expanding a high-quality charter school in a qualified Opportunity Zone (OZ). The OZ is Census Tract 85.02 and the OZ number is 15003008502<sup>2</sup>. The expansion site school address is 91-1245 Franklin D Roosevelt Ave, Kapolei, HI 96707 and is located in Kalaeloa, Hawai'i. Please see attachment "Competitive Preference Priority 2 Evidence" for the State of Hawai'i Business Development and Support Division's listing; DreamHouse 'Ewa Beach is one of two active investment opportunities in Hawai'i for qualified Opportunity Zone investing.

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<sup>1</sup> <https://www2.census.gov/library/publications/decennial/2010/cph-2/cph-2-13.pdf> (p. 11)

<sup>2</sup> [https://invest.hawaii.gov/oz/wp-content/uploads/sites/2/2019/07/Kalaeloa\\_OZ\\_Factsheet.pdf](https://invest.hawaii.gov/oz/wp-content/uploads/sites/2/2019/07/Kalaeloa_OZ_Factsheet.pdf)

- **Competitive Preference Priority 3 - Expanding a High-quality School to Service Native American Students**

- DreamHouse 'Ewa Beach is expanding a high-quality charter school to serve Native Hawaiian children and families. The school's targeted outreach and recruitment practices led to 60% Native Hawaiian families during the first year (2019-20) of school operation, over 4x the average of local, district, DOE schools. The mission and vision of the school is focused on homegrown leadership through place-based, culturally-responsive curriculum and pedagogy that is reflective of our local, Hawaiian community - it took seven years to develop and found this through with and through our local, Hawaiian community. Already for 2020-21, the new incoming class has identified as 56% Native Hawaiian, a promising trend for our school community. In addition, our school board chair, and 50% (3/6) of our board members are Native Hawaiian. Letters of support from the following Native Hawaiian organizations are attached: Queen Lili'uokalani Trust. These organizations have helped fund, guide, and partner with the school in order to expand our impact in the local and Native Hawaiian community.

- **Competitive Preference Priority 4 - Single School Operators**

- DreamHouse 'Ewa Beach operates one, and only one public charter school. Please see attached our charter and charter contract. The

expansion of the school is to add grades to fulfill our charter that is for grades 6-12, one school, serving 700 children by the 2025-26 school year.

- **Competitive Preference Priority 5 - Applications from New Potential**

- Grantees**

- DreamHouse 'Ewa Beach Public Charter School has never received a CSP expansion grant. DreamHouse, Inc. 501(c)(3) non-profit, a support organization to the school, received a developer grant in 2018, however, the DreamHouse 'Ewa Beach Public Charter School has never applied to or received a CSP grant - this is the school's first application.

## **(A) OBJECTIVES**

*Describe the eligible applicant's objectives in running a quality charter school program and how the program will be carried out.*

### **Objective 1: increase academic achievement results and student academic growth.**

The school is focused on and committed to increasing the academic achievement of our students, particularly educationally disadvantaged students including, but not limited to, Native Hawaiian, children with disabilities, economically disadvantaged families, English learners, migrant children, and children from the foster system - all of whom are represented in the founding cohort of the school. The school aims to increase proficiency levels as measured by the Smarter Balanced Assessment Consortium (SBAC), Hawai'i's state assessment, and build a strong pathway towards on-time graduation, college matriculation and retention, and future community leadership and impact.

### **Objective 2: Reach and serve underserved children and families.**

The school has been designed through and is following a vision of reaching, recruiting, serving, and growing our population of underserved children and families. Native Hawaiian families in rural areas, educationally disadvantaged students, and marginalized communities are central to our engagement and recruitment model.

**Objective 3: Expand and grow the school through adding grades, increasing applicants, and maintaining oversubscribed enrollment.**

The school is committed to expanding and growing in line with its authorized charter that has approved grades 6-12, middle and high school, for 700 students. The school aims to continue full enrollment, a growing applicant and waitlist (signifying demand), and serve an additional 100 families each successive year through the 2025-26 terminal year of growth.

**Objective 4: Strengthen and scale innovative, culturally-sustaining curriculum that leads to strong school climate, student mental health, parent satisfaction and engagement, and demonstrated success over the years of growth (2020-2025).**

The school is committed to a unique, innovative approach for reaching and serving educationally disadvantaged children who require additional strategies and supports to achieve academic success. The culture of leadership development, social-emotional affirmation, and restorative practices will directly impact attendance, promotion, discipline, and other key indicators that affect student and school success.

**Objective 5: Strengthen chartering in the State through partnerships, process, and authorizer development.**

The school will work closely with the State's sole authorizer, charter partners, and stakeholders to improve the charter authorizing process and climate in the State. This will also include scaling and resourcing effective processes across the charter school sector of public education in an effort to share best practices,

increase collaborative impact, and influence support for charter schools across the islands and state.

**(1) How the eligible applicant will ensure that charter schools receiving funds under this program meet the educational needs of their students, including children with disabilities and English learners (Section 4303(f)(1)(A)(x) of the ESEA);**

(A.1.) The school has designed and implemented an educational program that is personal in nature and engages, supports, and tracks each individual student in their academic mastery and growth. The school ensures that all children, including children with disabilities and English learners receive (a) the legally required and adequate whole group and integrated instruction, as well as (b) small group, differentiated supports, and finally (c) personalized supports by partners who are equipped, licensed, and knowledgeable of our children and their unique needs.

**(2) The roles and responsibilities of eligible applicants, partner organizations, and charter management organizations, including the administrative and contractual roles and responsibilities of such partners (Section 4303(f)(1)(C)(i)(I) of the ESEA);**

(A.2.) DreamHouse 'Ewa Beach is a stand-alone public charter school in the State of Hawai'i. The school is directly authorized by the Hawai'i State Public Charter School Commission, which reports to the Hawai'i Board of Education. The school is supported by a separate, non-governing, stand-alone non-profit DREAMHOUSE, INC.; this non-profit has no governance or management relationship with the school. The school also partners programmatically, operationally, and financially with different individuals and divisions of the State of Hawai'i Department of Education.

**(3) The quality controls agreed to between the eligible applicant and the authorized public chartering agency involved, such as a contract or performance agreement, how a school's performance in the State's accountability system and impact on student achievement (which may include student academic growth) will be one of the most important factors for renewal or revocation of the school's charter, and how the authorized public chartering agency involved will reserve the right to revoke or not renew a school's charter based on financial, structural, or operational factors involving the management of the school (Section 4303(f)(1)(C)(i)(II) of the ESEA);**

(A.3.) The Hawai'i State Public Charter School Commission has offered DreamHouse 'Ewa Beach a contract that is active through the 2021 school year; this contract is attached. The school is in good standing with the authorizer and will seek a new, five-year contract after the completion of this current contract. The quality controls

embedded into this contract follow three separate performance frameworks: academic, organizational, and financial. The school is in compliance with all three performance frameworks and their nested metrics, as detailed by the attached print-out from Epicenter, the state authorizer's compliance platform. The school is expected to meet a robust series of academic performance targets and growth metrics that are included with the 2017 charter application and current charter contract. The academic performance of our students is critical as it is included in the "STRIVE HI" measurement of our school, which is the State of Hawai'i's unique, federally approved system for assessing performance, accountability, impact, and growth. The authorizer, per our contract, reserves the right to revoke the school's charter based on academic, operational/organizational, and financial metrics and factors.

**(4) How the autonomy and flexibility granted to a charter school is consistent with the definition of a charter school in section 4310 of the ESEA (Section 4303(f)(1)(C)(i)(III) of the ESEA);**

(A.4.) DreamHouse 'Ewa Beach is a public charter school in the State of Hawai'i and is authorized by the Hawai'i State Public Charter School Commission, Hawai'i's only charter authorizer. The school is exempt from numerous, cumbersome State and local rules that apply to the Hawai'i Department of Education, Hawai'i's one-system State Education Agency. DreamHouse 'Ewa Beach was founded and created as a stand-alone, one-school developer and operates under an independent School

Governing Board and is a public organization. The school operates aligned to the approved, authorized charter application that was submitted and approved on July 13, 2017 and in line with the current, active charter school contract between authorizer and school that runs through the 2021 school year, is in good standing, and is in line for a five-year renewal once applicable. The school is authorized to provide elementary and secondary education, grades 6-12 to 700 students (100 students per grade); during the 2020-21 school year, DreamHouse 'Ewa Beach will operate a grades 6-7, 200-student educational program. The schools programs, admission policies, employment practices, and all other operations are non-religious and nonsectarian. The school does not charge tuition. The school complies with all local, state, and federal laws and policy. Parents and families choose to send their children to the school and are admitted - blindly - through a randomized, public lottery (literally ping pong balls in a large drum at a public event, televised), and all elements of application, lottery selection, enrollment, and registration are in accordance with local, state, and federal law. The school must complete and pass an annual audit and submit the results in October of each school year. The school currently meets all application local, state and federal health and safety requirements and operates in accordance with state law. The school is actively in contract with the state's only authorizer and is in good standing.

**(5) How the eligible applicant will solicit and consider input from parents and other members of the community on the implementation and operation of each**

**charter school that will receive funds under the grant (Section 4303(f)(1)(C)(i)(IV) of the ESEA);**

(A.5.) The school openly solicits and engages parent and community members in the operation, climate, and direction of the school. The school has an active “Community Council” that draws 10-15% of parent-guardians for monthly meetings and engagements activities. The Council has helped support school drives (welcome BBQ, holiday gift baskets for local businesses, book fair, bake sale, student semi-formal) as well as upcoming mentoring systems and welcome events for the incoming 6th grade cohort. Parent-guardians and community members are active and integral in the implementation and operation of our expanding school, and we have parents (a) active in the Community Council, (b) sitting on our Governing School Board, and (c) employed at the school. We believe that close, authentic partnerships will bridge the school-home divide and build a model for true collaboration in support of their children achieving ambitious educational and life goals.

**(6) The eligible applicant’s planned activities and expenditures of grant funds to support the activities described in section 4303(b)(1) of the ESEA, and how the eligible applicant will maintain financial sustainability after the end of the grant period (Section 4303(f)(1)(C)(i)(V) of the ESEA);**

(A.6.) The grant funds will be used to expand the existing, stand-alone public charter school through approved planned activities and expenditures, as aligned to the budget and budget narrative. These expenditures are primarily focused on:

- (1) PERSONNEL & LEADERSHIP | Personnel costs and CSP Project Directors meetings;
- (2) EQUIPMENT & TECHNOLOGY | Student and teacher instructional equipment and technology;
- (3) MATERIALS & RESOURCES | Instructional and curriculum materials.

The school will maintain financial sustainability after the grant period by growing to full capacity, not taking on debt, and ensuring positive cash flow through growth in order to rely solely on state per pupil funding by the 2025-26 school year, as projected by pro forma financial statements and alike charter schools of similar size and financial composition in the State.

**(7) How the eligible applicant will support the use of effective parent, family, and community engagement strategies to operate each charter school that will receive funds under the grant (Section 4303(f)(1)(C)(i)(VI) of the ESEA); and**

(A.7.) The school maintains an open, active Community Council as detailed in section (A.5.), operates active, two-way social media and online operations through which thousands of parents and local community members follow, engage, and contribute to the school, and operates weekly communication operations such as e-outreach, parent

surveys, community forums, and other engagement opportunities. Recently, the school team travelled to every, single child's home to "socially distance celebrate" and the school has a map of all 200 students and families and is strategically working to create social and mentor clusters that can operate (once safe) in a neighborhood, family-oriented capacity (potluck, social, rideshare, etc.).

**(8) How the eligible applicant will ensure that each charter school receiving funds under this program has considered and planned for the transportation needs of the school's students (Section 4303(f)(1)(E) of the ESEA).**

(A.8.) The school is working closely with the City & County of Honolulu and has already petitioned for a bus stop and route to go directly to the school. There is a wide bike lane for pedestrian traffic painted on surrounding streets, and the school actively works to connect students and parents to increase ridesharing and carpooling. The school is committed to continuing its effort to ensure 100% of students have safe, reliable access to and from school.

## **(B) EDUCATIONAL PROGRAM**

*Describe the educational program that the applicant will implement in the charter school receiving funding under this program, including:*

### **(1) Information on how the program will enable all students to meet the challenging State academic standards;**

DreamHouse 'Ewa Beach commits to developing the future leaders of Hawai'i. To ensure our students develop 21st century leadership skills, our academic spaces focus on rigorous and creative learning opportunities that elevate students' potential. In all of classes, teachers use high-quality academic content standards using Common Core (CC) standards in English and Mathematics, Next Generation Science Standards (NGSS), and Hawai'i's new Social Studies standards. These standards are focused more on building skills as learners and using how to apply skills in different learning situations. These standards also provide opportunities for students to engage in interdisciplinary work that bridges multiple content areas together to view learning as holistic opportunities. In these core classes, teachers lead through inquiry-driven and project-based practices that guide students to work collaboratively, spark innovation, and foster inquiry to come up with community solutions to solve Hawai'i's most challenging problems. Students are centered in all academic spaces and teachers use rigorous culturally responsive practices that bring out authentic student engagement and passionate learning.

In addition to rigorous and relevant academic learning experiences, students engage in daily leadership, agency, empowerment, and development (LEAD) activities and social, emotional and ethical learning (SEEL). Students are learning how to be servant leaders for their peers and community and develop their sense of identity to lead from integrity and passion. During this time, students are working on self-development, reflection, and collaboration to improve their leadership skills in school, at home, and in the community. By teaching students how to recognize their own leadership strengths and find their potential in completing projects, they elevate themselves and their classmates to produce high-quality work that can be shared to their peers, their families, and to the public. By focusing on the social and emotional aspect of learning, students develop emotional intelligence to strengthen their relationships and interactions with one another. This creative space is to guide students to think about how to share and broadcast their learning with each other and the broader DreamHouse 'Ewa Beach community.

**(2) The grade levels or ages of students who will be served;**

DreamHouse 'Ewa Beach was approved in July 2017 to open as a 6th grade of 100 students and add a grade, each successive year, to eventually become grades 6-12, 700-student, middle and high school. In August 2019, the school opened as a 100-student 6th grade. The school will begin the 2020-21 school year with 200-students, grades 6 and 7. The growth model is as follows:

Year	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26
Students	100	200	300	400	500	600	700
Grades	6	6,7	6,7,8	6,7,8,9	6,7,8,9, 10	6,7,8,9, 10,11	6,7,8,9, 10,11,12

**(3) The instructional practices that will be used. (NFP)**

Using a variety of research driven approaches, the following instructional practices will be used to guide students in excellent leadership and identity development opportunities:

- 1) ***P3-based learning practices (problem, project, place)***: By using problem, project, and place-based learning experiences, students are engaging in authentic learning experiences that drives them to think about solutions-oriented innovation and creation. In the P3 learning practices, teachers guide students to think of real-world challenges, sustain inquiry of the problems discovered, collaborate on developing solutions, engage in critique and feedback from peers and family, and produce a public product for the larger community.
- 2) ***Culturally Relevant Pedagogy (CRP)***: By centering students’ lived experiences and cultures in the middle of all learning opportunities, students engage in passionate and relevant assignments that are relatable to their daily lives. By incorporating CRP practices in classrooms, teachers are guiding students to be

culturally competent, identify how culturally relevant practices can hold high academic rigor, and develop social, political, and cultural consciousness to improve their leadership skills.

- 3) ***Na Hopena A'o Framework:*** The Na Hopena A'o framework is a Native Hawaiian framework that centers indigenous Native Hawaiian knowledge and practices to guide students in successful educational attainment. It focuses on teaching students a sense of belonging, responsibility, excellence, Aloha, total-well being, and Hawai'i.; this is a Board of Education approved and promulgated framework. Because our school services a majority of Native Hawaiian students, this framework will help to ground them in their ancestral knowledge and strengthen their advocacy for connecting indigenous and modern practices related to learning.
- 4) ***Design Thinking:*** Students engage in inquiry-driven learning opportunities to design, prototype, and innovate solutions to solve the problems they are investigating. In our collaborative and innovation learning spaces, students engage in design thinking exercises to prompt their innovative thinking that can cultivate mastery of content, creativity, and engineering.
- 5) ***Brain-Targeted Teaching (BTT) and Universal Design for Learning (UDL):*** DreamHouse is an inclusive school for students with learning disabilities. Our teachers engaged students in highly differentiated student learning that meets the needs of all kids. BTT strategies improve lesson plan development to ensure all parts of the brain are activated to engage students in learning. UDL

approaches are used to scaffold and differentiate assessments to make all projects and tests accessible for students.

- 6) ***Strengths-based leadership and emotional intelligence:*** We believe that leadership involves self-reflection and the ability to use individual strengths for collective action. Through strengths-based leadership learning and coaching, students are taking a deep dive into their own strengths and abilities to complete tasks and/or navigate challenges when presented to them. Emotional intelligence strategies will be implemented to engage students in thinking critically about how to identify their emotions and understand how other people use and regulate their emotions during challenging times.

DreamHouse continues to evolve and seek cutting-edge, data-driven methods to implement new, effective instructional strategies across content areas and grade levels.

### **(C) RECRUITMENT, ENROLLMENT, AND RETENTION**

*Describe how the applicant will ensure that the charter school that will receive funds will recruit, enroll, and retain students, including educationally disadvantaged students, which include children with disabilities and English learners. (NFP)*

The mission of the school is grounded in reaching children and families that are typically underserved by the larger system; children and families that benefit from additional, targeted, more personal outreach; children who traditionally have “fallen through the cracks” in larger, more comprehensive education settings. The Campbell-Kapolei Complex is the largest in the State of Hawai‘i with over 17,000 students per the feeder pattern of 17 schools (12 elementary, 3 middle, and 2 high schools).<sup>3</sup> All students attend 1 of 3 middle schools and feed into two of the largest in the State.

DreamHouse ‘Ewa Beach invests an extensive amount of time, money, and resources into targeted community outreach and messaging. From standing at the busiest intersections during morning commute waving signs and getting cars to honk, to unique mailers delivered to economically disadvantaged areas of town, to specific language welcoming educationally disadvantaged children, our team works to recruit children and families who we say are not “seen” by the larger system. Families whose children have special needs or learning disabilities, children who identify as Native Hawaiian, come

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<sup>3</sup> [Hawai‘i DOE Campbell-Kapolei Complex](#)

from low-income backgrounds, English Learners - these are “our” children and we encourage families who need that extra, personalized focus for their child to come to us.

This recruitment strategy resulted in a diverse mix of children from over 25 elementary schools inside and outside of the complex, English Learners, children with disabilities who received special education services and 504 accommodations, families from low-income backgrounds, and a high proportion of Native Hawaiian families. The school ensures that its messaging is clear and direct: we welcome all families, especially those who have children that have faced educational disadvantages in the larger system. Each family has come to us with a story, and more often than not, the family is seeking a more personalized, more welcoming educational setting for their child. DreamHouse ‘Ewa Beach is committed to continuing this reputation and ensuring that recruitment efforts continue to reach underserved families and open up doors of opportunity for children with untapped potential.

Enrollment at DreamHouse ‘Ewa Beach follows the random, public lottery (detailed below) and is directly in line with local, state, and federal laws. The school’s enrollment policy is approved for the Deputy Attorney’s General for the State of Hawai‘i’s Education Division, as well as the state authorizer (Charter Commission); it is attached to this application. The school ensures clear, consistent, easy to navigate enrollment and matriculation into the school cohort.

During the first year, DreamHouse 'Ewa Beach grew enrollment. Overall, from day 1 (August 5, 2019) to the final day 180 of the 2019-20 school year (May 28, 2020), the school had a net increase of (8) students which included (7) exits and (15) entrances. The school is committed to retaining and growing the student body to maximum capacity, and the school was at 99% capacity prior to COVID-19 measures put a halt on inbound transfer for the school year. We have a waitlist of over 70 families for next school year.

To the extent allowable by local, state, and federal law, the school is committed to recruiting, enrolling, and retaining children who qualify as educationally disadvantaged and will continue to invest time, energy, and resources in ensuring recruitment efforts reach marginalized families who are seeking a new, innovative, personal option for their children.

## **(D) LOTTERY**

*Describe the lottery and enrollment procedures that the applicant will use for the charter school if more students apply for admission than can be accommodated and, if the applicant proposes to use a weighted lottery, how the weighted lottery complies with section 4303(c)(3)(A) of the ESEA. (NFP)*

The school uses a public, random lottery to select applicants each spring on a widely publicized, shared date. Families will have previously applied to the school online or via paper application to be entered into the pool of applicants. As soon as the total applicant number grows over the allotted seats the school has been granted by the Charter Commission (100), the school holds a public lottery; this has happened each of the first two years that DreamHouse 'Ewa Beach has been in existence (March 2019; March 2020).

The lottery and enrollment policy for DreamHouse 'Ewa Beach has been approved by the Charter Commission and approved by the Deputy Attorney's General of the education division in the State of Hawai'i. The policy is attached to this application.

A video and clear depiction of the March 2019 public lottery can be viewed on our website at <https://www.dreamhouseewabeach.org/> or directly at <https://vimeo.com/331092457>. As is evident by the video, the lottery is a family-oriented, incredibly transparent process by which applicants drop a ping pong

ball into a drum and a recognized community leader (not directly affiliated with the school) pulls ping pong balls, publicly. All of this is recorded digitally and on hard copy paper, real-time, publicly, and a film is made of the procedure and event as well. The authorizer has commended the school for our organization, transparency, and family-focused nature of the process.

Once selected, families receive an “enrollment confirmation” survey at which point, once completed, they are officially entered into the internal system as DreamHouse students. Various state documents that are required for public schools are mailed and posted online, and families complete these documents over the course of the summer prior to entering the school for registration in late July. This is covered in our attached, approved enrollment policy.

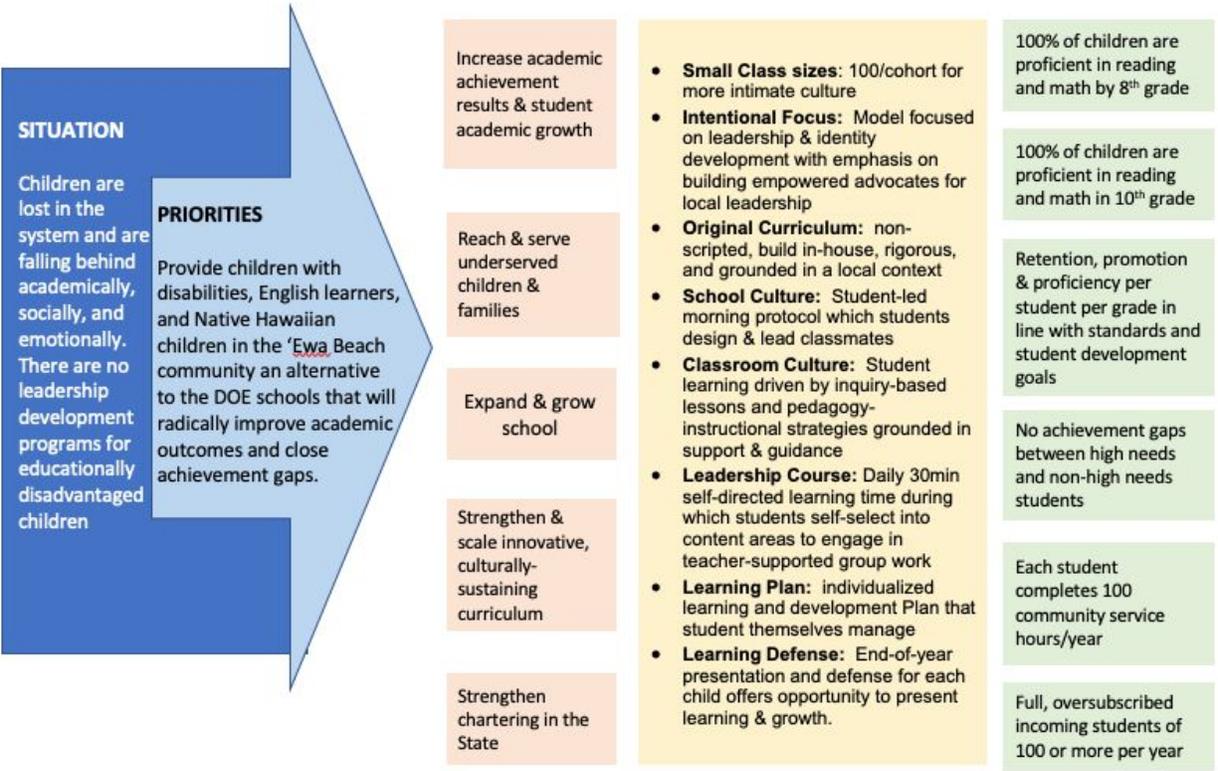
DreamHouse ‘Ewa Beach commits to continuing a fair, public, transparent lottery and enrollment process in line with the approved, active lottery and enrollment policy for the school, as approved by the state authorizer and the Deputy Attorney’s General. The applicant *does not* use a weighted lottery.

## **(E) LOGIC MODEL**

*Provide a complete logic model (as defined in 34 CFR 77.1) for the grant project. The logic model must include the applicant's objectives for implementing a new charter school or replicating or expanding a high-quality charter school with funding under this competition. (NFP)*

The logic model below includes objectives related to the school expanding with funding under this competition. The performance measures listed are aligned to school activities and further nested under strategic objectives, or the core focus of the school. The priority for DreamHouse 'Ewa Beach continues to be to provide a high quality charter school option to children and families from educationally disadvantaged circumstances, while opening a pathway towards on-time promotion, graduation, and college or postsecondary success.

The logic model below ties back to the overall objectives and priorities for this federal grant, which in turn align with the strategic priorities for our growing, expanding school.



**(F) BUDGET NARRATIVE**

*Provide a budget narrative, aligned with the activities, target grant project outputs, and outcomes described in the logic model, that outlines how grant funds will be expended to carry out planned activities. (NFP)*

The Budget Narrative along with ED524 uploaded into the Budget Narrative Attachment Form section of application.

**(G) TITLE IX**

*Title IX Compliance*

N/A. The school does not propose a single-sex educational program.

## **(H) FINANCIAL STATEMENTS**

*Provide the applicant's most recent available independently audited financial statements prepared in accordance with generally accepted accounting principles.*

*(NFP)*

DreamHouse 'Ewa Beach was in its first year of operation during the 2019-20 school year and has a fiscal year that runs from July 1 - June 30. The finances have been compiled for an audit that will occur after the fiscal year has closed, as the school's first audit is due to the state authorizer in October. As of the time of this application, 3rd quarter compiled financials are complete, approved, and attached to this application.

**(I) WAIVERS**

*Waivers of any Federal statutory or regulatory provisions; State or local rules that will be waived.*

N/A. The school does not request any waivers.

## **(J) CHARTER SCHOOL DEFINITION & QUALIFICATION**

*Describe how each school that will receive funds meets the definition of charter school under section 4310(2) of the ESEA. (NFP)*

DreamHouse 'Ewa Beach is a public charter school in the State of Hawai'i and is authorized by the Hawai'i State Public Charter School Commission, Hawai'i's only charter authorizer. The school is exempt from numerous, cumbersome State and local rules that apply to the Hawai'i Department of Education, Hawai'i's one-system State Education Agency. DreamHouse 'Ewa Beach was founded and created as a stand-alone, one-school developer and operates under an independent School Governing Board and is a public organization. The school operates aligned to the approved, authorized charter application that was submitted and approved on July 13, 2017 and in line with the current, active charter school contract between authorizer and school that runs through the 2021 school year, is in good standing, and is in line for a five-year renewal once applicable. The school is authorized to provide elementary and secondary education, grades 6-12 to 700 students (100 students per grade); during the 2020-21 school year, DreamHouse 'Ewa Beach will operate a grades 6-7, 200-student educational program. The schools programs, admission policies, employment practices, and all other operations are non-religious and nonsectarian. The school does not charge tuition. The school complies with all local, state, and federal laws and policy. Parents and families choose to send their children to the school and are admitted - blindly - through a randomized, public lottery (literally ping pong balls in a large drum at

a public event, televised), and all elements of application, lottery selection, enrollment, and registration are in accordance with local, state, and federal law. The school must complete and pass an annual audit and submit the results in October of each school year. The school currently meets all application local, state and federal health and safety requirements and operates in accordance with state law. The school is actively in a written performance contract with the state's only authorizer and is in good standing as an authorized public charter school in the State of Hawai'i.

**Grants for the Replication and Expansion of High-Quality Charter Schools  
(CFDA number 84.282E).**

*In addition to the preceding application requirements, applicants for grants under CFDA number 84.282E must:*

**(A) For each charter school currently operated or managed by the applicant, provide --**

**(A.1.) Information that demonstrates that the school is treated as a separate school by its authorized public chartering agency and the State, including for purposes of accountability and reporting under title I, part A of the ESEA;**

DreamHouse 'Ewa Beach is treated as a separate school by the State Public Charter School Commission and the State of Hawai'i, including for purposes of accountability and reporting under title I, part A of the ESEA. Attached to this application is (a) charter approval letter from the Charter Commission authorizing DreamHouse 'Ewa Beach to be a separate, chartered school, (b) the current charter contract that the school has with the authorizer, and (c) a 2019-20 calendar of compliance tasks that were submitted to Epicenter, the Hawai'i Charter Commission's management system, for accountability and reporting purposes.

**(A.2.) Student assessment results for all students and for each subgroup of students described in section 1111(c)(2) of the ESEA;**

The statewide assessment - Smarter Balanced Assessment Consortium (SBAC) - for the 2019-20 school year was cancelled due to COVID-19. Given that DreamHouse 'Ewa Beach opened in 2019-20, the school does not have available state assessment results from the school year. However, the school did take a practice assessment and does have some data to share. One highlight is that our

	<b>COMPLEX<sup>4</sup></b>		<b>SCHOOL<sup>5</sup></b>	
<b><i>Proficiency Levels</i></b>	<b><i>ELA</i></b>	<b><i>Math</i></b>	<b><i>ELA</i></b>	<b><i>Math</i></b>
All Students	54%	41%	56%	37%
(A) economically disadvantaged students <sup>6</sup> ;	40%	30%	50%	32%
(B) students from major racial and ethnic groups; <sup>7</sup>	40%	30%	46%	32%
(C) Children with disabilities	8%	12%	12%	24%
(D) English learners	14%	17%	100%	100%

<sup>4</sup> Data is from ARCH Hawai'i State Site 2018-19 for the Campbell-Kapolei DOE Complex, a sub-district of the state overall, of which the school is a part;

<sup>5</sup> This data is from student SBAC assessments in 2018-19, *prior* to DreamHouse 'Ewa Beach

<sup>6</sup> Family economic status was self-reported on enrollment form

<sup>7</sup> Native Hawaiian

**(3) Attendance and student retention rates for the most recently completed school year and, if applicable, the most recent available four-year adjusted cohort graduation rates and extended- year adjusted cohort graduation rates; and**

DreamHouse 'Ewa Beach places a high value on students school attendance, which is a critical component for student success.

- Total students: 99
- Grade: 6th
- Average Daily Attendance: 86%
- Chronic absenteeism: 11% of the student population is identified as having chronic absenteeism (1% Filipino, 1% Samoan, 2% Hispanic, 3%White, 4% Native Hawaiian)
- On-time Promotion: 99%
- Retention Rate: 1%

**(4) Information on any significant compliance and management issues encountered within the last three school years by the existing charter school being operated or managed by the eligible entity, including in the areas of student safety and finance. (NFP)**

N/A. The school has not had any compliance and management issues since inception and is in good standing with the State Charter Commission on (Hawai'i's only authorizer).



Home » OZ Investment Projects in Hawaii

## OZ INVESTMENT PROJECTS IN HAWAII

The following is a list and description of some of the community-based projects in Hawaii’s Opportunity Zones that are seeking Opportunity Fund investment. These project descriptions should not be construed as any financial or investment solicitation, advice, recommendation, or guarantee by the State of Hawaii. Investors should consult their financial professional and conduct their own due diligence. Please check back often as projects will be added through 2020 as they become investment ready.

If you have a community-based OZ investment project you would like to submit to DBEDT for posting, please go to our [OZ Project Registration page](#).

Opportunity Fund Investors can request more detailed information on any of these projects including the project owner’s contact information by completing our [Opportunity Fund Investor Project Request Form](#). Also make sure to review the [Factsheets](#) on Hawaii’s Opportunity Zones.

### HAWAII OPPORTUNITY ZONE BUSINESS PROFILE (PROJECT CODE: OZB-DEB) [REQUEST MORE INFORMATION](#)

Opportunity Zone by Island & Region:	Oahu – Kalaheo
Opportunity Zone by Census Tract Number:	85.02
Amount of OZ Fund Investment Sought:	\$500,000
Additional Incentives Available:	N/A
Business Sector (NAICS):	Education Services – Sector 61
Stage of Business:	Existing business formed before 12/31/17
Purpose of Investment:	Relocation and expansion of existing business to an OZ. Funds to be used to purchase FF&E at the new OZ location.
Brief Description of the Business:	Dreamhouse is a Hawaii Public Charter School, which launched in August 2019 with the mission of

	community. The school opened with a 6th grade of 100 children and holds a charter with the State of Hawai'i to grow one year at a time to eventually become a grades 6-12, 700-student, middle and high school.
<b>Congressional District</b>  District 1: Rep. Ed Case	<b>U.S. Senate</b>  Senator Mazie Hirono Senator Brian Schatz

**HAWAII OPPORTUNITY ZONE  
BUSINESS REAL ESTATE PROFILE  
(PROJECT CODE: OZRE-ALP)  
[REQUEST MORE INFORMATION](#)**

Opportunity Zone by Island & Region:	Maui – Hali'imaile
Opportunity Zone by Census Tract Number:	Maui County 304.04
Amount of OZ Fund Investment Sought:	\$10,000,000+
Additional Incentives Available:	Enterprise Zone Other – Residential Workforce Housing Credits (Maui Ordinance 2.96)
Type of Project:	Affordable Housing – Single Family Workforce For Sale & Multi Family Senior For Rent
Type of Construction:	New
Brief Description of the Project:	196 Units of workforce housing for sale with target AMI of 80% to 140%  40+ Units of multifamily senior housing for rent with target AMI of 60% to 80%
<b>Congressional District</b>  District 2: Rep. Tulsi Gabbard	<b>U.S. Senate</b>  Senator Mazie Hirono Senator Brian Schatz



June 5, 2020

Dear Charter School Programs of the United States Department of Education,

Please accept this letter of support for DreamHouse 'Ewa Beach Public Charter School, Hawai'i's newest public charter school and the most recent school to receive a charter (July 2017).

DreamHouse 'Ewa Beach (DreamHouse) was founded in 2012 by a group of educators, parents, and community leaders who were committed to developing and launching a charter school that would empower homegrown leaders for Hawai'i, our country, and our world.

Since then, DreamHouse has:

- **Opened an original, stand-alone charter school** in 2019 after seven years of planning, design, and development alongside the community;
- Served an inaugural cohort of 100 6th graders while operating out of temporary office space in the corner of a shopping plaza;
- Recruited a founding 100-family class, **60% of whom are Native Hawaiian** (4x the average of the local district schools);
- Doubled the size of their school from 100 to 200 students, while adding a new grade (7th) and [REDACTED]
- Committed to growing by a grade each year to eventually become a 700-student, grades 6-12, middle and high school serving families from the Leeward District of O'ahu;
- Created 19 new jobs in the 'Ewa region of O'ahu, with plans to add approximately 10 new jobs per year through 2026.

This charter school is committed to innovation, equity, and achievement. Through a unique blend of place-based curriculum, values-driven leadership development, and rigorous learning experiences, DreamHouse students are being prepared to be the leaders of tomorrow for our islands, country, and world.

Thank you for your time and your support of this new, innovative public education program.

[REDACTED]  
Kim K. Carvalho  
Executive Director  
Lili'uokalani Trust Youth Services Center



# Lili'uokalani Trust

E 'ONIPA'A KĀKOU  
*Let us all be steadfast.*

June 15, 2020

Dear Charter School Programs of the United States Department of Education,

Lili'uokalani Trust supports the application of Dreamhouse 'Ewa Beach Public Charter School to the US Department of Education Public Charter School Program grant.

Lili'uokalani Trust was founded in 1909 to provide for the care and education of orphaned and destitute Native Hawaiian children.

DreamHouse has:

- **Opened an original, stand-alone charter school** in 2019 after seven years of planning, design, and development alongside the community;
- Served an inaugural cohort of 100 6th graders while operating out of temporary office space in the corner of a shopping plaza;
- Recruited a founding 100-family class, **60% of whom are Native Hawaiian** (4x the average of the local district schools);
- Doubled the size of their school from 100 to 200 students, while adding a new grade

[REDACTED] **opportunity zone** that used to be a military base (Barbers Point Naval Air Station);

- Committed to growing by a grade each year to eventually become a 700-student, grades 6-12, middle and high school serving families from the Leeward District of O'ahu;
- Created 19 new jobs in the 'Ewa region of O'ahu, with plans to add approximately 10 new jobs per year through 2026.

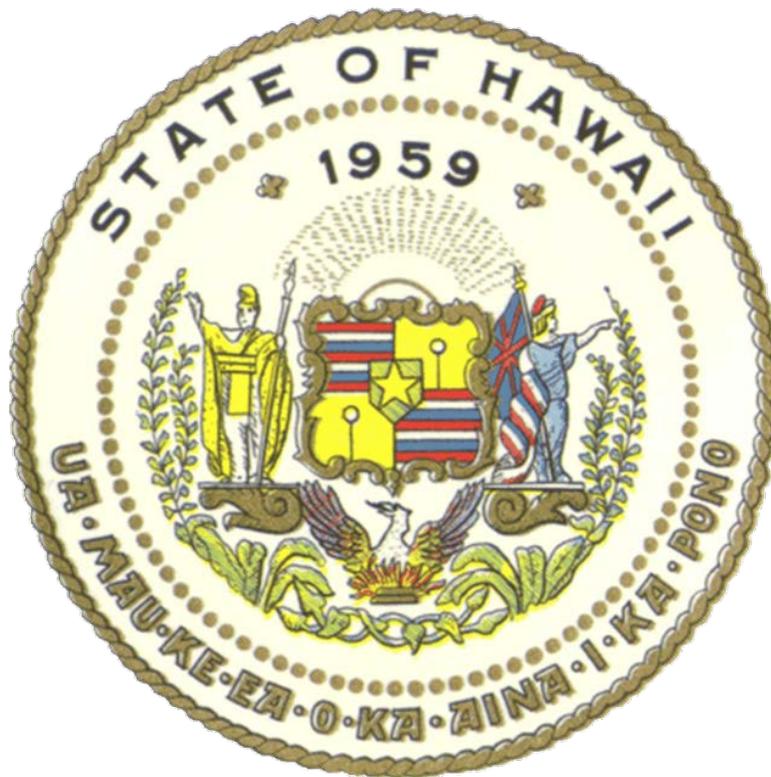
Thank you for your time and your support of this new, innovative public education program.

Sincerely,

*Mahina Hugo*

Mahina Hugo  
Lili'uokalani Trust  
Director, Educational Innovations  
[REDACTED]

# State Public Charter School Commission



## Public Charter School Contract DREAMHOUSE EWA BEACH

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## **PARTIES**

This Contract is executed by and between the STATE PUBLIC CHARTER SCHOOL COMMISSION (“Commission”), a commission established under the laws of the State of Hawaii, whose mailing address is 1111 Bishop Street, Suite 516, Honolulu, Hawaii, 96813, and DREAMHOUSE EWA BEACH (“School”), whose mailing address is PO Box 1058, Honolulu, HI, 96808, singularly “Party” and collectively “Parties.”

## SECTION I. PURPOSE, TERM AND CONDITIONS

Charter school contracts are the operational legal agreements between the authorizer who approves charter applications and renewals, provide ongoing accountability oversight, and, if necessary, closures of public charter schools. The Commission authorizes public charter schools in accordance with the Hawaii State Legislature enacted Act 130, Session Laws of Hawaii 2012, effective June 19, 2012 and codified as Chapter 302D, Hawaii Revised Statutes (HRS), which sets forth the laws under which charter schools are created and governed.

### Mission – [§302D-3] State public charter school commission; establishment; appointment.

(a) There is established the state public charter school commission with statewide chartering jurisdiction and authority. The commission shall be placed within the department for administrative purposes only. Notwithstanding section 302D-25 and any law to the contrary, the commission shall be subject to chapter 92.

(b) The mission of the commission shall be to authorize high-quality public charter schools throughout the State.

Hawaii State Legislature enacted Act 130, Session Laws of Hawaii 2012, effective June 19, 2012 and codified as Chapter 302D, HRS, which sets forth the laws under which charter schools are created and governed.

Pursuant to Chapter 302D, HRS, the Commission has statewide chartering jurisdiction and authority and is empowered to authorize public charter schools and enter into a charter contract with approved public charter schools. Section 302D-1, HRS, defines the “charter contract” as a fixed-term, bilateral, renewable contract between a public charter school and a charter school authorizer that outlines the role, powers, responsibilities, and performance expectations for each party to the contract. Through this Charter Contract, the Parties are desirous of ensuring clear requirements for accountability while preserving the autonomy of the School to support new, innovative approaches to education and contribute to the development of high quality public charter schools throughout the State.

The Commission is committed to support new approaches to education that accommodate the individual needs of students and provide the State with successful templates that can dramatically improve Hawaii's educational standards for the twenty-first century, and that ACT 130 will create genuine opportunities for communities to implement innovative models of community-based education.

The Commission is committed to the innovative nature and potential of dual language and cultural pathways in Hawaii public education system and affirms a commitment to develop a sensitive and appropriate evaluation framework for schools instructing in dual language and cultural contexts. The Commission is committed in engaging with the State Board of Education (BOE), the Hawaii Department of Education (DOE), charter schools, and other stakeholders in efforts, initiatives, and aspirations for

Hawaiian education programs as reflected in Article X Section IV of the Hawaii State Constitution and BOE policies, including BOE policies E3 and 105-8.

The Commission shall operate ethically and comply with ethical standards of conduct, federal and state laws, rules, regulations, policies, procedures, and guidance to promote public trust and confidence in public education. The Commission will adhere to the Hawaii State Code of Ethics and the Code of Ethics for public employees of the state as prescribed in Chapter 84 of the Hawaii Revised Statutes and Board of Education Policy 201-1.

The Commission shall approve quality charter applications that meet identified educational needs of the state, promote a diversity of educational opportunities and ensure the compliance of a public charter school it authorizes with all applicable state and federal laws, including reporting requirements.

The Commission shall produce and provide an annual report pursuant to Section 302D-7, HRS to include but not limited to; summarizing the Commission's strategic vision for chartering and progress towards that vision, academic and financial performance of all operating public charter schools overseen by the commission, commission's operating budget through its audited financials in compliance with generally accepted accounting principles, and a breakdown of federal funds received by the department and distributed by the commission.

The Commission shall distribute the School's per-pupil allocation each fiscal year pursuant to Section 302D-28(f), HRS, and shall provide the School with the calculations used to determine the per-pupil amount each year. All funds distributed to the School from the Commission shall be used solely for the School's educational purposes as appropriated by the Legislature, and the School shall have discretion to determine how such funding shall be allocated at the school level to serve those purposes subject to applicable laws and this Contract. The Commission shall distribute the School's per-pupil allocation each fiscal year pursuant to Section 302D-28(f), HRS, and shall provide the School with the calculations used to determine the per-pupil amount each year.

Charter Schools as defined in Section 302D-1, HRS are public schools that that have the flexibility and independent authority to implement alternative frameworks with regard to curriculum, facilities management, instructional approach, virtual education, length of the school day, week, or year, and personnel management.

This contract—a charter—is a legally binding agreement that permits the school to operate and articulates **the rights and responsibilities of each party regarding school autonomy**, funding, administration and oversight, outcomes, measures for evaluating success or failure, performance consequences, and other material terms.

## **SECTION II. GENERAL TERMS**

### **Section 2.1 Entire Contract**

The Parties intend this Charter Contract, including all attachments and exhibits, to represent a final and complete expression of their agreement, which shall be considered the Charter Contract. All prior representations, understandings, and discussions are merged herein, and no course of prior dealings between the Parties shall supplement or explain any terms used in this document. The parties understand that any amendments to this Charter Contract needs to be in writing and expressly approved by the Commission.

### **Section 2.2 Amendments**

Any amendment to this Contract shall be effective only if approved by a majority vote of the Commission at a public meeting.

The School may submit any proposed requested amendment to the Commission in accordance with instructions provided by the Commission. The School shall not take action related to the requested amendment until the Commission has approved said amendment. A violation of this provision shall be considered material and substantial and may be grounds for immediate revocation of this Charter Contract.

Changes in operation that require the School to obtain an amendment to this Contract include but are not limited to the following changes:

- a. To any material term of the School's Educational Program (Exhibit A);
- b. In school location (relocation of site or adding or terminating sites);
- c. In school management arrangement (such as intention to hire or terminate a management provider);
- d. In admissions or enrollment policies or procedures.

### **Section 2.3 Term**

The term of this contract shall commence on July 13, 2017. The contract shall terminate five years from July 1, 2019.

### **Section 2.4 Governing Law**

This Charter Contract shall be governed by and construed in accordance with the laws of the State of Hawaii, including all requirements imposed by applicable policy and regulation, and all applicable federal laws of the United States.

### **Section 2.5 Compliance with Laws**

The School and the Commission shall comply with all applicable federal, State, and city and county laws, ordinances, codes, rules, and regulations, as the same may be amended from time to time.

## **Section 2.6 Conflict Between Contract, Law, and Administration Rules**

In the event of a conflict between this Charter Contract, State law, and the administrative rules pertaining to charter schools, the order of precedence shall be State law, followed by administrative rule, followed by the terms and conditions of this Charter Contract.

## **Section 2.7 Legal Status of School**

Pursuant to Sections 302D-1 and 302D-25, HRS, the School is a public school and entity of the State and may not bring suit against any other entity or agency of the State. The School shall be nonsectarian in its operations.

## **Section 2.8 Board of Education Authority**

Pursuant to its duties under Article X, Section 3, of the Hawaii State Constitution, the BOE has the power to formulate statewide educational policy. The School shall only be subject to BOE policies expressly identified by the BOE as applying to charter schools. Should conflicts between an applicable BOE policy and a provision in this Charter Contract occur, the BOE policy shall control.

## **Section 2.9 Non-Assignability**

The School shall not assign or subcontract any duty, obligation, right, or interest under this Charter Contract without prior written approval of the Commission. A violation of this provision shall be considered material and substantial and may be grounds for immediate revocation of this Charter Contract.

## **Section 2.10 Notices**

Unless otherwise specified by law, any written notice required to be given by a Party to this Charter Contract shall be delivered: (a) personally, (b) by United States first class mail, postage prepaid, to the Parties' mailing addresses first indicated in this Charter Contract; or (c) electronically via email.

A notice shall be deemed to have been received three business days after mailing or at the time of actual receipt, whichever is earlier. For notices sent electronically via email, the notice shall be deemed to be received once the Party sending the notice receives confirmation via an email tracking notice.

Parties are responsible for notifying each other in writing of any change of mailing and email addresses.

## **Section 2.11 Severability**

In the event that any provision of this Charter Contract is declared invalid or unenforceable by a court, such invalidity or unenforceability shall not affect the validity or enforceability of the remaining terms of this Charter Contract.

**Section 2.12 Waiver**

The failure of either Party to insist upon the strict performance of or compliance with any term, provision, or condition of this Charter Contract shall not constitute or be deemed to constitute a waiver or relinquishment of the Parties' right to enforce the same in accordance with this Charter Contract.

**Section 2.13 No Third-Party Beneficiary**

The enforcement of the terms and conditions of this Charter Contract shall be strictly reserved to the Commission and the School. Nothing contained in this Charter Contract shall give or allow any claim or right of action whatsoever by any other person. It is the express intent of the Parties to this Charter Contract that any person receiving services or benefits hereunder shall be deemed an incidental beneficiary only, without enforceable rights against a Party to this Charter Contract.

## **SECTION III. GOVERNANCE OF SCHOOL**

### **Section 3.1 Governing Board Responsibilities**

The School's Governing Board is the independent board of the School that is responsible for the financial, organizational, and academic viability of the School; possesses the independent authority to determine the organization and management of the School, the curriculum, and the instructional methods; has the power to negotiate supplemental collective bargaining agreements with exclusive representatives of their employees and is considered the employer of School employees for purposes of Chapters 76, 78 and 89, HRS; and ensures compliance with applicable laws.

### **Section 3.2 State Code of Ethics and Code of Conduct**

The School's Governing Board and employees shall comply with the State Code of Ethics, codified in Chapter 84, HRS. The School's Governing Board, employees, contractors, and volunteers shall also comply with the Code of Conduct developed and implemented by the Commission, as required in BOE Policy 201-1, as may be amended.

### **Section 3.3 Governing Board Reporting**

The School's Governing Board shall notify the Commission within 14 business days of any membership changes on the Governing Board.

The School's Governing Board shall make the following documents available at a publicly accessible area in its office so as to be available for review during regular business hours, and on its website, and by the respective due dates:

- a. A list of the current names and contact information of the Governing Board's members and officers;
- b. The schedule of Governing Board meetings by September 1 of each year;
- c. Governing Board meeting notices and agendas as specified in Section 302D-12, HRS; and
- d. Governing Board meeting minutes as specified in Section 302D-12, HRS.

## **SECTION IV. EDUCATIONAL PROGRAM**

### **Section 4.1 School's Control**

Subject to the terms and conditions of this Charter Contract, the School shall have control over and responsibility for the design and delivery of the educational program and for attaining the academic performance standards and targets established in the Performance Frameworks attached as Exhibit B and, subject to Section 4.2 of this Charter Contract, shall have the discretion to modify, amend, adapt, and otherwise change its educational program as it deems necessary to achieve the academic performance standards and targets.

### **Section 4.2 Material Elements of Educational Program**

The material elements of the School's Educational Program, including but not limited to the School's mission and vision statements, are as set forth in Exhibit A to this Charter Contract. The School shall, at all times, operate in a manner consistent with its Educational Program as defined in Exhibit A. Revisions to any of the elements in Exhibit A (such as establishing, creating, or expanding a virtual or blended learning programs or expanding or eliminating a division) shall be considered a material change to the Charter Contract and shall require prior written approval by the Commission. Where appropriate, this approval shall be informed by an analysis of the School's performance on the Performance Frameworks under Section 5.1 of this Charter Contract particularly to the extent that such changes are intended to improve educational outcomes.

### **Section 4.3 Academic Standards**

As determined by BOE Policy 102-3, as may be amended, the School shall implement the Common Core or other State academic standards.

The School shall retain the autonomy to select a particular curricular and/or instructional approach consistent with the Common Core or other applicable State academic standards.

### **Section 4.4 Graduation Requirements for High School**

The School shall comply with the high school graduation requirements set in BOE Policy 102-15, as may be amended, provided that the School may request a waiver of this policy from the BOE and shall notify the Commission in writing of any approved waivers within 14 business days.

### **Section 4.5 Education of Students with Disabilities**

The DOE is the State of Hawaii's "state education agency" (SEA) and "local education agency" (LEA) for purposes of compliance with the Individuals with Disabilities Education Act (IDEA). All public schools, including charter schools, are part of and fall under the LEA. As such, the School shall comply with all applicable federal and State laws, rules, policies, procedures, and directives regarding the education of students with disabilities, including but not limited to Chapter 8-60, Hawaii Administrative Rules (HAR).

The Commission shall collaborate with the DOE to develop guidelines related to the provision of special education services and resources to each charter school.

The DOE is statutorily responsible for the provision of a free appropriate public education as defined by Section 504 of the Rehabilitation Act of 1973 ("Section 504") and IDEA. If the School enrolls special education students or identifies one of its students as eligible for special education, the School shall be responsible for ensuring the educational and related services that are required by a student's individualized education program (IEP) pursuant to Section 302D-30, HRS.

The programs and services for the student shall be determined collaboratively by the student's IEP team, which includes the student's parents or legal guardian.

#### **Section 4.6 Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act Amendments Act of 2008**

The School shall comply with Section 504 and the Americans with Disabilities Act Amendments Act of 2008 and all related DOE rules, policies, and procedures in its general curriculum, including but not limited to implementation of any Section 504 plan that has been developed for a student, all as may be amended from time to time. The DOE may provide training, consultation, and advice to the School as needed with regard to Section 504 compliance, including legal interpretations, recommendations for intervention strategies, and assistance in conducting Section 504 plan and review meetings.

#### **Section 4.7 English Language Learners/English Learners**

The School shall provide services to students who are English Language Learners (English Learners) in compliance with all applicable federal and State laws, regulations, rules, court orders, policies, procedures, and guidance, all as may be amended from time to time, to ensure linguistic accessibility to the School's educational program. Should the DOE continue to provide the Commission funding to administer this technical assistance, the Commission shall provide the School such technical assistance. The School shall also assist Immigrant Children and Youth, as defined in Section 3301(6), Title III, Elementary and Secondary Education Act, as the same may be amended from time to time, in meeting the State academic content and student academic achievement standards that all public school students are expected to meet.

## **SECTION V. SCHOOL PERFORMANCE**

### **Section 5.1 Performance Frameworks**

The School's academic, organizational, and financial performance under this Charter Contract shall be evaluated using the Academic, Organizational, and Financial Performance Frameworks, respectively, attached as Exhibit B to this Charter Contract. The specific terms, forms, and requirements of the Performance Frameworks, including any required indicators, measures, metrics, and targets, are maintained and disseminated by the Commission and shall be binding on the School. Material changes to the Performance Frameworks shall require approval by the Commission.

### **Section 5.2 Modification to Performance Frameworks**

The Parties acknowledge that specific terms, forms, and requirements of the Performance Frameworks may be modified to the extent required to align with changes to applicable State or federal accountability requirements as set forth in law or policies or based on other circumstances that make assessment based on the existing Performance Framework requirements impracticable.

### **Section 5.3 State Accountability System**

The School shall be subject to the State public school accountability system and comply with all requirements related to the State assessment for all public schools. The School shall also be subject to mandatory reporting requirements from the United States Department of Education. The School shall administer all student testing as required by applicable federal and State law, rule, policies, and procedures.

## **SECTION VI. FINANCIAL MATTERS**

### **Section 6.1 Fiscal Responsibilities**

The School shall maintain accurate and comprehensive financial records, practice governmental accounting in accordance with Generally Accepted Accounting Principles, and use public funds in a fiscally responsible manner.

### **Section 6.2 Fiscal Year**

The fiscal year for the School shall begin on July 1 and end on June 30 of the subsequent calendar year.

### **Section 6.3 Procurement**

Pursuant to Sections 302D-25(b) and 302D-12(d), HRS, the School and its Governing Board shall be exempt from Chapter 103D, HRS. However, the School's Governing Board shall develop and adhere to a policy for the procurement of goods, services, and construction consistent with the goals of public accountability and public procurement practices. The policy shall be readily accessible from the School's website as described in Section 8.9 of this Charter Contract

### **Section 6.4 Management and Financial Controls**

The School's Governing Board shall develop and adhere to a policy for the School's financial management that shall be readily accessible from the School's website, as described in Section 8.9. This policy shall allow the School to maintain appropriate governance and management procedures and financial controls which shall include, but not be limited to:

- a. Budgets;
- b. Accounting policies and procedures;
- c. Payroll procedures;
- d. Financial reporting; and
- e. Internal control procedures for receipts, disbursements, purchases, payroll, inventory, and fixed assets.

### **Section 6.5 Assets**

The School shall maintain a complete and current inventory of all of its property and shall update the inventory annually. The School shall take all necessary precautions to safeguard assets acquired with public funds.

### **Section 6.6 Chart of Accounts**

The Commission may require the School to follow a uniform chart of accounts; provided that the Commission shall provide a reasonable time period for the School to convert to such chart of accounts.

### **Section 6.7 Transfer of Funds to Affiliated Nonprofit or Educational Service Provider**

The School shall not transfer public funds to any affiliated nonprofit or educational service provider except for legitimate and reasonable payments from the School to the affiliated nonprofit or

educational service provider pursuant to a written legal agreement. The School shall provide the Commission a copy of any newly executed agreement between the affiliated nonprofit or educational service provider and the School within 14 business days of execution.

### **Section 6.8 Financing Agreements**

The School shall comply with Chapter 37D, HRS, relating to financing agreements, which requires the approval of the attorney general. "Financing agreement" means any lease purchase agreement, installment sale agreement, loan agreement, line of credit or other agreement of the department or, with the approval of the director, and any agency, to finance the improvement, use or acquisition of real or personal property that is or will be owned or operated by one or more agencies of the State, the department or any agency, or to refinance previously executed financing agreements including certificates of participation relating thereto. The School shall not act as a guarantor of any such financing agreement.

### **Section 6.9 Insurance**

The School shall be covered under the Statewide Risk Management Program pursuant to Chapter 41D, HRS, for liability, property, crime, and automobile insurance. The School shall comply with all applicable laws, rules, policies, procedures, and directives of the Department of Accounting and General Services' Risk Management Office. The School may purchase additional insurance coverage if so desired.

### **Section 6.10 Per-pupil Funding**

The School's non-facility general fund per-pupil funding shall be as defined in Section 302D-28, HRS. All funds distributed to the School from the Commission shall be used solely for the School's educational purposes as appropriated by the Legislature, and the School shall have discretion to determine how such funding shall be allocated at the school level to serve those purposes subject to applicable laws and this Charter Contract.

### **Section 6.11 Per-pupil Funding: Enrollment Count Reports for Funding**

The School shall provide the Commission projected enrollment counts as required for funding, budgeting, and reporting purposes by May 15. The Commission shall obtain actual enrollment counts directly from student information data systems to determine the School's per-pupil funding.

### **Section 6.12 Per-pupil Funding: Funding Subject to Appropriation**

The general fund per-pupil funding is contingent upon legislative appropriation and allocation of funds. If the Legislature fails to appropriate sufficient monies or if the appropriation is reduced by the Governor or by any other means and the effect of such non-appropriation or reduction is to provide insufficient monies for the continuation of the School, this Charter Contract shall terminate on the last day of the fiscal year for which sufficient funds are available.

### **Section 6.13 Per-pupil Funding: Adjustments to Funding**

The Commission's disbursement of per-pupil funds may be adjusted for the following reasons:

- a. To reconcile projected versus actual enrollment counts;

- b. To adjust the per-pupil amount due to restriction by the Governor or other reduction action;
- c. To adjust the actual enrollment count based on an audit of pupil counts and per pupil revenue that impact the funding received by the School; or
- d. To withhold funds due to non-compliance in accordance with Section 302D-28, HRS.

The Commission shall have the discretion to determine whether to make an adjustment by:

- a. Reconciling the adjusted amount in a subsequent disbursement to the School; or
- b. Either making payment to the School or requiring reimbursement from the School with at least thirty (30) days' written notice by the Commission.

#### **Section 6.14 Per-pupil Funding: Facility Funds**

In each year in which funds are appropriated for charter school facility purposes, the Commission shall allocate the funds among eligible charter schools, as provided for in Section 302D-29.5, HRS. All funds distributed to the School shall be restricted to the purposes of the appropriation.

#### **Section 6.15 Per-pupil Funding: Federal Funding**

Pursuant to Section 302D-28, HRS, the School shall be eligible for all federal financial support to the same extent as all other public schools. The Commission shall distribute federal funds to the School in accordance with applicable federal and state rules and regulations. The Commission shall make the allocation methods publicly available.

#### **Section 6.16 Per-pupil Funding: Title I Funding**

The School, if eligible, shall use Title I, Part A funds in accordance with applicable federal and state law and regulations including programmatic and fiscal requirements, and the Commission shall provide information to assist the School in understanding Title I, Part A requirements. The School shall provide a school plan that includes the components and school improvement elements required under Title I, Part A.

#### **Section 6.17 Per-pupil Funding: Additional Funds**

The School may accept monetary contributions or grants and shall comply with all applicable State or federal laws regarding such monetary contributions or grants.

#### **Section 6.18 Per-pupil Funding: Fees**

Pursuant to Section 302D-28, HRS, the School may charge reasonable fees, to the extent permitted by law, for co-curricular activities.

#### **Section 6.19 Financial Reporting: Budget and Cash Flow**

The School shall prepare and provide to the Commission a copy of its annual budget as approved by the School's Governing Board and cash flow projections for each upcoming fiscal year by June 15 or two weeks after the Commission notifies the School of the anticipated amount of State non-facility general fund per-pupil funding to be allocated, whichever is later.

**Section 6.20 Financial Reporting: Quarterly Financial Reports**

The School shall prepare and submit quarterly financial reports to the Commission within 30 calendar days of the end of each fiscal year quarter.

**Section 6.21 Financial Reporting: Annual Audits and Financial Reviews**

Each fiscal year, the School shall provide for an independent annual financial audit conducted in accordance with Generally Accepted Auditing Standards and Governmental Auditing Standards and performed by a certified public accountant (CPA); provided the Commission may allow a financial review, pursuant to Section 302D-32, HRS. The School shall provide the completed audit or financial review to the Commission by November 1, after the conclusion of the fiscal year; provided that the Commission, with reasonable notice to the School, may change the deadline depending on circumstances. The School shall pay for the audit or financial review if an appropriation is not made by the Legislature for such purpose.

## **SECTION VII. STUDENT ADMISSION, ENROLLMENT, WITHDRAWAL, & DISMISSAL**

### **Section 7.1 Compulsory Education**

The School shall follow the age and compulsory attendance requirements set in Section 302A-1132, HRS.

### **Section 7.2 No Tuition or Fees for Admission, Enrollment, or Attendance**

Pursuant to Section 302D-28, HRS, the School shall not assess tuition, contributions, or fees of any kind as a condition of admission, enrollment, or attendance. The School may charge fees for co-curricular activities, as described in Section 6.18 of this Charter Contract.

### **Section 7.3 Admissions**

The School shall comply with its admission policies and procedures as approved by the Commission. If the number of applicants exceeds the School's capacity of a program, class, grade level, or building, the School shall select students to enroll using a public lottery that shall be publicly noticed; provided that if the School is a conversion charter school serving as the home school for the DOE district, then the School shall follow Section 302D-34(c), HRS. These policies and procedures shall be readily accessible from the School's website, as described in Section 8.9 of this Charter Contract

### **Section 7.4 Enrollment**

Pursuant to Section 302D-34, HRS, the School shall make all student recruitment, admissions, enrollment, and retention decisions in a nondiscriminatory manner and without regard to race, color, ethnicity, national origin, religion, gender, sexual orientation, income level, disability, level of proficiency in the English language, need for special education services, or academic or athletic ability. The School shall maintain accurate and complete enrollment data.

The School shall not impose enrollment preferences, except as allowed for in Section 302D-34, HRS. Any enrollment preferences adopted by the School shall be included in the admissions policy and procedures, as described in Section 7.3 of this Charter Contract.

### **Section 7.5 Attendance**

The School's Governing Board shall maintain and adhere to a policy for attendance. The policy shall be readily accessible from the School's website, as described in Section 8.9 of the Charter Contract. The School shall maintain daily records of student attendance and absences.

### **Section 7.6 Attendance: Virtual or Blended Learning School/Program**

If the School is a virtual or blended learning school/program, the School's attendance policy shall include:

- a. School procedures to account for student attendance online; and
- b. The requirements for on-site attendance for each course and grade level.

**Section 7.7 Dismissal**

The School shall not dismiss or transfer a student involuntarily, unless the dismissal or transfer is accomplished through procedures established by the School that are in compliance with Sections 302A-1134 and 302A-1134.6, HRS, and due process requirements, provided that any dismissal of a student with a disability shall comply with the requirements of Chapter 8-60, HAR.

**Section 7.8 Withdrawal and Transfer**

The School shall adopt and adhere to withdrawal and transfer procedures which provide for the timely release of any student who withdraws from the School and/or transfers to another school. The School's withdrawal and transfer procedures shall also provide for the transfer of the student's records to the new school in a reasonable timeframe.

## **SECTION VIII. OPERATION OF SCHOOL**

### **Section 8.1 Student Records**

The School shall maintain student records for current and former students in accordance with the requirements of State and federal law, including the Family Education Rights and Privacy Act, 20 U.S.C. § 1232g (FERPA), as may be amended from time to time.

### **Section 8.2 Records Retention**

The School shall comply with all applicable federal and State requirements pertaining to the retention of all School records. As a State entity, the School shall comply with the policies and guidelines of the Department of Accounting and General Services, Archives Division, Records Management Branch, with regard to the retention and disposal of government records.

### **Section 8.3 Open Records Law**

The School shall comply with Chapter 92F, HRS, the Uniform Information Practices Act.

### **Section 8.4 Student Conduct and Discipline**

The School shall adopt, update, and adhere to written policies concerning standards of student conduct and discipline which shall comply with all applicable federal and State laws. The School shall provide this policy to parent(s)/guardian(s) and students at the start of each school year and shall make this policy readily accessible from the School's website, as described in Section 8.9 of this Charter Contract.

### **Section 8.5 Punishment of Pupils**

Pursuant to Section 302A-1141, HRS, no physical punishment of any kind may be inflicted upon any pupil.

### **Section 8.6 Complaints Process**

The School shall adopt and adhere to a process for resolving public complaints which shall include an opportunity for complainants to be heard by the School's Governing Board. For matters concerning the operations and administration of the School, the decision by the School's Governing Board shall be considered final, except where the complaint pertains to a possible violation of any law or breach of this Charter Contract. In the case of a possible violation of law or breach of the Charter Contract, the Commission or other appropriate state agency may investigate the validity of the complaint to determine whether additional actions are needed. The complaints process shall be readily accessible from the School's website, as described in Section 8.9, of this Charter Contract.

### **Section 8.7 Contracting with an Educational Service Provider**

The School shall not enter into a contract or subcontract for comprehensive management or administration services of its core educational program or services, unless otherwise agreed to in writing by the Commission or identified in [Exhibit A](#) (Educational Program) and reviewed and approved as to form by the School's Deputy Attorney General. Such contracting is conditioned upon the School

developing a management agreement with the educational service provider that meets the conditions in Exhibit C to this Contract; provided requirements of a School Improvement Grant or other federal grant shall control.

### **Section 8.8 Transportation**

The School may provide its own transportation services, provide transportation through an agreement or contract with a private provider, or access any other school transportation provided to it by law. Pursuant to Section 286-181, HRS, any transportation services provided by the School shall follow the safety rules and standards relating to school vehicles, equipment, and drivers adopted by the Department of Transportation.

### **Section 8.9 School Policies**

The School shall make the current versions of the following policies and procedures readily accessible from its website:

- a. Admissions policies and procedures, as described in Section 7.3 of this Charter Contract;
- b. Student conduct and discipline policy, as described in Section 8.4 of this Charter Contract;
- c. Complaints procedures, as described in Section 8.6 of this Charter Contract;
- d. Attendance policies and procedures, as described in Section 7.5 of this Charter Contract;
- e. Procurement policy, as described in Section 6.3 of this Charter Contract;
- f. Safety plan, as described in Section 9.1 of this Charter Contract;
- g. Financial management policies and procedures, as described in Section 6.4 of this Charter Contract; and
- h. Personnel policies, as described in Section 12.8 of this Charter Contract.

## **SECTION IX. HEALTH AND SAFETY**

### **Section 9.1 Safe Environment**

The School shall maintain a safe learning environment at all times. The School shall develop and adhere to a safety plan, which shall be readily accessible from the School's website, as described in Section 8.9 of this Charter Contract.

### **Section 9.2 Health Clearances**

The School shall comply with Sections 302A-1154 to 302A-1163, HRS, and Chapter 11-157, HAR, requiring documentation that each student has received immunizations against communicable diseases, is free from tuberculosis in a communicable form, and has received a physical examination. Pursuant to Section 302A-1161, HRS, if a child does not complete the immunizations or physical examination required within the period provided by Section 302A-1155, HRS, after provisional entry into school, the School shall notify the parent or guardian of the child that if the required immunizations or physical examination is not completed within thirty days of the date of the notice, the child shall not be admitted to the School.

### **Section 9.3 Student Health**

The School shall provide appropriate first aid care for ill and injured students. The School may recommend that parents seek the help of medical professionals or appropriate health agencies for cases beyond its scope of responsibility.

### **Section 9.4 Reporting of Crime-related Incidents**

The School shall adopt policies and procedures to:

- a. Require a report to appropriate authorities from a teacher, official, or other employee of the School who knows or has reason to believe that an act has been committed or will be committed, which:
  - (1) Occurred or will occur on School property during School hours or during activities supervised by the School; and
  - (2) Involves crimes relating to arson, assault, burglary, disorderly conduct, dangerous weapons, dangerous drugs, harmful drugs, extortion, firearms, gambling, harassment, intoxicating drugs, marijuana or marijuana concentrate, murder, attempted murder, sexual offenses, rendering a false alarm, criminal property damage, robbery, terroristic threatening, theft, or trespass;
- b. Establish procedures for reporting any incident; and
- c. Impose appropriate disciplinary action for failure to report these incidents, including probation, suspension, demotion, and discharge of School officials.

### **Section 9.5 Use of Tobacco Prohibited**

Pursuant to section 302A-102, HRS, the School shall prohibit the use of tobacco at its school or at School functions.

## **SECTION X. STUDENT RECORDS AND DATA**

### **Section 10.1 Educational Data**

Pursuant to Section 302D-23, HRS, the School shall comply with the minimum educational data reporting standards established by the BOE and with additional data reporting required by the Commission in its oversight of this Contract and shall ensure all data is accurate and complete.

### **Section 10.2 Reporting of Data and School Information**

The School shall provide to the Commission, in the format and timeframe prescribed by the Commission, any data necessary and reasonably required by the Commission to meet its oversight and reporting obligations. The Commission shall provide by June 1 the list of anticipated reports and due dates and provide this information to the School.

### **Section 10.3 Commission's Annual Report to the BOE and Legislature**

Pursuant to Section 302D-17, HRS, the Commission shall publish and provide an annual report on the School's performance in accordance with the performance frameworks.

### **Section 10.4 Permitted Disclosures and Users by Operators**

Pursuant to Section 302A-500, HRS, the School shall be responsible for notifying operators, as defined in Section 499, HRS, with access to student data and information of the operators' statutory responsibilities and restrictions.

## **SECTION XI. FACILITIES**

### **Section 11.1 Location**

The School shall provide educational services, including the delivery of instruction, primarily at locations identified in Exhibit A.

### **Section 11.2 Emergency Relocation**

In the event of natural disasters, emergencies, and/or damage to a School's facilities, the School may provide educational services at temporary locations not identified in Exhibit A, provided the School notify the Commission of the location prior to the start of services at the temporary location.

### **Section 11.3 Occupancy Rights**

The School shall possess the lawful right to occupy and use the premises on which the School operates. The School shall provide the Commission a copy of the School's lease, deed, or other occupancy agreement for all locations identified in Exhibit A, except if the School occupies State or DOE school facilities.

### **Section 11.4 Compliance with Codes**

The School shall be located in facilities that comply with all applicable State and county building, zoning, fire, health, and safety code requirements.

If the School is located in facilities other than State or DOE facilities, the School shall obtain and maintain any necessary certificates or permits required for use and occupancy of the School's facilities from the applicable building, zoning, fire, health, and safety authorities. The School shall immediately notify the Commission in the event that any such certificate or permit is jeopardized, suspended, or revoked.

The School shall comply at all times with the occupancy capacity limits set by zoning, building, fire, and other applicable regulations.

### **Section 11.5 Relocation or Expansion of Facilities**

The School's relocation to different or additional facilities for non-emergency reasons shall constitute a material change in the Contract and shall require prior written approval by the Commission pursuant to Section 4.2 of this Charter Contract. Approval shall be contingent upon meeting the following conditions:

- a. Submission of enrollment projections for the upcoming school year, should the School seek to increase enrollment;
- b. Submission to the Commission of a Certificate of Occupancy for the new facilities prior to the first day of occupancy;
- c. Submission to the Commission of a lease, deed, or other document showing the School possesses the right to occupy the new premises;
- d. Submission to the Commission of documentation that the new facilities meet applicable health, safety, fire, building, and zoning code requirements; and

- e. Submission to the Commission of documentation that the new facilities are of sufficient size to safely house the maximum anticipated enrollment.

## **SECTION XII. CHARTER SCHOOL PERSONNEL**

### **Section 12.1 Collective Bargaining**

All employees of the School shall be subject to collective bargaining under Chapter 89, HRS, and shall comply with the master agreements as negotiated by the State; provided that the School may enter into supplemental collective bargaining agreements that contain cost and non-cost items to facilitate decentralized decision-making. The School shall provide a copy of any supplemental collective bargaining agreement to the Commission or the DOE.

### **Section 12.2 Nondiscrimination**

The School, including any employees or agents of the School, shall not engage in any discrimination that is prohibited by any applicable federal, State, or city and county law, including but not limited to Section 378-2, HRS.

### **Section 12.3 Teacher Credentials**

Pursuant to Section 302A-804, HRS, the School shall hire licensed teachers that meet the applicable State licensing requirements consistent with federal law and requirements, State law, and collective bargaining agreements, as such requirements may be amended.

### **Section 12.4 Personnel Data**

The School shall maintain accurate and complete personnel and payroll information and shall provide such information to the Commission, in the format and timeframe prescribed by the Commission, as required for the Legislature, DOE or any State agency including but not limited to the Department of Budget & Finance, Employees' Retirement System, and the Hawaii Employer-Union Health Benefits Trust Fund. The School shall ensure each employee that qualifies for State benefits receives such benefits.

### **Section 12.5 Evaluations**

Pursuant to federal and state law and policy, the School is responsible for implementing principal and teacher evaluation systems. The School shall ensure that the evaluation systems are in compliance with all applicable laws, regulations, and policies, including, but not limited to the State's Every Student Succeeds Act (ESSA) plan and collective bargaining requirements.

### **Section 12.6 Non-Instructional Employees**

The School shall ensure that the School's non-instructional employees or agents are experienced and fully qualified to engage in the activities and perform the services required under this Charter Contract, and that all applicable licensing and operating requirements imposed or required under federal, State, or city and county laws, and all applicable accreditation and other standards of quality generally accepted in the field of the activities of such employees and agents are complied with and satisfied, as well as any applicable collective bargaining agreements.

**Section 12.7 Criminal History Checks**

The School shall conduct criminal history checks, administered by the Hawaii Criminal Justice Data Center in accordance with Section 846-2.7, HRS, solely for the purpose of determining whether a prospective employee or agent is suitable for working in close proximity to children. All such decisions shall be subject to applicable federal laws and regulations currently or hereafter in effect. The School may terminate the employment of any employee or deny employment to an applicant if the person has been convicted of a crime, and if the School finds by reason of the nature and circumstances of the crime that the person poses a risk to the health, safety, or well-being of children.

**Section 12.8 Personnel Policies**

The School's Governing Board shall adopt and adhere to personnel policies for all school employees. These policies must be made readily accessible from the School's website, as described in Section 8.9 of this Charter Contract.

## **SECTION XIII. IMMEDIATE NOTICE**

### **Section 13.1 School Emergency Closure**

The School shall promptly notify the Commission, the appropriate county civil defense office(s), and the public of any circumstance requiring the closure of the School, including, but not limited to, a natural disaster or destruction of or damage to the School facility.

### **Section 13.2 Mandatory Notification**

The School shall notify the Commission within two calendar days when it has knowledge of any of the following:

- a. Any condition that may cause the School to vary from the terms of this Charter Contract or applicable requirements, federal and/or State law;
- b. The arrest of any members of the School Governing Board or School employees for a crime punishable as a felony or any crime related to the misappropriation of funds or theft;
- c. A court judgment that any members of the School Governing Board or School employees have been found guilty; plead no-contest, or accepted a deferred acceptance of a no-contest plea;
- d. Any complaint, citation, or default filed against the School by a government agency or lessor;
- e. Any inaccuracy found in enrollment count or other data provided to the Commission;
- f. The School receives a notice or is otherwise informed that the School is a party to a legal suit;
- g. Severe damage to a School's facilities that render the facilities unusable and require the School to relocate; or
- h. A default on any obligation, which shall include debts for which payments are past due by ninety (90) calendar days or more.

## SECTION XIV. OVERSIGHT

### Section 14.1 Monitoring

The Commission shall continually monitor the performance and legal compliance of the School. The Commission shall have the authority to conduct oversight activities that enable the Commission to fulfill its responsibilities under Chapter 302D, HRS, including conducting appropriate inquiries and investigations, so long as those activities are consistent with the intent of Chapter 302D, HRS, and adhere to the terms of this Contract.

### Section 14.2 Monitoring Related to Federal Programs

The School shall allow the DOE access to and provide any information needed to meet its oversight and reporting obligations as the SEA or LEA. The DOE may monitor the School for compliance with programmatic or fiscal requirements, including requiring reports or other documentation, under any applicable law related to federal programs, including but not limited to special education.

### Section 14.3 Access to Records

Consistent with the school's obligations under FERPA, the School shall make all School records open to inspection by the Commission, the DOE, the Office of the Auditor, law enforcement officials, contractors, or any other federal or State regulatory agency within five business days after request is made, or sooner if required by law.

### Section 14.4 Site Visits

The Commission may visit the School at any time and may, at its discretion, conduct site visits and monitoring. When appropriate, the Commission shall make reasonable efforts to provide notice of visits. Such site visits may include any activities reasonably related to fulfillment of the Commission's oversight responsibilities including, but not limited to, inspection of the facilities; audit of financial books and records; inspection of records maintained by the School; interviews and observations of the principal, staff, school families, staff of an affiliated nonprofit or educational service provider and community members; and observation of classroom instruction.

### Section 14.5 Intervention

Intervention(s) may be initiated when the Commission finds that the School has failed to:

- a. Comply with applicable laws, rules, policies, or procedures;
- b. Comply with the terms and conditions of this Contract; or
- c. Meet performance expectations as set forth in any of the Performance Frameworks.

Upon finding that a School has failed to meet legal or contractual compliance obligations, the Commission and the School shall follow the Intervention Protocol (Exhibit D). Failure to invoke the Intervention Protocol shall not be (i) construed as a waiver or relinquishment of any requirement under applicable laws, rules, policies, procedures, contractual terms and conditions, or performance expectations; or (ii) deemed a necessary precedent to non-renewal or revocation.

## **SECTION XV. RENEWAL, NON-RENEWAL, REVOCATION, CLOSURE, AND DISSOLUTION**

### **Section 15.1 Renewal and Non-renewal**

Charter contract renewal and non-renewal shall follow the requirements set in Section 302D-18, HRS. The Commission's renewal and non-renewal criteria and processes are provided within this charter contract as Exhibit E.

### **Section 15.2 Revocation**

The Commission may revoke a charter contract pursuant to Section 302D-18, HRS, and Chapters 8-5-505-15, HAR.

### **Section 15.3 School-Initiated Closure**

Should the School choose to voluntarily surrender this Contract before the end of the Contract term, it may do so in consultation with the Commission at the close of any school year and upon written notice to the Commission given at least ninety (90) days before the end of the school year.

### **Section 15.4 Dissolution**

In the event that the School ceases operation for any reason, including but not limited to non-renewal, revocation, or voluntary surrender of this Contract, the School shall cooperate with the Commission in scheduling cessation of operations and shall comply with the Commission's closure policies and protocol.

### **Section 15.5 Financial Insolvency**

Pursuant to Section 302D-28.5, HRS, any public charter school that becomes financially insolvent shall be deemed to have surrendered its charter. For the purpose of this provision, the School shall be determined to be financially insolvent when it is unable to pay its staff when payroll is due. The School shall cooperate with the Commission in ensuring the orderly closure of the School. The School shall comply with the Commission's closure policies and protocol, once adopted by the Commission.

### **Section 15.6 Remaining Assets**

In the event that the School closes, the School shall return any remaining public assets to the State, provided that any outstanding obligations of the School are fulfilled first pursuant to Section 302D-19, HRS.

**SECTION XVI. AGREEMENT**

IN WITNESS WHEREOF, the Parties have made and entered into this Contract as of the effective date.

**STATE PUBLIC CHARTER SCHOOL  
COMMISSION**

**DREAMHOUSE EWA BEACH**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Sione Thompson

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Executive Director

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
APPROVED AS TO FORM:

\_\_\_\_\_  
APPROVED AS TO FORM:

\_\_\_\_\_  
Deputy Attorney General

\_\_\_\_\_  
Deputy Attorney General

## **APPENDICES**

Exhibit A: Educational Program

Exhibit B: Performance Frameworks (Academic, Financial, and Organizational)

Exhibit C: Education Service Provider Requirements

Exhibit D: Intervention Protocol

Exhibit E: Renewal, Non-renewal, and Revocation

Exhibit F: Rights and Obligations as a Pre-Opening Charter School

Exhibit G: Pre-Opening Criteria

**Exhibit A: Educational Program**

**EXHIBIT A**

**EDUCATIONAL PROGRAM**

SCHOOL INFORMATION	
<b>School Name:</b>	<i>[Official School Name]</i>
<b>Shortened School Name:</b>	<i>[Shortened school name by which the school wishes to be referred in the Commission’s annual report and other public documents]</i>
<b>Grades Served in School Year:</b>	<i>[Customized according to School Contract Term]</i>
<b>Grade Levels that Comprise Each Division:</b>	<i>[Customized according to the School]</i>
<b>Mission and Vision:</b>	<i>[Customized according to the School]</i>
<b>Essential Term #1:</b>	<i>[Customized according to the School]</i>
<b>Essential Term #2:</b>	<i>[Customized according to the School]</i>
<b>Essential Term #3:</b>	<i>[Customized according to the School]</i>
<b>Essential Term #4:</b>	<i>[Customized according to the School]</i>
<b>Essential Term #5:</b>	<i>[Customized according to the School]</i>
<b>Targeted Geographic Area:</b>	<i>[Customized according to the School]</i>
<b>Instructional Sites and Maximum Occupancy:</b>	<i>[Customized according to the School]</i>
<b>Educational Service Provider:</b>	<i>[if applicable, identify the contracted third-party educational service provider, whether for profit or not for profit and provide a copy of the service agreement for Commission review; if not applicable, then mark “N/A”]</i>

***For the purposes of this section, a virtual learning program is defined as a form of distance education that uses the Internet and computer technologies to connect teachers and students and deliver curriculum with students fewer than five hours per week of instruction at a supervised brick and mortar school site location.***

Does the school have a virtual learning program?     Yes     No

Maximum enrollment of the virtual learning program: \_\_\_\_\_

Maximum percentage of total student population enrolled in the virtual learning program: \_\_\_\_\_

Grades served by the virtual learning program: \_\_\_\_\_

***For the purposes of this section, blended learning is defined as a program where students receive instruction at a supervised brick and mortar school site location for five hours or more per week and in part through a virtual learning program or alternative learning experience in which students have some element of control over time, place, path, and/or pace.***

Does the school have a blended learning program?     Yes     No

Maximum enrollment of the blended learning program: \_\_\_\_\_

Maximum percentage of total student population enrolled in the blended learning program:  
\_\_\_\_\_

Grades served by the blended learning program: \_\_\_\_\_

**Exhibit B: Performance Frameworks (Academic, Financial, and Organizational)**

## EXHIBIT B

### ACADEMIC PERFORMANCE FRAMEWORK

The Academic Performance Framework consists of two sections: Student Academic Outcomes and Value Added.

#### 1. Student Academic Outcomes

This section contains the measures that are required by Section 302D-16, HRS including:

- a) **Student academic proficiency:** schools will set a target for the percentage of students who score at the levels of proficient or above on the statewide assessments in English Language Arts or Hawaiian Language Arts and math.
- b) **Student academic growth:** schools will set a target for growth based on statewide assessment results, as measured under the state ESSA plan for federal reporting and accountability or revised state accountability system (i.e., Strive HI)<sup>1</sup>.
- c) **Achievement gaps in proficiency between major subgroups:** schools will set a target for high-needs proficiency rates in order to close the achievement gap between the non-high needs and high needs student subgroups.<sup>2</sup>
- d) **College and career readiness:** schools will set a target for each college and career readiness indicator for each grade division served.

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<sup>1</sup> If this measure is not calculated using the current growth model for the state ESSA plan for federal reporting and accountability or revised state accountability system (i.e., Strive HI), this measure will not be calculated for the Academic Performance Framework until a calculation methodology for growth is determined and approved by the Commission.

<sup>2</sup> High needs students include the following full school year students who tested: economically disadvantaged, students with disabilities (IDEA only), English Language Learners, recent exits (2 years) for students with disabilities and English Language Learner. Non-high needs students comprise of all remaining full school year students who tested. See [2015-16 Strive HI Indicators and Measures Technical Report](#) for more details.

- a. For high schools and schools with a high school division, the readiness measures must include the four-year graduation rate.<sup>3</sup> In addition, schools may also add the five-year graduation<sup>4</sup> and/or college-going rates.<sup>5</sup>
- b. For middle schools and schools with middle school divisions, schools may choose any measure that is consistent with the middle school college and career readiness measures used or captured by the DOE such as chronic absenteeism<sup>6</sup> or average daily attendance<sup>7</sup>, ACT Aspire exam, eighth graders taking and passing Algebra 1, or the PSAT.
- c. For elementary divisions, schools will set a target for attendance and may choose between chronic absenteeism, or average daily attendance rates as defined above.

<sup>3</sup> The four-year graduation rate is calculated using a four-year adjusted cohort graduation rate (ACGR) methodology. The graduation rate reported is lagged by one year. The rate reported for 2015-2016 results are based on the four-year cohort graduating by the end of 2014-2015.

The four-year ACGR = 
$$\frac{\text{\# of on-time graduates in a year}}{\text{\# of first time entering 9<sup>th</sup> graders + transfers in} - \text{transfers out}}$$

- Graduates are students who receive a diploma within four years
- on-time for all students is four years
- graduation requirements may be completed during the summer of the given final year
- GED certificates of completion and other school-based certificates do not count as graduates for this calculation
- students who transfer in will be added to the school's appropriate graduating cohort
- students who transfer out must be documented by the sending school with an official transcript from the receiving school, only then can the student be removed from the cohort, students whose status is unknown or dropped out of the system are non-graduates
- students who are retained in grade 9 count only in their "first time grade 9" cohort.

See [2015-16 Strive HI Indicators and Measures Technical Report](#) for more details.

<sup>4</sup> The five-year graduation rate is an extended year adjusted cohort graduation rate that accounts for graduates for an additional, fifth year. This rate is calculated following the same methodology used for the four-year adjusted cohort graduation rate. See [2015-16 Strive HI Indicators and Measures Technical Report](#) for more details.

<sup>5</sup> This metric reports the percent of high school diploma earners with confirmed postsecondary enrollment (based on National Clearing House data) within 16 months after high school graduation. See [College and Career Readiness Indicators Report Class of 2015 Technical Report](#) for more details.

<sup>6</sup> Chronic absenteeism is based on the number of full school year students (as defined by DOE) enrolled at a school (denominator) and the number of full school-year students who were absent, excused or unexcused, for 15 days or more during the full school year period (numerator). See [2015-16 Strive HI Indicators and Measures Technical Report](#) for more details.

<sup>7</sup> Average Daily Attendance = (sum of full day present attendance days x 100) / (sum of the total number of possible school attendance days for each active student).

Excused and unexcused absences are treated as absences in the attendance calculation.

Calculation example: There are 30 students at your school and it is the 10th day of the new school year. During the first 10 days of school 9 students missed a full school day. The denominator is based on the total number of possible school days: 30 students x 10 days = 300. The numerator is 30 students x 10 days of school/ 9 days of absences = 291. (291 x 100) / 300 = 97%

**Optional other measures:** optional measures are not required by Section 302D-16, HRS. They must focus on valid and reliable student outcome data and may be school-developed or drawn from existing data sources such as DOE data or school-selected formative assessment.

When selecting measures within these categories, the availability and reliability of the data are important, and sometimes limiting, factors. For this reason, the Academic Performance Framework measures pull from Strive HI data and other data collected by the DOE for all public schools statewide.

For each measure, schools will work with staff to set annual target ranges, and interim targets if required by the school's charter contact. These ranges will be developed by analyzing a school's historical data, as well as comparative data for each school's geographic complex and all schools statewide.

## **2. Value Added**

The second section of the Academic Performance Framework captures the work that schools are doing to add value to their school community or the education system at large. Each school must create a minimum of one Value Added goal. This section can measure the implementation of systems designed to increase program effectiveness, innovative practices and those that are aligned to the school's mission and vision. These goals will be specifically articulated and measurable and will include implementation timelines.

### **Evaluation and Reporting**

For each measure included in its Academic Performance Framework, schools will set targets for each year of their contract. The Commission will publicly report these targets, as well as each school's performance on the measures, to the extent possible while protecting the privacy and confidentiality of students' data. The Commission will also report whether the school met its annual target, exceeded the target, or did not meet the target.

If the School does not achieve results within the set target range, the School is subject to the Intervention Protocol, provided in [Exhibit D](#) of this Charter Contract.

### **Modifications to the Academic Performance Framework During the Contract Period**

Modifications can be made to the APF during the contract period in limited circumstances:

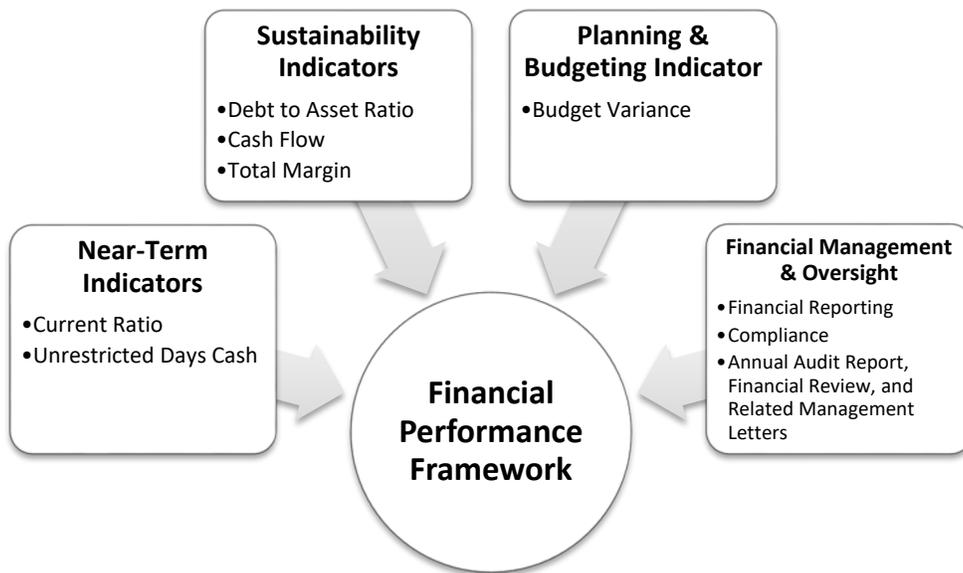
1. Modifications to the student outcome targets, which can be made when a school experiences a major shift in demographics.
2. Measures in both the Academic Student Outcomes and Value Added sections may be modified or added,

- Academic Student Outcome targets may be renegotiated should the approved ESSA state accountability plan include extensive deviations from the methodology currently described in this submittal.

New Student Academic Outcome measures may be added between March 1<sup>st</sup> and May 15<sup>th</sup> for implementation the following year. Value Added measures may be added or modified after the school conducts a comprehensive needs assessment or similar strategic planning, but no later than July 1<sup>st</sup>.

## EXHIBIT B FINANCIAL PERFORMANCE FRAMEWORK

The Financial Performance Framework (“Framework”) serves as a tool for the Commission to assess the financial health and viability of charter schools in its portfolio. The framework intends to provide a financial frame of reference based on current and past financial performance of charter schools. The indicators used in the framework are based on industry standard financial measures (e.g. ratios, variances) designed to be viewed in the aggregate with other complementary and supplementary information (e.g. timely and accurate financial and reporting practices, management practices). No single indicator or point in time data point gives a full picture of the financial situation of a school. Taken together, however, the indicators provide a qualitative assessment of the school’s near-term financial health, mid-term capacity, and long-term financial sustainability.



### Risk-Based Approach

The framework adopts a risk assessment model as part of ongoing oversight and monitoring of charter schools’ fiscal activities, and renewal decision-making. The model aligns the framework to the unique

funding and governance environment for charter schools in the State of Hawai`i. This risk-based approach will help identify areas of strength and weakness, highlighting controls that are designed to mitigate risks.

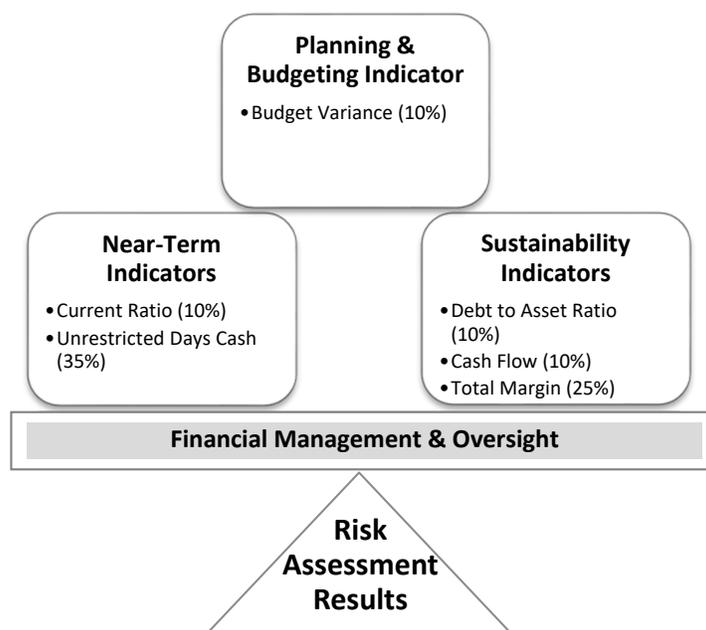
School(s) will be closely monitored if there is heightened risk of financial problems. Financial monitoring may include, but not limited to, request for reports or other documentation, inquiries through written or telephone communications, desk audits, or on-site visits, announced or otherwise. Moreover, a school may be requested to develop an appropriate corrective action plan in accordance with the Intervention Protocol (**Exhibit D**) to address any monitoring issues identified during the risk assessment. The corrective action plan provides a school an opportunity to explain the issue(s); identify measurable solution(s); identify person(s) who will be responsible for each solution; set timelines; and monitor the progress of the corrective action plan.

## Annual Risk Assessment Process

The annual risk assessment evaluates whether the financial viability of a school is at-risk based on the Commission’s review of financial information which will be drawn from the school’s annual audited financial statements or financial review. The inclusion of a “component unit” (an affiliated non-profit entity) may apply when a school’s annual audited financial statements include the presentation of reporting the audited component unit. The Commission’s assessment may also include other financial information and/or a more detailed examination of the school’s financial position and practices, as needed. The Commission may also consider the more current and more detailed information to determine whether the risk assessment result is still applicable throughout the assessment period and the degree to which it is, in fact, an indication of financial risk or distress or mitigation.

The risk assessment will focus on six indicators, or measures based on the National Association of Charter School Authorizers (NACSA) standards. Each indicator will be assessed on a scale from 1 to 5, with 1 being the lowest risk and 5 the highest risk. All six indicators will collectively make up a school’s overall risk level. The annual risk assessment result for a school will be determined using a balanced weighted formula utilizing the individual scores calculated for each indicator as follows:

$$(Current\ Ratio \times 0.10) + (Unrestricted\ Days\ Cash \times 0.35) + (Debt\ to\ Asset\ Ratio \times 0.10) + (Cash\ Flow \times 0.10) + (Total\ Margin \times 0.25) + (Budget\ Variance \times 0.10)$$



The individual and final risk assessment results will be represented as one of five categories based on the school’s risk assessment calculations as color-coded below and will be rounded to the nearest whole number.

Low	Acceptable	Moderate	High	Significant
1	2	3	4	5

## Near Term Indicators

### Current Ratio

$$\text{Current Ratio} = \text{Current Assets} \div \text{Current Liabilities}$$

The current ratio shows the relationship between a school’s current assets and current liabilities. Current assets are balance sheet accounts (e.g. cash, receivables) that include the value of all assets that are expected to be converted to cash through normal operations within the current fiscal year. Current liabilities represent obligations (e.g. payables, accrued payroll, accrued vacation) that are payable in cash within a fiscal year. This ratio gives an indication of a school’s ability to pay its obligations over the next twelve months. A school may be at-risk if it is unable to meet its current obligations.

This indicator accounts for **10 percent** of a school’s aggregate final risk assessment.

Low	Acceptable	Moderate	High	Significant
Ratio is greater than (>) 1.5	Ratio is between 1.35 – 1.5	Ratio is between 1.2 – 1.35	Ratio is between 1.0 – 1.2	Ratio is less than (<) 1.0

### Unrestricted Days of Cash on Hand

$$\text{Unrestricted Days Cash} = \text{Days Cash} \div [(\text{Total Expenses} - \text{Depreciation Expense}) \div 365]$$

The unrestricted days of cash on hand provides the number of days a school can pay its current expenses without another inflow of cash. Cash balances fluctuate since schools can expend and receive money on an almost daily basis. It indicates whether a school maintains a sufficient cash balance to meet its cash obligations. A school may be at-risk if there is insufficient cash to meet its cash obligations.

The indicator looks at a fixed point in time (the time the financial statement is prepared) and a trend over a period of time. Although this indicator is at a fixed point in time, it tells whether a school may have challenges in meeting its cash obligations. Note that this indicator looks at unrestricted cash, not cash that already has been earmarked for a specific purpose, such as renovations or facilities.

This indicator accounts for **35 percent** of a school’s aggregate final risk assessment.

Low	Acceptable	Moderate	High	Significant
Days Cash is more than 60 days and having an upward or downward trend over three years or more	Days Cash is between 50 – 60 days and having an upward or downward trend over three years or more	Days Cash is between 30 – 50 days and having an upward or downward trend over three years or more	Days Cash is between 20 – 30 days and having an upward or downward trend over three years or more	Days Cash is less than 20 days and having a downward trend over three years or more

## Sustainability Indicators

### Debt to Asset Ratio

$$\text{Debt to Asset Ratio} = \text{Total Liabilities} \div \text{Total Assets}$$

The Debt to Asset Ratio compares a school’s financial liabilities against the assets it owns. A lower ratio generally indicates stronger financial health. A higher ratio indicates that the school may be at-risk of not being able to pay back its debts. It is generally accepted indicator of potential long-term financial issues.

This indicator accounts for **10 percent** of a school’s aggregate final risk assessment.

Low	Acceptable	Moderate	High	Significant
Ratio is less than (<) 0.2	Ratio is between 0.2 – 0.4	Ratio is between 0.4 – 0.5	Ratio is between 0.5 – 0.75	Ratio is greater than (>) 0.75

### Cash Flow

$$\text{Cash Flow} = \text{Year-end Cash Balance} - \text{Beginning Year Cash Balance}$$

Cash Flow measures a school’s change in cash balance from one period to another. This indicator is similar to days’ cash on hand, but it provides insight into a school’s long-term stability, as it helps to assess a school’s sustainability over a period of time in an uncertain funding environment. A positive cash flow over time generally indicates increasing financial health and sustainability.

This indicator and accounts for **10 percent** of a school’s aggregate final risk assessment.

Low	Acceptable	Moderate	High	Significant
Current Year Cash Flow is positive (+) and having an upward trend over three years or more	Current Year Cash Flow is positive (+) and having an upward or a down trend over three years or more	Current Year Cash Flow is either positive or negative (+/-) and having an upward or a downward trend over three years or more	Current Year Cash Flow is negative (-) and having an upward or a downward trend over three years or more	Current Year Cash Flow is negative (-) and having a downward trend over three years or more

## Total Margin

$$\text{Total Margin} = \text{Net Income} \div \text{Total Revenue}$$

Total Margin measures the surplus or deficit a school yields out of its total revenues. This indicator is important because a school cannot operate at a deficit for a sustained period of time without the risk of closure. The intent of this indicator is not for the schools to be profitable, but is important for charter schools to operate within its available resources in a particular year and to build a reserve to support growth and sustainability.

This indicator is calculated by dividing net income by total revenue and accounts for **25 percent** of a school's aggregate final risk assessment.

Low	Acceptable	Moderate	High	Significant
Current Year Margin is positive (+) and having an upward trend over three years or more	Current Year Margin is positive (+) and having an upward or a downward trend over three years or more	Current Year Margin is either positive or negative (+/-) and having an upward or a downward trend over three years or more	Current Year Margin is negative (-) and having an upward or a downward trend over three years or more	Current Year Margin is negative (-) and having a downward trend over three years or more

## Planning & Budgeting

### Budget Variance

$$\text{Budget Variance} = \text{Actual Total Revenues} \div \text{Projected Total Revenues in the Charter School's Board-Approved Budget}$$

The budget variance depicts actual versus projected incoming revenues for a fiscal year. This indicator is important because revenues drive the development of a school's budget. While the per-pupil funding is the primary revenue source for charter schools, there are other sources (e.g. federal funds, grants, other state funds) that provide the basis for determining costs such as staffing and supplies. A budget based on revenues that are significantly more than its actual revenues may be at-risk of not meeting all of its budgeted expenses. Budgeted revenues that do not exceed actual revenues would not have a significant impact to the risk assessment rating scale.

This indicator accounts for **10 percent** of a school's aggregate final risk assessment.

Low	Acceptable	Moderate	High	Significant
Variance is greater than (>) 99%	Variance is between 96% – 98%	Variance is between 94% – 95%	Variance is between 91% – 93%	Variance is less than (<) 90%

## Financial Management and Oversight

### Compliance

The Commission ensures that the school complies with applicable laws, rules, regulations and provisions of the charter contract relating to financial reporting requirements, and to financial management and oversight expectations as evidenced by an annual independent audit or review, including but not limited to:

- Complete and on-time submission of financial reports, including annual budget, revised budgets (if applicable), periodic financial reports as required by the authorizer and any reporting requirements if the board contracts with an Education Service Provider (ESP)
- On-time submission and completion of the annual independent audit and corrective action plans, if applicable
- No charging of tuition
- Adequate management and financial controls
- All reporting requirements related to the use of public funds
- An unqualified audit opinion
- An audit devoid of significant findings and conditions, material weaknesses or significant internal control weaknesses
- An audit that does not include a going concern disclosure in the notes or an explanatory paragraph within the audit report

If the School does not comply with the requirements of this Financial Performance Framework, the School is subject to the Intervention Protocol, provided in Exhibit D of this Charter Contract.<sup>1</sup>

As provided in the Charter Contract:

14.1 Monitoring. The Commission shall continually monitor the performance and legal compliance of the School. The Commission shall have the authority to conduct or require oversight activities that enable the Commission to fulfill its responsibilities, so long as those

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<sup>1</sup> in accordance with **§302D-17 Ongoing oversight and corrective actions;**

(a) An authorizer shall continually monitor the performance and legal compliance of the public charter schools it oversees, including collecting and analyzing data to support ongoing evaluation according to the Charter Contract.

responsibilities are consistent with the intent of Chapter 302D, HRS, and adhere to the terms of this Charter Contract.

## EXHIBIT B

### ORGANIZATIONAL PERFORMANCE FRAMEWORK

The Organizational Performance Framework serves as the means by which the Commission addresses one of an authorizer's core responsibilities: protecting the public interest. The framework ensures that charter schools meet all applicable federal, state, and local laws and regulations as well as contractual requirements.

The Commission pledges to exercise its best efforts to meet NACSA's standards on performance evaluation and compliance monitoring by implementing an accountability system that effectively streamlines federal, state, and local performance expectations and compliance requirements while protecting schools' legally entitled autonomy and minimizing school's administrative and reporting burdens.

The Organizational Performance Framework requires the School to complete the Assurance of Compliance Statement (included in this framework) on an annual basis. The Assurance of Compliance Statement identifies the specific federal, state, and local laws and regulations and contractual requirements that the School is accountable to. Regardless of the specific references to law, rule, regulation, or contractual provision contained in the Statement, the School is required comply with all relevant laws and regulations at all times.

The Commission will evaluate and assess performance under the framework by:

1. Conducting audits of any compliance requirements associated with the references identified in the Statement;
2. Conducting at least one school site visit during the term of the Charter Contract;
3. Requiring submission of documentation verifying compliance through the Commission's online compliance management system; and
4. Reporting on the School's fulfillment of compliance requirements specified in this framework.

The level of oversight the School will receive may vary during the term of the Charter Contract. If the School does not comply with the requirements of this Organizational Performance Framework, the School is subject to the Intervention Protocol, provided in **Exhibit D** of this Charter Contract.

Within the first quarter of each fiscal year, the Commission will provide an annual Organizational Framework Report to the School that covers the previous year. The report will include a narrative of the School's performance under the framework, including any compliance breaches and actions required through the Intervention Protocol.

## ASSURANCE OF COMPLIANCE STATEMENT

This document provides assurances to the Commission that the School is in compliance with the laws, rules, regulations, policies, and Charter Contract provisions set forth below. This document will be assigned to the School through the Commission's online compliance management system and must be completed, signed, and dated by the School's board chair and school leader annually.

In addition to this Assurance of Compliance Statement, the School is required to comply with all relevant laws and regulations at all times, regardless of the specific references in this document.

The School should read through each reference below, and then check the corresponding box to assure the Commission that the School is in compliance with the specified items identified below for the specified school year. A School with compliance breaches that require the Intervention Protocol will need to resolve the compliance breach by the end of the school year or be in the process of implementing a corrective action plan that resolves the compliance breach.

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### GOVERNANCE

- Section 302D-12(a), HRS: Governing Board Composition
- Section 302D-12(c), HRS: Governing Board Composition- Chair
- Section 302D-12(b), HRS: Governing Board Recruitment
- Section 302D-12(f), HRS: Oversight
- Section 302D-12(g), HRS: Procurement
- Section 302D-12(h), HRS: Open Meeting Requirements
- Section 302D-12(i), HRS: State Code of Ethics

### HEALTH AND SAFETY

- Charter Contract Section 11.4: Facilities- Compliance with Codes
- Charter Contract Section 9.1: Safe Environment
- Chapter 12-45.2, Hawaii Administrative Rules: State Fire Code

### ACCESS AND EQUITY

- Section 302D-34(a), HRS: Enrollment
- Charter Contract Section 7.3- Admissions
- Americans with Disabilities Act: 42 U.S.C. 12101
- Individuals with Disabilities Educational Act: 20 U.S.C. 1400 et seq.
- Section 302D-30, HRS: Special Education Services
- Section 504 of the Rehabilitation Act of 1973: 29 U.S.C 794
- Title VI of the Civil Rights Act of 1964 and the Equal Educational Opportunities Act of 1974

**STUDENT CONDUCT AND DISCIPLINE**

- Section 302A-1132, HRS: Compulsory Education Law
- Section 302A-1134, HRS: Exclusion from School
- Section 302A-1134.6, HRS: Zero Tolerance Policy
- Section 302A-1141, HRS: Punishment of Students
- Section 302A-1141.3, HRS: Seclusion and Chemical and Mechanical Restraint Prohibited
- Section 302A-1141.4, HRS: Use of Physical Restraint Limited
- Section 709-309(2), HRS: Use of force by persons with special responsibility for care, discipline, or safety of others

**PERSONNEL**

- Section 302D-33, HRS: Criminal History Record Checks
- Section 302A-804, HRS: Teacher Credentials
- Charter Contract Section 9.4: Reporting Crime-related Incidents

**SCHOOL OPERATIONS**

- Family Educational Rights and Privacy Act (FERPA) of 1974
- Charter Contract Section 7.5: Attendance
- Charter Contract Section 7.8: Withdrawal and Transfer
- Charter Contract Section 8.6: Complaints Process
- Charter Contract Section 8.9: School Policies
- Board of Education Policy 102-15: High School Graduation Requirements and Commencement *(if applicable)*
- Section 286-181, HRS: Pupil Transportation Safety *(if applicable)*

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School Governing Board Chair

Date

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School Director

Date

**Exhibit C: Education Service Provider Requirements**

## EXHIBIT C

### EDUCATIONAL SERVICE PROVIDER REQUIREMENTS

For the purpose of this section an Educational Service Provider (ESP) is defined as a non-profit or for-profit entity that is contracted by the School to provide services that would otherwise be handled by employees of the School, which include, but are not limited to, operational back office functions and services related to the instructional design of the School, in return for fees. ESP arrangements sometimes give a third party substantial responsibility for the operation of a charter school and control over the school's finances.

While the Commission is not responsible for monitoring that contractual relationship, it does have an obligation to ensure that the School's governing board retains its statutory responsibilities and that the School-service provider relationship will not inhibit the Commission from fulfilling its oversight responsibilities. The following requirements ensure that both the School's governing board and the Commission retain authority to fulfill their legal rights and responsibilities under the Charter Contract and applicable law.

1. The ESP agreement shall be subject to, and shall incorporate by reference, the terms and conditions of the Charter Contract.
2. The term of the ESP agreement shall not exceed the term of the Charter Contract.
3. No provision of the ESP agreement shall interfere with the duty of the governing board to exercise its statutory, contractual, and fiduciary responsibilities governing the operation of the School. No provision of the ESP agreement shall prohibit the School's governing board from acting as an independent, self-governing public body, or allow decisions to be made other than in compliance with Chapter 302D, HRS.
4. The ESP agreement shall require the ESP to defend, indemnify, and hold harmless the State of Hawaii, the Commission and the School, and their officers, employees and agents from and against all liability, loss, damage, cost and expense, including all attorneys' fees, and all claims, suits and demands therefore, arising out of or resulting from the acts or omissions of the ESP or the ESP's employees, officers, agents, or subcontractors under the ESP agreement. The ESP agreement shall not require the School to defend, indemnify or hold harmless the ESP. The ESP agreement shall contain insurance and indemnification provisions outlining the coverage the ESP will obtain.
5. The ESP agreement shall describe the specific services for which the ESP is responsible and shall clearly delineate the respective roles and responsibilities of the ESP and the School in the management and operation of the School, including development, approval, and oversight of the School's budget; development, approval, and oversight of the School's curriculum; and oversight of the ESP's services.

6. The ESP agreement shall expressly provide that the School retains, at all times, ultimate responsibility for the School's budget and curriculum.
7. The ESP agreement shall include procedures by which the ESP will be accountable to the School including expressly addressing how the School will evaluate and hold the ESP accountable in relation to the Performance Frameworks (Exhibit B).
8. The ESP agreement shall be terminable by the School in accordance with its established termination procedures.
  - a) Upon default by the ESP, including without limitation any act or omission of the ESP that causes a default under the Charter Contract or that causes the School to be in material violation of applicable law; or
  - b) For other good cause as agreed by the School and the ESP.
9. The ESP agreement shall provide that the financial, educational, and student records pertaining to the School are School property and that such records are subject to the provisions of the Uniform Information Practices Act (Chapter 92F, HRS). All School records shall be physically or electronically available, upon request, at the School's physical facilities. Except as permitted under this Contract and applicable law, no ESP agreement shall restrict access to the School's records by the Commission, the DOE, the Office of the Auditor, or other authorized party in compliance with Section 14.3 of the Charter Contract.
10. The ESP agreement shall require that the ESP furnish the School with all information deemed necessary by the School or the Commission for the proper completion of the budget, quarterly reports, or financial audits required under the Charter Contract.
11. The ESP agreement shall provide that all financial reports provided or prepared by the ESP shall be presented in the format prescribed by the Commission.
12. The ESP agreement shall provide that all employees or contractors of the ESP who work in close proximity with students of the School shall be subject to criminal background check requirements in accordance with Section 12.7 of the Charter Contract.
13. The ESP agreement shall contain provisions requiring compliance with all requirements, terms, and conditions established by any federal or State funding source.
14. The ESP agreement shall provide that the School retains responsibility for selecting and hiring the auditor for the independent annual audit required by the Charter Contract.
15. If an ESP purchases equipment, materials, and supplies using public funds on behalf of or as the agent of the School, the ESP agreement shall provide that such equipment, materials, and supplies shall be and remain the property of the School.
16. The ESP agreement shall contain a provision that clearly allocates the respective proprietary rights of the School governing board and the ESP to curriculum or educational materials. At a minimum, the ESP agreement shall provide that the School owns all proprietary rights to curriculum or educational materials that (i) are both directly developed and paid for by the School; or (ii) were

developed by the ESP at the direction of the School governing board with School funds dedicated for the specific purpose of developing such curriculum or materials. The ESP agreement may also include a provision that restricts the School's proprietary rights over curriculum or educational materials that are developed by the ESP from School funds or that are not otherwise dedicated for the specific purpose of developing School curriculum or educational materials. The ESP agreement shall recognize that the ESP's educational materials and teaching techniques used by the School are subject to state disclosure laws and the Uniform Information Practices Act.

17. If the School intends to enter into a lease, execute promissory notes or other negotiable instruments, or enter into a lease-purchase agreement or other financing relationships with the ESP, then such agreements shall be separately documented and not be a part of or incorporated into the ESP agreement. Such agreements shall comply with Chapter 37D, HRS, if applicable, and shall be consistent with the School's authority to terminate the ESP agreement and continue operation of the School.
18. The ESP agreement shall provide that Hawaii law governs any legal proceeding arising out of a dispute between the School and the ESP.

**Exhibit D: Intervention Protocol**

## **EXHIBIT D**

### **INTERVENTION PROTOCOL**

In accordance with Section 302D-17, HRS, this Intervention Protocol is established pursuant to the Commission's authority and responsibility to monitor the performance and legal compliance of charter schools in accordance with the terms of this Charter Contract and consistent with nationally recognized principles and standards for quality authorizing. It enables the Commission to take timely and appropriate action to notify the School about performance and/or compliance concerns and provide the School a reasonable opportunity to remedy such problems.

#### **NOTICE OF CONCERN PROTOCOLS**

1. Upon finding that the School has failed to meet legal or contractual compliance obligations (including any goals, objectives, or outcomes set in the performance frameworks), the Commission may issue a Notice of Concern, pursuant to Section 2.10 Notices of this Charter Contract.
2. Upon receiving a Notice of Concern, the School's Governing Board will be required to provide a written response to the Commission within fourteen calendar days and the response must include at least one of the following:
  - i. a description of the remedy of the compliance breach, if the breach has been completely remedied, including evidence of such remedy;
  - ii. a written notification disputing the determination that a compliance breach has occurred with accompanying evidence in support of that assertion;
  - iii. a Corrective Action Plan designed to remedy the compliance breach that includes timelines and persons responsible for each action within the plan. If the submitted Corrective Action Plan is not mutually agreeable to both the School and the Commission staff, the matter will be brought to the Commission at a General Business Meeting.
3. If the School disputes the Notice of Concern, the Commission will consider the matter at a General Business Meeting and retract, modify, or uphold the Notice of Concern.
4. The Commission shall be updated on the issuance, remedy, and progress towards implementation of Corrective Action Plans in the Executive Director's Report during General Business Meetings.

## **ESCALATION OF NOTICES OF CONCERN**

If the School fails to respond or make progress towards correcting the breach in the time as stated in the Corrective Action Plan, repeatedly fails to comply with applicable law or Contract provision(s), or when the breach presents an immediate concern for student or employee health and safety, the Commission may take any or all of the following actions:

1. Issue a Notice of Deficiency which may include prescriptive, specific action plans and conditions for the School; or
2. Issue a Notification of Warning which initiates revocation proceedings in accordance with Chapter 302D, HRS, and applicable administrative rules.

In accordance with Section 302D-17(c), HRS, this Intervention Protocol shall not apply in any circumstance in which the Commission determines that a problem or deficiency warrants revocation, in which case Chapter 302D, HRS, and the established rules, procedures and protocols for revocation shall apply.

**Exhibit E: Renewal, Non-renewal, and Revocation**

## EXHIBIT E

### RENEWAL AND NON-RENEWAL CRITERIA AND PROCESS

The School will begin the process for renewal or non-renewal in the fall of the final year of the contract. Soon after academic results are released for the previous school year, typically in September or October, the School will receive a Final Performance Report for each year of the contract. The Final Performance Report shall summarize the School's performance record to date as well as the due process afforded to the School through the administrative rules<sup>9</sup>. Each school will have 30 days from the time of receipt of the Final Performance Report to complete the renewal application and respond to the Final Performance Report.

#### **PROCESS FOR SCHOOLS THAT DID NOT RECEIVE A NOTICE OF DEFICIENCY DURING THE CONTRACT PERIOD**

If the School did not receive a Notice of Deficiency during the contract period will submit a renewal application for a five-year contract after receiving the Final Performance Report. The School may also request a hearing pursuant to Sections 8-505-12(b)(2) or 8-505-16(3), HAR.

#### **PROCESS FOR SCHOOLS THAT RECEIVED A NOTICE OF DEFICIENCY DURING THE CONTRACT PERIOD**

If the School received a Notice of Deficiency at any time during the contract period, the Commission will conduct a performance review hearing within 45 days of receiving the School's application for renewal. During the performance review hearing, the Commission will determine whether or not the School has earned a renewal of the charter and may apply conditions if applicable.

At the performance review hearing, the Commission may decide not to renew the Charter Contract if it is determined that the school:

- (1) Committed a material and substantial violation of any of the terms, conditions, standards, or procedures required under Chapter 302D, HRS, or the charter school contract.**

In evaluating this provision, the Commission will place a heavier emphasis on violations of law or contract when the law or contract provision was designed to protect the health or safety of students or protect equal access and equity of educational opportunities.

- (2) Failed to meet or make sufficient progress toward performance expectations set forth in the contract.**

When evaluating this provision for the Academic Framework, the Commission shall find that sufficient progress was not made toward academic performance expectations when there is a pattern of failing to meet a majority of targets, there is a pattern of failing to meet targets coupled with a downward trend in performance, or there is a pattern of failure to implement corrective action plans.

When evaluating this provision for the Organizational and Financial Performance Frameworks, the Commission shall find that progress has not been made when standards have not been met and/or there is a pattern of failure to implement corrective action plans in a timely manner.

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<sup>9</sup> The processes and procedures pertaining to renewal or nonrenewal of a charter contract are found in Sections 8-505-10 through 8-505-13, HAR.

**(3) Failed to meet generally accepted accounting principles of fiscal management.**

The Commission shall find failure to meet standards when there is a pattern of fiscal mismanagement in addition to failing to take corrective actions to address significant financial risks identified during the contract period.

**(4) Substantially violated any material provision of law from which the charter school is not exempted.**

When evaluating this provision, the Commission will place a heavier emphasis on violations of law that were designed to protect the health and safety of students and access and equity of educational opportunities.

**Exhibit F: Rights and Obligations of a Pre-Opening Charter School**

## EXHIBIT F

### RIGHTS & OBLIGATIONS AS A PRE-OPENING CHARTER SCHOOL

WHEREAS, as defined in Section 302D-1, HRS, a “charter school” or “public charter school” refers to a public school, and its respective governing board, that holds a current charter contract to operate as a charter school. The section further defines a “pre-opening charter school” as a charter school that has not yet satisfactorily fulfilled its authorizer’s pre-opening assurance as required under Section 302D-14.5, HRS, or has not yet commenced full operations as a charter school during its first full academic year.

WHEREAS, in accordance with Section 302D-14.5(c), HRS, a charter applicant shall not be considered an entity of the State until the pre-opening charter school is established by execution of the charter contract.

WHEREAS, Section 302D-14.5(d), HRS, requires the Commission to establish pre-opening criteria to ensure that the pre-opening charter school is prepared to successfully open and operate as a charter school. Until the pre-opening charter school satisfactorily meets the pre-opening criteria and commences operations in its first full academic year, the pre-opening charter school is subject to statutory restrictions.

WHEREAS, pursuant to Section 302D-14.5(e), HRS, the charter contract of a pre-opening charter school that fails to meet its pre-opening criteria to the satisfaction of the Commission within the start-up period initially established or subsequently extended by the authorizer shall be void.

**NOW, THEREFORE**, in consideration of the mutual covenants, representations, warranties, and agreements contained here, the Parties hereby agree further as follows:

1. Upon execution of this Contract, as amended by this Exhibit F, the School shall be considered a pre-opening charter school and an entity of the State of Hawaii.
2. Until such time as the School fulfills the pre-opening criteria established by the Commission, the School is subject to the following statutory restrictions:
  - a. Shall not be entitled to receive funding under Sections 302D-26, 302D-28, 302D-29, or 302D-29.5, HRS;
  - b. Shall employ no employees, but may engage independent contractors;
  - c. Shall not be subject to the performance frameworks under Section 302D-16, HRS; and
  - d. May be granted temporary exemptions from provisions of this Contract by the Commission.
3. The following sections of this Contract shall not be effective until such time as the Commission has determined that the School has satisfactorily met the pre-opening criteria:
  - a. Section 5.1 Performance Frameworks;
  - b. Section 6.10 Per-pupil Funding;
  - c. Section 6.11 Per-pupil Funding: Enrollment Count Reports for Funding;
  - d. Section 6.14 Per-pupil Funding: Facility Funds;
  - e. Section 6.15 Per pupil Funding: Federal Funding;
  - f. Section 6.16 Per-pupil Funding: Title I Funding;
  - g. Section 6.18 Per-pupil Funding: Fees;
  - h. Section 6.19 Financial Reporting: Budget and Cash Flow;
  - i. Section 6.20 Financial Reporting: Quarterly Financial Reports;
  - j. Section 6.21 Financial Reporting: Annual Audits and Financial Reviews; and

k. Section 12.1 Collective Bargaining.

4. The School acknowledges that this contract affords the School the ability to open only during School Year 2019-2020. Under this contract, the Commission shall not grant the School the ability to open in any school year other than School Year 2019-2020.
5. The Commission has established the pre-opening criteria to be completed by the School attached to this contract as Exhibit G, Pre-opening Criteria. The pre-opening criteria shall be completed to the Commission's satisfaction by the deadlines established by the Commission in order for the School to open during School Year 2019-2020.
6. The School acknowledges and agrees that in order to open for School Year 2019-2020, the pre-opening criteria shall be completed to the Commission's satisfaction by the dates indicated. If the School fails to meet any of the deadlines for opening during School Year 2019-2020, the School shall not open during School Year 2019-2020.
7. Should the Commission determine the School has not met the pre-opening criteria to the satisfaction of the Commission by any of the dates indicated for opening during School Year 2019-2020, this Contract shall be considered void as of the date of the Commission's determination. Immediately upon the Commission's determination that the School has not met its pre-opening criteria, the School shall then be considered an approved charter applicant that has withdrawn its application and shall not be allowed to execute another charter contract unless it reapplies and has its charter application approved by an authorizer.
8. Upon the Commission's determination that the School has satisfactorily met the pre-opening criteria, pursuant to Exhibit F, Exhibit F no longer has any legal effect and the School becomes an authorized and approved charter school with a charter contract to operate as a charter school pursuant to HRS Chapter 302D.

**Exhibit G: Pre-Opening Criteria**

**EXHIBIT G**  
**PRE-OPENING CRITERIA**

Requirement	Description	Due Dates
Fundraising updates	Submit monthly updates to the Commission on progress meeting fundraising goals. Update to include amount of funds raised over the month, amount of funds raised in total.	Monthly, beginning 4/2/18 and due on the first working day of the month
School Calendar	Submit school calendar for 2019-2020 school year using the attached template	12/2/2018
Facility Contingency Plan	Submit a facility contingency plan detailing where the school will locate should the school not be able to occupy its identified facility at the beginning of SY 2019-2020. The contingency plan should include assurances (letters of commitment, prospective lease agreement, etc.) that the identified facility will be available for the school's use for SY2019-2020.	12/31/2018
School / Facilities Lease Agreement	Submit the executed lease agreement for your school's facilities. Submit: 1) Agreement between land owner and nonprofit; and 2) Agreement between nonprofit and school approved by your AG; OR 3) Agreement between landowner and school approved by your AG. Include signature line on the school's lease agreement with your AG's signature indicating AG's review and approval.	12/31/2018
March Evidence of Enrollment	Provide the letters of acceptance for each student that has been accepted at DreamHouse as of 3/1/19, per DreamHouse's Admission and Enrollment policies. Students accepted are those students that have completed the DreamHouse enrollment packet, and the student's name has been placed on the role for a specific grade and class.	3/1/2019
Attendance policies and procedures	Submit school's attendance policies and procedures approved by your AG. Include signature line on the policy with your AG's signature indicating AG's review and approval. School shall post the approved policy to its website upon AG approval. The policy shall comply with Section 7.5 of the Charter Contract which requires that the school maintain and adhere to a policy for attendance, and shall maintain daily records of student attendance and absences.	4/1/2019
Transportation	Submit the plan and procedures which have been implemented to provide transportation services, if applicable. The plan and procedures shall comply with Section 8.8 of the Charter Contract.	4/1/2019

Requirement	Description	Due Dates
Student Health Requirements	<p>Submit your school's policies regarding student health as required by the Charter Contract.</p> <p>The policies should be developed to address: health clearances and immunizations per Section 9.2 of the Charter Contract, health services per Section 9.3 of the Charter Contract, and tobacco use per Section 9.5 of the Charter Contract.</p>	4/1/2019
Financial Management Policies and Procedures	<p>Submit the financial management polices and procedures approved by your AG. Include signature line on the policy with your AG's signature indicating AG's review and approval. School shall post the approved policy to its website upon AG approval.</p> <p>The polices and procedures shall comply with section 6.4 of the Charter Contract. The policies shall allow the School to maintain appropriate governance and management procedures and financial controls which shall include, but not be limited to: 1) budgets; 2) accounting policies and procedures; 3) payroll procedures; 4) financial reporting; and 5) internal control procedures for receipts, disbursements, purchases, payroll, inventory, and fixed assets.</p>	4/1/2019
Complaints Procedures	<p>Submit your school's complaints procedures approved by your AG. Include signature line on the procedure with your AG's signature indicating AG's review and approval. School shall post the approved policy to its website upon AG approval.</p> <p>The procedures shall comply with section 8.6 of the Charter Contract and which requires that the school adopt and adhere to a process for resolving public complaints to be heard by the Schools' Governing Board. Section 8.6 provides that for matters concerning the operations and administration of the school, the decision by the School's Governing Board shall be considered final, except where the complaint pertains to a possible violation of any law or breach of the Charter Contract. In the case of a possible violation of law or breach of the Charter Contract, the Commission or other appropriate state agency may investigate the validity of the complaint to determine whether additional actions are needed.</p>	4/1/2019

Requirement	Description	Due Dates
Conflict of Interest Policy	Submit school's conflict of interest policy consistent with the State Ethics Code (Chapter 84, HRS) approved by your AG. Include signature line on the policy with your AG's signature indicating AG's review and approval.	4/1/2019
Conflict Resolution Policy	Submit your school's conflict resolution policy approved by your AG. Include signature line on the policy with your AG's signature indicating AG's review and approval.	4/1/2019
Crime Reporting Policies and Procedures	<p>Submit your school's crime reporting policies and procedures approved by your AG. Include signature line on the policy with your AG's signature indicating AG's review and approval.</p> <p>The policies and procedures shall comply with Section 9.4 of the Charter Contract. The policies and procedures shall require a report to appropriate authorities from a teacher, official, or other employee of the School who knows or has reason to believe that an act has been committed or will be committed which: 1) occurred or will occur on School property during School hours or during activities supervised by the School and 2) involves crimes relating to arson, assault, burglary, disorderly conduct, dangerous weapons, dangerous drugs, harmful drugs, extortion, firearms, gambling, harassment, intoxicating drugs, marijuana or marijuana concentrate, murder, attempted murder, sexual offenses, rendering a false alarm, criminal property damage, robbery, terroristic threatening, theft, or trespass. Section 9.4 also requires that the school establish procedures for reporting any incident and impose appropriate disciplinary action for failure to report these incidents, including probation, suspension, demotion and discharge of School officials.</p>	4/1/2019
Inventory Policies and Procedures	<p>Submit your school's inventory policies and procedures approved by your AG. Include signature line on the policy with your AG's signature indicating AG's review and approval.</p> <p>The policy shall comply with Section 6.5 of the Charter Contract which requires that the school maintain a complete and current inventory of all property and shall update inventory annually. Section 6.5 also requires that the school take all necessary precautions to safeguard assets acquired with public funds.</p>	4/1/2019

Requirement	Description	Due Dates
Procurement Policy	<p>Submit your school's procurement policy approved by your AG. Include signature line on the policy with your AG's signature indicating AG's review and approval. School shall post the approved policy to its website upon AG approval.</p> <p>The policy shall comply with Section 6.3 of the Charter Contract which requires that the Governing Board adopt and adhere to a policy for the procurement of goods, services and construction consistent with the goals of public accountability and public procurement practices.</p>	4/1/2019
School closure plan	<p>Submit your school closure plan as approved by your AG. The school closure plan will be implemented by the school if the school were to be permanently closed. Include signature line on the policy with your AG's signature indicating AG's review and approval.</p> <p>The plan should include: 1) Notifications to all stakeholders, including parents, students, community members, the press, funders, creditors, debtors, contractors, receiving schools, and state education agencies; 2) Creation of a closure team that includes a project manager from the authorizer and one from the school, as well as individuals with expertise in law, finance and school administration; 3) Detailed instructions regarding the treatment of student records; 4) Detailed instructions regarding the treatment of corporate records; 5) Financial reporting requirements; 6) Detailed instructions regarding the treatment to debtors, creditors, and assets; 7) Development of a post-end-of classes plan that addresses the corporate activities that must occur such as the closing of bank accounts, terminating staff, and making final tax payments; and 8) A process for protection and disposition of assets.</p>	4/1/2019
School Safety Plan	<p>Submit your school safety plan approved by your AG. Include signature line on the policy with your AG's signature indicating AG's review and approval. The policy should comply with Section 9.1 of the Charter Contract. School shall post the approved safety plan to its website upon AG approval.</p>	4/1/2019

Requirement	Description	Due Dates
Student Conduct / Discipline Policy	<p>Submit school's student conduct and discipline policy approved by your AG. Include signature line on the policy with your AG's signature indicating AG's review and approval. School shall post the approved policy to its website upon AG approval.</p> <p>The policy shall comply with Section 8.4 of the Charter Contract and all applicable federal and state laws.</p>	4/1/2019
Employee Rights	<p>Submit school's policies and procedures regarding employee rights approved by your AG. Include signature line on the policy with your AG's signature indicating AG's review and approval.</p> <p>Submit your school's plan and procedures that have been implemented to comply with applicable laws, rules, and regulations and provisions of the Charter Contract relating to employment considerations, including but not limited to: those relating to state employment law, the Family Medical Leave Act, the Americans with Disabilities Act, nondiscrimination, and compliance with collective bargaining requirements.</p>	4/1/2019
English Language Learners	<p>Submit the plan and procedures which have been implemented to comply with applicable laws, rules, regulations, and provisions of Section 4.7 the Charter Contract relating to English Language Learner (ELL) requirements (including Title III of ESSA and US Department of Education authorities), including but not limited to: equitable access and opportunity to enroll; required policies related to the service of ELL students; proper steps for identification of students in need of ELL services; appropriate and equitable delivery of services to identified students; appropriate accommodations on assessments; exiting of students from ELL service; and ongoing monitoring of exited students.</p>	4/1/2019
Governance	<p>Submit the plan and procedures which have been implemented to comply with applicable laws, rules, regulations, and provisions of Section 3 the Charter Contract relating to governance by its board, including, but not limited to: governing board composition and membership requirements, governing board reporting requirements, and open meeting requirements, pursuant to Chapter 302D, Hawaii Revised Statutes.</p>	4/1/2019

Requirement	Description	Due Dates
Independent Audit	Submit the plan and procedures which have been implemented to comply with applicable laws, rules, regulations, and provisions of Section 6.21 of the Charter Contract relating to financial management and oversight expectations as evidenced by an annual independent audit, including, but not limited to: an unqualified audit opinion; an audit devoid of significant findings and conditions, material weaknesses, or significant internal control weaknesses; and an audit that does not include a going concern disclosure in the notes or an explanatory paragraph within the audit report.	4/1/2019
Information Handling	Submit your school's plan and procedures that have been implemented to comply with applicable laws, rules, regulations, and provisions of the Charter Contract relating to the handling of information including, but not limited to: maintaining the security of and providing access to student records under the Family Educational Rights and Privacy Act and other authorities (Section 8.1); complying with the Uniform Information Practices Act and other applicable authorities (Section 8.3); transferring of student records; and proper and secure maintenance of testing materials.	4/1/2019
Management Accountability	Submit the plan and procedures that have been implemented to comply with applicable laws, rules, regulations, and provisions of the Charter Contract relating to oversight of school management, including, but not limited to: For schools that have Education Service Providers (ESPs)--maintaining authority over management, holding it accountable for performance as agreed under a written performance agreement, and requiring annual financial reports of the ESP. OR For others that do not have an ESP--oversight of management that includes holding it accountable for performance expectations that may or may not be agreed to under a written performance agreement.	4/1/2019
Harassment Policy	Submit the school's policies and procedures that conform to Title IX requirements related to sexual harassment and gender-based harassment.	4/1/2019

Requirement	Description	Due Dates
Student Rights	Submit the school's plan and procedures that have been implemented to comply with applicable laws, rules, regulations, and provisions of the Charter Contract relating to the rights of students including but not limited to: compliance with admissions, enrollment, and dismissal requirements (including nondiscrimination and rights to enroll or maintain enrollment); the collection and protection of student information (that could be used in discriminatory ways or otherwise contrary to law); due process protections, privacy, civil rights, and student liberties requirements, including First Amendment protections and the Establishment Clause restrictions prohibiting public schools from engaging in religious instruction; conduct of discipline (discipline hearings, suspension, and expulsion); and treatment of students that qualify for services under the McKinney-Vento Act.	4/1/2019
April Evidence of Enrollment	Provide the letters of acceptance for each student that has been accepted at DreamHouse as of 4/1/19, per DreamHouse's Admission and Enrollment policies. Students accepted are those students that have completed the DreamHouse enrollment packet, and the student's name has been placed on the role for a specific grade and class.	4/1/2019
Staffing Plan	Submit a staffing update to include progress on the hiring of all teachers and key leadership positions reflected in the staffing plan. Update should also include reporting on teacher licensure status of those hired.	4/1/2019, 5/1/19, 6/3/19, 7/1/19
Evidence of Enrollment-- Unrestricted Cash Donations	If enrollment of 100 students is not met, provide (if applicable) evidence that School has raised an additional cash amount equivalent to the per-pupil amount for FY 2019 in unrestricted cash donations for every student below 100.	5/1/2019
May Evidence of Enrollment	Provide the letters of acceptance for each student that has been accepted at DreamHouse as of 5/1/19, per DreamHouse's Admission and Enrollment policies. Students accepted are those students that have completed the DreamHouse enrollment packet, and the student's name has been placed on the role for a specific grade and class. School should have 90-100% of its students enrolled at this point.	5/1/2019
Building Permits	Submit building permits as soon as possible. No later than May 1, 2019.	5/1/2019
Fire Inspection	Submit fire inspection as soon as possible. No later than May 1, 2019.	5/1/2019

Requirement	Description	Due Dates
Food Service	Submit your school's plan for food service. If applicable, submit vendor services contract for food service approved by your AG. If applicable, submit food permit no later than May 1, 2019.	5/1/2019
Occupancy permits	Submit certificate of occupancy as soon as possible. No later than May 1, 2019.	5/1/2019
Zoning Clearance Letter	Submit zoning clearance letter as soon as possible. No later than May 1, 2019.	5/1/2019
Facilities	Submit your school's plan and procedures that have been implemented to comply with applicable laws, rules, regulations, and provisions of the Section 11 of the Charter Contract relating to the school facilities, including but not limited to: compliance with building, zoning, fire, health, and safety codes; fire inspections and related records; viable certificate of occupancy or other required building use authorization; and compliance with DOE requirements for schools occupying DOE facilities.	5/1/2019
Governing Board Members	Submit the name, position, resume, phone number and email address of each member of your school's governing board.	Completed
Admissions policies and procedures	<p>Submit school's admission policies and procedures approved by your AG. Include signature line on the policy with your AG's signature indicating AG's review and approval. School shall post the approved policy to its website upon AG approval.</p> <p><u>The school will not be allowed to solicit applications from students if it has not secured a facility.</u> The policy shall comply with Section 7.3 of the Charter Contract which requires that if the number of applicants exceeds the School's capacity of a program, class, grade level, or building, the School shall select students to enroll using a public lottery that shall be publicly noticed.</p>	Completed



# **State Public Charter School Commission 2016-2017 Request for Proposals**

## **Start-up Charter Schools Narrative Proposal Template**

**Applications Due:  
January 20, 2017, 12:00 Noon, Hawaii Standard Time**

**For questions, please contact:**

**Lauren Endo  
Applications and Start-up Specialist  
Email: [REDACTED]**

# I. School Overview

## A. Executive Summary

Include following elements in your executive summary:

1. Mission. A mission describes the fundamental purpose of the school. The proposed school's mission statement should:
  - a. Describe the core school design components, what the proposed school will accomplish in concrete terms, and what methods it will use;
  - b. Be attainable and consistent with high academic standards;
  - c. Reflect the key values that teachers, administrators, and students know and support;
  - d. Be concise and clearly describe the proposed school's purpose for the entire school community, external stakeholders, and individuals who may not be familiar with the proposed school; and
  - e. Be able to operationalize and guide the work and school culture.

**Our Mission** is to co-empower children to be affirmed in their individual identities, grounded in and committed to our island culture and community, and equipped with a 21st century skill set to be leaders within our community and state.

2. Vision. The vision statement describes the proposed school's highest priorities and long-term goals, identifying what will be accomplished when the school is successful in executing its mission over the long term. The vision statement should explain what success looks like in terms of students' life outcomes and the impact on the community and society. A vision statement is a broad, powerful goal whose scope is bigger than daily activities and should indicate the school's valued measures of success.

**Our Vision:** Affirmed in identity, empowered in leadership, our graduates will be leaders of our island community.

3. Geographic Location and Anticipated Student Population. Briefly describe the geographic location and, if known, the address of the facility the proposed school plans to use. Describe the anticipated student population of the area, the students' anticipated educational needs, and the non-academic challenges the proposed school is likely to encounter. Describe what contribution the school will bring to the area.

**Geographic location:** Ewa Beach. Specifically, south of Papipi Road, south of Hanakahi Street, along North Road, Ewa Beach Road, and Pohakupuna Road.

**Anticipated Student Population:** Campbell Complex student population (according to Hawai'i DOE and public sources): approximately 40% Filipino, 20% Native Hawaiian, 15% White, 7% Samoan, 5% Japanese, 13% additional ethnicities (Hispanic, Black, Chinese, Micronesian); approximately 8% of children qualify for Special Education programming and 5% have been identified with Limited English Proficiency; 41.3% of residents speak a language other than English at home; less than half of the 6,000

students across the seven feeder elementary schools attended pre-kindergarten; Ewa Beach community educational attainment: college graduate (21.6%), some college (38.9%), high school (30.5%), less than high school (8.8%). Potential non-academic challenges include various socio-emotional learning needs and the impact of poverty on our kids.

**Contribution to the community:** (1) the first contiguous middle and high school option (linking grades 6-12); (2) a smaller, more intimate option for (100 student cohorts); (3) Local governance (currently no charter schools in the Complex); (4) school model built around leadership and identity development; (5) capacity & choice – largest high school in the state, one middle school per either side of Fort Weaver, DreamHouse Ewa Beach provides another option.

#### 4. [What unique educational opportunities will your school provide?](#)

- **SMALL SIZE:** 100-student cohorts, per grade, for a more intimate culture than local district options (400+ students in 7th grade; 800+ in 9th grade);
- **INTENTIONAL FOCUS:** our model is specifically focused on leadership and identity development, with an emphasis on building empowered advocates for local leadership and change;
- **ORIGINAL CURRICULUM:** non-scripted, built in-house, rigorous, and grounded in a local context;
- **SCHOOL CULTURE:** Student-led morning protocol during which students design and lead classmates in oli, opening, and intention-setting for the day - completely student-driven;
- **CLASSROOM CULTURE:** student learning driven by inquiry-based lessons and pedagogy - instructional strategies grounded in support and guidance, not direct instruction or lecture;
- **LEADERSHIP COURSE:** daily, 40-minute leadership and identity development course;
- **STUDENT CHOICE:** daily, 30-minute self-directed learning time during which students self-select into content areas to engage in teacher-supported group work;
- **LEARNING PLAN:** Individualized Learning and Development Plan (ILDLP) that students themselves manage offering each child to build out a portfolio to demonstrate proficiency and growth;
- **LEARNING DEFENSE:** End-of-year presentation and defense for each child offers the opportunity to present learning and growth throughout the year in academics, leadership, and identity; this is the culminating project and experience to earn grade promotion.

#### 5. [The key components of the educational model, including a brief explanation of how it will drive success for the identified student population.](#)

*DreamHouse is an inquiry-based educational program focused on local leadership development and identity affirmation. It is informed by years of teaching in and learning from the Ewa Beach community. It places students at the center of a learning experience influenced by specific goals, outcomes, and supporting elements, and shaped directly by four primary areas of focus:*

**(1) A locally developed curriculum** grounded in Hawaii and contextual learning highlights our commitment to connecting with Ewa Beach’s children and families, and building a school around context, local knowledge, our islands, and the very real challenges and opportunities that exist.

**(2) Production-based assessments and learning benchmarks** - Our children are producers; they are resilient; they each need and deserve an opportunity to put on display their potential and passion, which is why learning and growth will be directly measured by assessments that are about students and allowing each to demonstrate (publicly) content mastery.

**(3) Inquiry-driven learning environments** - Questions, exploration, growth, and an appreciation for the process of learning, our learning environments and classrooms will be places of productive struggle, within the Zone of Proximal Development, encouraging children from 11 to 18 years old to take risks and push their own learning edge.

**(4) Dynamic teaching staff diverse instructional strategies** - Teachers who bring positivity and energy to the classroom, while seeing themselves as guides and supporters of learning, placing students at the center of all developmental experiences, our educators will leverage culturally responsive, progressive teaching and learning strategies to support growth.

This model will drive success for children in Ewa Beach because it was designed with and specifically for children in Ewa Beach, highlighting areas that were deemed critical through our years of teaching, partnership, and listening including, but not limited to identity affirmation, contextual learning, culture, maximizing potential, and developing leaders.

6. [The expected outcomes for the students in both the short run—after they graduate from your school—and in the long run as adults.](#)

**Short run:** our graduates will know and own their voice, they will be empowered to make conscious choices between higher education options and career pathways, and they will have a vision to leading and affecting change in Hawai'i. They will graduate having shown considerable growth and ownership across our five core competencies: voice, commitment to community, servant leadership, identity, and consciousness. Our graduates will have completed all necessary requirements to earn a BOE-aligned high school diploma, will have been accepted to at least one college or university, and will have the requisite knowledge and skills to compete for and perform in local employment opportunities.

**Long run:** our graduates will have economic freedom and mobility, local leadership roles, and a continued commitment to positive community impact. Our graduates will also see themselves as the caretakers of the rising generation, responsible for passing down stories and lessons, while also making room for new voices and leadership; this is where servant leadership through agency, advocacy, and a commitment to positive change is exercised.

7. [Community Engagement.](#) Briefly describe how the applicant has assessed the demand and solicited support for the proposed school within the community that the school will be located. Include a description of any significant relationships or local community partnerships that have been established to generate community engagement and support for the proposed school. Applicants shall discuss their knowledge of the community in which the school will be located, and include in this discussion their understanding of the cultural and historical elements of the area as a whole.

**Grounded in personal teaching and administrative experience** within Campbell High School, Ilima Intermediate, and Ewa Makai, we see that demand for additional educational options in Ewa Beach has grown over time. Spurred by housing developments, overcrowding, a strain on resources, and a chorus of parent voices, our applicant team began a series of “education talk stories” in the spring of 2014, aimed at bringing student, parent, educator, and community leader voices into the open.

**Following dozens of intimate group and one-on-one sessions**, neighborhood board presentations, classroom visits and teacher talk stories, volunteer events, meetings with elected representatives, and conversations with Hawai'i DOE representatives, it became clear that a community-driven, independent educational program was a viable option for the children and families of Ewa Beach.

**Significant local relationships** that have helped energize this initiative include, but are not limited to: former students; Ewa Makai teachers, administrators, and students; Ilima Intermediate teachers, administrators, and students; Campbell High School teachers, administrators, and students; parents; community leaders; Ewa Beach Neighborhood Board Members; elected officials; state officials; local developers; Boys and Girls Club; FOR'EWA PONO; the University of Hawai'i at West O'ahu.

8. [Contribution to Public Education System](#). Describe any anticipated contribution the proposed school would make to Hawaii's public education system as a whole, including, if applicable, the Priority Needs identified in [Section I.C of the RFP](#). If the proposed school would address either or both Priority Needs, provide an analysis, with relevant data, about that Priority Need and how the school would help address it. In addition to the Priority Needs, the examples of contributions to the public education system could include things like serving student demographic groups that the existing system has had challenges serving, meeting a particular curricular or instructional need or challenge in a way that has system-wide benefits, and forming partnerships or feeder-school relationships with existing public schools. Where the proposed school would model innovation in ways valuable to the system as a whole, describe any specific plans to disseminate the knowledge gained at the school to other public schools.

*Of the two Priority Need areas identified by the Commission, our proposed school directly addresses the first need of providing additional school capacity to an area that has exceeded full enrollment, especially at the secondary levels. Contribution details are as follows:*

- **Adding capacity:** The Campbell-Kapolei complex is the largest in the state with James Campbell High School being the largest high school in the state with over 3,000 students (3,125 in 16-17 SY). The proposed school would eventually serve 700 students, grades 6-12.
- **Adding an option:** Depending on which side of Fort Weaver Road a family lives, they have one middle school option: Ilima Intermediate (Diamond Head) or Ewa Makai (Ewa). The proposed school would serve families from both sides, creating choice, and the only 6-12 option.
- **Piloting Leadership Development:** An in-house curriculum, proprietary leadership and identity development framework, and course schedule that transforms traditional advisory into both student-directed tutorials and daily leadership and identity experiences, we will be able to share learnings and design to our district colleagues so they may implement as part of their core curriculum.
- **Nā Hopena A'o Integration:** given Nā Hopena A'o is a Board-wide initiative, we are designing learning experiences that will support development within the six target areas; we will be able to share with our district colleagues the impact and planning materials.
- **Teacher Leadership & Professional Development:** we are open doors and will invite district teachers and admin to join us for our PD days, which will be teacher designed and lead; our larger, district colleagues will have access to materials, facilitation guides, and research behind these teacher-empowering methods of learning and development.

## B. Enrollment Summary

1. Enrollment Plan. Complete the Enrollment Plan ([Exhibit 1](#)), and include it as **Attachment A (required form)**, illustrating the proposed school's five-year enrollment plan. Include a breakdown between students receiving a primarily on-site, face-to-face learning experience (brick-and-mortar) or *blended learning* and students receiving a primarily *virtual learning* experience. These terms are defined in [Section I.D of the RFP](#).

Please see **Attachment A** for the DreamHouse Ewa Beach Enrollment Plan.

2. Enrollment Plan Rationale. Describe the rationale for the number of students and grade levels served in each year and the basis for the enrollment plan illustrated in the attachment. Include a discussion of the rationale for including non-entry level grades. Entry level grades are generally kindergarten, sixth grade, and ninth grade.

Ewa Beach schools are overcrowded, especially at the secondary level. However, beginning a 9th grade school in the current charter landscape would be formidable academically, organizationally, and financially. Our rationale is as follows:

- **Assimilation** - Opening in 6th grade will offer an additional year to the middle school experience and better prepare children for high school;
- **Existing Models** - We can learn from other charter schools that have most recently opened (i.e. SEEQS, Mālama Honua) and gain knowledge and insight from their opening and initial years of experience;
- **Culture** - Beginning with 100 students and growing each year will offer us time to evolve our school culture alongside of students, families, and community partners;
- **Surrounding Impact** - 100 students per year will make a minimal impact on surrounding feeder schools while adding capacity at the secondary level;
- **Economies of Scale** - Adding 100 students each year will allow us to gradually increase our enrollment size and leverage economies of scale with regard to per pupil and various state and federal funding streams;
- **Internal Replication** - Adding 100 students each year will allow us to replicate and improve our 6th grade onboarding and transition procedures for students and families;
- *Non-entry level grades (7, 8, 10, 11, 12) are part of our 6-12 continuum linking elementary to middle, high school, and college / career; consistency and continuity in our educational program is important for multi-year student development.*

3. Enrollment Plan Justification. Provide evidence justifying the enrollment plan described above. Include the estimated number of students in the geographic area(s) the proposed school plans to serve, including the number of students that currently attend existing schools (both public and private) in the geographic area for the grades the proposed school plans to serve. If research data, censuses, surveys, or other data sources were used, please describe these sources and provide a citation or attach copies of the sources, as **Attachment B (no page limit)**.

In the 2016-17 school year, the Campbell Sub-Complex had 10,839 students across seven elementary, two middle, and one high school; in grades 6-12 there were approximately 5,513 students. In addition, five parochial schools serving 630 students exist in the greater Ewa / Ewa Beach area; approximately 330 are within grades 6-12. In total, nearly 5,850 children are in grades 6-12 in Ewa Beach. Please see **Attachment B** - Description, Citations, or Copies of Data Sources Justifying Enrollment Plan.

## C. Parent Involvement and Community Outreach

1. This section should include the following elements: A clear description of the proposed school's philosophy on parent and community involvement and the role of parents or guardians and the community in the proposed school, including a summary of what has been done to assess and build parent and community interest in the proposed school and the results achieved.

**Parent Involvement Philosophy:** We define family engagement as the collaboration between families and educators that accelerates student learning and well being. Supported by the National Education Agency, we see that students do better in school and in life when families and schools are equal, engaged partners in a child's education.

**Role of Parents/Guardians:** Parents/Guardians are central partners to the education of each child, and are viewed as partners and sources of insight and perspective for the health of our school.

**Parent & Community Interest:** DreamHouse officially began engaging the community in late 2013. Community engagement includes joining neighborhood board meetings, engaging in one-on-one conversations with parents, students, educators, and community leaders, as well as holding monthly community meetings to provide space for community members to discuss educational needs of the Ewa Beach community.

**Results:** These meetings have informed the vision and mission of our plan, as well as set the foundation for an active, engaged Community Council. Over the past year, these conversations have become more focused on the actual charter school, curriculum, lottery, and other specific components.

2. Sound parent engagement plans that are welcoming and accessible to all parents or guardians from the time that the proposed school is approved through opening and after the proposed school is opened, including plans for building family-school partnerships that strengthen support for learning and encourage parental involvement and any commitments or volunteer activities the proposed school will seek from or offer to parents or guardians.

**Parent Engagement Plan** | Led by the Leadership Support Team, our parent engagement plan is grounded in a research-based framework, developed by Joyce Epstein of Johns Hopkins University, describing six types of involvement— parenting, communicating, volunteering, learning at home, decision making, and collaborating with the community.

**Orientation** - Engaging our families begins with a four month orientation sequence that will a) orient our new families to DreamHouse, b) build relationships and alignment, and c) set expectations and put students on a pathway to being ready for fall 2018 opening.

- *April ('18)* - Admitted family open house #1 to welcome / align families to DreamHouse
- *May, June ('18)* - Home visits to deepen relationship and engage summer transition
- *July ('18)* - Founding family open house to build community and set year's intentionality

**School Space** - We will build an open, welcoming environment to all students, families and community members (e.g. open door policy, AM/PM accessibility).

**Relationships & Involvement** - Our family-school partnership philosophy will follow these three pillars: (1) communication, (2) information / education, (3) partnership.

- (1) *Communication* - Clear, timely communication with parents is important to encouraging involvement; we will maintain timely follow-up through e-mail, phone, and in-person communication so that parents and families are and feel prioritized;
- (2) *Information & education* - DreamHouse will allow opportunities for parents to attend informational and educational sessions geared toward strengthening the school/home partnership and empowering families to support their student's educational success (e.g. in-house data literacy nights, parent conferences, state of the school);
- (3) *Partnership* - Maintain engaged Community Council, holding space and time for ILDP work, opening internal meetings to parents (e.g. strategic planning).

**Volunteering** - Our philosophy around volunteering is that programming and opportunities for engaging with the school in a volunteer and partnership fashion will strengthen relationships and empower families and give agency in our school culture. We will seek parents for the Community Council, thought-partners on our school culture, LEAD volunteers, and parent leaders for events.

3. [Effective strategies describing how the proposed school will inform and engage parents or guardians and the community about the proposed school's development.](#)

**Effective Communication Strategies** | Our philosophy is that open communication builds relationships, fosters trust for a true feedback cycle, and leads to strengthening family-school partnerships. DreamHouse strives at all times to be transparent with families, encourages honest and open communication, and works to ensure families have the information they need to be true partners in their students' education.

- *Before School Opens (Aug. '17 - Jul. '18)* - As part of our recruitment, admission, enrollment, and matriculation, we will: announce to families our charter approval via local and social media, commercial / shopping center presence, neighborhood canvassing, weekly talk story sessions, and monthly informational nights in Ewa Beach.
- *After School Opens (Aug '18+)* - We will maintain clear, timely communication via phone, e-mail, flyer, and in-person methods; we welcome parents to join the Community Council and to visit DreamHouse (open door policy). Parent conferences, open house nights, feedback cycles (via survey and town hall style) will be initiated as well.

4. [A description of any community resources and partnerships the proposed school has established with community organizations, businesses, or other educational institutions that will benefit students and parents or guardians, including the nature, purposes, terms, and scope of services of any partnerships and existing evidence of commitment and support from identified community partners, provided as Attachment T \(no page limit\), such as letters of intent or commitment, memoranda of understanding, and/or contracts.](#)

**Community Resources and Partnerships** | Since 2013, DreamHouse has worked to deepen relationships and learn from the parents, students, community leaders, and organizations of Ewa Beach.

**Local (Ewa Beach) Individuals** - one-on-one discussions, weekend roundtables, and alignment discussion, the following individuals have been supportive and influential:

Principal Ed Oshiro (Former Principal, Ewa Makai Middle School); Alisa Bender (Hawai'i State Department of Education); Christiane Bolosan-Yee (FOR'EWA PONO); John Clark (Ewa Beach Neighborhood Board); Representative Matt LoPresti (Hawai'i State Legislature); Senator Will Espero (Hawai'i State Legislature); Representative Bob McDermott (Hawai'i State Legislature); Ron Menor (Honolulu City Council); Kymberly Pine (Honolulu City Council); Kurt Favella (Lions Club); Lori Respicio (Hale Pono, Ewa Beach Boys & Girls Club); Aunty Darlene (Ewa Beach Community Center); Chief Paul Kato (Honolulu Fire Department).

**Local (O'ahu) Organizations** - in addition to the organizations represented above, individuals from the following organizations have been engaged and briefed on the DreamHouse initiative and we see strong alignment and potential for partnerships:

University of Hawai'i at West O'ahu; University of Hawai'i at Mānoa; P-20; Early College High School Program; YMCA College Camp; University of Hawai'i Outreach College; Kamehameha Schools; Partners In Development; Hawai'i Community Foundation; Pacific American Foundation

**Mainland / Additional Organizations** - individuals from these organizations have helped thought-partner and advise our design and launch of DreamHouse:

Harvard Graduate School of Education; Harvard University Native American Program; Center For Public Leadership at the Harvard Kennedy School of Government; Native American Community Academy; College Horizons; New Leaders For New Schools; Unlocking Potential; IDEA Public Schools; The Mission Preparatory School; The Buck Institute.

Please refer to **Attachment T** for letters of support relating to community resources and partnerships.

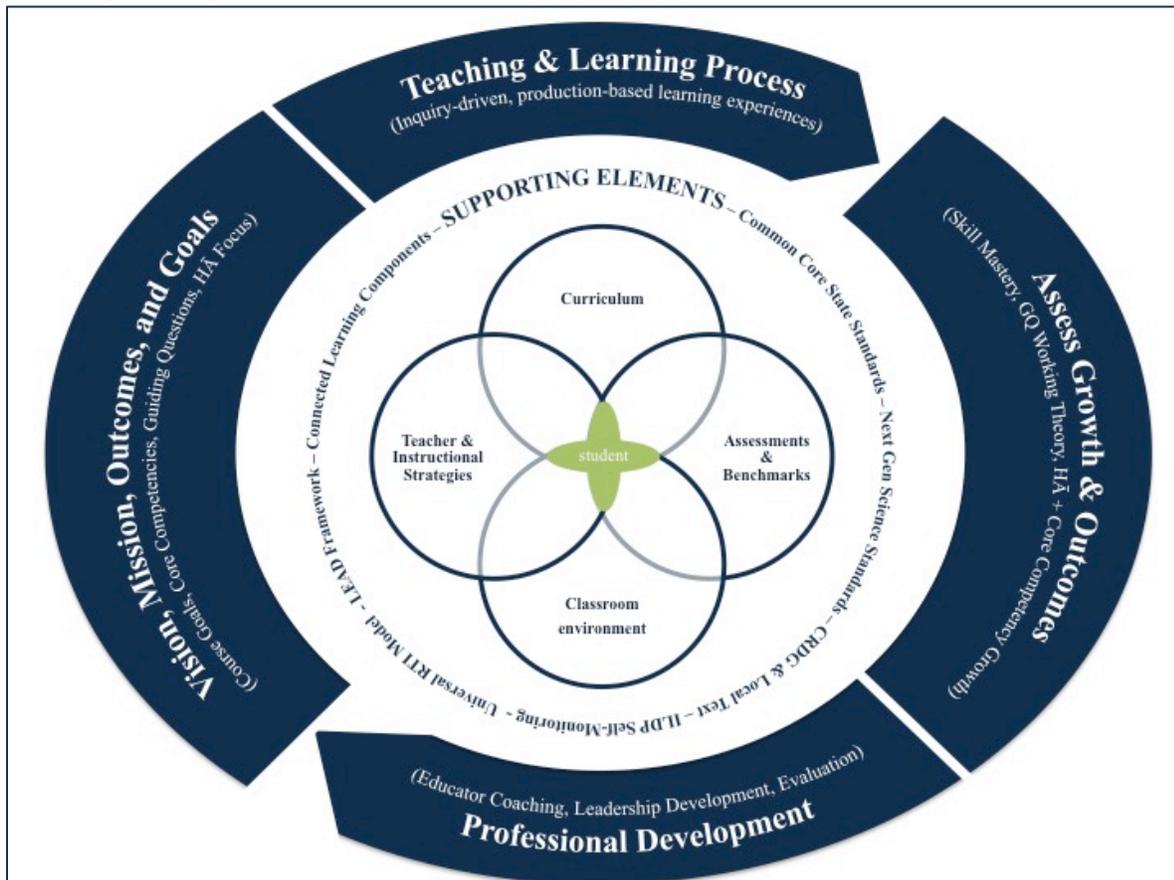
## II. Academic Plan

### What are the key components of the educational model?

The DreamHouse educational model is aligned to our vision of empowering leaders for our island community. Student-centered, inquiry-driven learning is core to our educational philosophy--this model is the engine to our academic plan. Key components:

- A contiguous cycle of goal-oriented course design, teaching and learning, growth and outcomes assessment, and leadership and professional development, which ties to goals and course design;
- Strong student data-driven-supporting elements that resource and inform instructional design;
- Integrated learning experiences that join (1) locally developed, culturally responsive curriculum, (2) production-based assessments and learning benchmarks, (3) inquiry-driven learning environments, (4) and dynamic educators and diverse instructional methods.
- The students; they are in the center; always.

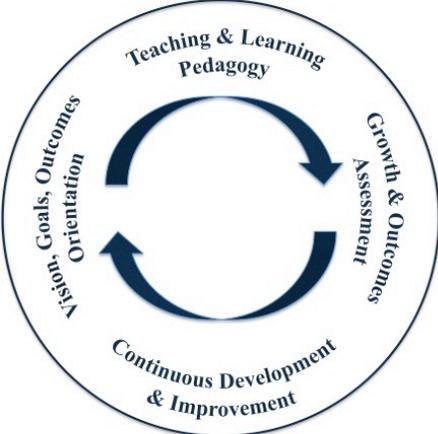
*Visual depiction of the 2017 DreamHouse Educational Model*



**A. Academic Plan Overview, Academic Philosophy, and Student Population**

1. [Academic Plan Overview](#). Provide a concise overview of the academic plan of the proposed school, including instructional methods, assessment strategies, and any non-negotiable elements of the proposed school’s academic plan. Include a brief description of any *virtual or blended learning programs*, as defined in [Section I.D of the RFP](#). Briefly describe any evidence that promises success for this academic plan with the anticipated student population.

The DreamHouse Ewa Beach academic plan is a strategic framework leading the direction and evolution school. Our vision and mission serve as a north star, while our educational philosophy, desired outcomes, and developmental priorities shape how we operate. The plan is driven by four core questions, and in turn, four guiding pillars:

CORE QUESTION & GUIDING PILLAR	IN PRACTICE
(1) <i>Where are we going and why?</i> <b>VISION, GOAL, OUTCOMES ORIENTATION</b>	
(2) <i>How are we getting there?</i> <b>TEACHING &amp; LEARNING PEDAGOGY</b>	
(3) <i>How will we know if we are there?</i> <b>GROWTH &amp; OUTCOMES ASSESSMENT</b>	
(4) <i>What do we do if we are off-course or how do we stay on course?</i> <b>CONTINUOUS DEVELOPMENT &amp; IMPROVEMENT</b>	

**(1) SETTING DIRECTION** | Our plan begins with and is guided by the vision and mission of our school, which is to develop local leaders, affirmed in their own identity and committed to positive change within our community. Aligned to this mission and vision, we orient ourselves to clear outcomes at each stage of our school, focusing primarily on content mastery and appropriate development of Core DreamHouse Competencies (Voice, Servant Leadership, Identity, Commitment to Community, Consciousness).

**(2) INSTRUCTIONAL METHODS** | The DreamHouse model is focused on inquiry-driven, student-centered, and production-based learning environments. Dynamic educators will leverage culturally-relative instructional pedagogy and a diverse range of instructional strategies including, but not limited to modeling, guided practice, essential questioning, case studies, Socratic discussions, co-planning and -assessment, co-leading ILDP/LEAD workshops, and portfolio creation and defense; this will provide space for productive struggle, risk-taking, learning by trial and error, growth, and coaching.

**(3) ASSESSMENT STRATEGIES** | Comprehensive data gathering, analysis, and integration are central to the school’s continuous formative assessment strategy. Smarter Balanced Assessment; locally developed, production-based summative assessments; and formative assessments drive knowledge and demonstrate their skill. Each student’s Individual Learning and Development Plan (ILDP) offers them metacognitive reflection on their progress, a continuous assessment designed for reflection, course-adjustment, and measurement of progress, which they will ultimately publicly present and defend to justify promotion to the next grade.

**(4) CONTINUOUS IMPROVEMENT** | Professional and leadership development, at both the educator and student level, energizes a forward-looking, growth-oriented academic plan. Educators will see their practice as always changing, always open to feedback for improvement, and a partnership between them and others; students will be active participants in creating a culture of learning and will have daily opportunities to improve their ability to contribute and learn. Exploratory leadership development blocks, student tutorial, staff huddles, student teaching, co-planning, student-led conferences, and daily Leadership, Empowerment, Agency, Development (LEAD) blocks are some examples of key professional and leadership development opportunities. This links directly to goals and desired outcomes for the school and serves as a critical course-correcting stage in our model.

**Non-negotiable elements** include, but are not limited to the following:

- *Core Competencies* are what make DreamHouse students and graduates unique; development of these five dispositions - Voice, Servant Leadership, Identity, Commitment to Community, Consciousness - weave through classrooms, LEAD blocks, and school culture;
- *Daily Leadership, Empowerment, Agency, Development (LEAD)* blocks in our schedule that are programmed with an in-house, developmental framework;
- The *Individual Learning and Development Plan (ILDP)* is a critical reflective and strategic tool for student ownership and growth; it is a journal, portfolio, and goal setting tool; please see DreamHouseEwaBeach.org for the framework for this program;
- *Portfolio development and public defense* moves our students out of the “classroom” and into the “real world”; they must compile, present, and defend their learning and right to proceed
- *Tutorial* is a block during which students choose how to use their time (within reason, expectations); this is a crucial self-directed and developmental space woven into every day that is modeled from a Maori-focused charter school in Aotearoa.

*Frameworks, examples, and scope/sequence for each element available at DreamHouseEwaBeach.org.*

2. [Academic Philosophy](#). Provide a concise description of the applicant’s core beliefs and academic values and how those beliefs and values inform the design of key elements of the proposed school.

**DreamHouse Core Beliefs (CB):**

- All students can achieve; it is our responsibility to help each child reach their fullest potential;
- Parents/guardians are partners; we are a team, in support of every child;
- The community is an asset; we are resource-based and solutions-oriented in our views;
- Leadership is key; individual leadership, agency, and empowerment can change life outcomes;
- Identity must be honored; we are all unique and we must support and respect individuality.

**Academic Values (AV):**

- **High expectations** and a rigorous academic environment will benefit our children
- **Ownership** of all outcomes - by students and educators - instills a culture of responsibility
- **Growth-oriented** 21st Century skill development leads to mindfulness, progress, and success
- **Empathy** builds skills and dispositions
- **Leadership and identity affirmation** will unlock academic potential in unprecedented ways

Key Element:	Informing Key Element:
Setting Vision, Goals, and Outcomes for each course; Teaching & Learning Environment	All students can achieve (CB); High Expectations (AV)
<i>How: We set ambitious personal, cohort, and school goals in order to productively challenge our students to set goals, work towards them with purpose, and hold high expectations for themselves and others; our learning environments maintain these high expectations for all.</i>	
Growth & Outcomes Assessment; Benchmarks; Professional Development	Ownership (AV); Growth-oriented (AV); Parents are partners (CB)
<i>How: Measuring progress towards outcomes and acknowledging growth, for students and educators, is a core component to DreamHouse culture. We are partners in the work, supporting each other's development, and see outcomes and our investment in getting better at improving them, interlocked. Parents/guardians are key partners in supporting growth-mindsets and progress for their/our children.</i>	
Curriculum; Classroom Environment; Teaching & Instructional Strategies	*Community is an asset (CB); Leadership is key (CB); Identity must be honored (CB); Empathy builds disposition (AV); Leadership and identity affirmation unlocks potential (AV)
<i>Our community - Ewa Beach, O'ahu, Hawai'i - is an asset; areas of challenge are opportunities, and we seek to embed and take advantage of learning opportunities in the data, history, stories, and potential of our island home (in line with our vision of empowering homegrown change agents). If our students are to be empathetic, aware leaders, affirmed in who they are, we must design classrooms, curriculum, and instruction in line with our core beliefs around community, leadership, and identity.</i>	

3. [Anticipated Student Population](#). Describe the anticipated student population the proposed school plans to serve, including, among other things, the projected percentage of students eligible for free and reduced lunch. Explain why the proposed school anticipates that the student population described above will enroll in the proposed school. Include, as **Attachment C (5 page limit)**, a listing of the DOE complex area(s) that these students will most likely come from and a listing of both public and private schools with the grades the proposed school plans to offer that are located in the same areas that the proposed school plans to pull its student population from.

According to multiple DOE reports, Census data, and DreamHouse team experience (residents, parents, educators in the community), we anticipate serving children from neighborhoods in Ewa Beach, which is part of the Campbell Sub-Complex (Campbell-Kapolei). This population is predominantly Filipino and Native Hawaiian, and the Sub-Complex (10 schools) has a weighted average FRL population of 45%. Due to significant overcrowding at the secondary level, lack of school choice from grades 7-12, and expressed community demand for a leadership-development public school with smaller class cohorts, we anticipate healthy enrollment in DreamHouse from the Ewa Beach population.

## B. Curriculum and Instructional Design

1. A clear description of course outcomes for each course at each grade level that if achieved at the high school level, will ensure a student graduates with the competencies, skills and content knowledge to be successful in any post-secondary education opportunities he or she may seek to pursue, and if achieved at the elementary or middle school level, will situate the student to achieve academic success at the next level of his or her academic career.

**(1) STAGES |** DreamHouse Ewa Beach is divided into three distinct stages: Foundations, Application & Development, and Ownership & Graduation.

**Stage I - Foundation (grades 6,7,8):** Students joining DreamHouse will come from various academic models, programs, and schools; the first three, formative years is about building and owning the culture of our school, and preparing for high school.

**Stage II - Application & Development (9,10):** Entering high school, a rigorous, college- and life-preparatory curriculum and environment, expectations are high and students are encouraged to learn about and develop themselves while taking on new challenges. This is an “R&D” stage for DreamHouse students in order build skills, knowledge, and mindsets necessary for future success.

**Stage III - Ownership & Graduation (11,12):** Critical coursework, competency development, and planning for post-secondary life. Students define and build their trajectory through on-site courses, Running Start, internships, and college preparation. Students will graduate having mastered DH Core Competencies and will either have a viable job and career plan or admission and a pathway to college.

**(2) CORE COMPETENCIES |** Beyond academics, DreamHouse students will develop, self-monitor, and engage in growth opportunities (via curriculum, ILDP, LEAD, etc.) to develop five critical components that are unique to DreamHouse students. At the end of each stage, students should embody each disposition:

*(diagram on next page)*

*DreamHouse Ewa Beach Core Competencies*

	STAGE I	STAGE II	STAGE III
Voice	I am finding my voice, and I am committed to continuing to do so.	I am developing my voice and using it to express myself authentically. I know that my voice is central to my agency and autonomy and I am committed to using it.	I know, own, and believe in my voice. My words and the way I speak and communicate are grounded in the identity I have chosen for myself, and I communicate from a place of knowledge, purpose, and humility.
Identity	I am committed to exploring and shaping my identity in alignment with the life I want to live. and I am aware of the values and beliefs that affect my perspective and identity. I know that my decisions and actions shape my identity outside of my own mind, and I seek to better understand my impact and identity in the eyes of others.	I am exploring and applying different values and beliefs I hold, while incorporating feedback and allowing others to shape the person I am; I am committed to more deeply living and embodying the values and beliefs that bring out the best version of myself.	I know and live my values and beliefs in a way that shapes my identity. I speak for and respect myself and know that I am the person I choose to be. I am committed to exploring differences and navigating change while leaning on these values and beliefs.
Servant Leader	I am committed to becoming a leader with and for my community. I am searching for my authentic leadership style in the context of the life that I lead now and the life I want to lead in the future.	I continuously search for opportunities to take agency and positively affect other people, places, and things. I am open to taking risks and failing forward in an effort to develop as a person comfortable with ambiguity, change, and challenge. I listen to and reflect on lessons learned through these endeavors. I want to lead with and for others.	I am a leader. I am responsible for making a positive impact on people and situations and see my leadership as an integral part of my life. I am committed to continuously reflecting and improving to be the best, most authentic version of myself, in service to my community.
Community	I know my community is full of assets. I more deeply understand the challenges and complexity facing my community and am committed to exploring solutions and options to improve the lives of those in my community.	I believe in our local island community and know that solutions exist to the problems and challenges I see; I can and must be part of these solutions. I am an active member of my community and believe that our future is what we, as community members, make of it.	I am committed to knowing, serving, and affecting positive change in my local community. I believe that all challenges and obstacles have solutions, and I see myself as a local leader who is responsible for being part of these solutions.
Consciousness	I no longer see issues as “black and white” or not my concern; I have an eye towards social justice and am committed to better understanding issues, perspectives, and solutions for my community, islands, and world.	I can and must shed light on inequities and injustices that I see in my community, and beyond. Silence and passive compliance to injustice is not an option.	I am awake and mindful of the very real issues in our community, islands, and world; I speak and act to shed light on and address injustice and inequity in a solutions- and partnership-oriented manner.

**(3) OUTCOMES PER COURSE** | The following is a snapshot of outcomes for each course, by stage:  
**FOUNDATIONS (6,7,8) OUTCOMES:** If the following outcomes are achieved, our students will have the skills, knowledge, and mindsets to achieve academic and personal success in high school.

### (1) 6<sup>TH</sup> GRADE ENGLISH LANGUAGE ARTS: SELF, US, NOW

Here is the course where leadership and identity development begins. **Self, Us, Now** is about constructing an individual identity, more deeply connecting with others, and developing a better understanding of the world we live in. Through student engagement with, struggle, and collaboration around the elements of this course, students will be prepared for the rest of Foundations [insert noun]. In a reflection- and production-focused environment based on the sixth grade English Language Arts Common Core Standards for language, literacy, and communication development, students will be able to: Cite textual evidence and specific claims in a text, including evaluating an argument; determine a text's theme and how it's conveyed; draw inferences and craft objective summaries; describe a text's elements (e.g. setting) and how they fit into its structure; determine figurative/connotative meanings, including how language conveys meaning/tone; discuss how point of view is developed; and compare/contrast different forms of texts. Support arguments with clear and relevant evidence; develop and examine a topic by organizing ideas; craft descriptive narratives, sequencing its events effectively and employing narrative techniques (e.g. dialogue); write with clarity and coherence, as appropriate to a prompt, purpose, and audience, strengthening writing iteratively (e.g. revision); research the answer to a question, collecting relevant sources; and construct, revise, effectively collaborate on, and successfully publish and present writing/ideas with clarity and coherence. Through the composition of stories about themselves and others; construction of their own identity through inter-/intrapersonal awareness; and the demonstration of growth and expression. Building from biographical and performance-projects around identity of others and self, to peer memoirs and public sharing, and culminating in student-teaching and portfolio development and defense, the Self, Us, Now develops empathy, vulnerability, and expression.

### (2) 6<sup>TH</sup> GRADE SOCIAL STUDIES: WORLDVIEW

Students will exit **Worldview** with a researched, evidence-based perspective on the world in which they live. Students will revisit traditionally celebrated and acknowledged people and events - Christopher Columbus, the "New World", Captain Cook, Thanksgiving - with a critical and new lens. Students will build research and comparison skills, conceptually travelling from Hawai'i to Asia, Europe, North America, and back to the Pacific, all while learning (albeit at a high level) about cultural values, beliefs, perspectives, and pivotal events that have shaped the world we live in. Learning experiences will correlate with both HCPS III and ELA Common Core State Standards in order to push content thinking and skill development; text from the University of Hawai'i's Curriculum Research & Development Group (China: Understanding its Past, A History of Hawai'i, To Find the Way, etc.) will help support literacy development. A broader perspective, and maybe some lingering questions, will support their progression through Social Studies courses at DreamHouse.

### (3) 6<sup>TH</sup> GRADE MATHEMATICS: APPLICATIONS

Crucial to **Applications** is a strong demonstration of the skills needed to address the following three questions: why/how do we make our math presentable, why/how do we quantify the world around us, and who can our solutions positively impact? From factors and ratios, fractions and two-dimensional measurement, and decimal operations, variables, and statistics, students will use local data, scenarios, case studies, text (when applicable), and application to ground their learning in our local

context. Applications will be supported by *Michigan State's Connected Mathematics Project*. A strong understanding of mathematical content from the 6th grade Common Core State Standards for Mathematics, the ability to apply learning to local context and data, and critical thinking across concepts will prepare students for further analytical and applications-based thinking down the road.

#### (4) 6<sup>TH</sup> GRADE SCIENCE: PHYSICAL SCIENCE 101

**Physical Science 101** supports similar cross-concept thinking that our **Applications** (6th grade Math) course develops in our students, except here we use physical science concepts, Next Generation Science Standards, and the local Hawai'i landscape to provide application opportunities, local case studies, and contextual units. During the year, we focus on three major themes (aligned to our terms): (1) building blocks of the world around us, (2) energy and forces that move our world, and (3) frequencies and our digital world. In addition to conceptual understanding / application, students will better understand patterns, cause and effect, function, systems, and measuring change. Content mastery and skill development prepares students for their scientific journey (Next: **Life Science 101**).

#### (5) 6<sup>TH</sup> GRADE HAWAIIAN STUDIES: CULTURE & PERSPECTIVES

Students will leave **Culture & Perspectives** with a better understanding of, more genuine interaction with, and a deeper appreciation for Hawai'i and the Hawaiian people. This course is broken into six modules, precluded with "re-orientation" to the dominant narrative that has shaped Hawaiian History in many western circles, and augmented with multiple texts such as *Island Fire* (local short stories), *Growing Up Local* (local poems, essays), and *Alaka'i* (lessons of leadership from Kamehameha). Modules are as follows: (I) Polynesia: A Look into the Past, (II) Across the Sea, (III) Behold Hawai'i, (IV) The Natural Environment, (V) Hawaiians, the Land, and the Sea, (VI) Family, Religion, and Society. 6th Grade ELA Common Core State Standards and HĀ standards will support knowledge and skill development. This course will instill respect and appreciation for our host culture, the land, and each other, and each will be better prepared for the next stage of Foundations.

#### (6) 7<sup>TH</sup> Grade English Language Arts: Culture, Freedom, Spirit

Building on a foundation from the Self, Us, Now, 7th grade ELA, **Culture, Freedom, Spirit** begins with an in-depth look at the values, rituals, and beliefs of their own and others' cultures, and transitions to the perception of heroism and the balance of good and evil in the world. Spring term brings into focus the relationship between freedom and responsibility and ends with a focus on the human condition and spirit, what drives it, and what drives us. By the end of this course, students will be able to: Cite several pieces of textual evidence, supporting an analysis of what the text says explicitly, including assessing its logic and relevancy of its evidence; determine a text's theme and how it's developed; draw inferences and craft objective summaries; analyze how a text's elements interact (e.g. how setting impacts plot) and how its structure conveys meaning; determine figurative/connotative meanings, including analysis of word choice and style; compare/contrast points of view and analyze their development; and compare/contrast different texts by different authors on the same topic. Support arguments with logically-organized, accurate evidence, addressing opposing claims; develop and examine a topic by organizing ideas effectively; craft descriptive narratives, sequencing its events effectively and employing narrative techniques (e.g. dialogue); write with clarity and coherence, as appropriate to a prompt, purpose, and audience, strengthening writing iteratively (e.g. revision); research the answer to a question, collecting relevant sources and creating specific questions for further inquiry; and construct, revise, effectively collaborate on, and successfully publish and present writing/ideas with clarity and coherence. Again, 7th grade HĀ standards-based portfolio-style defense of learning (across content

areas, but brought together through literary skills of language and communication) will be the culminating production and learning experience that will set the stage for the final year of their foundational stage of ELA.

### (7) 7<sup>th</sup> Grade Social Studies: Hawai'i

Following Worldview, students will return home to **Hawai'i** to engage in a critical examination of the events that have shaped the island community. Students will explore discovery and settlement of Hawai'i, Kamehameha, Māhele, contact, and other key events and people. Students will grapple with competing historical accounts, globalization and expansion, and the many stories of Hawai'i that often go untold in the mainstream and international media. Following this course, students will be able to more deeply explore, speak to, and defend Hawai'i's people, history, and culture from a place of knowledge and empathy. Various HCPS III and ELA Common Core State Standards will guide curriculum and unit development, while support texts from CRDG (Hawai'i: Our Traditions, Ethics in Thought and Action, etc.) will assist with literacy development.

### (8) 7<sup>th</sup> Grade Mathematics: Solving Problems Through Relationships

**"Relationships"** is about the investigation of proportions, operations, dimensions, and comparisons. By the end of Relationships, students will be able to: **(1) solve multi-step problems** involving percents, proportions, and drawing / graphing; **(2) formulate expressions** mastering arithmetic properties to solve problems; **(3) contextualize real-world problems** involving scale, area, and angles; and **(4) draw inferences on data** using multiple distributions. At the end of the course each student will present the framing of, contextualization, and working solution for a local problem that incorporates the four focus areas of this course.

### (9) 7<sup>th</sup> Grade Science: Life Science 101

**Life Science** is where students build skills in investigation and analysis, modeling, constructing arguments, and ultimately delivering scientific explanations for their work and findings. At the end of the course, student will: **(1) understand how cells contribute to all living things;** **(2) have analyzed systematic relationships and corresponding impact** on ecosystems; **(3) evaluated generational transfer of living traits;** and **(4) assessed environmental change and the response** of organisms. Ultimately, using place-based instructional resources from CRDG, the Hokule'a, and Hawaii National Parks, students will produce a scientific model that demonstrates interconnectivity of living things in Hawai'i , systems relationships of organisms in our ecosystem, patterns and predictions of change, and cause and effect.

### (10) 7<sup>th</sup> Grade Creative Media & Performance

**Creative Media & Performance** brings together elements of creation, artistic expression, and the generation of experiences to develop 21st Century skills and learn about self, others, and cultures from around the world. Following this course, students will be able to: **(1) apply materials, techniques, and processes, in the creation of art;** **(2) assess the communication of ideas and feelings;** **(3) create authentic experiences through acting, design, and technical theatre;** and **(4) hypothesize the role of drama in various cultures.** Students will design a two-part installation - both static and performance-based - to demonstrate a genuine understanding of the integral relationship between media, arts, performance, and culture.

### (11) 7<sup>th</sup> Grade World Language: Foundations I

**World Language: Foundations I** is focused on the development of community-based leadership, communication, cultural understanding, and comparative analysis in the context of a specific language and its corresponding society. Students will leave this course being able to: **(1) converse on a basic, fundamental level via both speaking and writing; (2) interpret the language from native speakers and various media sources; (3) effectively present (in the language) to an audience; (4) discuss cultural perspectives of countries / peoples who speak the language; and (5) assess patterns and relationships across different languages, cultures, and countries.** Students will create, present, and showcase their knowledge through a public exhibition, demonstrating understanding in each of the five core areas of this course.

### (12) 8<sup>th</sup> Grade English Language Arts: Decisions, Adversity, and the Future

8th Grade ELA (“**Decisions, Adversity, and the Future**”) may very well be the most challenging scope and sequence of essential topics and learning experiences, as the course is conceptually designed to push students to the edge of their foundational years (3) and on towards a new phase of application and development of their skills, knowledge, and mindsets as leaders. The rigor and gravity of topics will push student learning and development, both from a literary standpoint and an individual lens. Decisions, Adversity, and the Future begins with a focus on the linkage of decisions-actions-consequences, as well as adversity, conflict and change. We then revisit the 6th grade spring focal topic of our view of the world and ourselves, juxtaposing our past approach to this topic with now through production-centered, and community learning experiences. Cite strong textual evidence, supporting an analysis of what the text says explicitly, including identifying irrelevant evidence; analyze a text’s theme, how it’s developed, and its relationship to a text’s elements; draw inferences and craft objective summaries; analyze an element’s role amongst other elements in a text, and how its structure impacts to meaning and style; determine figurative/connotative meanings, including analysis of word choice and style; analyze differing points of view and their impact; and analyze how texts draws on other texts, historical events, etc (e.g., identifying biblical allusions). By the end of this course, students will be able to: Support arguments with logically-organized, accurate evidence from credible sources, addressing opposing claims; develop, examine, and preview a topic by organizing ideas into broader topics effectively; craft descriptive narratives, sequencing its events effectively and employing narrative techniques (e.g. dialogue); write with clarity and coherence, as appropriate to a prompt, purpose, and audience, strengthening writing iteratively (e.g. revision); research the answer to a question, collecting relevant sources and creating specific questions for further inquiry; and construct, revise, effectively collaborate on, and successfully publish and present writing/ideas with clarity and coherence. We bring our 8th graders to the culminating topic of “Past, Present, and Future” alongside of their final CCSS ELA-standards-based portfolio defense, allowing them to take stock in their growth through the foundational stage of DreamHouse while also envisioning their next steps into ninth grade.

### (13) 8<sup>th</sup> Grade Social Studies: The United States Effect

8th grade Social Studies will bring students to “the Continent” to explore what would traditionally be “U.S. History”, with a twist. The purpose of **The United States Effect** is not to memorize historical events in the United States, but, with a critical lens, research, explore, and analyze historical accounts that form the narrative of the United States. From early contact to early American society and government, western expansion and “Manifest Destiny”, the Civil War, Reconstruction, global impact, nationalism, and citizenship, students will immerse themselves in critical thinking and examination of historical events. Guided by HCPS III and ELA Common Core State Standards, as well as choice texts like

CRDG History of Hawai'i that highlight unique perspectives of historical accounts, students will leave 8th grade Social Studies with a more comprehensive, and perhaps conflicted, view of the country under whose flag they live.

#### (14) 8<sup>th</sup> Grade Mathematics: Reasoning Through Relationships

**Reasoning Through Relationships** is grounded in modeling, quantitative relationships, spatial analysis, and reasoning. Building on Applications (6th) and Solving Problems through Relationships (7th), students will leave this course knowing the following: **(1) how to model relationships with graphs and equations in order to analyze situations and solve problems; (2) how to construct nonlinear functions via exponents; (3) applications of the Pythagorean Theorem and quadratic functions; and (4) mathematical representation using symbols, symmetry, and systems.** Students will ultimately demonstrate CCSS Mathematics standards understanding by analyzing a local data phenomenon and building model- and function-based analysis, generating model- and function-based solutions, and publicly presenting findings that acknowledge different systems and patterns within our context.

#### (15) 8<sup>th</sup> Grade Science: Earth & Space Science 101

**Earth & Space Science 101** focuses on Earth from three perspectives: as part of a solar system, as a planet, and as our world. Students will leave this course able to explain: **(1) SOLAR SYSTEM: Earth's place in the Universe, our solar system, how the motion of Earth explain seasons and eclipses, how people figure out that the Earth and life on Earth have changed through time; (2) PLANET: how materials in and on Earth's crust change over time, how the movement of tectonic plates impact the surface of Earth, how water influences weather, circulates in the oceans, and shapes Earth's surface, factors that interact with and influence weather, and how living organisms have changed the Earth and how Earth's changing conditions impact living organisms; and (3) WORLD: availability of needed natural resources related to naturally occurring processes, predicting natural hazards, human activities and the affect on Earth systems, and how we know our global climate is changing.** Students will meet New Generation Science Standards as they build and defend, through public presentation and exhibition, assessment of our planet / "human world" as one small component of the solar system.

#### (16) 8<sup>th</sup> Grade Community Theatre

Modeled from *Playback Theatre* and *Theatre of the Oppressed*, **Community Theatre** engages students in restorative practices, behavioral development, and community building. Students will own and master the following: **(1) creating healing spaces and protocols; (2) narrating positive behavior and productive life choices; and (3) designing experiences that create and strengthen community.** The culminating project / experience will be a series of live, student-directed Playback Theatre episodes that incorporate real-life issues, solutions, and leadership in communities.

#### (17) World Language: Foundations II

**World Language: Foundations II** builds from Foundations I by following a similar developmental structure of communication development, cultural understanding, and comparative analysis. Students will exit Foundations II being able to: **(1) converse on an advanced basic-intermediate level via both speaking and writing; (2) interpret dialogue from native speakers and diverse media sources; (3) effectively present (in the language) to an audience; (4) lead discussion around cultural perspectives of countries / peoples who speak the language; and (5) generate original patterns and relationships across different languages, cultures, and countries.** Students will create, present, and showcase their

knowledge through a group public exhibition, demonstrating 21st Century communication skills, understanding and language-based collaboration in each of the five core areas of this course (i.e live language-based interactions, group presentation / discussion, etc.).

**APPLICATION & DEVELOPMENT (9,10) OUTCOMES:** If the following outcomes are achieved, our students will have the skills, knowledge, and mindsets to succeed in the Ownership & Graduation stage.

**(1) 9th Grade English Language Arts: Language, Spirit, and Empathy (*English Language Arts I*)**

Opening high school ELA and the Applications & Development stage of DreamHouse is **Language, Style, and Empathy**. Through this course, students will be able to do the following: **(1) analyze author's purpose, central theme, and use of language from a wide variety of fictional and nonfictional text; (2) compose original arguments and coherent, grade-appropriate works of writing; and (3) engage in effective communication with and present to diverse groups of people demonstrating understanding and personal style**. Students will ultimately create, conduct, and co-assess literature circles that require participants to engage with text and participants while demonstrating intra- and interpersonal awareness.

**(2) 9th Gr. Social Studies: Hawai'i, U.S., World (*Modern Hawaiian History, Participation in Democracy*)**

**Hawai'i, U.S., World** will build perspective of interrelated events and influences that have shaped the islands, country, and world in which we live. This course requires the following from our students: **(1) a deep analysis of how local historical events have impacted current political environment and government; (2) formulating a widened perspective of how U.S. politics and economics influence citizenships and democracy; and (3) examining societies around the world to explore similarities and differences**. The final product of this course will be building a Hawai'i-U.S.-additional country comparison that presents original perspective and conclusions on democracy.

**(3) 9th Grade Mathematics: Algebra & Modeling 1.0 (*Algebra I*)**

**Algebra & Modeling** develops students' problem-solving abilities through expressions, equations and inequalities, and functions. Students will grow their reasoning and modeling abilities through: **(1) creating and interpreting rational expressions; (2) designing solutions through polynomial relationships; (3) constructing equations; and (4) solving systems of equations and representing graphically**. As a culminating project, students must (a) research and present a local problem, (b) formulate, compute, interpret, and validate a viable solution, and (c) report findings publicly (i.e. exhibition, letter of local elected representative, etc.).

**(4) 9th Grade Science: Life Science (*Biology*)**

**Biology** focuses on the life, and the building blocks of the world in which we live. Students will leave Biology being able to speak knowledgeably to the following concepts: **(1) MOLECULES & ORGANISMS: the lives and growth of organisms; (2) ECOSYSTEMS: interactions between organisms and environment and corresponding effects; (3) HEREDITY: the passing of characteristics from one generation to the next, including species adaptations; and (4) BIOLOGICAL EVOLUTION: species and evidence showing relationships**. End of course summative project will require students to (a) perform a deep examination of one of the 150 ecosystems found in the Hawaiian Islands, (b) elaborate on each of the previous four concepts with regard to their ecosystem, and (c) report findings publicly (i.e. exhibition, letter to science journal, post on a science website, etc.).

#### **(5) 9th Grade Physical Education: Living Fit (*Lifetime Fitness + Physical Education Elective*)**

**Living Fit** is about integrating physical activity into an active and healthy life. Honoring each child's physical ability, students will develop the following: **(1) MOVEMENT via activities, skill development, team sports, and etiquette; and (2) FITNESS & CONDITIONING goals, routines, and understanding of benefits.** As a final product, students will research, design, and present/perform a fitness plan that builds an active and healthy lifestyle (i.e. yoga routine, workout calendar, Great Aloha Run training schedule, etc.). The second part of this course will be the implementation, monitoring, adjustment, and reflection on this plan. Students will leave the course having participated regularly in a physical activity and improved their overall fitness.

#### **(6) 9th Grade Language: Language I (*World Language*)**

**Language I** is focused on building literacy (reading, writing, speaking), cultural understanding, and cultural comparison. Students will **(1) use core language engage in multidimensional communication (Q&A, expression, opinion, etc.); (2) interpret written and spoken language from a diverse spectrum; (3) present oral and written community; and (4) examine cultural relationships and linguistic concepts of target language.** Students will create, present, and showcase their knowledge through a group public exhibition, demonstrating (a) 21st Century communication skills, (b) cultural understanding, and (c) language-based collaboration in each of the four core areas of this course.

#### **(7) 10th Grade English Language Arts II: Truth, Freedom, and the Human Condition (*ELA II*)**

Application & Development ELA concludes with "**Truth, Freedom, and the Human Condition**", a course that focuses on life's most influential forces. Following the course, students will be able to do the following: **(1) construct original meaning and perspective from various text-based details; (2) reason, explain, and convey complex ideas through grade-appropriate writing; (3) collaboratively discuss vague/complex topics with purpose and poise; and (4) demonstrate clear and effective use of the English language.** The final summative will require students to create an original literary piece (written, spoken, both) that ties together "human-ness", freedom, and truth, while demonstrating grade-appropriate mastery of the aforementioned reading, writing, speaking, listening, and language standards.

#### **(8) 10th Grade Social Studies: The Impact of History (*U.S. History & Government*)**

**The Impact of History** takes a deep dive into historical time periods, events, and people that have shaped the country in which we live. Students will leave this course knowing the following: **(1) how to balance inquiry, empathy, and perspective when examining key details of the past; (2) crucial time periods, events, and people within the United States that have influenced our lives today; and (3) the relative impact and consequences of these time periods, events, and people.** Students will finish the course by creating a research project and public exhibition in answer to the following question: "We study history so as not to repeat mistakes of the past, so what then is our responsibility (individually and collectively) to the future?"

#### **(9) 10th Grade Mathematics: Proof & Geometry (*Geometry*)**

**Proof & Geometry** explores congruence, similarity, modeling through geometric properties, measurements, and application. **Students will leave the course being able to perform the following: (1) prove geometric theorems and make geometric connections; (2) prove theorems involving similarity and apply trigonometric properties to solve problems; (3) geometric measurement of**

**volume, circles, and multi-dimensional plans; and (4) express geometric properties through algebraic equations and modeling situations.** The final product of this course will be a project where students design and publicly present a purposeful, community-centered building for the Ewa Beach community that incorporates the major geometric concepts, theorems, and applications of this course.

**(10) 10th Grade Science: Physical Science (*Physics / Science Elective*)**

**Physical Science** is a course designed for the study of matter and energy. Students will leave the course having investigated, analyzed, modeled, and constructed answers to the following questions: **(1) how can one explain and predict interactions between objects and within systems of objects; (2) how is energy transferred and conserved; and (3) how are waves used to transfer energy and send and store information?** Students' end-of-course presentation of knowledge will require an original case study, analysis, and application of knowledge from the three core areas of this course to a local physical science phenomena (i.e. geological, ocean-based, etc.).

**(11) 10th Grade Holistic Health (*Expository Writing & Health Today & Tomorrow*)**

**Holistic Health** focuses on building awareness, establishing and communicating intentions, and engaging in advocacy and promotion of natural health. Students will leave this course being able to do the following: **(1) better speak to and access trustworthy information around healthy, safety, and wellness; (2) practice and enhance healthy behaviors through research, introspection, and influence analysis; (3) set and achieve health-related goals in an authentic, safe, natural manner; and (4) communicate and advocate for self, others, and community.** Students will be required to produce multiple writing products that show development in structuring, design, revision, citing, and voice, as well as spoken word presentations that build delivery, clarity, and audience adaptation skills. The final project for Holistic Health requires each student to develop a research project on a mental, physical, or emotional health topic impacting children in Hawai'i, including analysis, grade-appropriate writing, and public presentation of research, findings, and proposed plan for solution.

**(12) 10th Grade Language: Language II (*World Language*)**

**Language II** builds on Language I and will develop deeper skill and knowledge across literacy (reading, writing, speaking), cultural understanding, and cultural comparison. Students will: **(1) use core language engage in multidimensional communication (conversational Q&A, providing details, etc.); (2) interpret written and spoken language through critical listening and reading; (3) present oral and written communication about a familiar topic; and (4) compare cultural relationships and linguistic concepts of target and own language.** Students will create, present, and showcase their knowledge through a group public exhibition, demonstrating (a) 21st Century communication skills, (b) cultural understanding, and (c) language-based collaboration in each of the four core areas of this course.

**OWNERSHIP & GRADUATION (11,12) OUTCOMES:** if the following outcomes are achieved, our students will have the competencies, skills, and content knowledge to succeed in postsecondary opportunities including college and career.

**(1) 11th Grade English Language Arts: Social Justice 1.0 (*English Language Arts Elective*)**

**Social Justice 1.0** lifts up and examines social movements from around the world, past and present, drawing comparison, difference, and local application. Students will leave being able to do the following: **(1) critically compare different themes, perspectives, and interpretations of diverse authors and a wide array of literature; (2) analyze detail, structure, contributing sources of knowledge, and**

**argument of various informational texts; (3) construct written arguments using reasoning, evidence, complex ideas, and original style at a grade-appropriate level; and (4) initiate and participate effectively in open-ended, collaborative discussions.** Over the course of the year, and as a final summative project, students must create a detailed plan for a social justice movement modeled from a historical example, incorporating these literary expectations and applying to our island community.

### **(2) 11th Grade Social Studies: Then to Now (World History & Culture)**

Then to Now brings students from pre-modern times, through origins of global interdependence, revolutions, the 20th century, and our current, contemporary world. Students will have done the following after this course: **(1) examined pre-modern cultural traditions and global interactions; (2) analyzed the various origins of global interdependence; (3) differentiated between various revolutions and industrial growth periods; (4) compared ideological, political, and independence movements of the 20th century; and (5) assess technological, geopolitical, governmental, and economic influences on our contemporary world.** Final product will require students to answer, in depth (e.g. through a research-based, public presentation / performance), the following question: “To what extent have human rights been impacted by developments in world history and culture, and where are we headed as a human species?”

### **(3) 11th Grade Mathematics: Algebra & Modeling 2.0 (Algebra II / Math Elective)**

**Algebra and Modeling 2.0** deepens students’ ability to apply mathematical reasoning to everyday life through complex number systems, quantities, and connecting expressions, equations through the use of modeling and graphical visualization. Students will develop problem-solving abilities through doing the following: **(1) reasoning quantitatively through the manipulation of complex numbers and polynomials; (2) model vector quantities and matrices while transforming functions through graphical application; (3) solve rational and radical equations and functions while analyzing their behavior; (4) construct and compare linear, quadratic, and exponential models; and (5) apply basic trigonometric functions to model various purposes and phenomena.** As a culminating project, students must (a) research and present a local problem, (b) quantitatively reason, construct a viable argument, and model a structured solution, and (c) report findings publicly (i.e. exhibition, math journal, etc.)

### **(4) 11th Grade Science: Chemistry (Science Elective)**

**Physical Science II** is built around the structure, properties, and interactions of matter (chemistry). As a result of this course, students will know how to: **(1) hypothesize using the periodic table to predict relative properties of elements; (2) develop models to illustrate and explain patterns and outcomes for chemical reactions and energy changes; (3) apply scientific principles and evidence to explain temperature change and particle reaction; and (4) design mathematical representations to refine chemical systems.** At course end, students will apply chemistry-based scientific principles to everyday phenomena by developing an original model to illustrate/prove chemical reaction or thermodynamics and presenting, justifying publicly.

### **(5) 11th Grade Language: Language III (World Language / Elective)**

**Language III** builds on Language I and II and fluency across literacy (reading, writing, speaking), cultural understanding, and cultural comparison. Students will: **(1) use core language engage in multidimensional communication (exchange opinions and perspective); (2) interpret written and spoken language through critical listening and reading (describe main ideas and details, recall information from a wide array of messaging); (3) present creative oral and driver written**

**communication (paraphrase, summarize, inform); and (4) compare cultural relationships and linguistic concepts through analysis of patterns, behaviors, expressive products, and tenses.** Students will create, present, and showcase their knowledge through a group public exhibition, demonstrating (a) 21st Century communication skills, (b) cultural understanding, and (c) language-based collaboration in each of the four core areas of this course.

**(6) 11th Grade Elective: Spoken Word (*Drama & Theatre / Elective*)**

Modeled from the Indy Pulse spoken word youth program that focuses on reflection, advocacy, and inclusion, **Spoken Word** incorporates artistic expression, communication, and appreciation for performance. Students will: **(1) examine how arts are organized, communicate, and shape culture; (2) design original products that incorporate reflection, creative communication, and various forms of visual arts, music, drama, and dance; and (3) deliver to a public audience their products.** Students will leave this course having researched, created, and delivered an original spoken piece.

**(7) 12th Grade English Language Arts: Social Justice 2.0 (*ELA Elective*)**

**Social Justice 2.0** challenges students to critically examine Hawai'i through lenses of privilege, wealth, and opportunity. Students will end this course having done the following: **(1) taken a deep dive into local literature focused on movement-building and social justice issues; (2) written op-ed pieces for public distribution incorporating grade-appropriate language; (3) spoken publicly to shed light on issues and solutions that occur on a daily basis here in our islands; and (4) engaged in deep listening and partnership with local change agents to foster understanding and commitment to enacting positive change for our island community.** The capstone project will be a culminating written or spoken piece on a public, statewide level that incorporates Stage III demonstration of DreamHouse Core Competencies, command over the English language, and deep empathy with those affected by issue.

**(8) 12th Grade Social Studies: Organizing (*Social Studies Elective*)**

**Organizing** follows Marshall Ganz's Harvard Kennedy School of Government course on movement-building through organizing, adapted to high school ELA and aligned to ELA CCSS. Following this course, students will: **(1) understand conceptual frameworks in organizing including examples, people, and stories; (2) be able to tell their own story in an "organizing-friendly" way; (3) have practiced and developed a common approach to building relationships; (4) know how to coach peers and even strangers; (5) develop a working understanding for how to build teams, strategize, and enact a movement.** The final project, appropriately, is to design and enact a local movement that demonstrates deep research through text and media, application of writing and speaking organizing techniques, grade-appropriate use of the English language, and an empathetic disposition with those affected.

**(9) 12th Grade Mathematics: Statistics & Probability (*Math Elective*)**

**Statistics & Probability** builds skill around making informed decisions with data that incorporates variability, randomization, and probability. Students will be able to do the following through the course: **(1) summarize, represent, and interpret multi-variable data and linear models; (2) make inferences and justifying conclusions supported by sample surveys, experiments, and observational studies; (3) interpret data and compound events incorporating independence, conditional probability, and a uniform probability model; and (4) solve problems and evaluate decision outcomes using calculated values.** End of course summative will require students to investigate and interpret a set of local data points, build a conditional model incorporating concepts from the course, and design scenarios and justifications for outcomes (i.e. population growth, housing market, traffic, rail, etc.)

### **(10) 12th Grade Language: Language IV (*World Language / Elective*)**

**Language IV** builds on Language I, II, III and fluency across literacy (reading, writing, speaking), cultural understanding, and cultural comparison. Students will: **(1) use core language engage in multidimensional communication (events and their impact on culture being studied); (2) interpret written and spoken language through critical listening and reading (make inferences and predictions supported by textual evidence); (3) present creative oral and driver written communication (strategies appropriate for various purposes); and (4) compare cultural relationships and linguistic concepts through analysis of history, politics, and art while explaining themes, ideas, and perspectives.** Students will create, present, and showcase their knowledge through a group public exhibition, demonstrating (a) 21st Century communication skills, (b) cultural understanding, and (c) language-based collaboration in each of the four core areas of this course.

### **(11) 12th Grade Senior Project (*Drama/Theatre Elective*)**

**Senior Project** centers on demonstrating true embodiment of all five DreamHouse Core Competencies through “design creating” an initiative to serve our island community. Students will: **(1) EMPATHIZE - perform deep research on a local issue, opportunity, or phenomena through; (2) DEFINE - write and speak to their focal area through humility and empathy; (3) IDEATE - collaboratively generate as many solutions as possible for their focal area; (4) PROTOTYPE - collaboratively apply a solution to the issue, opportunity, or phenomena; (5) REFLECT - draft an in-depth case study, report, or plan based on action findings.** Outcome: students will have applied the design thinking process to a local issue, opportunity, or phenomena while embodying a unique voice, affirmed identity, servant leadership, commitment to our island community, and consciousness around the focal area and related implications.

### **(12) Personal Transition Plan**

The Personal Transition Plan will have been developed through grades 9-12 and will integrate with the students’ Individual Learning and Development Plan (ILDLP), Leadership Empowerment Agency Development (LEAD) programming, and multiple high school courses. Students will have set goals, leveraged resources, compiled evidence of action, and incorporated self- and peer-evaluation along the way. Outcome: student will be prepared to transition smoothly to higher education or immediate career opportunity.

2. A clear description of the rigorous academic standards that will be used at the proposed school including:
  - a. A rationale for inclusion each set of standards that the proposed school plans to adopt that demonstrates an understanding of how each set of standards will contribute to the success of student learning under the Academic Plan; and
  - b. A clear articulation of how the standards based curriculum will be aligned to standards-based instruction, standards-aligned formative and summative assessments and standards-based grading and reporting of student progress.

COURSES	STANDARDS	RATIONALE
ELA (6-12), Math (6-12)	Common Core State Standards (“Common Core”)	Common Core offers rigorous, college- and career-aligned, skill-based standards across Math and English Language Arts. As we are a middle and high school focused on opening doors of opportunity, including higher education, we feel the vertical integration from 6-12 in both of these core classes offers students seven years to develop skills and content mastery. In addition, the ELA standards support our Social Studies, Hawaiian Studies, and additional elective curriculums, offering students additional opportunities to develop the skills. Lastly, the Smarter Balanced Assessment is aligned to Common Core, and ultimately this is a core metric within the STRIVE HI accountability system.
Science Courses (6-11)	Next Generation Science Standards (“Next Gen”)	Next Gen Standards offer rigorous standards that focus on skill mastery and higher-level thinking. Beyond content (i.e. Middle School Life Science), the standards highlight practices, core ideas, and crosscutting concepts that develop critical thinking. These standards link nicely to the Common Core and ultimately drive the Science component of the STRIVE HI accountability system.
Social Studies (6-12), Electives	Hawai’i Content Performance Standards III (“HCPS”)	Our state standards offer contextual, vertically aligned, and scaffolded standards across many of the core and elective courses we will offer. HCPS III offers content alignment, while CCSS for Social Studies and ELA will be woven into the developed curriculum to focus on additional skill development. In addition, HCPS III will drive content alignment and mastery for Physical Education, Health, Expository Writing, Drama/Theatre, Senior Project, and World Language courses.

3. A reasonable and sound timeline and description of how instructional materials will be developed or selected and a list of individuals that will be involved in the development or selection process. If the instructional materials have been selected, a description and explanation that clearly demonstrates how the materials support the Academic Plan. If the proposed Academic Plan includes a *virtual or blended learning program*, include a clear description of the virtual learning curriculum program(s) and a reasonable rationale for the selection of the curriculum program(s).

**CRITERIA FOR COURSE DEVELOPMENT (what each course requires):**

COMPONENT	DESCRIPTION
Course Goals & Outcomes	Overall goal (north star) for the course, as well as a description of intended outcomes that, if achieved, will lead children to academic success and college- and career-readiness.
Term-specific Essential Questions	Overarching, essential questions that drive learning throughout the years. These questions guide unit focus, topics of discussion, and text.
Nā Hopena A’o	Term-specific HĀ area of focus, aligned to six statement-based dispositions, that

Statement in Focus	focus on personal and holistic development.
Core Competency Alignment	The integration of Core Competencies within each course, how they are relevant, and how they are being developed through content and learning.
Connected Learning Design	Principles for designing a 21st century learning environment and how they shape the classroom environment and delivery of content.
Unit Descriptions	Detailed account of unit title, focus, and overall focus of learning.
Standards Alignment	Standards are thoughtfully scaffolded, grouped, and paced over the course of the year; all standards must be integrated into yearlong plan (no gaps).
Assessment Overview	Description of summative assessment (and rubric, if applicable / available) that will allow students to produce and demonstrate content mastery, skill development, and personal growth.
Key Instructional Strategies	A list of key instructional methodology or specific strategies that will bring curriculum to life and support the design of dynamic learning environments.
Unit & Lesson Example(s)	The first, or multiple, units of every year should be completed with the yearlong plan; lessons as well.

#### OVERALL TIMELINE:

GRADE	STATUS	EXPECTED COMPLETION / NOTES
6th	Developed or in-development	Spring and Summer 2017
7th and beyond	Course map and outcomes developed; curriculum materials to be developed with staff and external partners each successive year.	7th grade - Late Spring 2019 8th grade - Late Spring 2020 9th grade - Late Spring 2021 10th grade - Late Spring 2022 11th grade - Late Spring 2023 12th grade - Late Spring 2024

#### 6TH GRADE SNAPSHOT:

COURSE	TIMELINE / DESCRIPTION	INFLUENCERS
6th Grade ELA - "Self, Us, Now"	<b>Complete. Posted to DreamHouseEwaBeach.org</b> <i>Academic Plan Alignment:</i> ELA is driven by an overall goal and essential questions, which highlight core outcomes to be achieved. Unit-based learning experiences are inquiry-based, while deeply focusing on bringing identity into the academic space. Assessments are growth-oriented and encourage the demonstration of developed leadership skills, allowing for students	Kirsten Rogers, Meilan Akaka Manfre, Alex Teece

	to measure progress, course correct (a key piece in the Academic Plan), and ultimately re-align to the goal of the course.	
6th Grade Social Studies	<b>In development.</b> We are building this in-house in alignment with the scope and sequence of ELA, various topics from the HCPS III, and an emphasis on re-shaping perspective. <b>Expected Completion: February 2017</b>	Alex Teece, Kirsten Rogers, Dane Carlson
6th Grade Math	<b>In development.</b> We are re-imagining the adaptable Connected Math Program to create a more contextual, flexible curriculum map. The units, standards, and overall thematic components are aligned to our Academic Plan’s goal-orientation, emphasis on inquiry, focus on assessment, and ability to course-correct / develop. <b>Expected Completion: Late Spring 2017</b>	Dr. Deborah Zuercher, Dr. Joe Zilliox, Jane Henzerling, Alex Teece, Danielle Lerro
6th Grade Science	<b>In development.</b> Collaborating with multiple professors at UH College of Education and the Curriculum Research & Development Group to build out a Next Gen-aligned curriculum. <b>Expected Completion: Late Spring 2017</b>	Dr. Deborah Zuercher, Alex Teece, CRDG personnel
6th Grade Hawaiian Studies	<b>In development.</b> Collaborating with multiple local, Native Hawaiian colleagues to inform the design of a non-traditional Hawaiian Studies course. CRDG modules and text will outline the year as the material is conducive to inquiry, deeper learning, and production-based assessment (all key components of the Academic Plan). Additional unit development and modifications underway. <b>Expected Completion: Late Spring 2017</b>	Dane Carlson, Dani Espiritu, Meilan Akaka Manfre, Dr. Walter Kahumoku III, Dr. VerlieAnn Malina-Wright, Alex Teece

**7TH GRADE AND BEYOND:** Following the development of our 6th grade materials, each successive year will be collaboratively developed by DreamHouse teachers, Leadership Support Team (LST) members, and external partners. The timeline for 7th grade development is as follows (and would repeat each year for each successive grade):

COURSE	TIMELINE / DESCRIPTION	COLLABORATORS
7th Grade Courses	<b>November/December 2018</b> - teachers and LST determine whether curriculum is effectively moving children towards academic goals, core competencies, and expected skill development; collaboratively decide which curriculums will need revision, how, and which courses will need a new approach; explore new options aligned to Academic Plan; <b>January/February 2019</b> - share with School Board Academic Committee, Community Council, and Students potential options; consider feedback; teachers & LST choose curriculum decisions for 7th grade (19-20 SY); <b>March/April/May 2019</b> - teachers, LST, key partners design 7th grade courses together; <b>June 2019</b> - all new 7th grade curriculum ready to go.	Current Teachers, LST, School Board Academic Committee, Community Council, Students, Key Partners

New 7th Grade Courses	<p><b>January/February 2019</b> - offer opportunity to new hire candidates to design semester-long curriculum aligned to DH Vision, Academic Plan, and Educational Model; if accept, curriculum is due June 2019. If not, LST + School Board Academic Committee searches for appropriate curriculum, or develops in-house.</p> <p><b>March/April/May 2019</b> - curriculum development</p> <p><b>June 2019</b> - all new 7th grade curriculum ready to go.</p>	LST, School Board Academic Committee, New Hires, Students
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4. A clear list of academic goals and targets and a description of how the proposed school assesses the progress of individual students, student cohorts, and the school as a whole on the identified goals and targets. The description must clearly explain how the identified assessments will accurately measure progress toward the identified goals and targets.

**Individual Student Academic Goals / Targets:** 100% of students meet ILDP goal each year.

- *Individual Learning & Development Plan (ILDP)* - individual student portfolios that leverage internal summative and diagnostic platform growth data and build out personalized targets and goals for each course.
- *Keep-Up Goal* - for those students entering grade level at or above proficiency (as measured by previous SBA results, assessment platforms, or internal diagnostics), our goal is to maintain their on-grade level proficiency for the respective grade. For those highly accelerated students, we will set additional academic reach goals and determine cognitively appropriate programming.
- *Catch-Up Goal* - for those students who are not proficient (as measured by previous SBA results, assessment platforms, or internal diagnostics), our goal is to set individual growth target so they will be on a path to being 100% as early as possible, and by the end of 8th grade at the very latest.

**Student Cohort Academic Goals:** Cohorts are individual grade levels, and goals/targets are as follows:

- **In 6th and 7th grade**, 100% of students nearly meet or meet standard for ELA and Math as measured by the Smarter Balanced Assessment.
- **In 8th grade**, 100% of students meet or exceed standard for ELA and Math as measured by the Smarter Balanced Assessment;
- **In 9th & 10th grade**, 100% of students meet their individual academic goals in their Individual Learning & Development Plan (ILDP).
- **In 11th grade**, 100% students meet standard for ELA and Math as measured by the state high school assessment.
- **In 12th grade**, 100% of students graduate and are accepted to a 4-year college or university.

**Whole School Academic Goals:** 100% of students from each grade meet ILDP goals.

*Assessment Measures:* Externally, the Smarter Balanced Assessment will offer a barometer for proficiency across ELA and Math, while the Hawai'i State Assessment will cover Science. Aside from these external metrics, DreamHouse will leverage diagnostic and growth platforms, as well as internal formative and summative assessments, to actively gauge proficiency and growth.

5. A clear and comprehensive description for how instructional leaders and teachers will use student data to administer, collect, and analyze the results of diagnostic, formative, benchmark/interim, and summative assessments to inform programmatic and instructional planning decisions and make adjustments to curricula, professional development, and other school components. The description must clearly explain the roles and responsibilities of the

instructional leadership team in overseeing teachers' progress toward helping students meet their identified goals and targets and clearly describe the formalized process and supports that will enable teachers to reflect on student progress and adjust their instruction accordingly.

We believe in continuous assessment, monitoring, analysis, and programmatic adjustment to best meet the needs of our students. Our data inquiry process will be collaborative and inquiry-based in nature, working to isolate key levers impacting student achievement. Three unique processes will be used: 1) **administer & collect**, 2) **analyze & inform**, 3) **adjust & professionally develop**. All three stages may happen simultaneously as the collection of different data points and evolving standards mastery and focus will continue throughout the academic year.

**(1) Administer & Collect** - Three main strands of data will be focused on to encompass the diagnostic, formative, benchmark / interim, and summative assessment spectrum:

Smarter Balanced Assessment (SBA) & Hawai'i State Assessment (HSA) - administered online over the spring quarter; fall practice tests

Diagnostic and Growth Platforms - we will utilize multiple literacy and mathematics diagnostics to gather baseline data for students and whole school; inform the Individual Learning and Development Plan (ILDLP), differentiation, Special Education supports, RTI preemptive supports;

Internal Summative Assessments - unit-based, course-specific, standards-aligned assessments offer content mastery and proficiency snapshots for non-SBA/HSA courses/grades.

**(2) Analyze & Inform** - Four separate entry points will allow for the continuous analysis of data and will help inform practice.

Professional Development (PD) Days - Six / Year - there are six PD days allotted to schools via the HDOE master schedule (i.e. 2018-19). In the beginning of the year there are four PD days, one of which will be spent for data and assessment planning, professional development, calendaring, alignment, and strategizing around an ongoing conversation grounded in continuous data analysis and incorporation.

Staff Huddle - Once / Month - at our Wednesday staff huddles, once a month, we will devote time to identify areas of growth and concern, and highlight areas of focus. These sessions will follow the DataWise and Meeting frameworks designed by Kathy Boudett at the Harvard Graduate School of Education, which employ research-based, practical protocols for collaborative data inquiry and planning.

Instructional Coach Co-Analysis - Twice / Month - During the "20% time" at least twice per month, the Instructional Coach will partner with individual (or multiple) teachers to dig into formative and summative data and co-analyze, examine instructional practices, develop an action plan around data improvement, and schedule time to observe/debrief.

ILDLP Meetings - Five / Academic Year - The Leadership Support Team will lead co-building the ILDP alongside of students and parents, creating a strong understanding how multiple data points are impacting overall achievement and growth. Students, parents, Leadership Support Team, and teachers will revisit the ILDP throughout the year.

**(3) Adjust & Professional Development** - Built into the data analysis days and timing throughout the year are opportunities to adjust course and to develop professionally in an adult learning community. Leadership Support Team will engage in this process alongside of teachers and actively seek feedback regarding additional professional development ideas / requests.

6. A clear description of the instructional strategies that the proposed school will use that adequately explains how these strategies support the mission, vision, and academic philosophy of the proposed school and are well-suited to the anticipated student population. The

description must also include the interventions and modifications that will be made to instructional strategies if students are not meeting identified goals and targets. If the proposed school’s Academic Plan contains a *virtual or blended learning program*, the description must adequately explain how the proposed instructional strategies will work with the virtual learning components to result in a coherent instructional program.

DreamHouse educators serve as guides, coaches, and facilitators of learning. The following represents our pedagogical approach to instructional strategies to create a dynamic, inquiry-driven, student-centered learning environment (among others):

TEACHER-GUIDED LEARNING ENVIRONMENT	STUDENT-DRIVEN LEARNING ENVIRONMENT
<p><i>Teacher responsible for designing/guiding learning experience.</i></p> <ul style="list-style-type: none"> <li>• <b>Direct instruction</b> (e.g., mini-lessons, modeling, lecture);</li> <li>• <b>Guided Practice</b> (i.e. science experiments, literature circles, problem-based inquiry)</li> <li>• <b>Independent Practice</b> (i.e. production-based demonstration of standard mastery)</li> <li>• <b>Essential questioning</b> (i.e., pose question, offer resources, set parameters/expectations)</li> <li>• <b>Activating prior knowledge</b> (e.g., pre-assessment, “Know, Want to Know, Learned” chart);</li> <li>• <b>Case Studies</b> (i.e. designing, leading discussion and questioning; case expert);</li> <li>• <b>Socratic discussion</b> (i.e., formal, student-driven discussion during which leader asks open-ended questions while participants engage in dialogue, reflection, response).</li> </ul>	<p><i>Student responsible for designing/guiding learning experience.</i></p> <ul style="list-style-type: none"> <li>• <b>Tutorials</b> (i.e., self-directed activities applying knowledge/skills);</li> <li>• <b>Open Networking</b> (e.g., public/community presentations);</li> <li>• <b>Co-lesson design</b> (student-designed learning experience);</li> <li>• <b>Peer/self assessment</b> (i.e., use rubric to evaluate other/own work)</li> <li>• <b>Co-design LEAD Block</b> (i.e. work with teacher, fellow students to design 40-min LEAD Block experience)</li> <li>• <b>Co-design assessment</b> (i.e. build unit summative aligned to learning objectives)</li> <li>• <b>ILDP design</b> (i.e. student-led co-investigation and development of academic and personal goals);</li> <li>• <b>Portfolio development &amp; public defense</b> (i.e. construct presentation and defense of learning that spans year, content areas, LEAD programming, ILDP growth, and achievement)</li> </ul>

In addition to a these strategies, we have engaged the Community Training and Assistance Center (Boston, MA) who has developed over 50 instructional approaches that use complementary strategies aligned with our academic model. We have listed some of the strategies in **Attachment H**.

**Interventions and Modifications** | To support students struggling with these instructional methods, and in alignment with our RTI supports, we will employ the following:

- **Multilevel Pairing** - in-class pairing with a student who “gets it” and can support (this is also an advanced differentiation technique supporting higher-level thinking and learning for supporter);
- **Chunking** - identifying and grouping information in conceptual or pattern-based methods
- **Scaffolding** - separating components of content / skill development while building in temporary support strategies that help students gradually move towards mastery;

- **Multiple Intelligences** - re-designing learning experiences to reach students through their optimal learning mode (e.g. visual, kinesthetic, intrapersonal, etc.)
- **Extensive Learning Plan** - if all else fails, and student is still struggling through multiple instructional environments, multiple stakeholders (student, parent/guardian, teacher, Special Ed Lead, Instructional Lead) will work to design appropriate supports and modifications for learning; this would be the first step towards evaluation.

7. Graduation Requirements.

- a. A clear description of the course and credit requirements for graduation, including a description of how GPA will be calculated, that meets BOE’s graduation requirements.
- b. If graduation requirements for the proposed school will differ in any way from BOE Policy 4540, an explanation of how they will differ (including exceeding BOE graduation requirements), including compelling reasons and justification for the differences, and a reasonable and sound plan for adjusting graduation requirements (including any necessary adjustments to other components of the Academic Plan) in the event the BOE does not grant a waiver from its policy.

**BOE Requirements** - Course and credit requirements for graduation are directly aligned to the Hawai’i State Board of Education, with the necessary course offerings to earn a BOE Recognition with Honors, including Academic and CTE Honors. Minimum graduation requirements for high school will require student to have completed grades 9-12 (D or better) earning at least 24 credits across required courses, including electives. The following is the HI BOE requirements:

Course & Credit Requirements for Graduation (24)	Grade	GPA Points
<ul style="list-style-type: none"> <li>• <b>4 credits ELA</b> including: English Language Arts 1 (1.0 credit); and English Language Arts 2 (1.0 credit); and Expository Writing (0.5 credit); and English Language Arts basic electives (1.5 credits)</li> <li>• <b>4 credits Social Studies</b> including: U.S. History and Government (1.0 credit); and World History and Culture (1.0 credit); and Modern History of Hawaii (0.5 credit); and Participation in a Democracy (0.5 credit); and Social Studies basic elective (1.0 credit)</li> <li>• <b>3 credits Math</b> including: Algebra 1 (1.0 credit); Geometry (1.0 credit); and mathematics basic elective (1.0 credit)</li> <li>• <b>3 credits Science</b> including: Biology 1 (1.0 credit); and science basic elective (2.0 credits)</li> <li>• <b>2 credits World Language:</b> Language I, II (1.0 credit/ea);</li> <li>• <b>1 credit Physical Education</b> including Physical Education Lifetime Fitness (0.5 credit); and Physical Education basic elective (0.5 credit)</li> <li>• <b>0.5 credit Health</b> in Health Today and Tomorrow</li> <li>• <b>0.5 credit</b> Personal Transition Plan</li> <li>• <b>6 credits Electives</b> (Any Subject Area; Running Start qualifies)</li> </ul>	A (94-100)	4.0
	A- (90-93)	3.6
	B+ (87-89)	3.3
	B (84-86)	3.0
	B- (80-83)	2.6
	C+ (77-79)	2.3
	C (74-76)	2.0
	C- (70-73)	1.6
	D+ (67-69)	1.3
	D (64-66)	1.0
<b>Elective offerings:</b> Social Justice 1.0, Social Justice 2.0, Organizing, Algebra II, Statistics & Probability, Physical Science I (Physics) & II (Chemistry), Living Fit (½), Language III, Language IV, Spoken Word, Senior Project	D- (60-63)	0.6
	F (< 60)	0.0

8. *Virtual and Blended Learning.* If the proposed school’s plan contains a *virtual or blended learning program*, as defined in the RFP:

Not Applicable; the school does not contain a virtual or blended learning program.

**C. Special Populations and At-Risk Students**

1. An outline of the overall plan to serve *educationally disadvantaged students* and students with special needs that demonstrates an understanding of, and capacity to fulfill, state and federal obligations and requirements pertaining to *educationally disadvantaged students* and students with special needs, including but not limited to the following subgroups: students with IEPs or Section 504 plans; ELL students; students performing below grade level; students identified as intellectually gifted; homeless students; and students at risk of academic failure or dropping out. The plan must identify any other special needs populations and at-risk subgroups that the proposed school expects to serve, whether through data related to a specifically targeted school or geographic area or more generalized analysis of the population to be served, and describe the evidence or data that was used to determine that the proposed school should anticipate serving the population.

**VISION FOR SUPPORTING STUDENTS** | Each student will feel safe, productively challenged, and supported through our academics and school culture. Each child will develop a growth mindset, within a growth-oriented culture, and will be reinforced, respected, and welcomed for who they are as an individual. With the appropriate supports and interventions, all children can achieve to the best of their abilities.

**COLLABORATION APPROACH** | Our plan is broken into three phases: **(I) start of academic year, (II) during academic year, (III) end of academic year.** This plan will be driven by the members of the Leadership Support Team; the Operations Manager will take lead in scheduling, logistics, and general support; the Special Ed Lead will take lead on relationship manager with families and RTI integration in the classroom; the Instructional Coach will support the Special Ed Lead and teachers in RTI support, intervention, and integration; and the School Director will a) coach and support the Leadership Support Team, b) engage support partners, and c) initiate strategic planning and development around our RTI model including effectiveness review, analysis, and best practice evolution.

Beginning of Year: Phase I		
Students & Parents	Teachers & Leadership Support Team	Partners
<ul style="list-style-type: none"> <li>- Meet with student &amp; family to discuss year, needs, develop ILDP; strategize, calendar, and connect with additional resources</li> <li>- Student enters screening protocol (see “Screening Protocol” below)</li> </ul>	<ul style="list-style-type: none"> <li>- PD before start of year focused on pedagogy, instructional strategies, calendar, screening, tiers, referrals, and the “now clause”</li> <li>- Uploading student information and legal components (IEP, 504); plan supports</li> <li>- Co-build accommodations protocol and approach for all students</li> </ul>	<ul style="list-style-type: none"> <li>- Identify partners (Nonprofit, state, complex, national); engage; connect with families</li> </ul>

**During Year: Phase II**

Students & Parents	Teachers & Leadership Support Team	Partners
<ul style="list-style-type: none"> <li>- Check ins (once/month); IEP/504 meetings (quarterly); ILDP integration for students (LEAD); student-led conferences with student, parent, school (once/semester)</li> </ul>	<ul style="list-style-type: none"> <li>- Wednesday Huddles: Investigate and analyze student supports, interventions, modifications, and trends at the school</li> <li>- Engage in reflective and self-assessment work to examine our own impact on RTI snapshot (mirror work; what role do we play?)</li> <li>- Leadership Support - additional analysis and support for teachers re: RTI intervention, modification, reporting</li> </ul>	<ul style="list-style-type: none"> <li>- Engage partners in observing, collaborating (e.g. parent meetings)</li> <li>- Share data snapshots so that partners can assess school RTI climate</li> </ul>

End of Year: Phase III		
Students & Parents	Teachers & Leadership Support Team	Partners
<ul style="list-style-type: none"> <li>- End-of-year meeting, reflection, and goal-setting / modifications for next academic year with family</li> <li>- End of year celebration and reflection</li> <li>- Changes to IEP / 504</li> <li>- Update ILDP and set plan for growth / learning over the summer</li> </ul>	<ul style="list-style-type: none"> <li>- Review results of end of year meetings with parents, students</li> <li>- Assess effectiveness of supports, interventions, and modifications; adjust as necessary</li> <li>- Review overall student tier movement; assess student data and results</li> <li>- Engage in reflective and collaborative process investigating our piece in this</li> <li>- Leadership Support – additional analysis and support for teachers; next steps</li> </ul>	<ul style="list-style-type: none"> <li>- Share successes with stakeholders; engage partners in end-of-year closeout, reflection</li> <li>- Engage partners in co-planning and vision-alignment for the next year</li> <li>- Engage new partners; deepen network of support for students and families</li> </ul>

**SCREENING PROTOCOL FOR ALL STUDENTS** - Before any response to intervention, before any consideration for modification, and before any talk of special needs and services, we need to establish a data snapshot of our school and a baseline for our students in literacy, comprehension, and fundamental mathematics. Our screening protocol, which will commence at the beginning of the year, will allow for us to establish a baseline, set benchmarks, measure growth throughout the year, and ultimately serve as an overall achievement data point at year’s end.

	WAVE 1 (August)	WAVE 2 (December)	WAVE 3 (May)
<b>Purpose</b>	Gather baseline for reading and math understanding, grade level, and gap areas	Measure growth in reading and math level aligned to start-of-year assessment	Measure overall growth and achievement for students, subgroups, and school aligned to diagnostic
<b>Student Action</b>	Take assessments - ELA (e.g. STEP, FIP, DRA); Math	Re-take assessment; reflect on performance, assess	Re-take assessment; reflect on performance, assess

	(e.g. STAR TerraNova, MAP); co-set ILDP and student growth goals	growth / gaps, and revamp ILDP	growth / gaps, and revamp ILDP for next grade; set summer goals
<b>Leadership Support, Teacher Action</b>	Identify growth, gaps, and obtain data for analysis and planning for semester one <i>(Consider iReady to monitor progress)</i>	Identify growth, gaps, and obtain data for analysis and planning for semester two <i>(Consider iReady to monitor progress)</i>	Identify growth, gaps, and obtain data for analysis and planning for next year <i>(Consider iReady to monitor progress)</i>
<b>Outcome</b>	Each student has baseline, 100-student cohort is mapped, unit/lesson data obtained, data analysis and data-driven decision making protocol normed	Students, subgroups, and overall cohort have growth data and students, teachers, and Leadership Support Team can measure growth / address gaps	School has data point for overall achievement for the year, reflection protocol exercised, students and families briefed, and goals for next year revised / set

**TIERING MODEL** | Our Response to Intervention (RTI) model will be both preemptive and intervention-based, allowing for multiple support strategies for individual students, sub-groups, and our school as a whole. Our three-tier support system begins with pre-screening including diagnostic assessments, individual meetings, family engagement, and a detailed, Individual Learning and Development Plan (ILDP) for every student (housed on *Infinite Campus*); at this time we will surface existing Individualized Education Plans (IEP) and 504 plans to be taken into consideration for tier planning and modification. An overview of the tiering system is below:

**Pre:** Design Individual Learning and Development Plan for all students aligned to academic values

**Tier 1:** Differentiated instructional supports and responsive classroom environment

**Tier 2:** Targeted interventions (i.e. in-class small group, structured tutorial support)

**Tier 3:** Intensive Interventions (i.e. one:one reading, external support, in-depth improvement plan)

**“Now Clause”** - this is an option for students, parents, teachers, and school members to request immediate additional support for a student; modification or intervention could be necessary given an unexpected event or trauma facing the student, an immediate drop in performance, or other exceptional circumstance that would warrant immediate tiering changes. Students joining us more than 4+ years behind in reading or math will receive this support.

Our process for identification and referral to appropriate tiers is as follows:

**(I) Identification** - this will happen primarily at the beginning of the year when we gather diagnostic screening data, IEP and 504 plans, and additional information from students and parents upon entrance. We will identify which students should enter the school on which tier of identified support. This may also happen during the year, as some students on lower tiers of support may need increased intervention and support throughout the year.

- *Tier 1* - if a student is on or close to grade level and has no specific learning needs, they will enter in and remain on tier I until identified as needing modification or intervention; this may be considered “general ed” and will be supported with highly differentiated instructional strategies and classroom environments;

- *Tier II* - if a student is more than one year behind in either Math or English, or begins to fall behind in formative and summative assessments (D or lower), this child will be identified in our tier II support stage and may be referred for targeted interventions such as small group learning and/or support from Special Ed teacher;
- *Tier III* - if a student is two or more years behind in Math or English, or begins to fall behind in formative and summative assessments (D average or lower), this child will be identified as possibly needing tier III supports and more intensive interventions.
- *Accelerated* - if a student is more than one year ahead of grade level in Math or English, this child will be recognized as accelerated and will receive additional enrichment opportunities at school, off-site via community partnerships, and potentially with higher education levels (local high school, UH West O’ahu, LCC). Unrestrictive also means “limitless”, and we aim to provide upward differentiation and opportunities for all of our students.

**(II) Referral** - the referral process serves as an entry point to identification for parents, teachers, administrators, and students. It norms and eases the process of receiving additional supports, without making it taboo to move up the tier structure or to ask for help.

- *Parents/Guardians* - at the beginning of the year, parents will be provided with a website, e-mail, and phone number to call to inquire about modifications or interventions for their child; informative briefings, in-class observations, and one:ones are all open to parents/guardians;
- *Teachers* - main point of on-site contact; we will provide avenues (similar form structure, template, open door) for teachers to show data backing identification, interventions, and referral, to leverage resource, and to recommend tier change or intervention;
- *School Members* - other individuals at the school can follow a similar protocol;
- *Student* - individual students will be encouraged to ask for help and to identify areas where they may need support; students may self-refer or refer peers in a supportive manner aligned to protocol;

**(III) Structure & Steps** - this will be the overall timeline and approach to what happens after a referral, decision, and initiation of tier modifications. Tiers are fluid, so students can transfer in between TIERs depending on their performance and need; this keeps the structure real-time and adaptive to current and anticipated student need.

If Referred to...	This will happen...	Timeline	If it is not working...
TIER I	- Instructional strategies and in-class supports such as student-pairing, in-class small groups, self-directed learning, or frequent check-ins with teacher / Lead;	2-4 weeks	TIER II
TIER II	- TIER I +... - Targeted interventions during Tutorial or LEAD block, led by Special Ed Lead, Instructional Lead, another teacher; “Push In”; intensive in-class support; one:one coaching - Platform support (iReady, ST Math, “Do the Math NOW”, Phonics BOOST)	4-6 weeks	TIER III
TIER III	- TIER II +... - More frequent one:one mentoring and support - Strategically engaging external partners in complex, state, and community circles	6-8 weeks	Evaluation

	- More intensive improvement strategies and planning with resources (i.e. teacher-mapped tutorial blocks)		
Evaluation	- Engage family, Special Ed Lead, teacher(s), evidence (data, qualitative), and previous interventions - Proceed through state IEP guidance framework for evaluating student for IEP	TBD	IEP
IEP	- Design comprehensive IEP services to support additional needs for student - Engage Evaluation stakeholders (e.g. social worker, speech pathologist, etc.) in strategically planning support, modification, measurement, and re-evaluation	TBD	TBD

**Considerations** - Our overall RTI model is designed to support *all* students. However, we realize that certain trends and themes of support emerge for identified and unidentified groups, and we aim to strategize and align support for children falling into the following groups: **Legal** - IEP, 504; **Far Behind** - below grade, at risk to drop out; **Far Ahead** - accelerated; and **Unique** - ELL, homeless, gender identity, trauma, military, disadvantaged, additional.

- *Legal - IEP, 504* - An unknown number (est. 6-10%) of our students will come to our school with IEPs and 504 accommodations from feeder schools. We will honor these needs, as well as our legal obligation to provide the necessary supports. This bucket will be the primary focus of our Special Education Lead and teachers in order to ensure proper, legal support.
- *Far Behind - below grade, at risk to drop out* - Students finding themselves far behind grade level, regardless of the circumstance, will identify with this bucket.
- *Far Ahead - Accelerated* - Students showing advanced proficiency in various subject areas, including but not limited to SBA ELA and Math scores, reading lexile, etc.
- *Unique - ELL, homeless, gender identity, trauma, military, economically disadvantaged, additional* - This bucket is for students who have unique needs such as being new to Hawai'i / the U.S. and need to develop fundamental English literacy and comprehension, students who are grappling with gender/identity issues, students who may have been subjected to trauma in their life, students from military families, students growing up in poverty and additional challenges that may arise.

**Evidence or Data Use** - Our founding board has deep personal experience rooted in teaching, supporting, and parenting children with special needs. Beyond our experience and perspective, we have grounded our model in recent data and trends within the 'Ewa Beach community as provided by HDOE, ARCH ADC, STRIVE HI reports, and SBA assessments, as well as personal experience in the community.

2. For **each** of the aforementioned subgroups of students with special needs (and any other subgroups the applicant identifies), a comprehensive and compelling plan or explanation for:
  - a. The percentage of the anticipated student population that will likely have special needs and how the evidence or data that was used to make this determination was derived;

Legal	Far Behind	Far Ahead	Unique
<i>a. The percentage of the anticipated student population that will likely have special needs and how the evidence or data that was used to make this determination was derived;</i>			
Approximately 6-8% (HIDOE 2016-17 enrollment data); we model 9% in Attachment B to stay on higher side of range.	Between $\frac{1}{3}$ (high needs) and $\frac{2}{3}$ (non high needs) are proficient in both ELA and MATH; we expect $\frac{1}{3}$ - $\frac{2}{3}$ of our students to not be grade-level / proficient.	Based on STRIVE HI and SSIR reports, we anticipate less than $\frac{1}{3}$ of our students being accelerated upon entrance; this could change depending on our recruitment, lottery, and incoming cohort.	Based on SSIR reports from the 2015-16 school year for 'Ewa Beach, we are anticipating a 50%+ FRL population and 4-8% ELL. There is a larger military population around Iroquois Point, so depending on lottery numbers and neighborhood recruitment, we will better know our military population; trauma, gender identity, and additional groups are to be determined.

**b. The curriculum, daily schedule, staffing plans, instructional strategies, and resources that will be designed to meet the diverse needs of all students;**

STUDENT	<i>b. The curriculum, daily schedule, staffing plans, instructional strategies, and resources that will be designed to meet the diverse needs of all students;</i>
<b>Legal</b> (IEP, 504)	<ul style="list-style-type: none"> <li>• Curriculum (units, standards) will be modifiable for children with specific accommodations;</li> <li>• Daily schedule offers two blocks - tutorial, LEAD - for students to work with educators in small group, one-on-one, and zero in on specific growth areas outside of class blocks;</li> <li>• Special Ed Lead, Special Ed Teacher, Instructional Lead all serve as supports to individual students needing small group, one-on-one, or intensive coaching; teacher has one block / week free which can be used for additional coaching as well;</li> <li>• Instructional strategies to support students with specific needs include, but are not limited to: building in specific IEP/504 modifications into units and lessons, collaborating with student to identify least restrictive learning environment, spending tutorial reviewing modification effectiveness and adjusting course, among other student-focused methods (see above);</li> <li>• Resources - we are considering various platforms to help support students with specific needs including, but not limited to, Education Modified.</li> </ul>
<b>Far Behind</b> (below grade, at risk to drop out)	<ul style="list-style-type: none"> <li>• Curriculum is standards-aligned, making standards mastery and growth relative to where student mastery is currently; adjustments can be made;</li> <li>• Daily schedule offers two blocks - tutorial, LEAD - small group with educator, one-on-one, and zero in on specific growth areas outside of class blocks;</li> <li>• Special Ed Lead, Special Ed Teacher, Instructional Lead all serve as supports to individual students needing small group, one-on-one, or intensive coaching; teacher has one block / week free to offer additional support;</li> </ul>

	<ul style="list-style-type: none"> <li>• Instructional strategies to support struggling students include, but are not limited to: multilevel pairing with an accelerated students, small group instruction, intensive tutorial blocks / one-on-one, and individual learning plans that chunk learning, build in supports, and closely monitor progress.</li> <li>• Resources - we are considering various platforms to help support struggling students including, but not limited to, Education Modified.</li> </ul>
<b>Far Ahead</b> (accelerated)	<ul style="list-style-type: none"> <li>• Curriculums are aligned to standards that are vertically stacked; accelerated students can engage in standards / skill master from higher courses;</li> <li>• Daily schedule offers tutorial block to assist other students (serve as coach)</li> <li>• Staffing - classes are generally staff by one teacher and/or Special Ed Lead/Teacher, which gives accelerated students multiple opportunities to support and collaborate with other adults;</li> <li>• Instructional strategies - peer-teaching, higher order rubrics, external projects, and the possibility of college courses - coaching and development opportunities, as well as higher-level mastery of content;</li> <li>• Resources - Running Start, leadership opportunities within DreamHouse, external volunteer opportunities with community partners.</li> </ul>
<b>Unique</b> (ELL, homeless, gender identity, trauma, military, economically disadvantaged, additional)	<ul style="list-style-type: none"> <li>• Curriculum is locally contextualized and culturally sensitive, offering flexibility depending on student need</li> <li>• Schedule support multiple modes of learning - in class, student-driven tutorial, collaborative LEAD block;</li> <li>• Multiple staff are “off-duty”, meaning not teaching, at any given point throughout the day (5/9); adults are available to support needs;</li> <li>• Instructional strategies for this population will be determined as need arises, however empathy, listening, and partnership are driving values in the instructional pedagogy with this group;</li> <li>• Additional external partnership to support each child with unique needs</li> </ul>

c. [Methods for appropriate identification of potential students with special needs, how these methods will be funded, and how misidentification will be avoided;](#)

Legal	Far Behind	Far Ahead	Unique
<p><i>c. Methods for appropriate identification of potential students with special needs, how these methods will be funded, how to avoid misidentification;</i></p> <ul style="list-style-type: none"> <li>• Identification: please see 1, “Identification”.</li> <li>• Funding: assessments, support, and personnel will come from general budget.</li> <li>• Misidentification: RTI tiering and procedural structure, allowing for multiple perspectives, supports, timelines, and stages before moving towards referral / IEP initiation process.</li> </ul>			

- d. Specific instructional programs, practices, and strategies the proposed school will employ to do things like provide a continuum of services; ensure students' equitable access to general education curriculum; ensure academic success; and opportunities the proposed school will employ or provide to enhance students' abilities;

Legal	Far Behind	Far Ahead	Unique
<p><i>d. Specific instructional programs, practices, and strategies the proposed school will employ to do things like provide a continuum of services; ensure students' equitable access to general education curriculum; ensure academic success; and opportunities the proposed school will employ or provide to enhance students' abilities;</i></p>			
<p>Strategies to ensure equitable access to education, academic success, and ability enhancement:</p> <ol style="list-style-type: none"> <li>1. <b>Vertical curriculum</b> aligned to vertical standards allowing for standards- and curriculum-based differentiation;</li> <li>2. <b>Inquiry-driven classrooms</b> provide children an opportunity to explore and collaborate;</li> <li>3. <b>Growth-oriented assessments</b> measure progress and learning, honoring growth;</li> <li>4. <b>Special Education Lead and Instructional Lead</b> who will help lead efforts in horizontal alignment of strategies and classroom delivery to ensure school culture, learning environment, and student experience is coherent across content and grade levels;</li> <li>5. <b>Tutorial</b> provides daily space for student self-directed learning by allowing students to choose which course, learning method, and specific content they will work on that day;</li> <li>6. <b>LEAD Block</b> four times per week offering students interdisciplinary opportunities to build skills and exercise knowledge outside of the classroom and across student cohorts;</li> <li>7. <b>Build one cohort at a time</b>, offering opportunity for students, teachers, admin, and parents to refine instructional programs, practices, and strategies as the year progresses and as we build on top of 6th grade, to 7th, and onward;</li> <li>8. <b>Teacher- and student-driven instructional strategies, interventions, and modifications</b> listed in B7, "Instructional Strategies".</li> </ol>			

- e. Monitoring, assessing, and evaluating the progress and success of students with special needs, including plans for ensuring each student with special education needs attains IEP goals and for exiting ELL students from ELL services;

Legal	Far Behind	Far Ahead	Unique
<p><i>e. Monitoring, assessing, and evaluating the progress and success of students with special needs, including plans for ensuring each student with special education needs attains IEP goals and for exiting ELL students from ELL services;</i></p>			
<p>Stakeholders will highlight modifications at year's start and will strategize and calendar IEP</p>	<p>Stakeholders will assess appropriate tier and support strategy at beginning of year, and monitor</p>	<p>Students who are 1+ years ahead will be given accelerated material aligned with standards and curriculum,</p>	<p>ELL students will receive additional Complex-provided support and will be assessed along with screening waves to determine ELL eligibility; our tiering strategy will support ELL</p>

monitoring and evaluation checkpoints (Special Ed Lead); ILDP, screening will serve as primary data points.	growth through assessment flow, screening, ILDP, and student / family engagement.	opportunities to engage in external community and college partnerships, and classroom leadership / teaching opportunities.	students with an additional lens towards literacy; unique populations will follow RTI model and tiering protocol; we will engage external support as needed for additional unique populations and circumstances.
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f. For proposed schools that have a high school division, plans for promoting graduation;

Legal	Far Behind	Far Ahead	Unique
<i>f. For proposed schools that have a high school division, plans for promoting graduation;</i>			
Add Special Education personnel each cohort; prioritize IEP / 504 implementation with fidelity; actively monitor modification effectiveness; utilize ILDP, external partners; connect regularly with parents / guardians	Implement RTI / tiering protocols with fidelity; engage parents / guardians; monitor intervention effectiveness; utilize ILDP and platform supports (i.e. EdMod)	Upwardly differentiate via Running Start, in-house leadership opportunities, and engagement with external partners;	ELL: targeted language intervention; engage external partners and complex support; military: external partnerships & local programming; homelessness and poverty: community partnerships and college support / access programs; trauma: expert services in-Complex + state to handle student experience on case-by-case basis; gender identity: strategic mentoring and to-be-determined supports.

g. Plans to have qualified staff adequate for the anticipated special needs population, especially during the beginning of the first year; and

Legal	Far Behind	Far Ahead	Unique
<i>g. Plans to have qualified staff adequate for the anticipated special needs population, especially during the beginning of the year;</i>			
Founding team Special Education degrees, experience, and training - setting up strong management; our leadership structure incorporates a Special Education Lead who will be brought on to design	We are seeking staff with experience, training, and licensure in areas of supporting students from our unique population (current teachers in 'Ewa	We are hiring for teachers who have experience or capacity to teach highly differentiated classrooms and promote "limitless learning"; we also will engage community and	We will engage with Complex support for ELL services as well as hire for ELA and Special Ed teachers who have ELL teaching experience or capacity; military partnership in and outside of the DOE will be critical

and administer IEP / 504 accommodations from start of year.	Beach, from communities working with similar population, etc.).	Complex partners in scaffolding vertically to allow for accelerated learning opportunities for our advanced cohort.	in supporting our military cohort; with regard to homelessness and trauma, additional support services (community, Complex, and state) will be leveraged to engage professional help; for economically disadvantaged, gender identity, and additional needs, we will hire for values, empathy, and ability to connect with and support <i>all</i> students.
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- h. If the proposed school’s plan contains a *virtual or blended learning program*, a clear description of how the virtual component addresses students with special needs, which may include IEP meetings and modifications, as necessary, for transitioning to or from a fully or partially virtual learning program.

Not applicable as school does not contain a virtual or blended learning program.

3. A clear illustration of how the proposed curriculum and Academic Plan will accommodate the academic needs of students performing below grade level and a clear description of the supports and instructional strategies beyond special education that will support underperforming students in meeting and exceeding standards.

DreamHouse Curriculum development aligns to rigorous standards; growth, mastery, and ILDP-specific goals accommodate individual academic needs. The Academic Plan is focused on setting goals, measuring outcomes, and improvement; this is a collaborative, growth-oriented process that requires ownership from student, teacher, additional educators, and parents/guardians (among others). Special Ed Lead, Special Ed Teacher, and Instructional Lead will all serve as supports to individual students needing small group, one-on-one, or intensive coaching; teacher has one block / week free which can be used for additional coaching as well. Daily Tutorial and LEAD time serve as opportunities to engage struggling students in additional development. Additionally, struggling students will be flagged for more intensive monitoring, discussion, and focus within coaching check-ins and staff huddles. Instructional strategies to support struggling students include, but are not limited to:

- **Multilevel Pairing** - in-class pairing with a student who can support (this is also an advanced differentiation technique supporting higher-level thinking and learning for supporter);
- **Small Group** - in-class, or during tutorial / LEAD, student engages in a smaller learning environment with low teacher:student ratio; more hands on support;
- **Intensive Tutorial Block** - student spends daily tutorial with the specific direction support of an educator (teacher, Special Ed Lead) in order to get structured support, 1:1 engagement;
- **Student-Driven Learning Plan** - student identifies effective strategies and formulates learning plan to deepen understanding; student measures progress and reflects on learning in ILDP;

- **Extensive Learning Plan** - if all else fails, and student is still struggling through multiple instructional environments, multiple stakeholders (student, parent/guardian, teacher, Special Ed Lead, Instructional Lead) will work to design more intensive supports; consider evaluation.
- 4. A clear description of how the proposed school will identify students who would benefit from accelerated learning opportunities through its assessment of students' needs, a clear illustration of how the proposed curriculum will accommodate those performing above grade level, and a comprehensive description of the supports and instructional strategies that will ensure these students are challenged and able to access the level of rigor that aligns with students' individualized needs.

*Identification:* beginning-of-year diagnostics, previous SBA reports, enrolled student info forms;

*Accommodation, Supports, and Strategies:* student-driven ILDP goals; rigorous curriculum aligned to vertically scaffolded standards, requiring open-ended, production-based assessments; differentiated rubrics; in-class differentiation to add rigor; co-lesson planning; in-house leadership opportunities (i.e. pairing, mentoring); external competitions; external partnerships (i.e. Running Start);

## D. Academic Performance Management

1. Comprehensive and effective plans for evaluating and monitoring academic performance that explain how the proposed school will measure and evaluate performance data, including:
  - a. Academic Performance Data Evaluation Plan. A comprehensive and effective plan and system for:
    - i. Collecting, measuring, and analyzing student academic achievement data of individual students, student cohorts, and the school as a whole—throughout the school year, at the end of each academic year, and for the term of the Charter Contract—including identification of the student information system to be used;
    - ii. Using the data to refine and improve instruction, including descriptions of training and support that school directors, any management team, teachers, and governing board members will receive in analyzing, interpreting, and using academic performance data to improve student learning; the qualified person(s), position(s), and/or entities that will be responsible for managing the data, interpreting it for teachers, and leading or coordinating data-driven professional development to improve student achievement; and how the person(s), position(s), and/or entities will be provided time to complete the aforementioned collection, analysis, management, interpretation, and coordination of data-driven professional development; and
    - iii. Reporting the data to the school community.

**Academic Performance Data Collection and Preparation** | Within the Academic Plan's Curriculum Instruction & Design Use of Data section, a comprehensive assessment administration and data collection, measurement, and analysis framework, calendar, and protocol is outlined. We will use this framework, along with our RTI model described in the Curriculum Instruction & Design section pertaining to Special Populations and At-Risk Students, to collect and analyze data for individual students, subgroups, and our school-wide cohorts. In year 2018-19, this will mean 100 6th graders. In 2018-19, we will use internal Excel-based models, as well as Infinite Campus and possibly EdMod to collect and analyze student data. For purposes of alignment, we will collect, codify, and have for analysis all data sets pertaining to STRIVE HI measurement (e.g. proficiency levels across ELA, Math, and

Science; growth in proficiency across those subjects; subgroup performance and gaps). All data points, particular trends (in successive years), and comparisons to alike schools and the complex will be compiled and disseminated at least a week prior to board meetings to prepare board members for interpretation, analysis, and recommendations.

**Using the Data: Leadership Support Team Training** | To support the School Board in their active governance and leadership of DreamHouse, the on-site management team (Leadership Support Team) must be fully qualified in not only collecting and analyzing data themselves, but also training and supporting School Board members in doing so from their vantage point. In order to effectively prepare the team to do this, the following training and support methods will be implemented: hiring for data fluency; DataWise & MeetingWise protocols; teaching teachers; shadow at other schools. Stakeholders in data collection, interpretation, analysis, and decision-making: teachers, Leadership Support Team, board members, students, parents. We will leverage Infinite Campus along with internal data collection methods (to be developed by Leadership Support Team) to support analysis, protocols, and stakeholder engagement.

**Reporting** | Semi-annual newsletters and DreamHouse website posts will be made pertaining to proficiency, progress, and growth of our students and school, highlighting exceptional achievement and growth, while transparently sharing strategic priorities for coming months, semester, etc.

2. A clear description of thoughtful, appropriate corrective actions the proposed school will take if it falls short of:
  - a. Student academic achievement expectations or goals at the school-wide, classroom, or individual student level, including an explanation of what would trigger such corrective actions and the person(s), position(s), and/or entities that would be responsible for implementing them.

**Corrective Action** | The pedagogy applied to corrective actions the school will take if it falls short of academic goals, financial performance standards, or organizational performance standards will follow a similar philosophy that is outlined in our expectations and accountability (“Student Discipline”) section of the Academic Plan; we believe in applying a similar accountability framework (e.g. clarity, individual goals, identification of breach, restoration opportunity, accountability, separation).

Stage	Performance Management Corrective Actions (ACA, ORG, AND FIN)
1	SYSTEM CLARITY   Clear performance metrics, timeline, and expectations established at beginning of school contract term and board founding.
2	PERSONNEL CLARITY   Clarity for personnel expectations for all individuals involved with management and governance of school (primarily Leadership Support Team, School Board); Nonprofit board is responsible for support, but not for management or governance.
3	PERFORMANCE LAPSE IDENTIFIED   A breach of culture occurs if (a) data is firmly pointing to a lapse in performance or progress within academic, organizational, or financial buckets, and/or (b) specific personnel has been identified at being directly involved with this breach or is contributing directly to this underperformance.
4	IMPROVEMENT EFFORT LEVEL I   Leadership Support Team and/or board clearly addresses this

	breach and respective personnel are given opportunity to make corrective actions and improve performance situation (on a to-be-determined, finite timeline).
5	IMPROVEMENT EFFORT LEVEL II   If corrective action cannot be achieved through empowering respective personnel to make performance improvements, board chair will work with appropriate personnel in the management area to design improvement plan for performance area and/or personnel; if in fact the gap is occurring at the board or board chair level, the overall board and board leadership (vice chair, treasurer, and clerk) will assist in implementing improvement plan.
6	CONTINGENCY & SEPARATION   If no progress is made on improvement plan after specified, limited period of time, board and Leadership Support Team will consider additional contingency options and potential personnel separation from performance area and/or school.

**Academic Corrective Action** | Aligned to the Academic Goals & Targets defined in the Academic Plan, DreamHouse will focus broadly on individual students, cohorts, and whole school. Individual students regressing, cohort gaps, or stagnant whole school scores would trigger corrective action. The board will begin proceeding through the corrective action steps as outlined above, beginning with clearly identifying the issue, associated personnel, and potential root causes and contributing factors.

**E. School Culture**

1. A clear and coherent description of the shared beliefs, attitudes, traditions, and behaviors of the proposed school community, and a detailed plan describing how these shared beliefs, attitudes, customs, and behaviors will be developed and implemented and create a school culture that will promote high expectations and a positive academic and social environment that fosters intellectual, social, and emotional development for all students.

**Shared Belief and Attitude** | Driven by personal perspective, years of teaching, and community listening meetings, our team has synthesized the following: the identity of every child, the community from which they come, and the individual leadership potential within every child is central to the families and community of ‘Ewa Beach.

**Traditions and Behaviors** | As an applicant group, we recognize and honor the historical and cultural significance of the ‘Ewa Beach (e.g. settlement in the Honouliuli plain, division of the Honouliuli Ahupua‘a, the emergence of ranching, sugar cane cultivation, and farming). There is a strong Hawaiian and Filipino culture that runs deep in ‘Ewa Beach; it is reflected in our student demographics, within community gatherings and celebrations, and amidst daily life. The traditions that exist in the community, whether they be Sunday church, youth football, Hālaus, or the countless other spoken and unspoken traditions that exist within the community, our focus is honoring what our students and families bring into school every day.

**Shared Beliefs, Attitudes, Customs, and Behaviors + School Culture** | Our school culture has already begun forming; it began with teaching in ‘Ewa Beach, with meeting with parents, families, students, leaders, and educators to collaboratively design our vision, and with working alongside of these stakeholders to build this school. We will develop:

- **Community Meetings** - co-facilitated amongst educators, parents, and community leaders, over two years of community talk stories were hosted at Ewa Makai, Starbucks, and other locations in ‘Ewa

Beach to open a space for safe, productive dialogue around existing educational programs and the need for additional options within and designed by the community. These meetings will continue as Community Council meetings throughout the application, planning year, and launch of the school, at which point a more formal and permanent group will develop;

- **School Board** - parents and community members exist on the current founding board, and we plan to add additional parents and community leaders onto the governing board; their voice is integral to the implementation of our program in a way that honors the beliefs and customs of the community;
- **Staff Hiring** - hiring protocol will be aligned to the components of our educational philosophy, core beliefs, and academic values - all deeply informed by our experience in Ewa Beach; candidates will be vetted by school leadership, ensuring values and attitude alignment;
- **Professional Development (PD)** - PD will be grounded in adult learning and empowerment - of adults, students, and our families;
- **Curriculum Development** - our curriculum is offers local text, methodology, language, and concepts. We will continue to evolve and develop this curriculum to incorporate 'Ewa Beach, our students' cultures, our families, and our community's values;
- **Engage Aligned Community Partners** - community organizations like the Lion's Club, FOR'EWA PONO, the Boys and Girls Club, and numerous other local, community organizations have deep insight and value add to educational programming and the culture of a school;

**Alignment to high expectations, a positive academic and social environment** | Driven by community listening and partnerships, the voices of our parents, students, local educators, and elected representatives, and our experience within 'Ewa Beach, our educational model has been designed around fostering leadership and identity development, preparation for college and immediate career success, and ownership of DreamHouse Core Competencies in a growth-oriented, asset-based culture. Our Core Competency model, rigorous standards, meaningful and culturally responsive course outcomes, collaborative and personalized learning plans, and a strengths-based leadership development framework support a positive culture and social environment through which students are intellectually stimulated, socially and emotionally safe, and honored as individuals.

2. [A sound plan for developing a proposed school culture that is conducive to a safe learning environment for all students and how the proposed school will adequately identify, assess, monitor, and address the social, emotional, behavioral, and physical health needs of all students on an ongoing basis. The plan should explain the types of activities that the proposed school will engage in to create the school culture.](#)

We know that in order to support our students in pursuing academic success and college and career readiness, they must feel safe, welcome, and of our school community. We ground our theory in Maslow's Hierarchy of Needs and believe that mental, physical, and emotional safeties are key ingredients to students' self-actualization, growth, and learning.

**Building Our School Culture** | Hiring, governance policies, school policies, classroom environment expectations, professional development, expectations and accountability, and other core components of our school will be developed through our educational philosophy, core beliefs, and academic values. Alignment to our vision of affirmation and empowerment, as well as key components of this philosophy, ensures that our staff, board, and stakeholders are aligned in the support of our kids.

**Identification, Assessment, Monitoring of Social, Emotional, Behavioral, and Physical Health Needs** | RTI tiering and support protocols allow for entry points and engagement with this culture of safety for

students, parents, teachers, and administrators. In addition, LEAD programming and ILDP check-ins offer personalized opportunities to identify, assess, monitor, and support all students.

**Lenses - Individual, Collective, School Wide Culture |** As we consider the various components of maintaining a safe, positive school culture, we consider the complex layers of this charge, including, but not limited to: (1) individual safety and belonging, (2) collective student body and subgroup safety, and (3) school-wide or institutional safety.

- (1) *Individual Safety, Well-being, and Belonging* - We believe that a strong sense of purpose in our school, clear guidelines and policies for students, high expectations for our students to respect and welcome on another, coherence of moving parts of our school to our mission and vision, and ultimately the modeling of and adherence to these concepts by adults as well, is central to our philosophy around building a safe space for students.
  - (2) *Collective, School Wide Culture* - We will establish a strong, safe, collective community through values alignment, trust and community building at the very beginning of the year, clear and high expectations for supporting this community, clear procedures and repercussions for disrupting or disrespecting this community, and clarity around our collective charge to maintain, develop, and model safety and support as a school community.
  - (3) *Physical and Institutional Safety* - Physical safety from threat of physical violence either from inside or outside of our school community will be dealt with seriously and swiftly based on federal, state, and HIDOE prescribed guidelines. We will develop and discuss safety protocol at the beginning of the school year based on facility, location, current events, and other extenuating factors.
3. [A reasonable and sound plan for the school culture and staff that will intentionally expose students to post-secondary educational and career opportunities at all grade levels. The plan must identify the curricular or extracurricular programs that will provide students with access to college or career preparation and include research-based evidence that these programs increase educational aspirations for the anticipated student population.](#)

**School Culture |** Our vision is grounded in leadership empowerment, identity affirmation, and commitment to local, positive impact. We value high expectations at each grade, with a final (12th grade) outcome of grade-level proficiency and graduation, ownership of the five DreamHouse Core Competencies, acceptance to a four-year college or university, and immediate career readiness.

**Curricular Programming |** In-house we have the following:

- Rigorous, Common Core-driven course outcomes (ELA, MATH, multiple electives)
- Portfolio-based, public presentation and defense to be promoted to the next grade
- Three stages from 6th through 12th grade that focus on foundations, growth, and graduation
- Asset-based leadership-development curriculum and daily developmental blocks
- Student choice and accountability built into the daily schedule (tutorial)
- Electives that focus on community engagement, social justice, and ambitious topics
- Instructional strategies that push cognitive development (e.g. Socratic circles)

**Extracurricular Programming |** The following partners are involved in post-secondary development:

- *University of Hawai'i West O'ahu (UHWO)* - one benefit of a new \$190MM flagship campus and community-facing programs is the vertical alignment that we can initiate within our own Complex; UHWO has agreed to partner; and we hold multiple relationships within the University.

- *Running Start* - this is another program, also aligned to the UH system, in which our juniors and seniors can enroll to take college credit; we will scaffold 6th through 10th grade learning to prepare students for this opportunity.
- *GEAR UP Hawai'i* - GEAR UP seeks to increase the number of college-ready students from low-income areas; we believe our population will qualify for this program and we can engage this partner in college awareness programming.
- *Early College High School Program* - A P-20 partnership, this is another opportunity (with funding available) for students to gain college credit while still in high school.
- *YMCA College Camp* - a leadership and college experience for juniors/seniors that can result in a conditional letter of acceptance to the University of Hawai'i; one of many summer opportunities.
- *UH Outreach College* - summer sessions at UH offer learning opportunities for high school students from grades 9-12.
- *College Horizons* - serving 10th and 11th grade students who are Native Hawaiian, this summer program is an intensive boot camp to prepare students to prepare for, apply to, and excel in college. The purpose of this program is to engage students at earlier ages (10th, 11th grade) to think about a college trajectory.
- *Ching Consulting* - Debbie Ching works closely with high schools serving low-income communities to open up pathways to "need blind" admission colleges and universities (need blind: do not consider family income as entrance factor).

**Research |** The following research / evidence aligns with increased educational opportunity for our kids:

- UH West O'ahu's campus is up the road and their strategic plan involves engaging communities in their footprint and vertically aligning to schools within the Complex;
- College Horizons recruits students of Native ancestry each year and has served many students from the Leeward District;
- The Early College High School Program already partners with and serves students from Waipahu to Wai'anae, and is aligned to P-20 and our Complex goals.
- Maslow's Hierarchy of Needs places "Self-actualization" at the top of it's model, supporting our philosophy that leadership development and identity affirmation aligns to empowerment, life opportunity, and a strong post-secondary trajectory.

#### 4. Student Discipline.

- a. A clear description of the proposed school's philosophy on cultivating positive student behavior and a student discipline policy that provides for appropriate, effective strategies to support a safe, orderly school climate and fulfillment of academic goals, promoting a strong school culture while respecting student rights.

**Philosophy |** A culture of clear, high expectations for all students, supported by strong school leadership, classroom and positive behavior management, modeling, and grounded in effective understanding of identity and partnerships with families and community will cultivate positive student behavior and support a safe, orderly school climate aligned to academic goals, identity and leadership development, and respect for each other. Stakeholders will collectively set climate goals to maintain this culture and environment aligned to Hawai'i BOE Policy 101.7.

- b. Legally sound policies for student discipline, suspension, dismissal, and crisis removal, including the proposed school's code of conduct and procedural due process for all students, including students afforded additional due process measures under IDEA.

**Policy |** Our policy for high expectations and accountability is grounded in our vision for identity and leadership growth, as well as our philosophy of intersectionality between expectations, adult modeling and support, and family engagement. It follows a similar pedagogy as our RTI model in that a) we want to give ample opportunity for corrective action and strategic response versus punitive and reactionary measures, and b) we want put many layers of structure and support in between identification (in this case, breach of culture) and separation measures (i.e. suspension or dismissal). The following offers a procedural narrative to our philosophy and policy:

*(1) Pre-enrollment Clarity* - our expectations and accountability philosophy and policy will be clearly listed, stated, and represented to families considering DreamHouse.

*(2) ILDP* - students, parents, and school staff (teachers, support) will engage in conversations around the expectations and accountability that develop and support our school culture, safety, and identity;

*(3) Breach of Culture* - if a student breaches the culture and expectations of the school, it will be clearly identified and named up front; the student, and depending on the severity the parents/family and potentially other staff (depending on sensitivity) will be notified. Clear documentation and assessment of circumstances will be logged (aligned with Hawai'i Administrative Rules Title 8 - DOE, Education, Public Schools, Chapter 18).

*(4) Restorative Approach* - grounded in Marshall Ganz's Public Narrative framework around "challenge-choice-outcome", as well as the restorative justice programming from Harvard Graduate School of Education's Professor Christina "V" Villareal, we will give students the opportunity to reflect and narrate corrective action and culture-supporting behavior; through open dialogue, individual reflection, and learning opportunities, we believe giving children the opportunity to take corrective action and resolve breaches (depending on severity) develops identity and leadership.

*(5) Accountability* - this step would come after the restorative action if either a) a student's breach of culture or action results in an accountability measure which could include an identified response, or b) the student did not choose to narrate the corrective, culture-supporting action.

*(6) Separation* - lastly, separation from school - in the form of suspension, dismissal, and crisis removal - would be the last action (unless of course it is legally warranted given its severity or alignment with Chapter 18). We do not support immediate punitive or reactionary behavior management, which is why a culture of clear expectations, strong modeling and support from adults, restorative and corrective action opportunities, and lastly measures to hold students accountable for breaches or actions come before this separation stage.

**Code of Conduct |** Based off our philosophy and general policy around holding high expectations and holding accountable those involved with breaches of culture, we envision the following code of conduct aligned to our Core Beliefs and Academic Values, among other important cultural considerations. We will continue to develop this Code as a Leadership Support Team during the spring of 2017. The Code:

- I am part of a larger team; I support myself and others in reaching our fullest potential
- My actions are aligned to an ethical moral code and I take ownership of all that I say and do
- I represent myself and my community with belief and pride
- I honor the voices, stories, and lives of others at all times

**Procedural Due Process |** Procedural due process for all students is aligned to the protocol listed in Part A with regard to our policy grounded in expectations, opportunity for corrective action, accountability response, and potential separation or legal response. Aligned to the Individuals with Disabilities Education Act (IDEA) and the Free and Appropriate Public Education (FAPE) act, we will support and honor the individual needs and circumstances of each child, maintaining our vision for a safe, productive

learning environment, and engaging community, Complex, and state partners as necessary. We will design educational experiences that engage students in their least restrictive environment (IDEA, Sec. 613), may require additional data to support corrective action and response if necessary, and may include specific supports and protocols in students' IEPs (to be determined on a case-by-case basis).

- c. [Appropriate plan for including teachers, students, and parents or guardians in the development and/or modification of the proposed school's policies for discipline, suspension, dismissal, and crisis removal.](#)

**Development and Modification:** Our applicant governing board, comprised of educators, parents of children in Ewa Beach public schools, and community members has developed the working draft that exists; we will adapt the plan as necessary based on feedback, analysis, and reflection. Phase I is development of this draft; phase II is modification.

*Development (spring/summer 2017)*

1. Applicant group develops working student expectations and accountability plan;
2. Students and parents offer additional insight and suggestions for policies;
3. Board members and partners with legal expertise check plan for legal alignment;

*Modification*

1. During planning year, founding school team will engage in potential modification and realignment; additionally, during initial PD days before school start, teachers will have the opportunity to engage with and modify as necessary and appropriate;
2. Beginning of year meetings with teachers, families, and students will also allow for investment and language modification as necessary and appropriate;
3. We will review data aligned with BOE and DOE required reporting (Class offenses) as well as overall effectiveness of policies on a quarterly and end-of-year basis, opening the process to student, parent, teacher, and stakeholder feedback;
4. School Board and Community Council will be engaged on a to-be-determined basis around the effectiveness and modification of student expectations and accountability plan / policies.

- d. [Legally sound list and definitions of offenses for which students in the school must \(where non-discretionary\) or may \(where discretionary\) be suspended or dismissed.](#)

**List and Definition of Offenses:** Aligned to BOE and DOE policy (primarily Hawai'i Administrative Rules Title 8, DOE, Education, Public Schools, Chapter 18), we will follow our internal policies to the best of our abilities until, and on a case-by-case basis, student actions are deemed worthy of systematic and legally obligated response including, but not limited to, suspension or dismissal. Please refer to Chapter 18 for a full list of definitions of offenses; we will adhere to the obligations set forth in this chapter for mandatory, non-discretionary suspension or dismissal, and only in unique circumstances, and after all stages of the expectation and accountability protocol have been exercised, would we consider discretionary suspension or dismissal, which would have to be the optimal choice of action to support the individual student, our student body, and a safe, welcoming, and supporting school culture and community.

## F. Professional Culture and Staffing

### 1. Professional Culture

- a. A sound plan for the creation, implementation, and maintenance of a professional culture and clear explanation of how the professional culture will contribute to staff retention, how faculty and staff will be involved in school level decisions and in developing new initiatives, and how success will be assessed. Professional development and evaluation is covered in [Criteria II.F.2](#) and should not be discussed here.

**Vision:** a professional culture grounded in our academic values and core beliefs; a culture of learners with growth mindsets, promoting a safe, welcoming, and supportive environment.

**Key Members:** the Leadership Support Team will be central to the planning and execution of team protocols and professional development; teachers will be involved in transparent, receptive planning and improvement cycle. The team will leverage best practices from local schools and organizations (e.g. Ewa Makai, SEEQS, Punahou, Kamehameha Schools, Iolani) to build a strong school culture.

- *Staff Retention:* The plan engages educators in collaborative decision-making, leadership / professional development, and feedback cycles to improve school systems and effectiveness; teachers and staff have a say, which influences agency, and ultimately job commitment, satisfaction, and retention.
- *Faculty / Staff Involvement:* Wednesday Huddles, LEAD programming, PD development and roll-out, curriculum development, summer planning, and board engagement are all open areas for staff engagement in key decision-making areas of our school.
- *School Assessment:* Climate surveys and feedback cycles drive success assessments.

Creation	Implementation	Maintenance
<b>High Expectations</b> - <i>Adult growth, learning, content mastery in a supportive culture of colleagues</i>		
Design scope and sequence for Wednesday Huddle and LEAD Block co-planning responsibilities; establish PD calendar and options for additional growth; co-establish teaching and learning goals; norm on reflective, growth-oriented practice;	Summer planning (Leadership Support Team) and fall PD roll-out; curriculum and supporting materials / structures available to teachers over the summer (optional; support sessions available); initial 4 PD days immersive in curriculum, classroom and instructional design, collaboratively planning rhythm and objectives of the first two weeks;	Support team-oriented decision-making and rhythm (Wednesday Huddles) for academic decisions; allow teachers to deviate from curriculum as necessary (empower); encourage staff-driven data reflection and strategy; offer real-time feedback and support for teachers designing learning experiences; support intrapreneurial culture and highlight successes, scale them; nurture safe, open classrooms where colleagues co-teach, learn from, offer feedback to, and partner around lessons and learning; encourage and model transparency; whole team check-ins around measures of success and strategic changes

<b><i>Dynamic - Inter- and intrapersonal skills creating a collaborative team environment</i></b>		
Highlight vision for culture within interviewing and hiring process, clarify skills and adults behaviors that will add to a positive, supportive culture; establish personality baselines with MBTI, SF 2.0, E.I., and other assessments; map;	Summer planning (Leadership Support Team) and fall PD session protocols and design to build these skills among adults, support development of plans to include skill development in class, and build culture through collaboration; listing and being explicit about what these skills look like in action, why they are important;	Model norms (staff interaction, support, and collegiality); design staff learning experiences (Wednesday Huddles, PD days, prep blocks, open block) that build skill around creating, collaborating, communicating, and critical thinking); model open door, collegial environment at support team level; open climate surveys and feedback cycles to maintain democratic, teacher-drive culture of agency and decision-making;
<b><i>Leadership Potential &amp; Character - Opportunity to take ownership and lead initiatives, professional development, and culture-building; develop leadership alongside of others</i></b>		
Establishing clarity around vision, values, core beliefs via interviews, summer onboarding, and initial PD days; collaboratively establish measures of success and vision of excellence (VOE) for school culture of intrapreneurial leadership and development; staff co-set self goals for leadership, voice, character;	Co-design with staff core values and norms for school, leadership competencies and opportunities, external PD we will look to bring in; beginning of year PD days featuring roll-out of our staff model (working with Instructional Coach, prepping for Wednesday Huddle, prepping for LEAD Block); plus-delta and real-time feedback of roll out;	Ensure flat leadership structure to increase voices, contribution, and agency in decision-making; design calendar for Wednesday Huddle leadership, open block conversations and development, LEAD Block planning, and PD day leadership (leverage leadership within staff and give opportunities to learn by doing, feedback); staff reflect on and check in with Leadership Support Team around growth in leadership development areas; co-analyze climate survey; provide open door for development conversations, check ins, reflection, and feedback; encourage growth mindset competencies throughout difficult conversations and times;
<b><i>Identity &amp; Commitment to Community - Individual identity is welcomed into the community and given opportunity to flourish; community is seen as an integral part of school culture</i></b>		
Listening and starting our year with “self”; looking in the mirror, unpacking, and establishing authentic self within DreamHouse; engagement with and listening to the local community (‘Ewa / ‘Ewa Beach)	Build in self-reflection to feedback cycles, coaching conversations, and structured conversations; maintain Wednesday Huddle safe space to express self and lean on colleagues; encourage staff LEAD Block planning;	Climate surveys with open questions about self, identity safety, being welcomed, etc.; open door policy to check in, raise issues, offer feedback; collaboratively engage in climate data (staff and student data); allow for staff to lead initiatives that speak to their passions / hobbies, expressing self and leadership at school; provide opportunities to engage with

		community members, organizations; engage community into school site and workings, interactions with teachers; foster additional relationships and support networks outside of school, within community
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*Professional Culture Feedback Rhythm*

TERM I (Aug - Oct)	TERM II (Nov - Jan)	TERM III (Feb - May)
PD days, plus / deltas, and feedback; first week, month success metrics and checkpoints; bi-weekly climate surveys; Wednesday Huddle; feedback TI climate survey; monthly climate survey; feedback cycles with all staff; Wednesday Huddle snapshots and feedback; brainstorming and planning for TII based off TI data	TII climate survey; monthly climate survey; feedback cycles with all staff; Wednesday Huddle snapshots and feedback; brainstorming and planning for TIII based off TII data	TIII climate survey; monthly climate survey; feedback cycles with all staff; Wednesday Huddle snapshots and feedback; end of year climate survey and reflections (TIII survey)

- b. If a high proportion of economically disadvantaged students is a part of the anticipated student population, a clear description of how the proposed school will address the anticipated academic challenges posed by the lack of socioeconomic diversity and the concentration of poverty among its students.

Not applicable as we anticipate a socioeconomic diverse school based on local population.

**2. Professional Development**

- a. A clear description of the appropriate goals and data-driven strategy of the proposed school for ongoing professional development, including whole staff development, grade/level/course teams, and instructional coaching. The description must explain how professional development topics will be identified and how the professional development plan will be driven by data to improve teaching and learning as well as school performance. The description must also include the process for evaluating the efficacy of the professional development.

The Professional Development (PD) structures identified in this section apply primarily to start-up and Year One; founding teachers and Leadership Support Team will adjust professional development structures as necessary. Headline DreamHouse Professional Development goals are that all teachers score a 6 or 7 on a Likert scale based on the following statements (among others):

- “Professional development has made a positive impact on my teaching and classroom”*
- “Student achievement increased as a result of professional development”*
- “I feel equipped with the skills and strategies to effectively leverage data to improve student outcomes”*
- “I feel empowered in giving or participating in PD; I have a voice; I am a co-leader”*

*Topic Identification & Evaluation:* The overall arc of the year for PD for the 2018-19 school year will focus on a) establishing systems and a consistent culture across the school, b) strengthening school culture while developing teacher leaders, and c) empowering adults to build the identity and trajectory of school.

- *Summer 2018* - Leadership team generates PD focus areas and potential topics along arc of PD; School Board weighs in on approach, approves;
- *Fall 2018* - initial PD protocols and programming implemented during first four PD days of the year; PD arc general areas suggested and teachers see calendar options and buckets; teachers help shape initial fall programming aligned to arc and buckets and offer feedback on initial PD;
- *Winter 2018/19* - Continue co-developing PD, programming, and feedback cycle, assessing progress in our “establishing systems and a consistent culture across the school” focus area; move focus of programming to “strengthening school culture while developing as teacher leaders”;
- *Spring 2018/19* - continue cycles, move from “strengthening school culture while developing as teacher leaders” to “empowering adults to build identity and trajectory of school” and offer final assessment, feedback space for end of year;
- *Summer 2018/19* - Leadership Support Team assesses effectiveness on three arc areas, goals, buckets, and overall PD programming and drafts 2018-19 arc with appropriate changes;

*Data* informing PD will come in the form of a) staff surveys, b) one:one conversations, c) reflections and self-identification of priority areas, d) student surveys, and e) student achievement data. *Evaluation* of PD effectiveness will come from Likert-based assessment, qualitative feedback, climate surveys, and Board-level assessment. Evaluation results will be sent to School Board for additional assessment as it pertains to staff culture, staff development, and student achievement.

- b. A description of professional development opportunities, leadership, and scheduling that effectively support the Academic Plan and are likely to maximize success in improving student achievement, including an adequate induction program. The description must explain what will be covered during the induction period and how teachers will be prepared to deliver any unique or particularly challenging aspects of the curriculum and instructional framework and methods.

*Professional Development Buckets for Year One:*

- *Whole school* - 6 total days a year (per CBA) will be teacher days that will be focused mainly on professional development (PD) for staff (e.g. data analysis, RTI calibration, LEAD Block scope and sequencing); primarily staff-designed and led;
- *Wednesday Huddles* - for 2018-19, will be grade team (6th grade only), and will focus primarily on data snapshots, RTI calibration, current themes or trends, and weekly collaborative planning time. Different teachers each week supported by Leadership Support Team members will lead huddles;
- *Instructional Coaching* - Instructional Coach will be available daily to co-prep / co-investigate;
- *LEAD Block prep and co-facilitation / leadership* - on a rotating basis, and usually about once every six weeks, teachers and Leadership Support Team will design and facilitate LEAD Block.

Scheduled into the week is 225 minutes of prep time, but also an 75 minute “20% time” leadership development block each week during which teachers do not have class; during this time they are expected to take self-directed leadership opportunities such as a) planning for a PD day, Wednesday

Huddle, or LEAD Block, b) thought-partnering with Instructional Coach or Special Ed Lead, c) observing / supporting another classroom, or d) taking initiative in some other way that supports the school.

*Initial Induction Program:* Led by Leadership Support Team, the new teacher induction layers:

1. *PRE* - Optional (but strongly encouraged) summer reading, self-assessment, and curriculum planning guidelines;
2. *FIRST FOUR* - first four PD days will be mainly spent covering the following areas:

Focus / Activity	Rationale
Who we are	Explore diversity of staff; build relationships; deepen connection
Vision, mission, beliefs, and values	Build core understanding of the ethos of DreamHouse, aligning our own individual intentions to the mission of the school.
“One School”	Building cohesion among staff and stakeholders
Our Community	Build connection with and deeper sense of understanding
Our Students	Snapshot of lottery, admitted student, anticipated support, student stories
RTI Model	Build strong working knowledge of entire RTI scope & sequence
Calendar	Know month to month, daily schedule, Wednesday Huddles, “20% Time”
LEAD Block	Explain and invest in LEAD curriculum and developmental opportunities
20% Time	Co-develop parameters, alignment, and expectations for this weekly time
Ops & Logistics	Norm on the actual “running” of the school; we ALL have a hand in this
Overall Structure	Steep in board to LST to growth plan and supporting non-profit; bird’s eye
Community Council	Develop “parents as partners, community as an asset” protocol
Educator Effectiveness	Walk through and build knowledge around EES protocol
Open Planning	Collaboration and planning time to build working partnership

3. *FIRST MONTH* - check-ins with individual teachers, weekly surveys, feedback cycles, and space for conversation to continue induction of new teachers and creation of our school identity and culture. Please note, this will apply for the 2018-19 school year, and will be re-designed and adjusted as necessary including restructuring teams, encouraging more teacher-led induction sessions, setting up a mentoring protocol, and evolving based on feedback and reflection.
4. *ADDITIONAL 2 PD DAYS* - programming for these days will be determined by LST and educators during the 2018-19 school year and will revolve around data analysis, RTI Supports, school climate, and other topics to-be-determined collaboratively.

The Leadership Support Team plays a hands-on, active role in helping new teachers settle into the DreamHouse culture. The Instructional Coach makes direct outreach in scheduling sessions; Special Education Lead helps co-prepare and differentiate lessons and delivery; Operations Manager carves out “non-instructional” from teachers; and School Director oversees coordination of moving pieces.

- c. A clear description of the expected number of days or hours for regular professional development throughout the school year that includes an explanation of how the proposed school’s calendar, daily schedule, and staffing structure accommodate this plan; the time scheduled for common planning or collaboration; and an explanation for how such time will typically be used. The description must identify ways the professional development scheduling conflicts with Master Collective Bargaining Agreements, explain any specific amendments that may be needed through supplemental agreements, and provide an adequate contingency plan in the event such amendments cannot be negotiated under supplemental agreements.

**Initial PD Opportunities for 2018-19:**

- Annual PD Days: 6
- Wednesday Huddles (i.e. co-lead meeting, data analysis): once / week
- LEAD Blocks (i.e. develop LEAD day, facilitate LEAD programming, capture/analyze/feedback a block): 4 days / week; lead or facilitate 2-3 / month
- Instructional Coaching Opportunities (i.e. co-planning, co-investigation): 300 mins / week (4 non-teaching blocks)
- 20% time (i.e. plan LEAD block, co-planning/collaboration, co-teach, innovate): 75 min / week

- d. A description identifying the person or position with the time, capacity, and responsibility for coordinating professional development and a reasonable plan for identifying ongoing professional development needs, including sufficient funds and resources (Title II funds, etc.) for implementing the professional development plan.

Lastly, our staffing model in 2018-19 features (1) an Instructional Coach to partner with teachers to strengthen pedagogy and delivery; (2) a Special Education Lead to support teachers in creating highly differentiated classrooms, supporting our students with special needs, and actively managing our RTI model; (3) an Operations Manager to own operational, non-instructional tasks; and (4) a School Director whose role will be to thought-partner, offer feedback and evaluation, and ultimately support the development and effectiveness of our educators. Ultimately, the School Director will bear responsibility for the overall implementation and effectiveness of PD.

- *School Director* - creates space, guidance, and initial vision for arc of PD, focal points, evaluation methods, feedback cycles, and role clarity; empowers Leadership Support Team to engage in implementing PD and solidifying structures, encouraging teachers to co-design and implement PD;
- *Instructional Coach* - key partner and teacher-facing to a) identify areas of growth and development, b) engage in 1:1 conversations, and c) co-plan Wednesday Huddles and LEAD Blocks;
- *Special Education Lead* - teacher-facing role in supporting implementation of RTI model and creating highly differentiated classrooms; identifies ongoing PD needs with Instructional Coach;

- *Operations Lead* - responsible for managing the PD systems that serve to support teacher learning and development (i.e. clearly explaining rhythm and logistics of any given day - PD days, Wednesday huddles, LEAD Blocks, survey systems, external coordination, etc.).

### 3. Staff Structure

- a. A complete staffing chart for the proposed school, using the Staffing Chart Template ([Exhibit 2](#)) and provided as **Attachment F (required form)**, that clearly indicates all positions, is aligned with the Academic Plan, and proposes a salary structure that is in alignment with the proposed school's budget.

Please see **Attachment F** for the DreamHouse Staffing Chart.

- b. A description of a reasonable rationale for the staffing plan, as demonstrated in the staffing chart, that clearly explains how the relationship between the proposed school's leadership or management team and the rest of the staff will be managed and includes justifiable teacher-student and total adult-student ratios for the proposed school.

Please see **attachment F**; student:teacher ratios are below Complex average (appx. 25 S:T)

- c. If the proposed school has a *virtual or blended learning program*, a clear description for the identification of the position(s) dedicated to IT support and a reasonable plan that clearly ensures sufficient capacity for deploying and managing technology inventory and network needs with minimal interruptions to teaching and learning, including troubleshooting support for school staff and students.

Not applicable as DreamHouse does not have a virtual or blended learning program.

### 4. Staffing Plans, Hiring, Management, and Evaluation

- a. A clear description of the proposed school's recruitment and hiring strategy, criteria, timeline, and procedures that are likely to result in a strong teaching staff that is highly effective in accordance with the state's plan under the Every Student Succeeds Act ("ESSA") and are well-suited to the proposed school, including other key selection criteria and any special considerations relevant to the proposed school's design. The description must also explain strategies, including compensation packages, that are likely to attract and retain high-performing teachers.

**Recruitment** | we have identified five main streams of potential teachers to supplement our broader marketing and advertising strategy that will highlight our need and opportunities to apply (i.e. radio ad, TV spot, social media, career and education website linking, referrals, and canvassing):

1. Existing Hawai'i DOE teachers
2. University of Hawai'i College of Education
3. Chaminade University Division of Education
4. Educational partnerships (i.e. Kūlia & Ka Lama by INPEACE)
5. Existing local educational networks

We will set up an e-mail and web form where interested candidates can easily enter our recruitment pool and engage with DreamHouse through our website, informational videos, in-person informational sessions, and by direct contact.

**Hiring** | We will recruit and hire staff who possess the qualifications to work successfully within ‘Ewa Beach, deliver the education program effectively, and support and sustain the school’s vision of affirming the identities of and empowering leadership within our students. To that end, we prioritize the recruitment, interviewing, and hiring of individuals whose identities, experiences, and backgrounds align with those of our students. To ensure selection of highly qualified staff, we implement the following protocol:

1. Wide, differentiated posting of employment opportunities;
2. Request of a resume, cover letter, and short essay responses;
3. Brief screening interview (in-person or by phone);
4. Sample teaching lesson followed by debrief with School Director and/or members of the Leadership Support Team;
5. Extensive in-person interview with members of the school’s current staff (for 2018-19 this will mean Leadership Support Team and founding board members);
6. Verification of credential and previous employment, State and Federal background checks, and professional and personal reference checks;
7. After receiving recommendations from Leadership Support Team, founding board, and other advisors, School Director will make final hiring decision aligned to the vision, mission, academic beliefs, and core values of DreamHouse, while keeping in mind that a diverse, talented staff committed to Hawai’i will be crucial to the viability and trajectory of our school and children;

**Criteria** | as outlined in the Master Collective Bargaining Agreement and pertinent BOE policies, we will focus our recruitment efforts on candidates who have either a) come from the Hawai’i DOE system as current educators, b) have graduated from a State Approved Teacher Education Program (SATEP), or c) are transferring into the system from elsewhere, but possess content knowledge, multiple years of experience (2+, except for exceptional situations), and a deep commitment to Hawai’i and ‘Ewa Beach as demonstrated by experience or identity alignment, values, and beliefs. Beyond the legal, we are looking for candidates who strongly align to the educational philosophy, core beliefs, and academic values of the school.

**Timeline** | beginning fall 2016, we commence advertising for positions and open web portal to build recruitment pipeline and database. Full staff should be hired by summer 2018.

1. *Summer / Early Fall 2017* - Commission decision rendered; initiate hiring strategies: engaging partners and human capital streams, conduct outreach, advertising and posting, informational meetings and workshops, canvassing, and overall recruitment;
2. *Early Spring 2018* - Begin building out diverse candidate pool for five identified teaching positions (please note: Leadership Support Team will have been hired / appointed already as a result of School Director and founding board building team); create pool and initiate aforementioned hiring protocol over March, April, and May;
3. *Late Spring 2018* - final candidates, offers, and sign-on founding teacher team;
4. *Summer 2018* - informational onboarding, encouraged summer preparation;
5. *August 2018* - begin with initial PD days at DreamHouse.

**Procedures** | Our procedural norms will be as follows: (1) begin with Leadership Support Team norms; (2) borrow practices from local and mainland charters; (3) engage founding board and Community Council; (4) interview, discuss, and recommend by committee; (5) hiring autonomy for School Director

### **Additional Special Considerations & Strategies:**

- *Diversity* - our team must be reflective of the beliefs, values, and experiences of the 'Ewa Beach community; DreamHouse will exercise the utmost diligence to build a strong pipeline of diverse candidates from the local community;
  - *Love for kids* - we should be able to ask ourselves, "Would I want this person teaching my child?" ... The answer should be yes for all hires;
  - *Viability* - start-up mode will require perseverance, flexibility, and grit; we need teachers who are resilient and comfortable with ambiguity;
  - *Fit* - how will candidates strengthen culture and establish the identity of DreamHouse.
- b.** If the proposed school offers a *virtual or blended learning program*, a clear description of the proposed school's recruitment and hiring strategy, criteria, timeline, and procedures that are likely to result in strong virtual learning teachers that have the requisite subject-matter knowledge, technological proficiency, communication skills, and other capabilities necessary to teach effectively in the virtual learning environment.

Not applicable as DreamHouse does not have a virtual or blended learning program.

- c.** A clear description of realistic and legally sound procedures for hiring and dismissing school personnel, including procedures for conducting criminal history record checks.

### **Hiring |** Hiring protocol is as follows:

- DreamHouse will follow the hiring guidelines as set forth by DOE OHR 600-001 and -003 background check and fingerprinting protocols as well as Hawai'i BOE Chapter 7 pertaining to criminal history record, employment history, and background checks; FBI fingerprint information forms, government issued ID, and a social security card (or Passport) must also be obtained and produced to the DOE OHR Employee Background Check division. Prior to employment, each employee must furnish an up-to-date Mantoux Tuberculosis (TB) test result, and documents establishing legal employment status.
- New employees not possessing a valid Hawai'i Teaching Credential must submit two sets of fingerprints to the Hawai'i Department of Justice for the purpose of obtaining a criminal record summary. The School Director and Operations Manager shall monitor compliance with this policy and report to DreamHouse School Board. The DreamHouse School Board Chair shall monitor the fingerprinting and background clearance of the School Director.
- Volunteers outside of the direct supervision of a credentialed employee shall be fingerprinted and receive background clearance prior to volunteering without the direct supervision of a credentialed employee.
- Employees who are legally suitable and cleared to work in public schools will sign an at-will contract with DreamHouse stating their intention to work at and support a safe, welcoming, and positive culture aligned with the vision and values of DreamHouse.
- DreamHouse will not discriminate against any employee on the basis of race, religious belief, color, sex, pregnancy, sexual orientation, age, national origin, ancestry, physical or mental disability, medical condition, marital status, or any other protected classification, in accordance with applicable law.

**Dismissal** | the following are dismal policies and procedures applicable to all DreamHouse employees:

- *Legal*: Per BOE and Hawai'i Administrative policy, if staff are found in violation with legal expectations governing our school and public program, they will face legal ramifications and dismissal will be considered depending on the nature of the offense.
  - *Professional Expectations*: A clear set of performance metrics and standards will be developed during the planning year and given to teachers and staff at the beginning of their time at DreamHouse, aligned to the Educator Effectiveness System (EES). If at any time a staff member is observed to be failing to meet these expectations, the School Director will intervene. If the School Director deems this to be recurring, a support plan will be co-developed with performance metrics (i.e. student achievement, observation feedback, peer feedback, reflection, and additional EES components). If little or no progress is made over the course of the plan (timeline negotiable and to be determined) staff member could face additional action including, but not limited to, dismissal.
  - *Culture*: We promote and nurture a positive, safe, welcoming environment for all students and staff. If a staff member is found to be in violation of or commits a breach of culture, then that staff member may face temporary separation, a support plan, or permanent dismissal. Culture breaches will be dealt with on a case-by-case basis with support and insight from the School Board.
  - *Unique*: In unique circumstances where the at-will contract is violated in any way, the School Board will be consulted to offer insight and perspective into staffing decisions protecting the rights of staff and maintaining the integrity of a safe, positive, supportive, welcoming school environment.
  - *Procedure*: In the case that a staff member is found to be a) not meeting professional expectations, b) in violation of the culture of DreamHouse, or c) in violation of the at-will contract in any way, a series of steps will be implemented to maintain staff rights and school environment:
    1. School Director or Leadership Support Team member(s) consults individually with staff member to gather facts, insight, and background information;
    2. School Director or Leadership Support Team member(s) investigates situations to determine contributing factors, circumstances, and any pertinent evidence;
    3. Depending on the severity, legality, or egregiousness of the offense in question, School Director or Leadership Support Team member(s) may a) confer with additional staff members, b) confer with School Board to gain additional insight, c) engage HSTA as another opinion in the matter, d) co-develop and implement a support and development plan for staff member, or e) proceed to immediate dismissal of staff member. In the case of dismissal, a teacher would still have a right to grievance and may engage HSTA on their behalf.
    4. In the case of a support plan, monitoring and feedback from teacher as to effectiveness of plan will be sought; in the case of dismissal, exit survey will be offered.
- d.** A thoughtful plan for supporting, developing, and annually evaluating school leadership and teachers that is likely to produce and retain a successful staff, including a description of the processes, protocols, framework, criteria, and/or tools that will be used for conducting evaluations, delivering feedback, and coaching. The plan must cite any evidence or existing research supporting the effectiveness of utilizing the specified approach. If already developed, the plan should provide any leadership evaluation tool(s) as **Attachment G (no page limit)** and any teacher evaluation tool(s) as **Attachment H (required attachment, no page limit)** that are likely to be effective. Evaluation tools must align with the criteria outlined in BOE Policy 2055 and related provisions of any Master Collective Bargaining Agreements, unless specific amendments are executed in a supplemental agreement. If amendments will be needed, the plan must describe the specific amendments that would

be necessary to implement the evaluation tool(s), demonstrate an understanding of the employment environment, and include a reasonable plan for contingencies if the amendments cannot be negotiated under a supplemental agreement.

**Evaluation** | For 2018-19, the Leadership Support Team will receive individual feedback aligned to a) their job description, b) teacher and student surveys, and c) student data, among additional factors, on a quarterly basis from School Director. Specific leadership evaluation protocols and frameworks are being considered from a range of local and mainland school and will be selected by spring 2018. Teachers and staff will evaluate the School Director on a basis of job description, school climate, support, and academic results, among other data points. Specific protocols, frameworks, and criteria will be developed in the spring of 2018 alongside founding Leadership Support Team, supported by the Massachusetts principal evaluation tool, referred to in **Attachment G**. DreamHouse will align teacher evaluation to the Hawai'i DOE's Educator Effectiveness System (EES) for the 2018-19 school year and make appropriate, contextual changes as needed moving forward. Please refer to **Attachment H** to see the 2016-17 EES model. Responsible for EES training and implementation will be the Instructional Coach and the School Director; both will collaborate in 2018-19 to assess teacher effectiveness, while making appropriate changes for our approach.

- e. An effective plan that explains how the proposed school intends to promote or incentivize satisfactory and exceptional school director, management team, and teacher performance and handle unsatisfactory school director, management team, or teacher performance, including effective planning for turnover.

**Promotion** | Promotion of DreamHouse employees will be based on a growth-oriented need for the school. Beginning with a lean staff of nine, and seeing as we are going to be one grade with 100 students, promotion in terms of responsibility will come with a) intrapreneurial initiative (i.e. designing and leading programming), b) growth in our school team and coaching and support of new and existing teachers (i.e. teacher leadership model), and c) expansion to a high school and the need for additional leadership and design staff supporting the new grades and evolving model. During the 2017-18 year, pay and benefits will be directly aligned to the Master CBA, so no deviation or increase will materialize in the form of additional compensation / incentivization.

**Unsatisfactory** | Unsatisfactory performance will follow a similar structure as detailed in the aforementioned dismissal section for teachers and Leadership Support Team. For the School Director, metrics as set forth by the governing board (to be determined, but aligned with teacher survey metrics, school climate metrics, student achievement and growth, external stakeholder feedback, and other data points) will guide effectiveness and evaluation.

**Effective Planning for Turnover** | Building a strong bench of teachers, staff, and board members is essential to the effectiveness and growth of our school.

- Keep recruiting pipeline open, building deep pool of potential hires after we are staffed for the 2018-19 school year;
- Engage Leadership Support Team, School Director, and board members to come up with personal bench (i.e. "if you could no longer serve in your role, which people could serve in the position?");
- Keep a pulse on current team members via climate and staff surveys and ongoing conversations;
- Manage staffing effectively so that departures, turnover, and re-staffing is happening over the summer (to the best of our ability);
- Continue to build board so that exits minimally impact; prep back-up roles (chair, vice-chair, etc.);

- Empower teachers and staff to take on additional responsibilities and perspectives so in the case of turnover, others (internally) are ready to step up and take on responsibility and work streams.
- f. A satisfactory explanation of any deviations in staffing plans, including salaries, from Master Collective Bargaining Agreements, including identification of amendments that would be needed in a supplemental agreement and a reasonable plan for contingencies if such amendments cannot be negotiated under a supplemental agreement.

Not applicable as our staffing plans do not deviate from the Master Collective Bargaining Agreements.

## G. School Calendar and Schedule

1. A school calendar for the proposed school's first year of operation, including total number of days school is in session, hours of instruction, holidays, days off and half days, professional development days, summer programming and/or instruction, first and last days of class and organization of the school year (quarters, semesters, trimesters,) including the beginning and ending of each segment provided as **Attachment I (no page limit)**, and a satisfactory explanation of how the calendar aligns with and clearly reflects the needs of the Academic Plan.

Please see **Attachment I**. The calendar was designed to create time for student inquiry, deeper learning and collaboration; student-driven learning time via daily tutorials; and daily leadership and identity development through Leadership, Empowerment, Agency, Development (LEAD) Block. Our three terms allow us to focus on foundations and intentions during the fall, apply and develop skill throughout a winter term, and a longer spring term builds in time for state-mandated assessments, final diagnostic and growth assessments, and student portfolio creation and defense. School days are aligned with the 2018-19 DOE calendar, which provides for alignment to the HSTA CBA.

2. A clear description of the structure of the proposed school's day and week that aligns with and clearly reflects the needs of the Academic Plan, including the following:

- a. A description of the length and schedule of the school week.

- School week runs Monday-Friday, generally 8AM-3PM (students leave at 2:20PM on Wed)
- Each day students have four out of five courses in the form of 70 minute blocks
- Students begin each day with a brief huddle (advisory) and morning opening
- Each day features a 33 minute students-elected tutorial learning session
- M, T, Th, F features a 40 minute LEAD Block
- Daily 30-minute lunch

- b. A description of the length and schedule of the school day including start and dismissal times

- Week and teacher day runs from Monday to Friday, 8AM - 3PM every day
- Student school day: 8AM-3PM, M/T/W/F; W is a staff huddle day; students released at 2:20PM

- c. The minimum number of hours or minutes per day and week that the proposed school will devote to academic instruction in each grade.

- Teachers: Average 257/day (243/day \* 4; 313/day \* 1) = 1285 CBA Teacher Instructional Time academic instruction minutes / week. In addition, an average of 52 minutes programmed each day (Morning Huddle, LEAD) (52 \* 5) = 260 "Student Learning Time / Other CBA Minutes" per week.

- Students, Per Day: 4 classes (70 min/each), 1 tutorial (33 min), 1 LEAD Block (Avg. 32 min/day), Morning Huddle (20 min/day) =  $[(70*4) + 33 + 32 + 20] = 365$  minutes / day (1,825 min/week)
- 365 mins/day for students \* 182 days = 66,430 (or \* 189 days = 68,985)

**d. The number of instructional hours or minutes in a day for core subjects.**

- Core subjects for grades:
  - 6th: ELA, Math, Science, Social Studies, Hawaiian Studies
  - 7th: ELA, Math, Science, Social Studies, World Language, Theatre
  - 8th: ELA, Math, Science, Social Studies, World Language, Theatre
  - 9th - 12th: TBD based on scheduling and Running Start integration
- Minutes / day = 280; minutes / week = 1,400

**e. A satisfactory explanation of why the proposed school's daily and weekly schedule will be optimal for student learning.**

We maximize student learning time while providing ample opportunity to develop skills and mindsets across cohorts. The following was used when designing this schedule:

- A morning huddle and daily close sets academic intentionality for the day;
- 70-minute blocks provide teachers opportunities to dive deep into curriculum daily;
- Minimized passing time maximizes learning time;
- A 30-minute lunch gives children ample time to breathe and stretch midday;
- Daily 33-minute tutorial supports student-driven learning and development (choice-based);
- 40-minute LEAD Blocks M, T, Th, F allows students and teachers to cross-pollinate student groups, encourage teacher leadership, build community and culture, and engage community members;

**f. Clear information about how teachers' work will be organized on a weekly or annual basis, including teacher planning time and professional development. The number of hours or minutes in a day for teacher planning time.**

2013-17 CBA demands 225 minutes / week - we have met this, and have allocated an additional 75 minutes / week for teacher-initiated leadership development and collaboration.

**g. Clear information about the length of the school day and year, including summer school and time allocated for teacher professional development.**

Please see **Attachment I** for detailed information on the school year. Each day begins at 8AM and ends by 3PM and we follow the BOE-approved 2018-19 SY calendar, in line with current CBA requirements.

**h. A school calendar and student schedule which provides at least as much core instructional time during a school year as required of other public schools.**

Please see **Attachment I** and **Attachment J** for details.

**i. Explain any aspects of the school year that are not evident on the calendar or would benefit from further elaboration.**

Not applicable as the calendar offers our current view of the 2018-19 school year.

- j. Provide as **Attachment J (required attachment, no page limit)**, a sample weekly student schedule for at least one grade that is representative of each level the school intends to operate (lower elementary, upper elementary, middle, and/or high school). If scheduling structures are unique to each grade, please provide a sample schedule for each grade.

Please see **Attachment J**.

- k. Provide as **Attachment K (required attachment, no page limit)**, a sample weekly teacher schedule for at least one grade that is representative of each level the school intends to operate. If scheduling structures are unique to each grade, please provide a sample for each grade. Present a typical week of instruction, including: length of the teacher's work day, supervisory time, planning periods, professional development, and any other duties the teacher performs in a given day.

Please see **Attachment K**.

- l. Provide as **Attachment I (required attachment, no page limit)**, a copy of the proposed school calendar for year one of the school's operations that clearly demonstrates: days that school is in session, holidays, days off and half days, professional development days, summer programming and/or instruction, first and last days of class and organization of the school year (quarters, semesters, trimesters,) including the beginning and ending of each segment.

Please see **Attachment I**.

- m. A clear description, provided as **Attachment D (required attachment, 1 page limit)**, of a school day from the perspective of a student (from their entry into the building to their exit) in a grade that will be served in the proposed school's first year of operation that aligns with the proposed school's vision and plan for school culture.

Please see **Attachment D**.

- n. A clear description, provided as **Attachment E (required attachment, 1 page limit)**, of a school day from the perspective of a teacher in a grade that will be served in the proposed school's first year of operation that aligns with the proposed school's vision and plan for professional culture.

Please see **Attachment E**.

## H. Supplemental Programs

1. If applicable, a description of a sound plan for any summer school programs the proposed school will offer that will meet anticipated student needs, including a clear explanation for how the programs are integral to the proposed school's academic plan, a reasonable schedule and length of the program, and sound funding plan for the programs. If the programs will not be implemented in the first year of operation, the plan must describe the timeline for implementation.

The founding board and Leadership Support Team will explore potential, future summer programs during the Fall of 2017.

2. If applicable, well-designed plans and identified funding for any extracurricular or co-curricular activities or programs the proposed school will offer that will meet anticipated student needs and provide enrichment experiences that are in alignment with the Academic Plan. The plans must describe how the activities and programs are integral to the proposed school's academic plan, how often they will occur, how they will meet anticipated student needs, and how they will be funded. If the activities or programs will not be implemented in the first year of operation, the plans must describe the timeline for implementation.

Founding board and Leadership will explore potential, future summer programs during the Fall of 2017.

## **I. Third-Party Service Providers**

### **1. Service Provider Selection and Track Record**

- a. A reasonable explanation of why the applicant is seeking to contract with a Service Provider rather than operate the proposed school(s) directly.

Not applicable because DreamHouse Ewa Beach does not contract with a Service Provider.

### III. Organizational Plan

Describe an organizational plan that will incorporate a strong governance and oversight model that will facilitate both your academic and financial plans.

A clear vision, set of criteria, timeline, delineation of responsibilities, and corrective action protocols guide a strong organizational plan. The DreamHouse organizational plan will ensure the following: effective delivery of the education program, transparent financial management and oversight, active governance and reporting, the well-being of students and employees, a safe and adequate learning environment, and compliance with local, state, and federal law, as well as Commission requirements.

#### A. Governance

1. A clear description of the mission and vision of the proposed school governing board that is aligned with the proposed school's mission and vision. If different from the proposed school's mission and vision, a clear and concise description of the governance philosophy that will guide the proposed school governing board.

**Vision:** The vision for the DreamHouse School Board is a school that empowers leaders, affirmed in their identity, and committed to positive change within our island community.

**Mission:** The board's mission is to support the school in the governance of high-level academic, organizational, and financial strategy to enable the school to operate a high quality, viable educational program as outlined in the academic plan.

2. A description of the responsibilities of the governing board as a whole, its working relationship with the proposed school, and a description of the roles and responsibilities that each member of the governing board will have (i.e. Chairperson, Vice Chairperson, Treasurer, Secretary).

**Board responsibilities as a whole** - The primary role of the proposed school governing board is to empower and hold accountable the School Leader and Leadership Support Team in the effective delivery of an educational program aligned to its charter alongside strong organizational and financial management. Governance within our model will mean providing the resources, thought-partnership, and strategic support to empower DreamHouse with adequate autonomy to operate our educational model, while also working diligently to help us hold ourselves accountable to the goals, metrics, and success indicators outlaid in our charter.

**Working relationship with the proposed school** - our board members are the trustees of DreamHouse; each serves the school, but also holds the school accountable. The board will primarily interface with the School Director in weekly, monthly, and quarterly communication around various performance indicators, progress, compliance, and any concerns; members of the Leadership Support Team will be engaged in applicable matters (i.e. Instructional Lead and Operations Lead with Academics and Organizational components, respectively)

**Description of roles and responsibilities of each member** - from the proposed school board bylaws (within Attachment Q):

- *Chair and Vice-Chair.* The Chair shall establish the agenda for and preside over all meetings of the Board, and shall have such other powers, functions, and duties as the Board may specify or delegate to the Chair. In the absence of the Chair from any meeting of the Board, the Vice-Chair shall preside.
  - *Treasurer.* The Treasurer shall oversee the general financial affairs of the School, subject to the direction and control of the Board.
  - *Clerk.* The Clerk shall maintain records of all proceedings of the Board in a book or books kept for that purpose and will share publicly as mandated by local statute.
  - *School Director.* The Board shall appoint an additional Officer with the title School Director, who shall be responsible for carrying out the mission of the School in accordance with policies established by the Board (i.e. this charter). The School Director shall serve ex-officio as a non-voting member of the Board.
  - *Other Officers.* Other officers may be appointed and shall have such duties and powers as are prescribed by the Board.
3. Organizational charts, provided as **Attachment Q (required attachment, no page limit)**, that clearly indicate all positions and illustrate the proposed school governance, management, and staffing structure in: a) Year 1; and b) all subsequent years until full capacity is reached. The organizational charts must clearly delineate the roles and responsibilities of (and lines of authority and reporting among) the proposed school governing board, staff, any related bodies (such as the proposed school's supporting nonprofit organization, advisory bodies, or parent/teacher councils), and any external organizations that will play a role in managing the proposed school. The organization charts must also document clear lines of authority and reporting between the proposed school governing board and proposed school and within the proposed school.

Please **Attachment Q** for DreamHouse organizational charts.

4. A description of an effective governance structure of the proposed school, including the primary roles of the proposed school governing board and how it will interact with the school director, any school management teams, any essential partners, and any advisory bodies. The description must include the size, current and desired composition, powers, and duties of the proposed school governing board that will foster the proposed school's success; identify key skills or areas of diverse expertise that are or will be effectively represented on the proposed school governing board; and adequately explain how this governance structure and composition will help ensure that: a) the proposed school will be an academic and operational success; b) the proposed school governing board will effectively evaluate the success of the proposed school and school director; and c) there will be active and effective representation of key stakeholders, including parents or guardians.

The current applicant governing board is six total members, and seven is the desired size for the founding school governing board including chair, vice chair, treasurer, clerk, School Director, and three additional board members. With regard to key skill areas, a balance of academic performance management, non-profit and organizational management, financial management and accounting, friend- and fundraising, legal, and human resources / human capital development is important; at no time will our board lack at least one person in each of these five areas. Multiple individuals will sit on one of three board committees: academic performance, organizational governance, and finance/fund development. In addition, we have and will continue to prioritize board recruitment from the local 'Ewa

Beach community, aligned to these experience areas. Lastly, we will have a minimum of one parent representative on the board at all times.

- Each will have one vote (except School Director) and the management hierarchy will be (1) chair, (2) vice chair, (3) treasurer, (4) clerk; in the absence of any one of these members, the next in authority will serve as lead.
- *School Board-School Director Interaction* - The School Director will sit on the school governing board as an ex-officio, non-voting member, serving as liaison to the school and communicating / implementing decisions made by the board within the school. The School Director will communicate bi-weekly with the School Board chair to discuss pertinent topics including current academic progress, staffing, school climate, financials, etc.
- *School Board-Nonprofit Board Interaction* - No board member may sit on the School Board and the nonprofit board simultaneously, except for the School Director. Any communication between the School Board and Nonprofit board will flow primarily through the board chairs of respective boards while engaging the School Director, and the primary topic of conversation should pertain to the financial management of the school. The nonprofit board does not have any authority over budgetary decisions relating to the operation of the school.
- *a) Academic and Operational Success* - Our board will be comprised of individuals who are vision- and values-aligned and possess academic performance management skills including, but not limited to: managing people to results, non-profit governance, familiarity with curriculum and instruction, performance management, and parent/community engagement.
- *b) School & School Director Evaluation* - Clear goals and metrics of success have been set throughout the charter for academic, organizational, and financial areas, and it is the School Director's responsibility to meet these goals. In the case goals are not being met, investigative conversations will take place between School Director and Board Chair. It is ultimately the School Board's decision to retain and develop, or seek replacement for the School Director.
- *c) Active and Effective Representation of Key Stakeholders, Including Parents or Guardians* - We will actively seek 'Ewa Beach community members to serve on the board, including at least one parent, in addition to partnership with our Community Council. Rotating terms will allow new parents to join.

5. If the proposed school has a *virtual or blended learning program*, a clear description of the role the governing board will play in the virtual learning program that ensures the effective oversight of the virtual learning program, including a clear and realistic description of the requisite knowledge of virtual learning that the proposed governing board currently possesses or will endeavor to possess.

Not applicable as DreamHouse does not have a virtual or blended learning program.

6. If the membership of Applicant Governing Board has changed from the time it submitted its Intent to Apply Packet, a reasonable explanation justifying the membership changes;

Not applicable as DreamHouse has not made changed to the Applicant Governing Board.

7. Demonstrated will, capacity, and commitment of current and proposed governing board members to govern the proposed school effectively by providing the following:  
a. A list of all current and identified proposed school governing board members and their intended roles;

- **Alex Teece** (non-voting) (UH COE Adjunct Faculty, Educator) → School Board Member
- **Dr. Deborah Zuercher** (UH COE Professor, Program Lead) → School Board Chair
- **Jane Henzerling** (School Founder & Leader) → School Board Member
- **Ed Kaukani** (Retired Banker, Manager) → Treasurer

b. A clear summary of members’ qualifications for serving on the proposed school governing board, including an adequate explanation of how each member meets any of the considerations in HRS §302D-12 and will contribute a wide range of knowledge, skills, and commitment needed to oversee a *high-quality charter school*, including academic, financial, legal, and community experience and expertise;

QUALIFICATIONS
<p><b>Dr. Deborah Zuercher</b> has worked to empower teachers to become agents of change that positively impact student achievement in their classrooms for over 28 years. She embodies the following skills, knowledge, and mindsets to make her an ideal DreamHouse school board member:</p> <ul style="list-style-type: none"> <li>• Classroom &amp; School Leadership - former teacher, assistant principal, and principal;</li> <li>• Coaching - Master’s candidate coach for teachers in Hawai’i, American Samoa;</li> <li>• Curriculum &amp; Instruction - PhD in Curriculum &amp; Instructional Design;</li> <li>• Program Evaluation - designed and leads an international teacher training program;</li> <li>• Fundraising - multi-million dollar track-record at University of Hawai’i and beyond;</li> <li>• Community-based - lives of the West Side, coaches in the Leeward Complex, knows Ewa Beach and has a strong commitment to the children of the community;</li> <li>• Culturally Sensitive - teaches indigenous qualitative research methods, literacy, performing arts and health education courses;</li> </ul>
<p><b>Ed Kaukani</b> was born and raised in ‘Ewa Beach and graduated from James Campbell High School in 1980. He brings a deep, local background to DreamHouse including, but not limited to the following:</p> <ul style="list-style-type: none"> <li>• Financial Management - 20+ years of local finance experience at First Hawaiian Bank;</li> <li>• Human Resources - matriculating, training, and developing employees at FHB;</li> <li>• Community Knowledge - Ewa Beach parent, public school graduate, and community leader;</li> <li>• Partnership Development - deep knowledge of local community organizations;</li> </ul>
<p><b>Jane Henzerling</b> is the founder and current head of school for Mission Preparatory School, a K-8 college preparatory charter school in a high-poverty area of San Francisco. She has a deep non-profit and educational background:</p> <ul style="list-style-type: none"> <li>• Organizational Management - served as Teach For America Miami’s Executive Director and was responsible for fundraising, hiring and development, program management, and growth;</li> <li>• Academic Performance Management - designed, built, and grew a charter school from scratch, serving as founding director;</li> <li>• Human Capital Development - coaches and develops leadership team, board, and teachers at a school with 20+ staff;</li> <li>• Program Design / Community- served as key thought-partner and mentor to proposed school director and has a deep commitment to the children and families of Ewa Beach;</li> </ul>
<p><b>Alex Teece</b> is the proposed School Director for DreamHouse and has been working on this project since November 2012. He has developed the following board-level skills:</p>

- Organizational Management - co-founder of DreamHouse, Inc. and board member of multiple local non-profits and organizations;
- Financial Management - MBA in accounting and international management;
- Fundraising - served as Head of Development for two years at local non-profit
- Academic Program Management - served as designer, team, and school lead for summer school program with leadership team of six, 30+ teachers, and 130+ students
- Community - Ewa Beach teacher and active in multiple community organizations

- **Zach Dilonno** (current non-profit board chair) is an attorney at Alston Hunt Floyd & Ing, and has been working on this initiative since 2012 as a founding member of the DreamHouse team; his counsel and experience will continue to support the school from the nonprofit side.
- **Meilan Akaka Manfre** is an active non-profit board member who has a deep background in leadership development and human capital management (human resources).

- c. Completed and signed Board Member Information Sheets ([Exhibit 4](#)) and resumes for each proposed governing board member, provided as **Attachment R (required form; no page limit)**, that demonstrates board members share a vision, purpose, and expectations for the proposed school;

Please see **Attachment R** for Board Member Information Sheets and resumes.

- d. If not all board members have been identified, a comprehensive and sound plan and timeline for identifying and recruiting governing board members with the necessary skills and qualifications, including a description of such skills and qualifications; and

All founding board members have been identified. Please see below for board growth plan.

- e. If the current Applicant Governing Board will transition to a more permanent governing board, a comprehensive and sound plan for such a transition, including a reasonable timeline for recruiting and adding new members; a brief description of the individual and/or collective skills sets the anticipated board members are expected to bring, with specific reference to the skill sets described in HRS §302D-12; a description of the priorities for recruitment of additional or replacement proposed school governing board members and the kinds of orientation or training new members will receive; and identification of any bylaws, policies, or procedures changes that will be necessary for such a transition.

**Board Development** - Our founding Applicant Governing Board will serve as the cornerstone for our more permanent governing board. Four of the six members will transition to the full-time board and we will begin recruiting new board members from a deep pipeline that we have established.

- *Summer 2017* - confirm additional three members who have been identified;
- *Fall 2017* - upon decision rendering from Commission, confirm / onboard board members; continue to engage individuals in our pipeline that fit our board profile as established in our bylaws;
- *Spring 2018* - Founding School Board will eventually be seven total members with experience across academic performance management, non-profit and organizational management, financial

management and accounting, friend- and fundraising, legal, and human resources / human capital development is important; at the moment, four are confirmed and three are in the pipeline.

As our school continues to grow from 2018-19 to the 2019-20 school year, we will seek additional board members to build from our founding seven to a maximum of 15. We will leverage existing board networks to identify potential new members who bring diverse experience and expertise that would complement our existing composition, with a lens towards diversity, community experience, and additional skill sets. Upon confirmation and approval from the board chair and a majority of existing board members, incoming board members will receive informational briefings on the academic, organizational, and financial history, progress, and trajectory of the proposed school. Upon confirmation and approval from the board chair and a majority of existing board members, incoming board members will receive informational briefings on the academic, organizational, and financial history, progress, and trajectory of the proposed school. A school site visit, individual meetings with members from the Leadership Support Team and founding teaching team, as well as in-depth time with the School Director will offer a lens in the current operation of the school. In addition to academic score reports, organizational charts and policies, and financials, new board members will spend time with the board chair to acclimate to board of the proposed school. Lastly, the incoming board member will offer a list of questions, thoughts, and ideas at the next board meeting to bridge any gaps and knowledge and integrate into the School Board.

8. [A clear description of effective governance procedures, including an explanation of the procedure by which current proposed school governing board members were selected and how any vacancies will be filled; an explanation of how often the board will meet both during start-up and during the school year; any plans for a committee structure and identification of chairs for any proposed committee\(s\); and a description of the governing board meetings, including how and where meetings will be conducted, how the governing board will provide meaningful access to the public, and if board meetings are to be conducted virtually \(such as through conference calls, videoconference, or web conference\).](#)

**Governance Procedures** | All methods for board elections and turnover are delineated in DreamHouse’s bylaws, found in Attachment Q. Existing DreamHouse School Board member may recommend a potential board member to the School Board at any time; a simple majority vote and approval from the board chair would qualify this person.

- School Board members serve a term of three (3) years from the date of their appointments, or until their successors are seated. A full three-year term is considered to have been served after three annual meetings. Board members serve staggered terms to balance continuity with new perspective. Any vacancy occurring on the School Board and any position to be filled by reason of an increase in the number of board members may be filled, upon recommendation of a sitting board member, by a majority vote. A director elected to fill the vacancy will be elected for the unexpired term of his/her predecessor in office. A board member may resign at any time by filing a written resignation with the School Board chair.
- The Board may remove any member by a majority vote of the entire School Board at any regular or special meeting of the board, provided that a statement of the reason or reasons shall have been mailed by registered mail to the member proposed for removal at least thirty (30) days before any final action is taken by the board. This statement will be accompanied by a notice of the time when, and the place where, the board is to take action on the removal. The member shall be given an

opportunity to be heard and the matter considered by the board at the time and place mentioned in the notice.

- Board members are elected by the board and will meet monthly during start-up and bi-monthly during the first academic year of operation (2018-19), moving to quarterly meetings from the 2019-20 school year and beyond; the last meeting of the calendar year will be deemed the annual meeting. Board agendas are distributed to board members at least one week prior to each meeting. All meetings of the School Board and of board committees shall be called, noticed, and held in compliance with Hawai'i State Law. DreamHouse shall keep adequate and correct records of account and minutes of the proceedings of its meetings.
- Meetings shall be conducted at the to-be-determined school site in 'Ewa Beach, unless it is determined more feasible to schedule meetings at a different geographic location, such as town or at a central location for our board members. Board meetings will generally follow: call to order; ongoing business and follow-up; urgent, high priority items; academic performance committee; organizational governance committee; finance/fund development committee; next steps and timeline; closing.
- Meetings will generally be led by board chair and School Director, as well as committee members as appropriate. Meeting notes will be uploaded to DreamHouse website within 48 hours of board meeting, as well as distributed via listserv. Board members who are not able to attend meetings in person will be required to attend virtually via conference call, videoconference, or web conference.

**Committees** | The School Board will initially consist of three committees: Academic Performance, Organizational Governance, and Finance/Fund Development. Election to these committees will be via self-election, majority vote, and board chair ratification. There is not official structure within individual committees as of the time of this application, other than the Finance/Fund Development Committee, which will initially be chaired by the treasurer; committees report to the full board.

- *Academic Performance Committee* - The Academic Performance Committee maintains oversight of the school's performance against academic goals as articulated and adopted in the accountability plan. While all board members regularly review and discuss student achievement progress and metrics, the committee has several specific responsibilities: reviews and recommends the annual academic accountability plan for adoption; provides regular updates regarding school's progress toward academic outcomes; educates Board members about the adopted academic goals and assessment tools and their relation to the school's mission.
- *Organizational Governance Committee* - The primary responsibilities of the Organizational Governance Committee are to: identify, recruit, and nominate persons to serve as members and officers of the School Board, school Leadership Support Team, and teaching team, with support from the overall board; orient and train new and current board members; oversee adoption and implementation of board policies, bylaws, and due diligence functions; and oversee annual evaluation processes of each board member and the board as a whole as measured against board responsibilities and performance expectations. In addition, they will serve as a human capital and recruitment pipeline for potential school site staff, working closely with the School Director in finding talent and building a deep pool of qualified candidates to grow the school.
- *Finance/Fund Development Committee* - The Finance Committee coordinates the board's financial oversight responsibilities by recommending policy to the board, interpreting it for the staff, and monitoring its implementation. The committee also provides oversight of the organization's financial audit. Specifically, the committee: monitors the organization's financial records; reviews and oversees the creation of accurate, timely, and meaningful financial statements to be presented to the

board; reviews the annual budget and recommends it to the full board for approval; monitors budget implementation and financial procedures; monitors budget assets monitors compliance with federal, state, and other financial reporting requirements; and helps the full board understand the organization's financial standing. This committee will also support fund development and fundraising, developing alignment with our non-profit's board and fundraising strategy.

9. A clear description of any existing relationships that could pose actual or perceived conflicts if the application is approved, the specific steps that the proposed school governing board will take to avoid any actual conflicts and to mitigate perceived conflicts.

*(1) DreamHouse Applicant Group.* Currently, on the applicant group team, there exists three members of the DreamHouse, Inc. 501(c)(3) nonprofit team. This overlap is for application purposes only and if our application is approved, these four members will be immediately removed from the founding governing board and will serve on the 501(c)(3) Nonprofit DreamHouse, Inc. board only.

*(2) School Director.* The proposed School Director, Alex Teece, currently sits on the applicant governing board, and it is proposed that they will sit on the School Board and 501(c)(3) Nonprofit DreamHouse, Inc. board as well as a non-voting, ex-officio member.

*(3) DreamHouse, Inc. 501(c)(3) Nonprofit Board.* The DreamHouse, Inc. Nonprofit is in existence to support the proposed school, DreamHouse. The nonprofit does not have governing duties or voting privileges with regard to the proposed school, the personnel, or projected assets.

*(4) Hawai'i State Public Charter School Commission Members.* Multiple members of our founding applicant team have personal and professional relationships with, and a deep respect for Commissioners Jill Baldemor and Mitch D'Olier. While we recognize it is ultimately Mrs. Baldemor's and Mr. D'Olier's decision whether or not to participate in or abstain in the voting process due to these relationships, we do want to highlight these valued relationships.

10. A clear description of sound plans for increasing the capacity of the proposed school governing board, orientation of new members, and ongoing training and development for members, including reasonable timelines, specific and thoughtful topics and capacities to be addressed, and requirements for participation.

**Board Development** - Our founding Applicant Governing Board will serve as the cornerstone for our more permanent governing board. Four of the six members will transition to the full-time board and we will begin recruiting new board members from a deep pipeline that we have established. As mentioned in our bylaws, we seek board members who are from the local community, from the Hawaiian Islands, and / or individuals who may not reside in Hawai'i, but have a deep commitment to the children and community of 'Ewa Beach. As such, we will leverage existing and developing networks to identify, recruit, and onboard new School Board members to increase the overall capacity of our governing board.

Due to its depth and alignment with our school's purpose, the applicant board has leveraged the *State of Colorado's Charter Board Governance Training Guide* for this section. As mentioned in *Chapter 2: Identification and Recruitment of Board Members*, our aim is to build a public school leadership team around shared values, through which we will govern the proposed school. Our main strategies for recruitment and increasing our board capacity include: (1) leveraging our Organizational Governance Committee, (2) leveraging the network of our associated Nonprofit, (3) building new board member recruitment into the strategic growth priorities of the school, (4) maintaining term limits and holding expectations that board members actively search for their replacement, and (5) maintaining a public,

interactive website that profiles board members, responsibility descriptions, board vision, minutes, and other business in order to add transparency and opportunities to engage with our governance team and process. A sample timeline is as follows:

- *2017-18, planning year* - establish founding board and initial members of the Organizational Governance Committee, actively preparing for additional board member recruitment through (1) preparing a board recruitment packet (including, but not limited to: bylaws, position description, charter contract, strategic plan, founding governing board profile with list of current members), (2) developing within the strategic plan priorities for increasing board member diversity, (3) conducting first round of personal contact with top board recruits (lead by board chair, School Director, and point of contact from board, if applicable), (4) schedule and conduct orientation sessions with new board members, (5) selection and official appointment of new board members to School Board.
- *2018-19, Year One* - continue with staggered terms of board members while actively recruiting new members to build board size to no more than 15 members, all with a diverse range of backgrounds, experiences, and expertise; proceed with steps 3, 4, and 5 to recruit, matriculate, and onboard new board members.
- *2019-20, year 2* - continue with staggered terms of board members while actively recruiting new members to build board size to no more than 15 members, proceeding with steps 3, 4, and 5 to recruit, matriculate, and onboard new board members.
- *2020-21+, year 3+* - continue with staggered terms, exiting board members are replaced by new, and recruitment activities continue.

**Orientation of New Board Members** - As highlighted in the *State of Colorado's Charter School Board Governance and Training Guide (Chapter 3: Orientation and Training of Board Members)*, we aim to divide orientation and support of board members over four stages: (1) during recruitment, (2) new member orientation, (3) early service (first three months), and (4) ongoing orientation (3+ months).

*(1) Recruitment Stage* - As mentioned above, orientation of board members of the charter school actually begins early in the recruitment process. In the recruitment stage the prospect received an overview of the charter school's mission and strategic plan, the charter school contract, the educational program, financial data, and other background information. The prospect will also receive a list of expectations of board members including number of meetings, committee assignments, length of board term and an idea of the time commitment required.

*(2) New Member Orientation* - Before the first board meeting, a meeting will be scheduled between the new board director and key individuals in the charter school (primarily School Director). A detailed board director manual will be provided, which will include bylaws, articles of incorporation, the charter school contract, a thorough description of the educational program including educational philosophy, curriculum, instructional methods, assessment, the current budget, last audited financial statements, a list of board members and their addresses (to be introduced at next meeting), lists of committees and any staff assignments, and copies of previous board minutes.

*(3) Early Service, First Three Months* - Regular check-ins between the new board member and their board mentor to answer questions and help the member become acquainted; new board director has become involved in their chosen committee assignment and continues orientation to the work of that specific committee; continued engagement with background materials.

(4) *Ongoing Orientation, Past Three Months* - Continued assistance and support so new member can carry out the responsibilities effectively; opportunities for board members to attend special workshops related to their assignments and interests. In addition, special leadership training opportunities to current and prospective officers (president, vice president, secretary, treasurer), which will be determined; opportunities to expand responsibilities of board members and rotate committee assignments to help satisfy the interests and development.

11. If applicable, a clear and comprehensive description of the proposed school's associated nonprofit organization, including its current tax status and/or the plan and timeline for obtaining tax exempt status and the nonprofit's mission and purpose. The description must specifically identify ways that the proposed school's associated nonprofit organization will support the proposed school (such as community fundraising, developing partnerships, finding alternative funding sources, writing grants, and finding other ways to leverage existing resources) and specify any grants or programs that the nonprofit is planning to use. If the nonprofit's mission is not to solely support the proposed school, the description must also adequately explain any competing interests for the nonprofit's time and resources and how the proposed school will ensure such competing interests will not hinder the school's ability to operate and obtain outside supports.

DreamHouse, Inc. is a 501(c)(3) organization in the State of Hawai'i that was registered on January 2, 2014. It is in good standing with the State's Department of Commerce and Consumer Affairs and is registered with the IRS (EIN: 46-4447642). The non-profit's mission: support the success of DreamHouse through fundraising, friendraising, and facilities.

12. A list of all current and identified nonprofit board members that is in compliance with the State Ethics Code and their intended roles and a description demonstrating that the nonprofit board members have the necessary experience and qualifications relevant to the above means of supporting the proposed school. If none of the current nonprofit board members have the requisite experience or capacity, the description must explain a comprehensive plan to identify and recruit individuals with the necessary experience and capacity.

Our nonprofit board is independent of the proposed school; the proposed school has no fiduciary responsibility or contractual obligation to the nonprofit.

- **Zach Dilonno; Chair** - Currently an attorney in Honolulu, Zach has extensive experience in local legal proceedings, legislative activities, and has previously clerked at the Hawai'i Supreme Court. He is a graduate of the Richardson School of Law at the University of Hawai'i at Mānoa.
- **Meilan Akaka; Vice Chair** - Meilan sits on multiple nonprofit boards in Hawai'i and is actively involved in political and leadership spaces in Hawai'i (she is the niece of former US Senator Daniel Akaka). Meilan is a graduate of Punahou School and is deeply committed to expanding educational opportunity for children in the Hawaiian Islands.
- **Alex Teece; Board Member** - Alex is a founding member of the non-profit team and recently joined the board in order to strengthen operations and collaborations as we develop DreamHouse Ewa Beach charter school. He brings years of finance, fundraising, and an extensive education network to the non-profit.

Additional community, business, political, and cultural leaders have been identified and engaged in joining the DreamHouse, Inc. board and we will post updates regarding our growing board.

13. Discuss the procedures to be followed in the event of closure or dissolution of the school. Identify procedures to be followed in the case of the closure or dissolution of the charter school, including provisions for the transfer of students and student records to the complex area in which the charter school is located and for the disposition of the school's assets to the State Public Charter School Commission (SPCSC). Provide assurance that the school will follow any additional procedures required by SPCSC to ensure an orderly closure and dissolution process, including compliance with the applicable requirements of Hawaii Revised Statutes [§302D-19](#).

In alignment with 302D-19, DreamHouse has designed the following school closure protocol around three main pillars: (1) Communication to parents, community, and stakeholders; (2) Smooth transfer of students and records to new schools; (3) Fulfilling financial obligations and asset distribution. In the case that school closure has become the only viable option forward, the following would occur:

<b>TIMELINE / TASKS / PERSONNEL RESPONSIBLE</b>
<b>WEEK 1: Immediate (day-of decision)</b>
<p><b>Bucket:</b> Communication / <b>Personnel:</b> School Leader + School Board Chair</p> <ul style="list-style-type: none"> <li>(1) Notify Commission of decision; internal staff meeting / communication as well;</li> <li>(2) Release e-mail to all parents notifying dissolution, including next steps, options, with support;</li> <li>(3) Print / mail-merge notification letter; send home with students (or mail);</li> <li>(4) E-mail all funders and major supporters; local school leaders who may receive our children; creditors</li> <li>(5) Write public information release and distribute to local new agencies;</li> </ul>
<b>WEEK 1: Following day(s)</b>
<p><b>Bucket:</b> Communication / <b>Personnel:</b> School Team, School Board, Non-Profit Board</p> <ul style="list-style-type: none"> <li>(1) Call every home and share facts, empathize, listen, and clear next steps; invite to open meeting;</li> <li>(2) Host open meeting in community / at school to lift up facts, empathize, listen, and offer options</li> <li>(3) Clearly track e-mail opens, phone calls received, attendance at event; ensure 100% contact</li> </ul>
<p><b>Bucket:</b> Financial Obligations / <b>Personnel:</b> School Leader, Ops Lead, School Board, Non-Profit Board</p> <ul style="list-style-type: none"> <li>(1) Compile real-time financial position, cash on hand, A/R + A/P, short-term obligations, etc.</li> <li>(2) Communicate financial position to Commission, employees, creditors; expected timeline of events; ensure payment (if possible) or restitution order, protocol (if not possible);</li> </ul>
<p><b>Bucket:</b> Student Transfer / <b>Personnel:</b> School Leader, Ops Lead, Special Ed Lead, School Board Chair</p> <ul style="list-style-type: none"> <li>(1) Compile individual digital files for each student; share with school student enrolls in;</li> <li>(2) Collaborate with Special Ed Leads at schools to ensure smooth transition for children with IEP / 504</li> <li>(3) Deliver / make available for pick-up all confidential records and paper copies</li> </ul>
<b>WEEK 2</b>
<p><b>Bucket:</b> Communication / <b>Personnel:</b> School Leader</p> <ul style="list-style-type: none"> <li>(1) Update stakeholders (parents, creditors, etc.); give clear timeline + next steps</li> </ul>
<p><b>Bucket:</b> Student Transfer / <b>Personnel:</b> School Leader, Operations Lead, Special Ed Lead</p> <ul style="list-style-type: none"> <li>(1) Ensure all students have new school home within the first 10 school days following announcement</li> </ul>

<p>(2) Ensure all records follow students; track</p> <p>(3) Connect with each Special Ed Lead at respective school to ensure smooth transition</p>
<p><b>Bucket:</b> Financial Obligations / <b>Personnel:</b> School Leader, Ops Lead, School Board, Non-Profit Board</p> <p>(1) Fulfill all possible financial obligations (school payroll, creditors, state treasury); create restitution protocol and action timeline if assets are insufficient</p>
<p><b>WEEK 3+</b></p>
<p><b>Bucket:</b> Communication / <b>Personnel:</b> School Leader</p> <p>(1) Update stakeholders (parents, creditors, etc.)</p>
<p><b>Bucket:</b> Student Transfer / <b>Personnel:</b> School Leader, Operations Lead, Special Ed Lead</p> <p>(1) Follow up on student transfers and check student status, outstanding record needs</p>
<p><b>Bucket:</b> Financial Obligations / <b>Personnel:</b> School Leader, Ops Lead, School Board, Non-Profit Board</p> <p>(1) Liquidate all owned assets and submit proceeds to outstanding obligations, or to state treasury (tracking everything; working closely with Commission)</p> <p>(2) Donate all remaining assets to local schools, Goodwill, etc.</p> <p>(3) Engage Commission in final check of books, protocol, student transfer, etc.</p>

## B. Organizational Performance Management

1. Comprehensive and effective plans for evaluating and monitoring organizational performance that explain how the proposed school will measure and evaluate performance data, including:
  - a. Organizational Performance Data Evaluation Plan. A comprehensive and effective plan and system for maintaining, managing, compiling, and interpreting organizational performance data monthly, quarterly, annually and for the term of the Charter Contract, including descriptions of the qualified person(s), position(s), and/or entities that will be responsible for compiling data on performance and interpreting it for the school director and governing board and how the person(s), position(s), and/or entities will be provided time to complete the aforementioned compiling and interpretation.

**Organizational Performance Data Evaluation Plan** | Three main buckets: (1) compliance, (2) climate, and (3) charter. Personnel mainly responsible for managing, maintaining, and interpreting systems and data pertaining to organizational performance: Leadership Support Team (Operations Lead, Instructional Coach, School Director), board chair, and governance committee; teachers and overall School Board will help in contributing to and owning this system as well.

**(1) Compliance** - Our organizational oversight is grounded in the organizational performance framework components of legal compliance, accountability, transparency as outlined in the State Commission’s charter contract renewal process (August, 2015). There are six main areas in the framework: (1) education program, (2) financial management and oversight, (3) governance and reporting, (4) students and employees, (5) school environment, and (6) additional obligations (TBD). Our goal is for all six areas to meet internal compliance metrics, and the first five meeting proficiency for the Commission. The following components of compliance will be actively managed and maintained at DreamHouse as part of ongoing operations:

WHAT	OWNER	SUPPORT	WHEN
Special education student files	Special Ed Lead	Operations Lead	Ongoing; collected in the beginning of the year and managed throughout
Governing board agenda, minutes, roster	School Director	Operations Lead	Bi-monthly (planning period and Year One) and quarterly (year 2+), agenda located within internal folders, minutes and roster posted on DreamHouse public website
School Director evaluation system	Board Chair	Operations Lead	Semi-annual School Director evaluation led by School Board chair; system support on school side from Operations Lead
Notice of student privacy rights (FERMA)	Operations Lead	School Director	Beginning of year; records held centrally, internally at DreamHouse
Student records	Operations Lead	School Director	Beginning of year; records held centrally, internally at DreamHouse; also, academic components held within ILDPs (Infinite Campus)
Non-HQT notifications to parents	Operations Lead	School Director	Sent in beginning of the year communication and as appropriate if new teachers who are non-HQT status are hired
Criminal background checks	Operations Lead	School Director	Part of onboarding and hiring; kept internally, centrally
Teacher evaluation system	Instructional Coach	School Director	Ongoing and managed by Instructional Coach; evaluations occur quarterly as outlined in
Supplemental collective bargaining agreement(s)	Teachers, School Director	Board Chair	This will not be drafted until a founding group of teachers determines the gaps and needs of our school day and year; spring / summer 2018
Safety plan	Operations Lead	School Director	Built out during planning year and when facility is identified; teachers, students, and staff will all receive training and orientation during beginning of year
Fire drill log	Operations Lead	School Director	Beginning of the year set-up to code; Operations Lead oversees fire drills, safety procedure, and log maintenance
Driver qualification	Operations Lead	School Director	Staff undergo background checks and license / insurance records maintained internally, held centrally

folder			
Vehicle inspection documents	Operations Lead	School Director	Vehicle inspections for staff and for any vehicles being used during school time, with students, are fully inspected and registered; records maintained internally, held centrally
Certificate of occupancy & building permits	Operations Lead	School Director	Obtained once building is identified and up-to-code; maintained internally, held centrally
Student health services	Operations Lead	School Director	Student health records obtained during school matriculation; adjustments made during school year and maintained internally, held centrally;
Student withdrawal / transfer procedures	Operations Lead	School Director	Maintained internally, held centrally; transfer procedures will be in line with Complex procedures (built out during planning year in collaboration with Ilima, Ewa Makai initially)

**(2) Climate** - Our organizational performance evaluation and governance strategy around climate will pertain to (1) staff, (2) students, and (3) families and community.

- *Staff* - In line with the “feedback rhythm” detailed in the Professional Culture section of the Academic Plan, our staff climate will be constantly monitored and evaluated through the use of climate surveys, whole team feedback and climate assessment spaces (primarily Wednesday Huddles), and one:one feedback; these touch points will give the Leadership Support Team, the School Director, and ultimately the governance board quantitative (survey) and qualitative data points through which to monitor, govern, and offer recommendations around.
- *Students* - Similar to the rationale behind staff climate, students will have an opportunity to weigh in on school culture and climate indicators that are student-facing and pertain to the student experience; these will be aligned to the student survey that is offered as part of staff evaluation, which will give staff interim data points through which to actively and strategically respond.
- *Families and Community* - Climate surveys extended to parents and community members, as well as transcripts or qualitative data points from community meetings will be offered to School Board for an additional perspective on the school.

**(3) Charter** - Our organizational performance evaluation and governance strategy around our charter is an accountability and transparency measure for our School Board, Leadership Support Team, and overall school around academics, organizational, and financial. As part of bi-monthly (Year One) and quarterly (year 2+) meetings, the School Board will follow a template (built out during the planning year) that (a) raises up urgent and immediate issues and challenges facing the school, (b) gives space for each of our committees to highlight progress, challenges, support needed, and next steps, and (c) strategizes our board, school, Leadership Support Team, and supporting Nonprofit’s months or quarter ahead.

2. A clear description of thoughtful, appropriate corrective actions the proposed school will take if it falls short of:

- a. Organizational performance standards set in the Organizational Performance Framework, including an explanation of the actions that would be taken if the proposed school is issued Notices of Concern or Deficiency under the terms of the Charter Contract or if the proposed school has a corrective action plan approved by the Commission.

Stage	Performance Management Corrective Actions
1	SYSTEM CLARITY   Clear performance metrics, timeline, and expectations established at beginning of school contract term and board founding.
2	PERSONNEL CLARITY   Clarity for personnel expectations for all individuals involved with management and governance of school (primarily Leadership Support Team, School Board); Nonprofit board is responsible for support, but not for management or governance.
3	PERFORMANCE LAPSE IDENTIFIED   A breach of culture occurs if (a) data is firmly pointing to a lapse in performance or progress within academic, organizational, or financial buckets, and/or (b) specific personnel has been identified at being directly involved with this breach or is contributing directly to this underperformance.
4	IMPROVEMENT EFFORT LEVEL I   Leadership Support Team and/or board clearly addresses this breach and respective personnel are given opportunity to make corrective actions and improve performance situation (on a to-be-determined, finite timeline).
5	IMPROVEMENT EFFORT LEVEL II   If corrective action cannot be achieved through empowering respective personnel to make performance improvements, board chair will work with appropriate personnel in the management area to design improvement plan for performance area and/or personnel; if in fact the gap is occurring at the board or board chair level, the overall board and board leadership (vice chair, treasurer, and clerk) will assist in implementing improvement plan.
6	CONTINGENCY & SEPARATION   If no progress is made on improvement plan after specified, limited period of time, board and Leadership Support Team will consider additional contingency options and potential personnel separation from performance area and/or school.

**Organizational Performance Standards** | In line with our Organizational Performance Framework and metrics outlined in our evaluation plan, we will align corrective action to our three main buckets of (1) compliance, (2) climate, and (3) charter; the charter bucket will cover additional organizational issues not driven by Commission-specified compliance metrics, or climate issues driven by staff, student, family and community surveys and feedback.

**(1) Compliance** - For each of the items listed in the compliance review section of the 2015 contract renewal process established by the Commission, the main owner and support personnel will drive action and compliance on each item on an ongoing and appropriate timeline as outlined within our evaluation plans. If at any time any of the compliance items are out of compliance internally, we will apply the pedagogy above and move into our third stage of identifying the performance lapse, and then allowing the area-owner limited space and additional support to devise an immediate action plan to move the

out of compliance item into compliance swiftly, along with a specified timeline, benchmarks and checkpoints, and a legitimate pathway to compliance. If empowering the item-owner proves insufficient and progress towards compliance is not evident, the School Director and potentially the board chair will engage in improvement efforts (please note: board members will only be involved with critical non-compliance items that put the charter at risk).

**(2) Climate** - Survey and feedback data, both quantitative and qualitative in nature, from staff, students, families and community members is vital to the self-reflective and growth-oriented mindset our school community and culture. Positive feedback will be shared internally at a staff level and used as culture- and foundation-building affirmation. Feedback from various stakeholders offering suggestions will be taken into consideration by the Leadership Support Team and highlighted for the entire staff to consider, if deemed appropriate, feasible, and vision-aligned. Negative feedback and conversations about DreamHouse that could be weighing on culture will be addressed appropriately for internal / external issues.

**(3) Charter** - For organizational issues that do not fall within organizational compliance as set out by the Commission, or climate or culture issues that may be driven by staffing and/or organizational structure, we will codify these as Charter-related issues and will apply the pedagogy from above to each, unique situation.

*Actions that would be taken if the proposed school is issued Notices of Concern or Deficiency* - Aligned with our corrective pedagogy outlined above, the following actions would be taken if DreamHouse is issued any Notices of Concern or Deficiency from the Commission: (1) issue highlighted and clearly identified at board level; (2) initiative initial investigation; (3) if necessary, improvement plan initiated; (4) implement secondary level of support; and (5) engage Commission.

## C. Ongoing Operations

1. [If the proposed school will provide daily transportation, a sound plan describing the transportation arrangements for prospective students, including a description of how the proposed school plans to meet transportation needs for field trips and athletic events. If the proposed school will not provide daily transportation, what were the factors that led to this decision and what was the impact of not providing transportation?](#)

- *Daily Transportation* - We will not provide daily transportation to and from our school site. We will encourage matriculated families and students to use the following transportation methods: driving, carpooling, The Bus, biking, or walking.
- *Field Trips* - We will utilize Roberts bussing services for field trips. If at some point we acquire school vehicles (i.e. 15-passenger vans), we will be sure to follow all safety and regulatory protocols; however, at the time of this application, we will outsource field trip transportation duties to Roberts or alternatively considered bussing services.
- *Athletic Events* - Per Hawai'i DOE policy, our students will have access to participate in athletics with existing Complex teams, so in our case Ewa Makai or Ilima Intermediate intramural teams, and Campbell High School's junior varsity and varsity teams. Transportation is generally provided to these programs from the district.

2. [Sound plans for safety and security for students, the facility, and property, including descriptions of policies and the types of security personnel, technology, and equipment that the proposed](#)

school will employ. If the proposed school has a *virtual or blended learning program*, the description must include physical or virtual security features to deter theft.

WHAT / WHEN / PERSONNEL
<p><i>DreamHouse Culture</i> - Sound hiring policies, a culture of present, trained adults, and an acute focus on a safe, welcoming, positive environment will help establish a culture of safety and security within our school. Ultimately, an aware school body, attentive visitor protocols, and an alert staff who is trained and prepared in an aligned, crisis response protocol is central to keeping our kids and campus safe.</p> <p><b>When:</b> January 2018 - January 2019</p> <p><b>Personnel:</b> Founding School Director, School Board</p>
<p><i>Facility Safety</i> - While we are still in the process of identifying a facility location, we have established the following approach to developing safety plans. The school facility will comply with all applicable state, federal, and local regulations and maintain readily accessible records for such regulations. DreamHouse will test sprinkler systems, fire extinguishers, fire alarms, and other safety equipment annually at its facilities to ensure they are maintained in operable condition at all times.</p> <p><i>Compliance with Safety Requirements Assurance</i> - DreamHouse assures that the school’s facilities and any modifications made to its facilities will comply with state building codes, federal Americans with Disabilities Act (ADA) access requirements, and other applicable fire, health and structural safety requirements, and will maintain on file readily accessible records documenting such compliance.</p> <p><i>School and Student Safety Plan Assurance</i> - DreamHouse assures that a school and student safety plan will be developed prior to school opening and kept on file for review, and that school staff, families, and students will be trained annually on the safety procedures outlined in the plan. If HIDOE facilities are used during the term of this charter, DreamHouse shall abide by all HIDOE policies relating to Maintenance and Operations Services. The safety plan will be developed by the Leadership Support Team and will include pertinent components (e.g. lockdown procedures, visitor policies, illness, abuse reporting, injury protocol, tsunami warnings, etc.)</p> <p><b>When:</b> February 2019 - June 2020</p> <p><b>Personnel:</b> Operations Lead with support from School Director</p>
<p><i>Fire, Lock-down, and Evacuation Drills</i> - Students and staff will participate in fire drills once per quarter, and at least one lockdown drill annually. As noted above, the school will develop a school safety plan that will be kept on file for review. School staff will be trained annually on the safety procedures outlined in the plan.</p> <p><i>Health and Safety Procedures</i> - In order to provide safety for all students and staff, DreamHouse will adopt and implement full health and safety procedures and risk management policies at our school site in consultation with insurance carriers and risk management experts prior to the school’s opening. The health and safety policy will be annually updated and reviewed, in consultation with staff and families. This policy will be distributed to all staff and families. The health plan will be developed by the Leadership Support Team and will include pertinent components (i.e. TB testing, immunizations, in-school medication, vision / hearing, blood borne pathogen prevention, CPR, drug/alcohol prevention)</p> <p><i>Emergency Preparedness</i> - DreamHouse will adhere to an Emergency Preparedness Handbook drafted specifically to the needs of the school site in conjunction with law enforcement and the Fire Marshall prior to school opening. This handbook will include, but not be limited to, the following responses: fire, flood, earthquake, tsunami, terrorist threats, gang activity, and hostage situations. If assuming a facility</p>

used prior as a school site, any existing emergency preparedness plan for the school site shall be used as a starting basis for updating the handbook for DreamHouse. All DreamHouse staff will be trained on emergency preparedness procedures.

*Comprehensive Sexual Harassment Policies and Procedures* - DreamHouse is committed to providing a school that is free from sexual harassment, as well as any harassment based upon such factors as race, religion, creed, color, national origin, ancestry, age, medical condition, marital status, sexual orientation, or disability. DreamHouse will develop a comprehensive policy to prevent and immediately remediate any concerns about sexual discrimination or harassment at DreamHouse (including employee to employee, employee to student, student to employee misconduct, and student to student). Misconduct of this nature is very serious and will be addressed in a sexual misconduct policy that is in development.

**When:** July 2020+ (ongoing)

**Personnel:** Operations Lead with support from School Director

3. If the proposed school will provide food service, a sound plan describing the proposed school's plan for providing food to its students, including plans for a facility with a certified kitchen, transporting food from a certified kitchen, or other means of providing food service that is in compliance with applicable laws. If the proposed school will not provide food service, what were the factors that led to this decision and what will be the impact of not providing food service?

**Vision:** all children at DreamHouse begin and continue their day nourished.

**Mission:** DreamHouse provides breakfast and lunch for each child, every day.

**Criteria:** the follow metrics will be used to guide our search for food partners / providers.

- HEALTH: Clean, safe, healthy options;
- QUANTITY: enough for 100 kids, breakfast and lunch (year 1);
- QUALITY: adults would eat it too; seriously;
- COST: fits within budget model (\$2/breakfast, \$3/lunch);
- SCALE: ideally, option to scale services as we grow;
- CEP-friendly: DreamHouse will apply to be part of the US Department of Agriculture's Community Eligibility Provision (CEP) cohort to be reimbursed for costs.

**January 2017 - January 2018, Applicant Group Explores Partnerships:** DreamHouse applicant group is currently in conversations with multiple food providers and exploring creative food options to make it possible for all kids to be fed each day. The following partnerships and options are being considered:

- Keiki Lunchbox - Cathy Stathakos is serving as a strategic thought-partner and potential food service provider; she works with SEEQS and other charters to provide affordable food options;
- Good Clean Food - Kailua-based delivery food service that is serving as serving as strategic thought-partner in bringing healthy food options to 'Ewa Beach children;
- Local DOE Schools - we are exploring contracting with Campbell, Ilima, or Ewa Makai to buy meals from their school / kitchen - and for Campbell / Ilima, possibly eating on-site for breakfast before school starts given the proximity to our proposed geographic location;
- Street Grindz - working with multiple street truck vendors to design innovative contract- and meal-based partnerships where food trucks would provide meal options (primarily lunch) at a bulk, extended rate over the course of the year; Poni Askew (founder, CEO) thought-partnering around this with DreamHouse;

- Costco - healthy breakfast options in the form of individually wrapped items; cost-effective;

**February 2018 - May 2018, Ops Lead and School Director Secure Partnership / Develop Viable Option:**

After a year of exploring options, the four months from Feb-May 2018 will be the final development of a viable food plan that will satisfy our food vision, mission, and criteria.

**June / July 2018, Ops Lead and School Director Prepare & Launch:** June will serve as a final preparation month, and July as the month we are ready for launch so that when students come to our school on Monday, August 6th, 2018, they have breakfast waiting for them.

**Note:** Long-term, we are factoring in-house meal production into our long-term plan, which would bring an external food prep service to our kitchen to run food ops. This is facility-dependent, of course.

**D. Student Recruitment, Admission, and Enrollment**

1. A sound, thoughtful, and comprehensive plan for student recruitment and marketing that will provide equal access to interested students and families and specifically describes plans for outreach to families in poverty, academically low-achieving students, students with disabilities, and other youth at risk of academic failure, as well as plans for promoting socioeconomic and/or demographic diversity, including a description of how the proposed school will attempt to make itself attractive to families with relatively higher incomes and/or levels of formal education if the proposed school is projecting a high percentage of free and reduced lunch and intends to achieve socioeconomic and/or demographic diversity.

Our vision at DreamHouse is to have a diverse student body that is reflective of the ‘Ewa Beach community, integrated across racial and socioeconomic lines. We will support all students who matriculate into our school through a randomized, public lottery.

*Recruitment Plan* - Recruitment for students to come to DreamHouse for Year One (2018-19 school year) will begin as soon as a decision from the Commission is rendered.

**Year Zero (2017-18): Timeline**

When	Headline	Actions
<b>Recruitment Phase</b>		
Aug, Sep	Announce	Highlight news and announcement within ‘Ewa Beach community to build awareness; highlight model, vision, mission, values, and timeline;
Oct, Nov, Dec	Recruit & Inform: Part I	Round I of Canvassing / walking ‘Ewa Beach highlighting information sessions, contact, timeline; Enrollment forms are made available in November;
Jan, Feb, Mar	Recruit & Inform: Part II	Round II of Canvassing and walking neighborhoods in ‘Ewa Beach handing out information and highlighting a) monthly information session, b) contact information, and c) timeline, d) March Lottery
<b>Admission, Enrollment, and Matriculation Phase</b>		

Mar, Apr, May	Lottery	March Lottery – public lottery in ‘Ewa Beach to identify incoming 100-student 6 <sup>th</sup> grade class; April follow-up and matriculation procedures, open house #1; May home meetings with 100 6 <sup>th</sup> graders to prep for summer work and pre-enrollment expectations (Leadership Support Team-, board-driven);
Jun, Jul	Enrollment & Matriculation	July open house #2 to prepare for 2018-19 school year (Year One);

**Year One (2018-19): Outreach Strategies**

- Development and distribution of marketing materials in English, Tagalog, and any other identified language as appropriate;
- Presentations and information distribution at community organizations and meetings, such as ‘Ewa Beach Neighborhood Board, ‘Ewa Beach Boys and Girls Clubs, local PTO and elementary school meetings (if appropriate), Lions Club, church gatherings (if appropriate), and other local organizational meetings;
- Information booths and information distribution at community events (Holiday parade, football games, drives), Foodland, Safeway, shopping plaza, and other public areas in ‘Ewa Beach;
- Local media publications including, but not limited to, radio, local news, and social media.

Our outreach will be nondiscriminatory without regard to race, color, ethnicity, national origin, religion, sex, sexual orientation, marital status, income level, academic or athletic ability, disability, need for special education services, or lack of proficiency in the English language. We anticipate a 50% FRL student population, and believe our leadership development curriculum and smaller size will attract families of all socioeconomic backgrounds.

**Year Two (2019-20)** - Following our first year, we will seek to backfill any seats in our initial 2018-19 100-student cohort by posting on our website in spring 2019 to advertise space availability for our rising 7<sup>th</sup> grade cohort. For recruiting our new 100-student 6<sup>th</sup> grade cohort, we will follow an abridged version of our 2017-18 recruitment plan, with some small adjustments.

Component	Date	Actions
Fall Open House – Prospective Families	November 2018	Hold open house for prospective families to learn about DreamHouse, meet students, Leadership Support Team members, teachers (by choice, non-CBA time)
Spring Open House – Prospective Families	February 2018	Open house #2 with details for applying to lottery, lottery dates, next steps, timeline
Lottery	March 2019	Hold lottery for (1) incoming 6 <sup>th</sup> grade cohort of 100-students, (2) backfilling list for rising 7 <sup>th</sup> grade cohort with waiting list or additional lottery on the same day
Matriculation	Spring 2019	Matriculation process, open door policy to admitted students and families

Home Visits	Spring / Summer 2019	Visit admitted families, as well as families on the waiting list (if possible); early summer, roll out summer work for incoming 6 <sup>th</sup> grade cohort
Matriculation & Enrollment	Summer 2019	Families enroll and matriculation into 6 <sup>th</sup> grade, 2018-19 DreamHouse cohort; attend open house for new families; attend welcoming open house for 1 <sup>st</sup> and 2 <sup>nd</sup> year families and students

2. If applicable, the identification and description of any enrollment preferences that the proposed school would request that are in compliance with federal and state law and any Commission policies or guidelines, including a reasonable justification for the enrollment preference request.

Not applicable as DreamHouse does not have enrollment preferences.

3. An admission and enrollment policy, provided as **Attachment S (no page limit)**, that complies with applicable laws and any Commission policies or guidelines, ensures the proposed school will be open to all eligible students, and includes:
  - a. A reasonable timeline and comprehensive plan for the application period, including admission and enrollment deadlines and procedures and an explanation of how the school will receive and process applications;
  - b. A reasonable timeline and comprehensive plan for student recruitment or engagement and enrollment;
  - c. Effective procedures for lotteries, waiting lists, withdrawals, re-enrollment, and transfers in accordance with state and Commission requirements;
  - d. Descriptions of reasonable pre-admission activities for students and parents or guardians, including an explanation of the purpose of such activities;
  - e. A description of how the school will ensure that it will meet its enrollment targets; and
  - f. A contingency plan if enrollment targets are not met.

Please see **Attachment S: Admission and enrollment policy (Criterion III.D.3)**.

## E. Geographic Location and Facilities

1. Geographic Location.
  - a. A description, with reasonable specificity, of the geographic location of the proposed school's facility, including the DOE complex area(s) in which the proposed school will be located.

DreamHouse Ewa Beach will be located in the Campbell Complex, specifically 'Ewa Beach.

- b. A reasonable rationale for selecting the geographic location and a comprehensive description of the research conducted, if any, to support that rationale.

**Rationale:** Overcrowded district schools, including 3,100+ students at Campbell HS (largest in state); One middle school per either side of Ft. Weaver (i.e. no school choice for 7, 8 grade); No public secondary schools with grade small cohorts (range 400-900); DreamHouse: 100; No 6-12 schools;

currently 6th grade elementary, 7-8 middle, 9-12 high; No charters or public schools with local governing boards; No public options with a specific focus on leadership and identity development

**Research:** Sources of supporting data include, but are not limited to: the State of Hawai'i Department of Education (HIDOE) Accountability Resource Center Hawai'i (ARCH); School Status and Improvement Reports (SSIR); STRIVE HI Annual Report and School Profiles; HIDOE Enrollment Spreadsheets; HIDOE Annual Report; Complex Area Report: Campbell-Kapolei; 2013 U.S. Census; housing development reports; and local media coverage. In addition to quantitative rationale, our applicant team has deep personal experience and commitment within and to the Complex.

2. Facilities.

- a. If the proposed school has obtained a facility, a description of the facility—including address, square footage, square footage rent, amenities, previous use, and what needs to be done in order for the facility to be in compliance and meet requirements to serve as a school—demonstrating that the facility is reasonably adequate for the intended purposes, has a sound plan and timeline for renovating and bringing the facility into compliance with applicable building codes, and will meet the requirements of the Academic Plan, including the needs of the anticipated student population. If the proposed school has a *virtual or blended learning program*, or relies heavily on technology, the description must adequately explain how the facility will support the proposed technology model, including electrical capacity and access to sufficient network capacity.

**OR**

If the proposed school has not obtained a facility, a comprehensive, reasonable, and sound plan and timeline for identifying, securing, renovating, and financing a facility—including identification any brokers or consultants the applicant is employing—that will be in compliance with applicable building codes and meet the requirements of the Academic Plan, including the needs of the anticipated student population. The plan must briefly describe possible facilities within the geographic area in Criterion III.E.1, including addresses, square footage, square footage rent, amenities, previous use, and a general assessment of what needs to be done to bring each possible facility into compliance. If the proposed school has a *virtual or blended learning program*, or relies heavily on technology, the description must adequately explain how each possible facility will support the proposed technology model, including electrical capacity and access to sufficient network capacity.

PHASE	ACADEMIC YEAR	CAPACITY	PHASE PURPOSE
Pre	2017-18 (0)	0	Acquire, renovate, and prepare facility;
I	2018-19 (1)	100	Open school in acquired facility while also adding space via portables/modular buildings;
II	2019-20 (2), 2021-22 (3)	200, 300	Sustain growth from 100 to 300 students with temporary options, while also acquiring the property for, building / renovating on, and creating a long-term facility to house terminal capacity (700);
III	2022 (4) and beyond	400+	6,7,8,9 grades move into new, long-term facility beginning fall 2022.

**Facilities Strategy & Timeline | Short-term**

Short-term, our goal is to identify a building and associated property that can house up to 300 students. This will give us space to build our middle school (6,7,8) through the academic years 2018-19, 2019-20, and 2020-21, at which point we would move into a larger facility and grow to our terminal capacity (700 students by 2024-25). Following the rhythm of (1) identifying and securing, (2) financing, and (3) renovating/building, we will focus on the following three buckets in order to acquire and make ready a facility by July 2018 (school open, 100 students, 6th grade):

**(1) Network Activation.** Multiple members of our applicant team have relationships across various networks on O’ahu including developers, landholders, community leaders, organization leaders, and state officials. Supporters of this project and colleagues are assisting us in finding land, options, and conversations that have proved promising; we will continue to activate these networks and amplify our search efforts for an ‘Ewa Beach facility. Current conversations: Ewa Beach Neighborhood Board, City Councilmembers, Honolulu Fire Department, Department of Parks and Recreation, and Ewa Beach Methodist Church.

**(2) Building Research.** Our due diligence of existing buildings and educational facilities in ‘Ewa Beach is our second strategy, which mainly consists of DOE facilities, local and municipal facilities, existing organizations, various churches, portables, and other facilities. Please see start-up plan for details.<sup>2</sup>

**(3) Financing & Fundraising.** Our financing strategy focuses on three primary buckets: (1) local philanthropic investors, (2) amortizing costs into years 1+, and (3) mainland foundations or support organizations.

2017				2018	
Q1	Q2	Q3	Q4	Q1	Q2
Identifying & Securing Facility					
Establish Funding Pathways		Funding			
		Renovation			
					Facility Prep

**(1) Identifying & Securing Facility** - up until a Commission decision is rendered, we will work closely with our networks and building options in ‘Ewa Beach to establish partnerships and a “good faith” memorandum of understanding (MOU). Potential facilities options are described in-depth in **Attachment U** (Start-up project management plan), and highlighted below:

- *Ewa Beach Community Park Center* - two-story, 200-capacity, County-approved building that is empty during the day; conversations taking place with Aunty Darlene (site lead) and Department of Parks and Recreation for daily re-purpose;
- *Ewa Beach Community Methodist Church* - built with classrooms and a meeting hall, this church is in use only on Wednesday nights and Sundays; we are in touch with Kapolei Methodist and the Kahu to explore partnership (short-term, church benefits from leasehold improvements, cash flow from rent);
- *Old Ewa Beach Fire Department* - currently storage; in conversation with Honolulu Fire Department, Councilmembers Menor and Pine, and the Ewa Beach Neighborhood Board to explore re-purposing;
- *Hawai’i Modular Space* - key modular / portable provider to DOE schools;
- *Anderson Anderson Architecture* – designed multiple modular sites for Hawai’i public schools.

**(2) Establishing Funding Pathways** - similar to our work with networks and facilities owners and managers, we will build partnerships, submit applications, and secure funding commitments;

**(3) Receiving Funding** – affirmative Commission decision leads to funds released to our non-profit;

**(4) Renovation Period** - alongside of identifying and securing a facility, building and construction companies offer renovation estimates and timelines. Renovation would begin once Commission decision is rendered (if affirmative) and funds are released; target early Q3, 2017.

**(5) Final Facility Prep** - we would then take the final quarter of our preparation period (Q2, 2018, Apr-Jun) to prepare the facility for students and learning.

- b. If the proposed school plans to add students or grade levels during the first five years, a reasonable and sound facility growth plan that shows how the school will accommodate the additional square footage necessary for additional students, faculty, and staff and sufficiently identifies any permits or rezoning that might be necessary to implement the facility growth plan.

**Facilities Strategy & Timeline | Long-term**

Building from our short-term vision of acquiring a facility to support us to our middle school capacity by 2020-21 (300 students, 6-8 grade), we would then move into a larger facility that would support our growth to terminal capacity by year 2024-25 (700 students, 6-12 grade).

2017	2018	2019	2020	2021
Short-term strategy & open	Identify, finance, break ground		Build	Open

**(1) Short-term Strategy & Open (Q1, 2017 - Q2, 2018 / 18 mo.)** - our short-term strategy is to acquire a facility that serves our target population and has capacity for approximately 300 students.

**(2) Identify, Finance, Break Ground [Identify & Finance (Q1, 2019 - Q3, 2019 / 9 mo.); Break Ground (Q4, 2019)]** - we will intensify and progress our search process for a new, longer-term facility in the early part of 2018; this would be a building that could house our school at terminal capacity, which is 700 students by the 2024-2025 school year. Central to our growth plan in ‘Ewa Beach, from 100 to 700 students over the course of seven academic years, a larger facility that can adequately house our students, faculty, and programming will be needed as we gradually grow. Options being explored: University of Hawai‘i at West O‘ahu (UHWO), parcels owned by City & County of Honolulu, open land parcels in Ewa Beach, parcels owned by developers (Haseko, Gentry, DR Horton), DOE land. Key partnerships include: local and mainland foundations, US Department of Agriculture, Turner-Agassi Charter School Facilities Fund, and Charter School Growth Fund. Break ground in 2019.

**(3) Build (Q4, 2019 - Q2, 2022 / appx. 18 mo.)** - we project an 18-month construction and/or renovation phase to build a longer term facility to house our terminal capacity school; square footage, footprint, building model to be determined by land parcel, funding, and opportunity within ‘Ewa Beach. We will work closely with architects, developers, and builders to design a conservative, feasible facility for long-term use. Current design and thought partners: Peter Anderson (Anderson Anderson Architecture), Jacob Karasik (Columbia GSAPP).

**(4) Open (Q3, 2022 / July 2022)** - open new building to 400 students at the beginning of the 2022-23 school year and grow each year into the 2024-25 terminal year with 700 students.

**F. Start-Up Period**

1. A comprehensive, reasonable, and sound management plan for the start-up period, provided as **Attachment U (no page limit)**, that aligns with the Academic, Organizational, and Financial Plans (including the start-up year (Year 0) budget in the Financial Plan Workbook). The management plan must detail the start-up plan for the proposed school, including specific tasks, timelines, milestones, and responsible individuals for each of the following areas
  - a. Plans to obtain financing for the proposed school’s facility, highlighting the alignment of the financing plan with the timing of obtaining and renovating the facility, as described in Criterion III.E.2;
  - b. Plans to fund the start-up period, including all plans for fundraising and grant writing and a description of any specific fundraising opportunities and grants the applicant has identified;
  - c. Plans to market the proposed school to the school’s anticipated student population and develop partnerships with other charter schools, DOE schools, and private schools to

- identify possible students and achieve the proposed school's projected enrollment, including any other ways the applicant plans to achieve its projected enrollment;
- d. Plans to hire teachers, administrative staff, and support staff during the start-up period, if any, incorporating the timelines for hiring teachers, described in [Criteria II.F.4](#), and delivering the professional development, described in [Criteria II.F.2](#);
  - e. Plans to identify, recruit, select, and add or replace new governing board members that align with the recruitment plan described in [Criterion III.A.7.d](#), the governing board transition plan described in [Criterion III.A.7.e](#), and any governing board training described in [Criterion III.A.10](#), as applicable; and
  - f. Any other plans for activities that will need to be completed during the start-up period, such as the selection of curriculum materials, as applicable.

Please see **Attachment U** - Start-up project management plan (Criterion III.F.1).

2. A sound plan for leading the development of the school during its pre-opening phase, including identification of capable individuals who will work on a full-time or nearly full-time basis following approval of the application to lead development and implementation of the plan to open the proposed school and a description of a viable plan to obtain the funding necessary to compensate these individuals that is aligned with the budget.

Please see **Attachment U** - Start-up project management plan (Criterion III.F.1).

## IV. Financial Plan

Describe a financial plan that will sustain your academic plan and operations.

A financial plan that will sustain our academic plan and operations has three main components: (1) a pathway to sustainability, (2) active management, and (3) contingency options.

**(1) SUSTAINABILITY** | Our financing plan incorporates a defined window of fundraising to support growth to sustainability, which we are projecting by our 3rd year of operation when we have a projected enrollment of 300 students; at this point, we anticipate state and federal cash flows that cover our projected budget and build solid retained earnings. Fundraising will no longer be required for operating costs and we will be fully sustainable on per pupil funding.

**(2) ACTIVE MANAGEMENT** | The DreamHouse team will employ a rigorous and continuous financial management strategy that includes personnel from our non-profit team, our board, our management team, and external partners, transparent frameworks and performance indicators aligned to Commission and peer metrics, and active modeling to remain ahead of likely challenges.

**(3) CONTINGENCY OPTIONS** | We anticipate seen and unforeseen challenges to our financing strategy and realize we must be flexible in order to operate. To this end, we will maintain three major contingency strategies: (1) consistent growth of retained earning to improve liquidity and day's cash on hand; (2) revolving line of credit with our non-profit in order to have short-term cash to draw upon in situations where cash flows are not aligned (short-term credit facility, NOT a term loan); (3) maintain current relationships with individuals and organizations that could provide no-interest bridge financing options to our non-profit in the case of cash flow challenges;

Please note, our facilities plan is integrated into our budget and we will adjust our financial plan accordingly when we determine short- and long-term facilities options; we may run a separate capital campaign (non-operating budget) to support long-term facilities development.

### A. Financial Oversight and Management

1. A clear description that gives reasonable assurance that the proposed school will have sound systems, policies, and processes for financial planning, accounting, purchasing, and payroll, including an adequate explanation of how the proposed school will establish and maintain strong internal controls and ensure compliance with all financial reporting requirements. The description must also explain the plans and procedures for conducting an annual audit of the financial and administrative operations of the proposed school that is in accordance with state law, including a reasonable annual cost estimate of the audit that is included in the Financial Plan Workbook.

**Strategy Components** | DreamHouse will implement and maintain a timely, transparent financial management strategy in accordance with state and federal law and in support of our school's vision, mission, and growth plan. Financial management and oversight strategy: (1) sound internal fiscal controls, (2) an annual audit, and (3) active financial modeling and projections.

**(1) Sound Internal Fiscal Controls** - DreamHouse 'Ewa Beach will be a fiscally independent, direct-funded charter school. The School Board will take seriously its fiduciary responsibility to oversee the management of public money. As such, a system of internal fiscal controls will be instituted. Among these will be policies for cash handling and check writing, sound bookkeeping and accounting practices,

and conservative financial planning and budget forecasting. We will build up and maintain a cash reserve of a to-be-determined percent of expenditures, aligned to Commission guidelines, to protect against cash flow fluctuations. On-site management of DreamHouse's finances is the responsibility of the School Director and Operations Lead. In addition, the School Board Chair, School Board, School Board Finance Committee, and Nonprofit Board Chair and Board will engage with budget strategy and oversight to strengthen the amount of touch points and oversight on our financial health. Our budgeting system for financial accounting and purchasing will be based off of the chart of accounts methods used by Georgia Perimeter College (GPC) which embeds codes associated with fund group, department ID, program code, class code, project ID, and account code for every transaction; this will allow us to zoom in and out of cost groups and individual transactions (key DreamHouse advisor is on GPC board and finance committee).

**(2) Annual Audit** - The Finance Committee of the DreamHouse School Board will annually oversee the selection of an independent auditor to inspect the school's accounting and reporting records. A CPA with experience with charter school audits will lead the independent audit. The audit will be conducted in accordance with Charter Commission and state guidelines and Generally Accepted Accounting Principles applicable to the school. The audit will verify the accuracy of DreamHouse's financial statements (including balance sheets, income statements, and cash flow statements), attendance and enrollment accounting practices, review the school's internal controls, and any other documents or systems required by law. At the conclusion of the audit, the Finance Committee with the School Director, Operations Lead, will review any exceptions or deficiencies and, if applicable, additional DreamHouse contracted service providers (financial, human resource, additional contracted third parties). The Finance Committee will report the findings and recommendations to the full School Board who will submit a report to the Commission including DreamHouse's plan for resolving in a timely manner exceptions or deficiencies. The final audit report will be completed and shall be submitted to the Commission by required date. Any disputes regarding the resolution of audit exceptions and deficiencies will be referred to the dispute resolution process referenced in the petition, or if applicable, referred to appropriate state agencies. The independent fiscal audit of the charter school is public record. DreamHouse will promptly and satisfactorily respond to all reasonable inquiries from the Commission and state. The applicant governing board has identified CW Associates as a viable CPA option. A price of \$10,000 per year was quoted and has been built into the annual budget.

**(3) Active Financial Modeling and Projections** - The DreamHouse School Director, Operations Lead, School Board Chair and Nonprofit Board Chair will engage frequently in actively modeling financial projections given cash flow timing, fundraising operations, expenses, unforeseen events, enrollment projections and variability, and contingency funding. Sound modeling will exist in weekly, monthly, quarterly, and annual meetings between these parties and will support strategic decision-making and growth sustainability.

2. [A clear description of the roles and responsibilities that demonstrates a strong understanding of the appropriate delineation of such roles and responsibilities among the proposed school leadership team or management team and proposed school governing board regarding school financial oversight and management.](#)

**Roles and Responsibilities** | the following individuals/groups will be responsible for financial oversight and management: School Director, Operations Lead, School Board Chair, School Board, School Board Finance Committee, Nonprofit Board Chair, Nonprofit Board. The strategy for oversight and

management will land in four buckets: (1) active management and oversight, (2) strategic review and planning, (3) overview and approval, and (4) auditing and control.

**(1) Active Management and Oversight** - The budget, finances, and day-to-day operations and strategy execution will be overseen by the Operations Lead and School Director. The Operations Lead will be the primary lead for all cash and check handling, budget updating, reimbursements and expense tracking, bookkeeping and accounting, and other daily/weekly financial duties. The School Director will support the Operations Lead in these duties, while highlighting potential hot spots and making near-term strategic decisions with regard to finances and resource allocation.

**(2) Strategic Review and Planning** - On a bi-weekly to monthly basis, the School Director will engage the School Board Chair and the Nonprofit Board Chair in a strategic review and update of current expenditures, projections, and financial health. The School Board Chair will engage the Finance Committee for review and support, while the Nonprofit Board Chair will engage the Nonprofit in aligned fundraising and financial support needed given the strategy and circumstances of the budget.

**(3) Overview and Approval** - The School Board Chair, with the support of the School Director and Finance Committee, will engage the overall School Board in review, feedback, and approval of budget and financial-related matters. The Nonprofit Board Chair will engage the Nonprofit Board in approving fundraising and financial support amounts and strategy, while also collaborating with the School Board.

**(4) Auditing and Control** - Lastly, the School Board (led by the Finance Committee) will support and engage with the independent auditor for all auditing and control purposes. The School Director and Operations Lead will provide support throughout this process.

3. [A description of sound criteria and procedures for selecting vendors or contractors for any administrative services, such as business services, payroll, and auditing services, including reasonable anticipated costs that are reflected in the Financial Plan Workbook.](#)

**Vendors or Contractors** | Along with direct support from the School Director and Operations Lead, the School Board Chair and Finance Committee will solicit and engage appropriate vendors and contractors for a variety of services. Selecting vendors and contractors will adhere to Advisory Opinion No. 2015-2 issued by the Hawai'i State Ethics Commission on August 19th, 2015, among other conflict of interest-related guidelines from the Commission and state. Our procedures for soliciting and engaging vendors and contractors will adhere to the following guidelines:

1. DreamHouse personnel identifies potential vendor or contractor to assist DreamHouse with needed services;
2. Operations Lead and School Director perform due diligence on third party including, but not limited to, screening for conflict-of-interest-related issues (relationships with school staff, board, or Nonprofit board), need/service alignment, financial prudence, and viability of partnership;
3. If after engaging third party there is alignment and partnership is financially and operationally reasonable/feasible, School Director engages School Board Chair and Finance Committee to review and render decision;
4. If affirmative, School Director consults with Nonprofit Board Chair (if reasonable) to update financial transaction and impact on budget;
5. Operations Lead and School Director engages third party and contract is executed;

6. Contract execution components in chronological order: (1) purchase requisition, (2) purchase order, (3) invoice, (4) bill, (5) voucher, (6) check / payment, (7) receipt
7. Operations Lead and School Director monitor and report on third party to School Board and make adjustments as needed;
8. Prior to terminating and significantly altering vendor contract, School Director consults with Board Chair and Finance Committee.

An overview of potential services provided by various vendors and anticipated annual costs are located within our Financial Plan Workbook. Projected Year 1 2018-19 costs are approximately \$ [REDACTED]

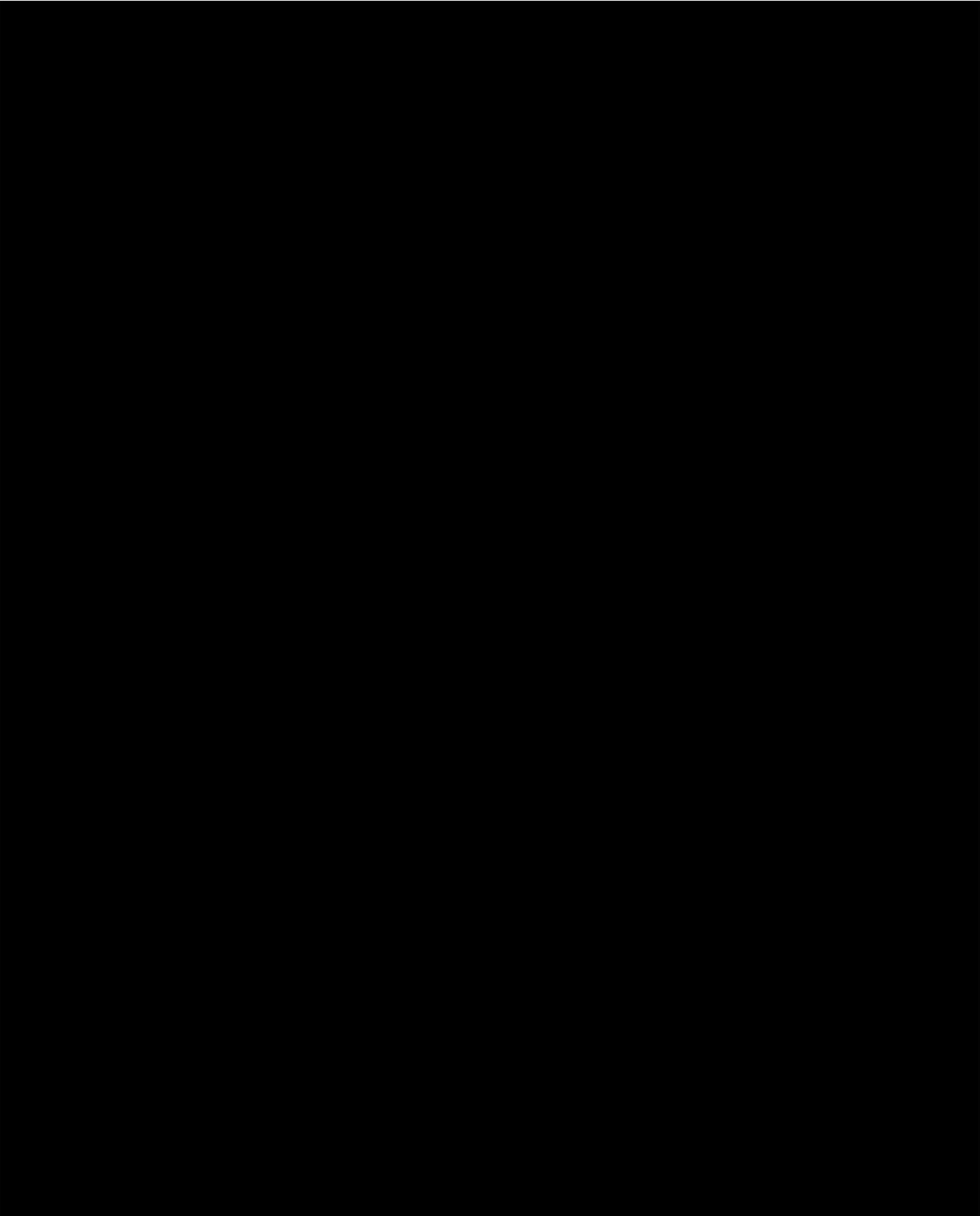
## **B. Operating Budget**

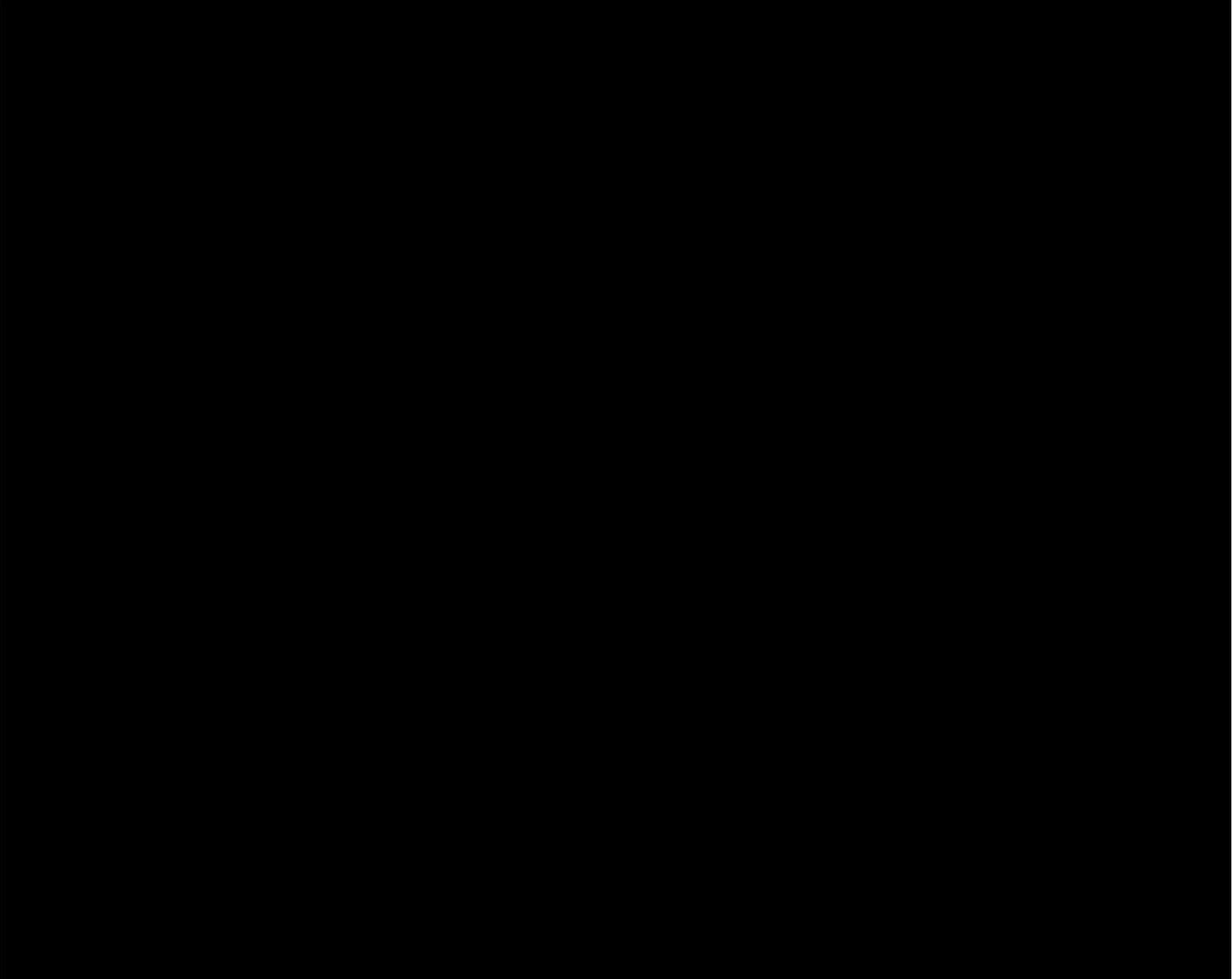
1. Complete, realistic, and viable start-up and three-year operating budgets, provided through the Financial Plan Workbook ([Exhibit 6](#)) as **Attachment Y (required form)**, that align to the Academic and Organizational Plans.

Please see **Attachment Y** for the DreamHouse Financial Plan Workbook (Exhibit 6).

2. **Budget Narrative.** A detailed budget narrative that clearly explains reasonable, well-supported cost assumptions and revenue estimates, including but not limited to the basis for revenue projections, staffing levels, and costs. The narrative must specifically address the degree to which the school budget will rely on variable income (especially for grants, donations, and fundraising) and must include the following:
  - a. A description indicating the amount and sources of funds, property, or other resources expected to be available not only via per-pupil funding but also through corporations, foundations, grants, donations, and any other potential funding sources. The description must note which are secured and which are anticipated; explain evidence of commitment, and provide such evidence as **Attachment Z (no page limit)**, for any funds on which the proposed school's core operation depends (*e.g.*, grant award letters, MOUs); and describe any restrictions on any of the aforementioned funds.
  - b. A sound contingency plan to meet financial needs if anticipated revenues are not received or are lower than estimated, including contingencies for scenarios where the official enrollment of the proposed school is substantially lower than projected and/or anticipated variable income is not received. The contingency plan must also include a Year 1 cash flow contingency, in the event that revenue projections are not met in advance of opening.
  - c. If the proposed school has a *virtual or blended learning program*, a clear and comprehensive description of the necessary costs for delivery of such program, including costs associated with hardware, software, peripheral needs (cases, headphones, chargers, etc.), storage, and network infrastructure needs, as applicable.

The DreamHouse start-up through year three budget was built by applicant team members and pressure-tested with colleagues in finance and banking, as well as multiple charter school directors who provided their school budgets to offer peer benchmarks. The DreamHouse start-up budget is as follows:





**Costs** - our cost assumptions are based on multiple local charter schools, as well as the budgets of charters on the mainland; we examined five school budgets in total. While per pupil, facilities, Title I, and philanthropic funding varied, we have built a conservative budget that was built item-by-item and aligns to our growth trajectory and push for a fully sustainable model by year 3.

**CONTINGENCY PLAN + YEAR 1 CASH FLOW CONTINGENCY**

Contingency plans for year 1, as well as during growth are as follows.

**Year 1 Contingency** - in the case that we do not meet revenue projections in advance of opening, we will engage in the following activities:

1. *Significant budget reductions* - our budget is roughly broken into thirds for year 0:  $\frac{1}{3}$  pre-opening salaries and stipends,  $\frac{1}{3}$  supplies and materials, and  $\frac{1}{3}$  site development; we would make deep cuts to salaries and stipends (in particular, the \$80,000 earmarked for our founding

school director), reduce supply and material purchases to a bare minimum, and explore amortization of site development costs.

2. *Enrollment reconsiderations* - if we cannot meet pre-opening revenue goals, we may have to re-think the size of the team we bring on, the size of our facility, as well as the students we will be able to serve. This would ultimately be temporary until we can meet revenue needs.
3. *Personal network fundraising* - our growth model is light on significant asks from friends, family, and supporters; in the case we cannot meet our diversified revenue goals during year 0, we will more ambitiously leverage the deep network that has pledged support for our school. This is not ideal, but we believe the capacity exists to raise significant funds to support launch.

**Additional Contingency Plans** - while we believe the overcrowding and Ewa Beach will lead to a strong enrollment pipeline, we realize that enrollment variation does occur. In addition, cash flows from state and federal sources do not always match cash flows. Our post-year 1 contingency outlook is as follows:

1. *Additional Enrollment Campaigns* - if enrollment is significantly below projections, we will revamp our marketing and advertising within the local community, even partnering with local elementary and middle schools to support their overcapacity. With nearly 3,000 children across grades 6,7, and 8 in Ewa Beach, we believe the enrollment and demand exists and that it is a case of reaching families through leveraging existing channels of communication and outreach.
2. *Drawing from retained earnings* - our budget model builds in strong retained earnings growth throughout the year; if certain funding streams do not materialize as expected, we will have to draw upon our reserves, and non-profit, to meet immediate cash needs until we stabilize.
3. *Revolving credit line* - many local non-profits hold revolving credit lines with local banks in order to meet short-term liquidity needs and cash flow timing challenges. This is not long-term debt. It is a credit facility known as a “revolver” that we would have in place as a backstop in months of low cash on hand, only to be reimbursed the next month or quarter when funds have come in; it would remain inactive as long as cash flows are adequate. We would only explore this options once the school is up and running; it is not a year 1 strategy.
4. *Insolvency / Unrealistic Projections* - in the case that all three contingency plans do not materialize, we cannot achieve a sustainable student base to serve, and funding sources from state, federal, and additional streams are incongruent with cash needs and growth, our board will engage the Charter Commission and state in conversations around model viability and sustainability. This is the least desired option, but one we feel obligated to lift up.

*C. is not applicable as DreamHouse does not have a virtual or blended learning program.*

## **C. Financial Performance Management**

1. **Comprehensive and effective plans for evaluating and monitoring financial performance that explain how the proposed school will measure and evaluate performance data, including:**
  - a. **Financial Performance Data Evaluation Plan. A comprehensive and effective plan and system for maintaining, managing, compiling, and interpreting financial data monthly, quarterly, annually, and for the term of the Charter Contract, including descriptions of the qualified person(s), position(s), and/or entities that will be responsible for maintaining the data, managing the data, compiling it, and interpreting it for the school director and governing board and how the person(s), position(s), and/or entities will be provided time to complete the aforementioned maintenance, management, compiling, and interpretation.**

**Financial Governance Pillars** | Three pillars modeled from the Commission as well as components from National Alliance for Public Charter Schools guidelines will govern the financial management of DreamHouse: (1) real-time information, (2) transparency, and (3) modeling. The primary people responsible for managing our financial health will be the School Director, Operations Lead, board chair, and financial committee.

**(1) Real-time Information.** Up-to-date financial information for our school is critical. Our Operations Lead will keep a weekly pulse on cash balance, accounts payable and receivable balances, and indicators that will allow us to offer an immediate financial picture upon request.

**(2) Transparency.** Information flow and multiple viewpoints on financial health is equally as important to the accuracy of information. At a minimum, on a monthly basis, the Operations Lead, School Director, board chair, financial committee lead, and Nonprofit board chair will be briefed on current and projected financial picture.

**(3) Modeling.** DreamHouse financial models and projections will be actively utilized so that key personnel can consider different scenarios and proactively plan for the school. The following financial indicators will help guide our analysis, modeling, and decision-making (including, but not limited to): *Current ratio and quick ratio; unrestricted cash on hand; days cash on hand; enrollment variance; total margin; debt/assets ratio; debt-service amount; cash flow; cash flow per student; unrestricted fund balance percentage; change in total fund balance; accounts payable; accounts receivable; fundraising; credit facility status.*

Financial Performance Indicators*	Target / Standard
Current Ratio	1.1 or higher
Unrestricted Year-End Days Cash on Hand	60 days or more
Enrollment Variance	95% or higher
Total Margin	0% of higher
Debt to Assets Ratio	50% or less
Cash Flow	\$0.00 or more
Unrestricted Fund Balance Percentage	25% of higher
Change in Total Fund Balance	\$0.00 or more

\* Per August 2015 Contract Renewal Process Guidelines from Hawai'i Charter Commission  
**Financial Governance Personnel** - Key personnel overseeing financial health of DreamHouse: School Director, Operations Lead, board chair, School Board finance committee chair, and Nonprofit board chair. In addition, DreamHouse has engaged the following external parties as strategic thought-partners: local school director, former charter school COO, local CPA, local tax and accounting consultant, local non-profit and tax attorney, Bank of Hawai'i banker (VP), among other individuals who have offered to serve as independent and objective parties with regards to our finances.

*Financial Governance Timeline & Checkpoints*

<b>When / Who</b>	<b>What</b>	<b>Why</b>
Daily / Operations Lead (OL)	Checks account balances and manages daily financial transactions.	Keep pulse on daily finances and balances, flagging anything alarming or out of projected range.
Weekly / OL, School Director (SD)	As part of weekly check-in, OL & SD review financial transactions and cash movement of the week, upcoming transactions, impact on financials, and prep for additional communication with other stakeholders.	Weekly touch point keeping a strong hold on finances, cash movement, upcoming transactions, and financial health.
Bi-weekly (Year One); monthly (year 2+) / SD, School Board chair (SBC)	Check in to discuss (1) school-based finances, (2) current cash flow trends and transactions, (3) overall financial picture with ratio and indicator analysis, and (4) additional cash and fundraising needs (including contingency plans, 501(c)(3) support, finance committee support, and Commission communication).	Consistent and transparent communication between school and School Board chair is critical to maintaining a strong, viable fiscal operation.
Bi-weekly (Year One); monthly (year 2+) / SD, Nonprofit board chair (and SBC as needed)	Check in to (1) highlight overall cash needs, (2) fundraising campaign progress, (3) gaps and support opportunities, (4) potential transactions and logistics.	Maintain consistent communication with our supporting Nonprofit to paint clear picture of cash need, timeline, and to leverage the 501(c)(3) team.
OL, SD, SBC, NPBC, financial committee lead	Monthly financial newsletter to primary stakeholders and decision-makers with regard to financial health, recent cash flows, A/P, A/R, fundraising pipeline, next steps, etc. (loop in Commission as necessary).	Keep primary decision-makers on same page around financial health, activity, urgency, and strategy.
Bi- monthly (Year One); Quarterly (year 2+) / School Board	Quarterly board meetings highlight many of the topics listed above and provide space for SD, SBC, and finance committee lead to paint financial picture and empower fellow board members to weigh in and contribute to increasing financial position and ensuring viability (fundraising, fundraising, connecting, etc.).	School Board is ultimately responsible for school's operational sustainability; School Board must have agency and clarity around supporting school.
Bi- monthly (Year One); Quarterly (year 2+) / Nonprofit board	Bi-monthly meetings during Year One to maintain fundraising efforts to get school off the ground; quarterly meetings year two and beyond to maintain support structure	Without fundraising and additional cash, DreamHouse will not be solvent until we reach our perpetuity year (2024); we need to actively

	and fundraising efforts to fuel growth of school and increase retained earnings.	partner with and instill urgency in our 501(c)(3) support organization so that we can grow towards sustainability.
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- 2. A clear description of thoughtful, appropriate corrective actions the proposed school will take if it falls short of:
  - a. Financial performance standards set in the Financial Performance Framework, including an explanation of the actions that would be taken if the proposed school is issued Notices of Concern or Deficiency under the terms of the Charter Contract, if the independent auditor issues findings, or if the proposed school encounters financial difficulties.

Stage	Performance Management Corrective Actions
1	SYSTEM CLARITY   Clear performance metrics, timeline, and expectations established at beginning of school contract term and board founding.
2	PERSONNEL CLARITY   Clarity for personnel expectations for all individuals involved with management and governance of school (primarily Leadership Support Team, School Board); Nonprofit board is responsible for support, but not for management or governance.
3	PERFORMANCE LAPSE IDENTIFIED   A breach of culture occurs if (a) data is firmly pointing to a lapse in performance or progress within academic, organizational, or financial buckets, and/or (b) specific personnel has been identified as being directly involved with this breach or is contributing directly to this underperformance.
4	IMPROVEMENT EFFORT LEVEL I   Leadership Support Team and/or board clearly addresses this breach and respective personnel are given opportunity to make corrective actions and improve performance situation (on a to-be-determined, finite timeline).
5	IMPROVEMENT EFFORT LEVEL II   If corrective action cannot be achieved through empowering respective personnel to make performance improvements, board chair will work with appropriate personnel in the management area to design improvement plan for performance area and/or personnel; if in fact the gap is occurring at the board or board chair level, the overall board and board leadership (vice chair, treasurer, and clerk) will assist in implementing improvement plan.
6	CONTINGENCY & SEPARATION   If no progress is made on improvement plan after specified, limited period of time, board and Leadership Support Team will consider additional contingency options and potential personnel separation from performance area and/or school.

**Financial Performance Standards** | The DreamHouse financial performance framework detailed within our Evaluation Plan sets forth our strategy for aligning internal financial measurement and performance

metrics to the levels set forth by the Commission. Our performance standards will fall across the following internal stages: (1) meets, (2) barely meets, and (3) does not meet.

Stage	Meaning
Meets	Given current financial situation with regard to cash, liquidity, solvency, leverage, and projections, if DreamHouse holds the assets and cash position aligned to the metrics outlined by the Commission, within that individual metric, DreamHouse will “meet” the financial criteria.
Barely Meets	If financial indicators meet performance standards, but do so on a thin margin (“thin” to be determined with accurate risk-weighting), the indicator will be identified as barely meeting performance expectations and will be flagged as a priority metric for stakeholders (i.e. board chair, finance committee, School Director, etc.)
Does Not Meet	If a financial metric falls below the required level as set out by the Commission, the metric will be identified as “does not meet” the financial performance framework expectations and will be flagged as high priority and to be addressed immediately and on an on-going basis with key stakeholders (outlined above).
Contingency	If financial metrics remain in the “does not meet” category for an extended period of time (to be determined), contingency pathways will be explored.
Dissolve	If contingency pathways are not effective, nor realistic, and the school’s financial condition continues to deteriorate, school closure / shut down procedures will be explored by School Director, School Board, and Commission.

**Meets** - If a financial indicator falls within the “meets” criteria as outlined by the Commission and DreamHouse internal thresholds, we (stakeholders identified in the evaluation plan) will determine why this is the case, model projections and scenarios that pressure test the current state, and set realistic projections and goals for the month, quarter, and year.

**Barely Meets** - If a financial indicator is technically above the threshold set by the Commission, but is only above the identified threshold by a small margin (levels to be determined during planning year), then we will consider this financial metric in the “barely meets” category and flag it as a priority area. If this happens, we will initiate Performance Management Corrective Actions protocol at the third stage.

**Does Not Meet** - If a financial metric falls below the threshold set forth by the Commission (Notice of Deficiency), or there are findings from an independent auditor, or the school falls into financial difficulties, we will move immediately to the third, fourth, and most likely the fifth stage of the Performance Management Corrective Actions protocol, identifying the area of concern and moving into an immediate improvement plan consisting of an improvement path with metrics, benchmarks and checkpoints, a timeline, key personnel involved, and contingency paths if improvement is not shown.

## V. Applicant Capacity

How do the qualifications and accomplishments of your school’s leadership team and governing board members demonstrate an ability to open and manage a high quality school?

Our leadership team and applicant governing board is a diverse team of educators with years of experience developed through careers in education, non-profit, business, law, and human capital development. We are local, and we are from the mainland; we have teachers and school leaders, as well as attorneys and former bankers. Our qualifications range from the former Executive Director of Teach For America Miami to a Fulbright Scholar; Richardson Law graduate to a Punahou alumna; local teacher and a career banker. Each of these worlds gave us the opportunity to develop people, to manage towards goals, to course-correct, and to be held accountable. We each bring a strong work ethic, integrity, and passion for service to this work. Years of teaching and education leadership, non-profit board positions, financial management, and local community knowledge is ingrained in who we are as a team, and we collectively bring this experience and passion to DreamHouse.

### A. Academic Plan Capacity

1. Evidence that the key members of the proposed school’s academic team have the collective qualifications and capacity (which may include, but is not limited to, documented and relevant credentials and experience reflected in the resumes of all members and an understanding, as demonstrated by the application responses, of challenges, issues, and requirements associated with running a *high-quality charter school*) to implement the school’s Academic Plan successfully. The evidence must include a description that:
  - a. Clearly identifies the key members of the applicant’s academic team that will play a substantial role in the successful implementation of the Academic Plan, including current or proposed governing board members, school leadership or management, and any essential partners who will play an important ongoing role in the proposed school’s development and operation; and
  - b. Describes the academic team’s individual and collective qualifications for implementing the proposed school’s Academic Plan successfully, including sufficient capacity in areas such as school leadership, administration, and governance; curriculum, instruction, and assessment; performance management; and parent or guardian and community engagement.

Board Member	Experiences & Qualifications
Dr. Deborah Zuercher	PhD in Curriculum & Instruction, former middle school principal, Fulbright Scholar, and professor and international program administrator at the College of Education at University of Hawai’i at Mānoa
Jane Henzerling	Charter school founder and school director, Johns Hopkins Education Policy Fellow, former Executive Director of Teach For America Miami-Dade, and parent
Meilan	Former Campbell High School special education department head, former Punahou

<b>Akaka</b>	summer program (PUEO) administrator and instructional coach, current leadership development coach, and non-profit board founder / member (multiple)
<b>Alex Teece</b>	Adjunct faculty and master's candidate coach for UH Mānoa College of Education, former summer school director, former team lead at Ilima Intermediate, current part-time Ewa Beach teacher, graduate of the School Leadership Program at the Harvard Graduate School of Education, and non-profit board member / founder (multiple)

*Within our immediate recruitment pipeline for school board / leadership team:* former award-winning middle school principal, current department head at a local private school, former Charter Commission member, PhD candidate in Hawaiian Studies and Curriculum Development, Kamehameha Schools Analyst, among others.

*Essential Partners:* Dr. VerlieAnn Malina-Wright (Pacific American Foundation), Walter Kahumoku III (Kamehameha Schools / UH West O'ahu), multiple faculty (College of Education, UH Mānoa), Bianca Cierra (The Mission Preparatory School), Val Benjamin (Ilima Intermediate), Melissa Corto (Education Modified), Mary Grassa O'Neill (Harvard Graduate School of Education), Stephanie Dalton (US DOE), among others.

2. [A description of the academic team's clear ties to and/or knowledge of the community in the geographic area where the facility is or will be and/or areas where the anticipated student population will come from.](#)

*DreamHouse ties to Ewa Beach:* three members of our team are former teachers in the community; one currently a teacher; one member is born/raised in Ewa Beach; local parent; one member has 10 years of teacher coaching and developing in the Complex; former Dept. Head at Campbell for Special Ed.

*Additional ties / knowledge:* We have conducted a listening and partnership tour over the past three years and have engaged dozens of students, parents, educators, community members, and locally elected leaders; our school is built around their vision and hope for a new educational program; the community's voice is central to our mission, vision, culture, and design.

3. [A description that identifies any organizations, agencies, or consultants that are essential partners to the successful planning and establishing of the proposed school and/or implementation of the Academic Plan; explains the current and planned roles of such essential partners and any resources they have contributed or plan to contribute to the proposed school's development; and includes evidence of support, provided as \*\*Attachment AA \(no page limit\)\*\* \(such as letters of intent or commitment, memoranda of understanding, and/or contracts\), from such essential partners demonstrating these partners are committed to an ongoing role with the proposed school, if applicable.](#)

We continue to engage a diverse group of individuals to support with planning, establishing, and implementing our school and Academic Plan.

- Kamehameha Schools (Kawaiiaha'o) - educational specialists supporting design and pathway to overall outcomes, cultural sensitivity, leadership development and Nā Hopena A'o dispositions;
- Kamehameha Schools (Kapālama) - teachers and administrators offering curriculum and instructional design ideas, as well as culturally relevant PD;
- Pacific American Foundation - bridging community and classroom through projects;

- World Indigenous Nations Higher Education Consortium - designing culturally relevant learning environments that honor, perpetuate, and empower indigenous cultures;
- Education Modified - active RTI, special supports, and modifications for all learners;
- Harvard Graduate School of Education - thought-partner in designing spaces of equity / justice;
- College of Education, UH Mānoa - curriculum design thought-partner;
- Curriculum Research & Development Group - curriculum materials thought partner.

4. School Director.

Submit a position description for the school director. The applicant is required to provide the position description as **Attachment CC (required attachment, no page limit)**. The position description shall include:

- a. The job description, responsibilities, characteristics, and qualifications for the school director. The position description shall include rigorous criteria that is designed to recruit a school director with the experience and ability to design, launch, and lead a *high-quality charter school* that will effectively serve the anticipated student population and implement the Academic Plan; and
- b. A timeline that aligns with the proposed school's start-up plan and a comprehensive plan for a thorough recruiting and selection process where candidates will be screened using rigorous criteria.

Submit **Attachment BB** to indicate that the school director is known or unknown at the time of the application.

- c. If known, identify the school director, and provide as **Attachment BB (required attachment, no page limit)** the school director's resume including their academic and organizational leadership record.

Please see **Attachment BB** and **CC**. Our proposed School Director is Alex Teece. Alex has consistently demonstrated the values, skills, and competencies we seek in a founding school director, and we believe he is ready to lead this school. He has been deeply involved with the planning and design of DreamHouse since 2012, and has made conscious decisions to improve his own practice through developmental opportunities over the past year including, but not limited to:

- Attending and graduating from the School Leadership Program at the Harvard Graduate School of Education (2015-16);
- Completed month-long leadership residency at a high-performing CA charter school (November 2016);
- Served as adjunct professor and coaching master's candidates in teaching remotely for the Rossier School of Education at the University of Southern California (Fall 2016)
- Serves as adjunct professor and coaching master's candidates in teaching for the College of Education at the University of Hawai'i at Mānoa (Spring 2017)
- Attended the World Indigenous Nations Higher Education Consortium global conference in Aotearoa (New Zealand) to build better understanding in indigenous educational leadership (Fall 2016);
- Teaches as a substitute in Ewa Beach to better understand the current educational challenges from a school level; Alex substitute teaches at local charter schools as well (2016-17);
- Serves on the fundraising committee of SEEQS charter school to better understand the current philanthropic landscape and funding opportunities (2015-17);

- Works with a local leadership development coach to build awareness, feedback integration, and additional competencies related to educational leadership (2016-17);

Because Alex has taught in Ewa Beach and served on the leadership team of a local school, built curriculum across content levels and grades, designed and ran a summer school, served as a principal intern, graduated from a rigorous school leadership program, earned master's degrees in education and business, gained local fundraising and finance experience, served on multiple boards, and is willing to engage in leadership development and integrate feedback to improve his and others' practice, we believe he is the right choice for founding school director of DreamHouse Ewa Beach; we trust he will do what it takes to serve our children, families, and community.

##### 5. Management Team.

Submit position descriptions for a business manager and registrar (or positions that will carry out the duties of a business manager and registrar). These positions will make up the proposed school's leadership or management team beyond the school director. The applicant is required to provide the position descriptions as **Attachment EE (required attachment, no page limit)**. The description must include:

- The job description, responsibilities, characteristics, and qualifications for the business manager and registrar. The position description shall include rigorous criteria that is designed to recruit individuals for these positions that have the experience and ability to perform the duties of each position.
- A timeline that aligns with the proposed school's start-up plan and a comprehensive plan for a thorough recruiting and selection process where candidates will be screened using rigorous criteria.

Submit **Attachment DD (required attachment, no page limit)** to indicate that the business manager and registrar is known or unknown at the time of the application.

- If known, identify the individuals who will fill these positions and provide, as **Attachment DD (required attachment, no page limit)**, the resumes for these individuals as evidence that the individuals demonstrate the qualifications, capacities, and commitment to carry out their designated roles to ensure the success of the proposed school.

Please see **Attachment DD** and **Attachment EE**. In addition, please see **Attachment U**, pages 8-9, for a detailed timeline and plan for recruiting, selecting, and building the Leadership Support Team (management team) at DreamHouse.

## B. Organizational Plan Capacity

- Evidence that the key members of the proposed school's organization team have the collective qualifications and capacity (which may include, but is not limited to, documented and relevant credentials and experience reflected in the resumes of all members and an understanding, as demonstrated by the application responses, of challenges, issues, and requirements associated with running a *high-quality charter school*) to implement the school's Organizational Plan successfully. The evidence must include a description that:
  - Clearly identifies the key members of the applicant's organization team that will play a substantial role in the successful implementation of the Organizational Plan, including

current or proposed governing board members, school leadership or management, and any essential partners who will play an important ongoing role in the Organizational Plan; and

- b. Describes the organization team's individual and collective qualifications for implementing the proposed school's Organizational Plan successfully, including sufficient capacity in areas such as staffing, professional development, performance management, general operations, facilities acquisition, development (such as build-out or renovations), and management.

- **Dr. Deborah Zuercher** - Professor, Fulbright Scholar, and international program administrator at the College of Education at University of Hawai'i; former middle school principal;
- **Jane Henzerling** - Charter school founder and director, Johns Hopkins Education Policy Fellow, and former Executive Director of Teach For America Miami-Dade;
- **Meilan Akaka Manfre** - ran largest special education department in the state, non-profit co-founder and vice-chair, foundation trustee, and designer of leadership and professional development;
- **Alex Teece** - Non-profit co-founder and board member, experience in hiring, designing and delivering professional development within educational settings locally and on the mainland, previous experience as operations director and team lead in educational space; extensive development in non-profits, human capital development, change management, and negotiation;
- **Zach Dilonno** - current law attorney at Alston Hunt Floyd & Ing, Richardson Law School graduate, former teacher at Ilima Intermediate; board chair and member of four local organizations;
- **Trever Asam** - current partner at Cades Schutte and current DreamHouse, Inc. legal representative;
- *Additional team capacity / qualifications:* school leadership experience, training, and development; hiring, onboarding, and developing staff; non-profit board / committee experience; non-profit law.

2. A description that identifies any organizations, agencies, or consultants that are essential partners in planning, establishing, or implementing the proposed school's Organizational Plan; explains the current and planned roles of such partners and any resources they have contributed or plan to contribute to the proposed school's development of its Organizational Plan; and includes evidence of support, included in **Attachment AA** (as referenced in [Criterion V.A.3](#)), from such essential partners demonstrating these partners are committed to planning, establishing, and/or implementing the Organizational Plan.

**Essential Partners** in planning, establishing, and implementing the DreamHouse Organizational Plan:

- *Hawai'i Modular Space (HIDOE provider), Anderson Anderson, ModSpace* - our applicant team has engaged multiple providers of portable and modular classrooms and is working on building relationships to ensure services and availability for the start of the 2018 school year;
- *The City and County of Honolulu, the University of Hawai'i at West O'ahu, 'Ewa Beach United Methodist Church, and Pensa Nuwind (Pohakupuna landowner)* - these agencies, organizations, and companies are all owners of land and/or facilities within the 'Ewa Beach area and have been engaged in discussions regarding potential co-location, purchase, and development; partnerships are tentative and still in the exploration phase as of the time of this application;
- *'Ewa Beach Neighborhood Board* - the support of the Neighborhood Board, both vocally at meetings and as evidenced by participation in community meetings regarding the potential school, has been important to our development; the Board's blessing for any zoning and building will also be sought if in fact we move in that direction;
- *Cades Schutte* - Trever Asam has provided extensive pro bono legal services to DreamHouse, Inc. - our supporting Nonprofit - and we appreciate his continued support and guidance;
- *DreamHouse, Inc.* - supporting Nonprofit established to support DreamHouse Ewa Beach;

- Please see **Attachment AA** for evidence of support.

### C. Financial Management Capacity

1. Evidence that the key members of the proposed school's financial team have the collective qualifications and capacity (which may include, but is not limited to, documented and relevant credentials and experience reflected in the resumes of all members and an understanding, as demonstrated by the application responses, of challenges, issues, and requirements associated with running a *high-quality charter school*) to implement the school's Financial Plan successfully. The evidence must include a description that:

- a. Clearly identifies the key members of the applicant's financial team that will play a substantial role in the successful implementation of the Financial Plan, including current or proposed governing board members, school leadership or management, and any essential partners who will play an important ongoing role in the proposed school's Financial Plan; and
- b. Describes the financial team's individual and collective qualifications for implementing the proposed school's Financial Plan successfully, including sufficient capacity in areas such as financial management, fundraising and development, accounting, and internal controls.

- **Jane Henzerling** - Charter school founder and director, former executive director of Teach For America Miami-Dade responsible for multi-million dollar budget and fundraising goals;
- **Ed Kaukani** - 20+ years of finance and management experience at First Hawaiian Bank;
- **Dr. Deborah Zuercher** - lead and assisted in obtaining millions of dollars for University of Hawai'i, American Samoa teacher training, and additional local and international educational ventures;
- **Alex Teece** - MBA in finance and accounting, investment banking and credit analysis experience, Nonprofit board and fundraising/finance committee experience, and former Director of Development for multi-million fundraising goals at local nonprofit;
- **Meilan Akaka** - founding nonprofit board member and trustee member for local foundation;
- **Zach Dilonno** - founding nonprofit board president, board member of two additional organizations.
- *Additional team capacity / qualifications:* local Nonprofit fundraising across foundation, corporate, individual, and state sources; executive-level fundraising strategy and execution experience; local banking experience including finance, accounting, underwriting, credit analysis, and risk management; school board fundraising.

2. A description that identifies any organizations, agencies, or consultants that are essential partners in planning, establishing, or implementing the proposed school's Financial Plan; explains the current and planned roles of such partners and any resources they have contributed or plan to contribute to the proposed school's development of its Financial Plan; and includes evidence of support, included in **Attachment AA** (as referenced in [Criterion V.A.3](#)), from such essential partners demonstrating these partners are committed to planning, establishing, and/or implementing the Financial Plan.

**Local Financial Institutions** - partnerships with local financial institutions will ensure liquidity and increase efficiency in day-to-day banking needs. We hold personal relationships with personnel from *Bank of Hawaii, First Hawaiian Bank, Hawaii National Bank, Central Pacific Bank, and American Savings Bank*. In addition, multiple individuals from these financial institutions have pledged capacity to support the development and launch of the school.

**Local Foundations** - local foundations will help fund the start-up phase of our middle and high school operations as part of a syndicate of philanthropic funders contributing to a three-year, nearly \$1 million funding campaign to build a fully sustainable middle school and eventually a high school. Our relationships include, but are not limited to: *Hawai'i Community Foundation, Public School Foundation of Hawai'i, Pacific American Foundation, the James and Abigail Campbell Family Foundation, the Bank of Hawaii Foundation, American Savings Bank Foundation, The Learning Coalition, and the Harold K.L. Castle Foundation.*

**National Foundations** - national foundations whose mainland presence is charter- and education-focused and whose Hawai'i presence is emerging will offer a small segment to our fundraising portfolio. These foundations include the *NewSchools Venture Fund, Charter School Growth Fund, Kellogg Foundation, the Weinberg Foundation, Turner-Agassi, and the Case Foundation.*

**END. Thank you for reading this application.**





**Home > Compliance Statistics**

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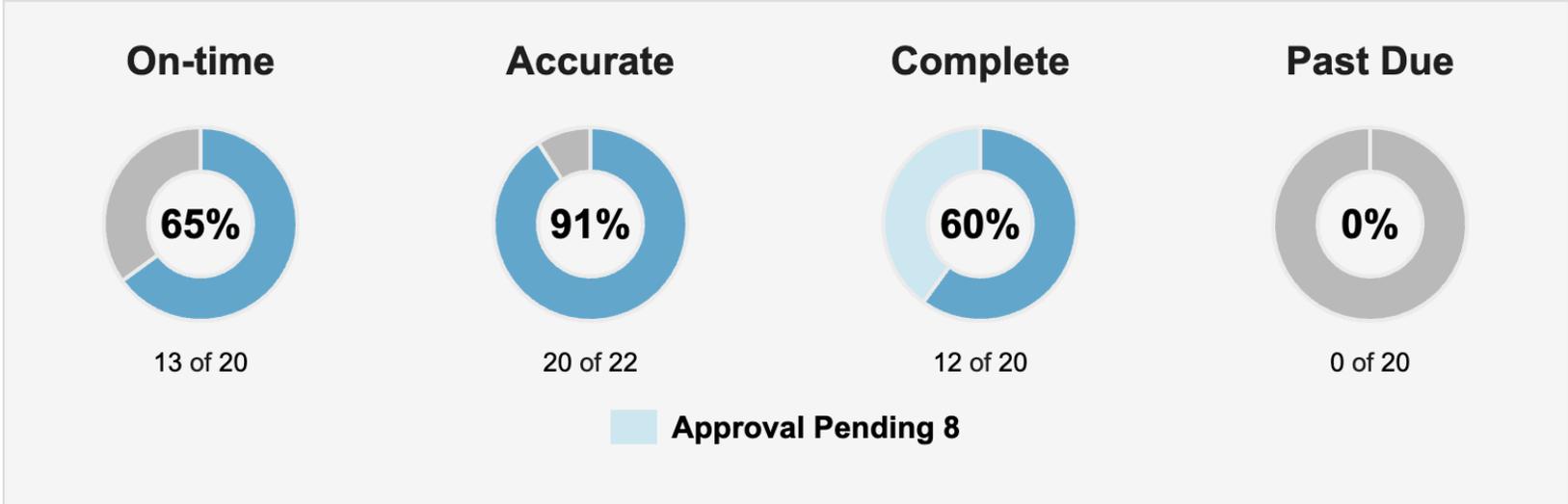
[Reports](#)

- Statistics
- Summary
- Detail
- Calendar
- Status



- Classifications (4) ▾
- Entities (2) ▾
- Submission Types (99) ▾
- Time Period ▾

Due Dates from 7/1/2019 through Jun 30



**Dream House Ewa Beach**

<b>Board</b> <b>Compliant</b> ★★☆☆	On-time	1/2	<div style="width: 50%;"></div>	50%	Approval Pending 1
	Accurate	2/4	<div style="width: 50%;"></div>	50%	
	Complete	1/2	<div style="width: 50%;"></div>	50%	
<b>School</b> <b>Compliant</b> ★★☆☆	On-time	12/18	<div style="width: 67%;"></div>	67%	Approval Pending 7
	Accurate	18/18	<div style="width: 100%;"></div>	100%	
	Complete	11/18	<div style="width: 61%;"></div>	61%	



## Calendar of Compliance Requirements

Click on a requirement to see more detail.

Requirement Masters Due Dates						
July 2019						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
	<b>Staffing Plan--July Update</b> for School Due: 1 Submitted: 1					
	<b>Policies and Procedures</b> for School Due: 1 Submitted: 1					
	<b>Current Executed School Lease / Memorandum of Agreement (MOA)</b> for School Due: 1 Submitted: 1					
	<b>List of Key School Employees/Contacts</b> for School Due: 1 Submitted: 1					
	<b>School Year Calendar 2019-2020 (active schools)</b> for School Due: 1 Submitted: 1					
	<b>SY 2019-2020 Statement of Assurances for Organizational Performance Framework</b> for School Due: 1 Submitted: 1					
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			



## Calendar of Compliance Requirements

			<b>4th Quarter Financial Statement</b> for School Due: 1 Submitted: 1			
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**Calendar of Compliance Requirements**

Requirement Masters Due Dates		August 2019				
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
					English Learner (EL) Plan for School Due: 1 Submitted: 1	



**Calendar of Compliance Requirements**

Requirement Masters Due Dates		September 2019				
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
		<b>Governing Board Membership Roster for Board</b> Due: 1 Submitted: 1				
		<b>Board Bylaws for Board</b> Due: 1 Submitted: 1				
		<b>Teacher Licensure Task #1- HTSB for School</b> Due: 1 Submitted: 1				
<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>
<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>
<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>
<b>29</b>	<b>30</b>					



**Calendar of Compliance Requirements**

Requirement Masters Due Dates		October 2019				
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
				1st Quarter Financial Statement for School Due: 1 Submitted: 1		



**Calendar of Compliance Requirements**

Requirement Masters Due Dates		November 2019				
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30



**Calendar of Compliance Requirements**

Requirement Masters Due Dates		December 2019				
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
	<b>Student Admission Packet Material for Upcoming Student Application Period for School</b> Due: 1 Submitted: 1					
<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>
<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>
<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>
<b>29</b>	<b>30</b>	<b>31</b>				



**Calendar of Compliance Requirements**

Requirement Masters Due Dates		January 2020					
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
			<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	
				<b>SY 2020-2021 School Year Calendar</b> for School Due: 1 Submitted: 1			
<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	
					<b>Uniform Information Practices Act ("UIPA") Semiannual Summary Log</b> for School Due: 1 Submitted: 1		
<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	
<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	
<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b>		
					<b>2nd Quarter Financial Statement</b> for School Due: 1 Submitted: 1		



## Calendar of Compliance Requirements

Requirement Masters Due Dates		February 2020				
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29



**Calendar of Compliance Requirements**

Requirement Masters Due Dates		March 2020					
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	
					Staff FTE Counts for School Due: 1 Submitted: 1		
<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	
<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>	
<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>	
<b>29</b>	<b>30</b>	<b>31</b>					



**Calendar of Compliance Requirements**

Requirement Masters Due Dates		April 2020				
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		



**Calendar of Compliance Requirements**

Requirement Masters Due Dates		May 2020				
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
					3rd Quarter Financial Statement for School Due: 1 Submitted: 1	
					Student Enrollment Projection for School Due: 1 Submitted: 1	
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						



**Calendar of Compliance Requirements**

Requirement Masters Due Dates		June 2020					
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
	1	2	3	4	5	6	
					English Learner (EL) End of Year School Report for School Due: 1 Submitted: 1		
7	8	9	10	11	12	13	
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29	30					

# **ADMISSION POLICY & PROCEDURES**

DREAMHOUSE 'EWA BEACH

## **I. ADMISSION PLAN**

As a non-sectarian, tuition-free public school, DreamHouse 'Ewa Beach public charter school ("DreamHouse") will admit all grade-level eligible pupils who wish to attend up to the school's capacity (100-student cohorts per year), in accordance with Hawai'i State Law. DreamHouse is a school of choice – no student will be required to attend DreamHouse over the objections of his/her legal guardian. Admission shall not be determined based on the place of residence of the pupil or of his/her parent or guardian.

DreamHouse will abide by Hawai'i State Law and shall not charge tuition, nor discriminate against any student or limit admission based on race, color, ethnicity, national origin, religion, gender, sexual orientation, income level, disability, level of proficiency in the English language, need for special education services, or academic or athletic ability.

The specified cohort number per grade is 100 students, beginning with a 6<sup>th</sup> grade cohort of 100 students in the 2019-20 academic year.

If the number of students who wish to attend DreamHouse is 100 or below, all students will be granted enrollment, so long as the number of students who request enrollment does not exceed 100.

If the number of students who wish to attend DreamHouse exceeds the school's capacity, enrollment, except for existing students as allowed by Hawai'i Revised Statutes 302D-34, shall be determined by a public random drawing ("lottery").

A random, public drawing will occur annually, in March, in a public space large enough to accommodate all interested families.

As allowed by Hawai'i Revised Statutes 302D-34, the following exemptions are allowed:

- Students currently attending the school will be exempt from the lottery and granted continued enrollment;
- Siblings of current students will be exempted from the lottery and granted enrollment up to the school's capacity and within reason as allowed by Hawai'i Revised Statutes 302D-34 (e.g. if multiple children have an extremely high

number of siblings, our school leadership and school board will engage in a transparent resolution that abides to this charter, Commission guidelines, and Hawai'i Revised Statutes).

Children who are exempted from the lottery as stated above will be assigned numerical values (e.g. seats in the cohort) before names of children without exemption are drawn.

Drawings will be conducted for each grade in which there are vacancies. All drawings shall take place consecutively on the same day in a single location. During the course of the drawing, if a name is drawn that indicates a sibling (of any grade) is also applying, the sibling will also be assigned the next available numerical ranking for the appropriate grade-level (i.e. the next available seat in the cohort). If there is not a vacancy in the appropriate grade for the sibling, he/she will go to the top of the waiting list for that grade, after any other siblings of current students who are already on the list.

While the drawing will be open to the public and families will be encouraged to attend, families are not required to be present at the time of the drawing to be eligible for admission. Results will be posted online and in hard copy in public locations. Results will also be mailed to all applicants and follow-up phone calls will be made within one week of the lottery.

Enrollment in the school will be offered to students according to their numerical ranking until capacity is reached. All remaining names will be placed on a waiting list in order according to their numerical rank (numerical rank being the order in which names were selected). Any families who decline admission or who fail to confirm within three weeks of the lottery will lose their position to the next name on the waiting list (exceptional circumstances of missed communication will be dealt with by school leadership and the school board in partnership with the Commission).

The waiting list will be kept on file at the school and will be valid for the duration of the school year. If a student withdraws or is expelled from the school, that seat will be offered to the next student on the waiting list; if the waiting list does not fill vacancies, additional seats will be drawn at the March lottery.

Enrollment forms received after 5PM on the enrollment deadline date will be marked with the date and time of receipt and will be added after the last name on the waiting list on a first come, first served basis.

The drawing will be officiated by a neutral party, preferably a respected public figure from the community. The names of each prospective student will have a number assigned to them; that number will be drawn on a Ping-Pong ball. The number will have a "\*" after the number if the student has any sibling(s) applying for admission the same year. If present, the prospective student will place their ball into a randomized mixing machine; if not present, the ball associated with the absent student will be placed into the machine prior to the lottery, ensuring that 100% of qualifying students wishing to enroll in DreamHouse are considered. The person officiating the drawing will draw the balls one at a time and read the number while the name associated with the number is highlighted on a publicly displayed screen. As each ball is pulled, the child's name will be posted visibly on a display in the order it was drawn. Names will be given a numerical ranking based on the order they were drawn. The drawing will continue until all balls have been drawn and all names have been assigned a numerical ranking. These rankings will also be recorded in an electronic database. The first 100 drawings will be the initial cohort, with additional names being added to a waiting list in the order they were drawn.

The school shall keep on file the following documents:

- Documentation of drawing procedures as defined in the school's charter and any subsequent policy or policies approved by the school board;
- Results of the public drawing, indicating ranking;
- The most up to date waiting list, including names that were added after the drawing, including contact information for each student.

Please find attached the DreamHouse 'Ewa Beach Enrollment Form, which will serve as the preliminary form to enter a child's name into consideration for the lottery.

**DreamHouse 'Ewa Beach Enrollment Form**

Please complete and submit the following information to DreamHouse 'Ewa Beach in order to enroll your child. If there are over 100 enrollment forms, this information will serve as your child's entry into a random public lottery to determine the 100 children who will be enrolled in DreamHouse 'Ewa Beach.

PROSPECTIVE STUDENT INFORMATION

- Grade Child is applying for at DreamHouse
- Child's First Name
- Child's Last Name
- Home Address Street
- Home Address City
- Home Address State
- Home Address Zip Code
- Date of Birth (Month/Date/Year)
- Child's Current Grade
- Child's Current School

*If applicable:*

- Sibling #1 First Name
- Sibling #1 Last Name
- Sibling #1 Date of Birth (Month/Date/Year)
- Siblings #1 Child's Current Grade
- Grade Siblings #1 is applying for at DreamHouse
- Grade Child is applying for at DreamHouse

PRIMARY PARENT / GUARDIAN INFORMATION

- Primary Parent / Guardian's First Name
- Primary Parent / Guardian's Child's Last Name
- Home Address Street
- Home Address City
- Home Address State
- Home Address Zip Code
- E-mail
- Phone

## SECONDARY PARENT / GUARDIAN INFORMATION

Secondary Parent / Guardian's First Name

Secondary Parent / Guardian's Child's Last Name

Home Address Street

Home Address City

Home Address State

Home Address Zip Code

E-mail

Phone

## IF A SIBLING IS ALREADY ENROLLED AT DREAMHOUSE

Do you currently have a child at DreamHouse?

What is this child's name?

### Attachment S - Admission and enrollment policy (Criterion III.D.3)

In line with the admission (lottery) policy, the admission and enrollment timeline and process is below. As mentioned, this policy is subject to change and revision to better serve our community and families as we grow and evolve as a school; any proposed revisions will be provided to the Commission and clearly communicated to families and the public.

#) Step	Date (annually)
(1) Enrollment forms available and families welcome to submit form to DreamHouse Ewa Beach (“DreamHouse”)	November 1 <sup>st</sup>
(2) Enrollment forms must be in	5PM, final business day in February
(3) Lottery	March (exact date TBD)
(4) Announcements to families	Lottery date + 1 week
(5) Deadline to confirm enrollment	Lottery date + 3 weeks
(6) Enrollment and matriculation period begins as soon as enrollment is confirmed*	Lottery date + 3 weeks

*\* Enrollment and matriculation procedures, events, and dates will be determined during the planning year and clearly communicated to families prior to the lottery.*

*Enrollment Forms* - Enrollment forms will be made available in English, Tagalog, and other languages that are appropriate or requested. We will begin accepting enrollment forms online and in hard copy (via mail or in person) on November 1 of each calendar year, or on the first business day following November 1 if that date falls on a weekend. We will accept enrollment forms until 5PM on the last business day in February.

*Contingency* - If by the enrollment deadline the number of forms received is less than the number of seats available, all applicants will be accepted and enrolled in the school, and we will return to recruitment strategies to engage more families and students to round out the cohort. Subsequent enrollment forms will be accepted on a first come, first served basis until our enrollment capacity is reached. Once capacity is reached, subsequent applicants will be placed on a waiting list. If capacity is not reached, we will follow our contingency plans as outlined in our budget narrative.

When forms are submitted, appropriate personnel (operations lead, school director) will input information into an online spreadsheet and file hard copies internally and centrally. We will share this form with our board chair and make available to the Commission as necessary. This form will have information including demographics and other information acceptable by state law, and will maintain active record of enrollment timing, number of applicants, from where applicants are applying, etc.

As outlined in the first part of this section, we will follow the academic calendar for our initial student recruitment and engagement. Please refer to that section for additional detail.

### ***Admission Plan (Lottery)***

As a non-sectarian, tuition-free public school, DreamHouse will admit all grade-level eligible pupils who wish to attend up to the school's capacity (100-student cohorts per year), in accordance with Hawai'i State Law. DreamHouse will be a school of choice – no student will be required to attend DreamHouse over the objections of his/her legal guardian. Admission shall not be determined based on the place of residence of the pupil or of his/her parent or guardian. With specificity to Ewa Beach, Fort Weaver Road will not determine geographic eligibility for grades 6, 7, and 8.

DreamHouse shall abide by Hawai'i State Law and shall not charge tuition, nor discriminate against any pupil on the basis of ethnicity, national origin, gender, religion, disability, scholastic aptitude, or prior academic performance.

Children must meet be rising 5<sup>th</sup> to 6<sup>th</sup> graders upon enrollment at DreamHouse.

The specified cohort number per grade is 100 students, beginning with a 6<sup>th</sup> grade cohort of 100 students for the 2018-19 academic year. The year 1 lottery will be held to select this founding 6<sup>th</sup> grade cohort.

*Admission Process* - If the number of students who wish to attend DreamHouse exceeds the school's capacity, enrollment, except for existing students (which in year 1 will be zero), shall be determined by a public random drawing ("lottery").

*Public Random Drawing* - The drawing will occur annually, in March, in a public space large enough to accommodate all interested families.

Students currently attending the school will be exempt from the lottery and granted continued enrollment up to the school's capacity. Siblings of current students will be exempted from the lottery and granted enrollment up to the school's capacity and within reason (e.g. if multiple children have an extremely high number of siblings, our school, board, and Community Advisory Group will engage in a transparent resolution to ensuring an integrated, diverse student population that abides to this charter, Commission guidelines, and state law).

Children who are exempted from the lottery as stated above will be assigned numerical values (i.e. seats in the cohort) before names of children without exemption are drawn.

Drawings will be conducted for each grade in which there are fewer vacancies than pupils interested in attending; March 2018 will only feature a drawing for the 2018-19, 6<sup>th</sup> grade cohort of 100 students. All drawings shall take place consecutively on the same day in a single location. During the course of the drawing, if a card is drawn that indicates a sibling (of any grade) is also applying, the sibling will also be assigned the next available numerical ranking for the appropriate grade-level (i.e. the next available seat in the cohort). If there is not a vacancy in the appropriate grade for the sibling, he/she will go to the top of the waiting list for that grade, after any other siblings of current students who are already on the list.

While the drawing will be open to the public and families will be encouraged to attend, families are not required to be present at the time of the drawing to be eligible for admission. Results will be posted online and in hard copy in public locations. Results will also be mailed to all applicants and follow-up phone calls will be made within one week of the lottery.

Enrollment in the school will be offered to students according to their numerical ranking until capacity is reached. All remaining names will be placed on a waiting list in order according to their numerical rank (numerical rank being the order in which names were selected). Any families who decline admission or who fail to confirm within three weeks of the lottery would lose their position to the next name on the waiting list (this gives DreamHouse one week to send notification and families two additional weeks to confirm; exceptional circumstances of missed communication will be dealt with by our school board and Community Advisory Group in partnership with the Commission).

The waiting list will be kept on file at the school and will be valid for the duration of the school year. If a student withdraws or is expelled from the school, that seat will be offered to the next student on the waiting list; if the waiting list does not fill vacancies, seats will be drawn at the March lottery.

Enrollment forms received after 5PM on the enrollment deadline date will be marked with the date and time of receipt and will be added after the last name on the waiting list on a first come, first served basis.

The drawing will be officiated by a neutral party, preferably a respected public figure from the community. The names of each prospective student will be put on a card. The cards shall be of equal size and shape. The cards will also indicate if the applying student has any sibling(s) applying for admission the same year. The name on each card will be read as it is placed into a container or drawing device that randomly mixes the cards. The person officiating the drawing will draw the cards one at a time and read the name on the card. As each card is pulled, the child's name will be posted visibly on a display in the order it was drawn. Names will be given a numerical ranking based on the order they were drawn. The drawing will continue until all cards have been drawn and all names have been assigned a numerical ranking. These rankings will also be recorded in an electronic database. The first 100 drawings will be the initial cohort, with additional names being added to a waiting list.

The school may refine the drawing policies and procedures in accordance with written policy adopted by the governing authority of the school. A copy of the revised policy, designed to improve the school's admissions efforts, will be provided to the Commission within 45 calendar days of the approval by the charter school governing authority and prior to the enrollment period of the year in which the revised drawing policy will be implemented.

The school shall keep on file in the main office the following documents:

- Documentation of drawing procedures as defined in the school's charter and any subsequent policy or policies approved by the school board;

- Results of the public drawing, indicating ranking;
- The most up to date waiting list, including names that were added after the drawing, including contact information for each student.

*Pre-Admission (prior to the lottery and acceptance)* - As detailed in the recruitment in marketing component of this section, we will actively be in the community sharing with families and community members the vision, mission, purpose, and program of DreamHouse. Proposed activities are as follows:

<b>Activity</b>	<b>Time</b>	<b>Purpose</b>	<b>Explanation</b>
Information Sessions	Monthly	Information	Information sessions will be monthly from Nov-Mar, opening space for parents, families, community members, and educators to come and hear about DreamHouse, ask questions, and engage in dialogue around the school.
Canvassing	Fall, Spring	Outreach	Our Leadership Support Team, founding school board members, non-profit board members, and Community Advisory Group will walk the neighborhoods and canvass; we will knock on doors, engage with people locally, and market DreamHouse.
Booths / Tabling	Monthly	Outreach	Setting up booths at shopping plazas, places of business, community events, sports, and churches will help provide another touch point and market DreamHouse directly to our target population.
Coffee Talk Stories	Bi-Weekly	Connection	Twice a month, as we have done, we will talk story sessions at a local restaurant, coffee shop, place of business, or home to engage in deeper conversation around the vision, mission, values, beliefs, and plan for DreamHouse.
One:one	As requested	Connection	Similar to talk stories, one on one meetings will allow for people to spend personal time with DreamHouse representatives, hearing about the school and how it is to serve Ewa Beach; this is the most personal, direct, and intimate marketing.

*Pre-Admission to the School Year (post lottery admission)* - Following the first lottery for the founding 6th grade cohort in March 2018, we will begin a four month orientation and welcoming sequence that will a) orient our new students and families to DreamHouse, b) build relationships

with students and families and empower all as agents for the founding culture and trajectory of the school, and c) set expectations and put students on a pathway to being ready for fall 2018 opening.

<b>Component</b>	<b>Time</b>	<b>Purpose</b>	<b>Explanation</b>
Admitted Family Open House #1	April	Welcome and align	Welcome families and set vision for the year; hear hopes for children; share timeline, contact information, and next steps.
Home Visits	May	Deepen relationship	Visit each and every home of children who will be part of the founding cohort of DreamHouse students; introduce Leadership Support Team members, any hired teachers, board members, vision, and various components of the school; engage students and family in pre-work and summer expectations to get ready for start of school (to be determined).
Founding Family Open House #2	July	Kick-off, community-building	Bring all families together again shortly before school begins to celebrate the start of a new year, a new school, a new community; vision, our trajectory, the work, and other important components are conveyed; families share hopes for the year, why they are here, and we begin DreamHouse together.

**DreamHouse 'Ewa Beach Public Charter School**  
**STATEMENT OF REVENUE AND EXPENSES**  
**July 2019 - March 2020**



Friday, Jun 12, 2020 02:13:17 PM GMT-7 - Accrual Basis

# DreamHouse 'Ewa Beach Public Charter School

## BALANCE SHEET

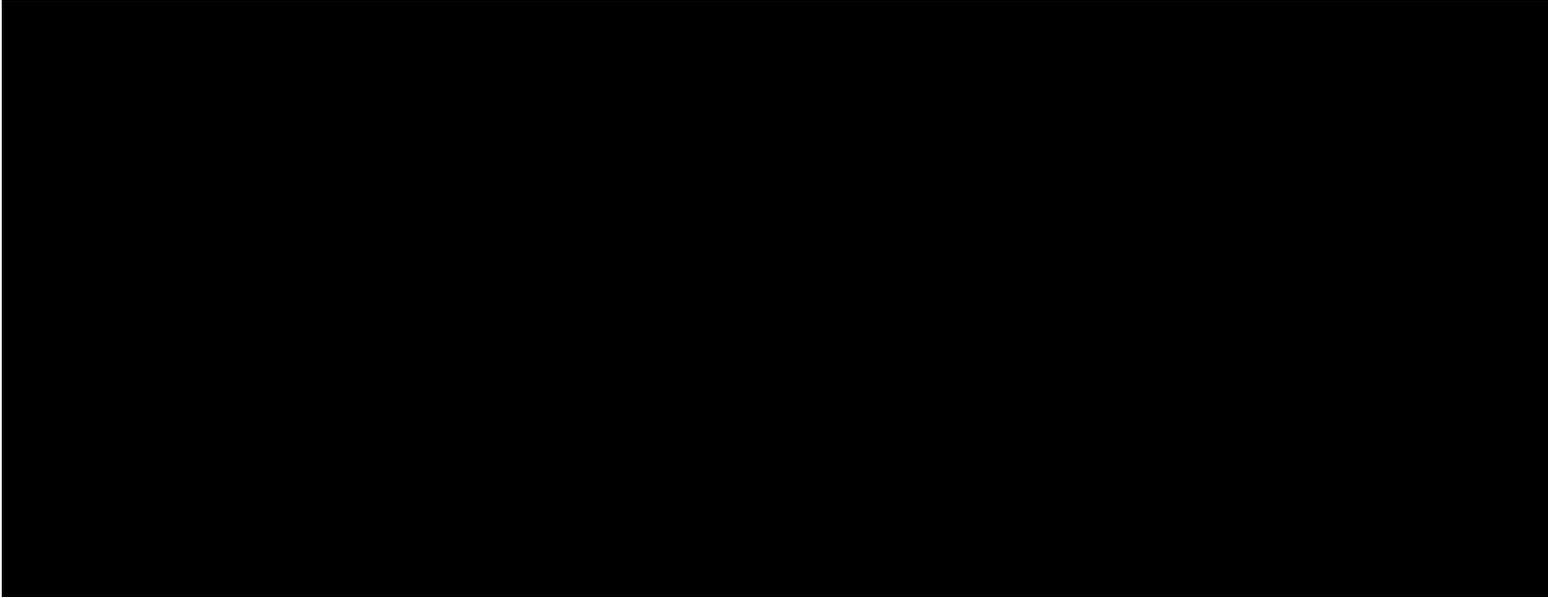
As of March 31, 2020



# DreamHouse 'Ewa Beach Public Charter School

## STATEMENT OF CASH FLOWS

July 2019 - March 2020



DAVID Y. IGE  
GOVERNOR



CATHERINE PAYNE  
CHAIRPERSON

STATE OF HAWAII  
STATE PUBLIC CHARTER SCHOOL COMMISSION  
(‘AHA KULA HO‘ĀMANA)  
<http://CharterCommission.Hawaii.Gov>  
1111 Bishop Street, Suite 516, Honolulu, Hawaii 96813  
[REDACTED]

July 19, 2017

VIA E-MAIL & CERTIFIED MAIL, RETURN RECEIPT REQUESTED

Mr. Alex Teece, Proposed School Director  
DreamHouse Ewa Beach  
PO Box 1058  
Honolulu, HI 96808

Dear Mr. Teece:

Thank you for your interest in starting a charter school in Hawaii. Your effort, persistence, and diligence during this process are greatly appreciated, and I commend you and your team for all your hard work.

I am pleased to inform you that on July 13, 2017, the State Public Charter School Commission approved the application for DreamHouse Ewa Beach for the 2016-2017 charter school application cycle. This letter serves as your official notice.

Commission staff will be in further contact with you about the next steps. Congratulations and thank you for your dedication to improving public education in Hawaii.

Best regards,

[REDACTED]  
Sione Thompson  
Executive Director

cc:

Catherine Payne, Chairperson, State Public Charter School Commission (via email)  
Lance Mizumoto, Chairperson, Board of Education (via email)  
Alison Kunishige, Executive Director, Board of Education (via email)

**School: 568-DreamHouse Ewa Beach - PCS**

<b>Grade</b>	<b>Student Count</b>	<b>Membership Days</b>	<b>Absent Days</b>	<b>Present Days</b>	<b>ADM</b>	<b>ADA</b>	<b>Percent in Attendance</b>
06	104	12580	824	11756	91.82	85.81	93.45%
Total	104	12580	824	11756	91.82	85.81	93.45%

## Other Attachment File(s)

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\* Mandatory Other Attachment Filename:

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To add more "Other Attachment" attachments, please use the attachment buttons below.

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[View Optional Other Attachment](#)

# ALEX D. TEECE

## EDUCATION

- College of Education, University of Hawaii, Honolulu, HI** June 2017 – Present  
*Doctorate in Educational Leadership*  
*Dissertation: "The Struggle Was Real: The Journey – and Truth – of Founding a Charter School in Hawai'i"*  
(Expected July 2020)
- Harvard Graduate School of Education, Harvard University, Cambridge, MA** May 2016  
*Master of Education in School Leadership: School Development*  
Full Scholarship Recipient & Zuckerman Fellow, Center for Public Leadership, Harvard Kennedy School of Government  
Principal Intern, Josiah Quincy Upper School, Boston Public Schools
- Simon Business School, University of Rochester, Rochester, NY** June 2012  
*Master of Business Administration: Finance, Corporate Accounting, and International Management*  
Teach For America Scholarship, Dean Mark Zupan Scholarship  
Study Abroad: Hong Kong University of Science & Technology, Hong Kong
- College of Education, University of Hawaii, Honolulu, HI** 2008 – 2010  
*Master of Education in Teaching: Secondary English Language Arts, GPA: 4.0*  
*Thesis: An action research study on presenting community opinion to 7<sup>th</sup> graders and studying related impact on identity*  
McInerney Scholarship Recipient; Licensed Teacher in the State of Hawai'i (#SL011259)
- Park Center for Business and Sustainable Enterprise, Ithaca College, Ithaca, NY** 2004 – 2008  
*Bachelor of Science in Business Administration: Management & Marketing*  
Study Abroad: Griffith University, Gold Coast, Australia

## EDUCATION EXPERIENCE

- DreamHouse Ewa Beach, 'Ewa Beach, HI** 2014 – Present  
*Chief Education Officer, Founder*
  - Launched Hawai'i's newest charter school which became a 100-student, 11-staff, \$1MM-budget sixth grade serving O'ahu
  - Lead a 19-person team to oversee academic, organizational, and operational school performance
  - Drive fundraising, grant-writing, and philanthropic strategy for DREAMHOUSE, INC. non-profit towards annual \$200k goal
- Teach For America – Hawai'i Region, Honolulu, HI** 2012 – 2014  
*Director | Development & External Partnerships*
  - Designed and executed two-year development campaign that led to \$5.9 million raised for regional operations and growth
  - Managed four-person external affairs team in building funding network, increasing footprint in schools, and mobilizing alumni
  - Served on seven-person leadership team to manage 21-person regional team towards ambitious growth plan and goals
- Teach For America – Summer Training Institute, Phoenix, AZ** Summer 2012  
*School Director | Teleos Preparatory Academy*
  - Managed four-month preparation, five-week implementation, and execution of inaugural summer school program for 130 students
  - Led six-person team in coaching, developing, and training 36 new teachers in lesson planning, curriculum, and lead-teaching
  - Partnered with national non-profit to execute 75-person community service day that provided record 400 volunteer hours in a day
- Ilima Intermediate School, Ewa Beach, HI** 2008 – 2010  
*Seventh Grade English Teacher | Team Leader*
  - Managed team of eight adults in designing and implementing cross-discipline instructional units and learning initiatives
  - Increased state test scores of 24 students from 34% to a passing rate of 71% during five-week summer training institute

## FINANCE EXPERIENCE

- Bank of Hawaii – Commercial Credit Group, Honolulu, HI** 2014 – 2015  
*Senior Analyst*
  - Served as Lead Underwriter for \$98 million in new and renewal commercial real estate, photovoltaic, and revolving credit line deals
  - Supported three commercial banking units in analyzing, structuring, and approving credit facilities for 40 commercial banking clients
- Morgan Stanley – Public Finance Investment Banking, New York, NY** Summer 2011  
*Summer Associate | Non-profit Healthcare*
  - Supported eight deal teams on over \$400 million of municipal security issuances while covering non-profit healthcare clients
  - Developed over 40 deal pitch books for senior bankers resulting in two new debt restructuring deals valued at over \$200 million

## ADDITIONAL INTERESTS

- Travel and culture, hiking, open ocean swimming, Peloton, cooking, fundraising, startups, and non-fiction reading

# Darlene Flores

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• Kapolei, HI 96707

Accountable Chief Financial & Operations Officer with demonstrated success excelling in dynamic, fast-paced environments requiring keen attention to detail. Strong forecasting and budgeting skills; experienced in invoicing, collections, reporting, and customer service. Numerous examples of streamlining inefficient processes and increasing productivity for organizations. Cross-functional collaborator; able to drive synergies with key stakeholders to effectively resolve issues.

## Areas of Expertise

- Budgets/Forecasts
- Account Reconciliation
- Accounts Receivable/Payable
- Process Improvement
- Customer Service
- Staff Development
- Problem Solving / Resolution
- Cost Savings/Negotiations
- Billing & Collections

## Professional Experience

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**DreamHouse 'Ewa Beach Public Charter School • Ewa Beach, HI • 2019 to Present**

### CHIEF FINANCIAL & OPERATIONS OFFICER

Oversees the daily operation of the school and coordinate closely with the CEO to ensure the school is able to function at a highly efficient level. Key areas include; operational leadership, development & finances, organizational compliance, and human resources.

**Child and Family Service • Ewa Beach, HI • 2013 to Present**

### MANAGEMENT/BUDGET ANALYST

Develop company's annual budget and program operating budgets. Generate budget/financial reports and distribute to leadership. Audit expenses and research variances to budgets. Ensure compliance with regulatory requirements. Create and implement solutions that improve company's profitability, productivity, and performance. Collaborate with departments in executing business improvements and identifying opportunities. Assess current trends and forecast variance and propose solutions to bridge financial shortfalls. Streamline inefficient processes to improve company profitability and productivity. Perform management duties including hiring staff, onboarding associates, managing projects, and facilitating organizational changes. Serve as participant on Organizational Strategic Committee collaborating with CEO, CFO, and Board Members.

- **Retained 95% of contracts** available for bids through effective contract management.
- **Delivered cost savings totaling \$10K** annually through online training versus incurring travel costs.

## Education & Credentials

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**Master of Science in Accountancy, 2013**

UNIVERSITY OF PHOENIX | Honolulu, HI

**Bachelor of Science in Business Management, 2012**

UNIVERSITY OF PHOENIX | Honolulu, HI

### Technical Skills

Microsoft Office | Cognos | Abila MIP | Social Solutions

# AMBER GUERRERO



.ULU KA LA UA I KE KUMU.

## EXPERIENCE

JULY 2019 – PRESENT

**CHIEF STUDENT SUCCESS OFFICER**, DREAMHOUSE 'EWA BEACH PUBLIC CHARTER SCHOOL

- Oversee daily student experience by ensuring every child's special needs are met
- Provided resources for teachers, parents with adequate information and support strategies
- Create, manage student schedules, records and other documentation
- Manage communication and outreach to family and community
- Manage, execute, direct, collect internal data, analysis and dissemination protocols (Panorama, Family Household and student surveys)
- Established and maintained a culture of high expectation, differentiation and encouragement through clear academic expectations and support strategies
- Effectively manage, coach and develop special education teacher
- Managed IEP and 504 Plan accommodations in line with state and federal law
- Managed and support staff member in charge of IEP and 504 Plan accommodation coordination, implementation and success
- Engage with and supported parents in the IEP process while handling logistics, administrative duties, liaising with state agencies and showed unwavering support to every child through the process
- Partnered with elementary schools to vertically align and streamline supports
- Designed innovative support structures and systems for a diverse range of learners
- Designed, teach and lead professional development with an emphasis on special support services, differentiation
- Designed and implement coherent, evidence based social emotional learning and behavior support programs
- Managed, Created and implemented schools response to intervention model
- Supported educators in the implementation of support systems on a daily basis

SEPTEMBER 2015 – JULY 7 2019

**CHILDRENS PROGRAM COORDINATOR**, THE INSTITUTE FOR HUMAN SERVICES

- Created, funded two full time staff to assist with expansion of programming to Kahauiki Village and Kaaahi Shelter
- Planned, organized, supervised, coordinated 10 day off-island trip to California for ten youth experiencing homelessness
- Created After-School Program for school-aged children residing at shelter to assist with academic performance and overall growth

- Established, coordinated and directed School Break Programs; Summer, Spring, Fall and Winter
- Enhanced and strengthened volunteer relationships to maintain staffing and educational support during all programs for children residing at shelter
- Developed Parent and Child Enrichment program for ages 0-5 years of age to enhance physical, cognitive, social and emotional development and ease transition into preschool and kindergarten ready
- Supervised three years of Nursing practicum students at shelter on family dynamics in stressful environments and children dealing with homelessness
- Organized and partnered with other agencies to provide educational and seasonal events to shelter children and family; Earth Day Fair, Be a Scientist Night, Health Fair, Christmas Giving
- Increased parent involvement by assisting with application process for preschools and child care subsidies and partnering with PATCH to educate staff and families on subsidies; Preschool Open Doors and Child Care Connections
- Trained all volunteers and nursing students to ensure safety, security, responsibilities, roles and expectations during their time
- Monitor well-being of children residing in shelter by utilizing Ages and Stages Questionnaire
- Track, monitor and report monthly statistics of number of families, school aged, preschool, program attendance and collaborations with other agencies
- Strengthened relationship with Department of Education Homeless State Coordinator, Principals, Counselors, Teachers, Homeless Liaisons and Community Liaisons to help support transition into new school and assist with needs of school aged children.
- Assist with coordination of “ Mikiala” Preschool in the Park by collaborating with Parents and Children Together Agency and providing enrichment activities to enhance preschool and kindergarten readiness
- Lead and Facilitated monthly meetings to ensure program goals are fulfilled, express strengths and challenges of Mikiala Program
- Recruited and assisted candidates of Kahauiki Village for PACT Preschool Day Care on site
- Advocated and assisted with transitioning of school age children of Kahauiki Village into neighborhood schools.
- Assist with identifying and awarding St. Andrews Scholarship Opportunity for Native Hawaiian ancestry of Kahauiki Village Residents

**MAY 2015 – JUNE 14 2020**

**SALES LEAD, MAHINA BOUTIQUE**

- Ensure all selling and store standards are met
- Assists in the daily operational duties of opening/closing of the store
- Support the Management team in controlling company assets
- Assists in the execution of floor-set and promotional directives; implements visual merchandising

**JULY 2014 – JUNE 2015**

**SPECIAL EDUCATIONAL INSTRUCTIONAL AIDE II, LONG BEACH UNIFIED SCHOOL DISTRICT**

- Assist Pre-k – 1st grade Special Education Teacher with creating and implementing lesson plans in all subjects
- Provided developmentally appropriate learning activities and lessons to meet students’ needs and IEP goals
- Maintain the status of the child’s needs through communicating with parents on their behavior for each day

- Created behavioral plans and goals for students
- Developed skills such as linguistic, cognitive and social skills of children with autism.

**MARCH 2012 – SEPTEMBER 2014**

**AFTER-SCHOOL PROGRAM TEACHER LEAD, LOS CERRITOS YMCA**

- Plan, organize, and implement age-appropriate/developmentally appropriate program activities.
- Ensured safety and supervision of a group of 15-20 youth.
- Assist with the development and implementation of the curriculum.
- Provided homework assistance
- Maintaining records and reports i.e. attendance and snack rosters.
- Work in a team environment with others, ensuring the enrichment of programs is educational and fun for
- Customer Service

**OCTOBER 2008– DECEMBER 2011**

**STOCK LEAD, ABERCROMBIE AND FITCH HAWAII**

- Ensuring customer service throughout the store
- Work in a team environment with others
- Maintain the effectiveness of merchandise flow
- Filling and presentation standards throughout the store and the stockroom.

**JANUARY 2006– OCTOBER 2008**

**RECEPTIONIST, PACIFIC DAILY NEWS**

- Ensuring customer service throughout lobby area
- Receiving and processing payments
- Filter calls throughout news room

**EDUCATION**

**CURRENT**

**SOCIOLOGY DEGREE PROGRAM, UH WEST OAHU**

**RURAL SCHOOL LEADERSHIP ACADEMY, TEACH FOR AMERICA**

**HAWAII INNOVATIVE LEADER NETWORK, PBL WORKS**

**NOVEMBER 2018**

**YOUTH MENTAL HEALTH FIRST AID CERTIFICATION , MENTAL HEALTH AMERICA OF HAWAII**

**OCTOBER 2018**

**SUPERVISION 2.0 TRAINING , HAWAII EMPLOYERS COUNCIL**

**HOUSING ASAP 2.0 LEADERSHIP TRAINING, HAWAII LEADERSHIP ACADEMY**

**SEPTEMBER 2018**

**YOUTH SUICIDE AND BULLYING PREVENTION , MENTAL HEALTH AMERICA OF HAWAII**

APRIL 2018

**GRADUATE CERTIFICATION, PARENT LEADERSHIP INSTITUTE TRAINING**

MAY 2008

**HIGH SCHOOL DIPLOMA, SOUTHERN HIGH SCHOOL GUAM**

Mastery Certificate in Marketing and Business

## SKILLS

- Creativity
- Team Work
- Coordination
- Problem Solving
- Public Speaking
- Communication

## ACTIVITIES

MAY 2018 - CURRENT

**CHILD HOMELESS ACTION TEAM**

NOVEMBER 2008 – JUNE 2011

**TEACHER ASSISTANT AT KING DAVID KALAKAUA**

FEBRUARY 2006 – OCTOBER 2008

**KATON I TANO CULTURAL DANCE GROUP**

AUGUST 1999 – OCTOBER 2008

**GUAM SHRINERS VOLUNTEER**

## REFERENCES

ADRIANA GOMEZ      SPEECH LANGUAGE PATHOLOGIST      424.232.5911

JERRY COFFEE      CLINICAL DIRECTOR      808.447.2800

TOBY PORTNER      DOE HOMELESS STATE COORDINATOR      808.305.9868

# RYAN CANONEO MANDADO

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## EDUCATION

**School of Education, Johns Hopkins University, Baltimore, MD** August 2015 - May 2017  
Master of Science in Education, GPA: 3.65

**University of Hawai'i at Mānoa, Honolulu, HI** August 2011 - May 2015  
Bachelor of Arts in Chinese & American Studies, Honors, GPA: 3.89  
University Presidential Scholar  
Phi Beta Kappa | Golden Key International Scholar  
Study Abroad: Tainan, Taiwan | Suzhou, China Summer 2013 & 2014

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## PROFESSIONAL EXPERIENCE

**DreamHouse 'Ewa Beach Public Charter School** March 2019 - Present  
*Founding Chief Academic Officer* 'Ewa Beach, Hawai'i

- Oversee and support all staff and faculty members engaged in the implementation of learning practices in classrooms.
- Implement the school's academic model and programming focused on leadership and identity development for all students.
- Coach and mentor instructional leaders on high-quality pedagogical practices involving project-based learning, inquiry-based learning, and deeper learning.
- Facilitate weekly teacher professional development opportunities.

**James Campbell High School** August 2015 - May 2019  
*Department Head of Special Education / Special Education Teacher Mentor* 'Ewa Beach, Hawai'i  
*HSTB Certified, Highly Qualified in English, Social Studies, and Special Education*  
*English Inclusion, Social Studies, & STEM Teacher / 2015 TFA Corps Member*

- Served as the Special Education Department Head for the largest public high school in Hawai'i managing 30 teachers, and supporting over 300+ students with individualized education programs.
- Collaborated with administrators and district personnel on high-end cases related to Special Education.
- Lead and facilitated department-wide data collection systems to drive instruction and services.
- Facilitated meaningful collaborative spaces with complex area high schools to address issues related to inclusion.
- Applied mentor teacher training to provide instructional coaching and support to new teachers.
- Engaged service providers with departmental activities to improve student educational placements.

**Waipahu Community School for Adults** August 2017-May 2019  
*Competency-Based (CB) Program Instructor* Waipahu, Hawai'i

- Guided adult learners in a high-school equivalent program to earn a diploma for future employment.
- Mentored adult learners in the post-secondary application process and future employment process.

**Teach For America - Tulsa National Institute** Summer 2018  
*Corps Member Advisor (CMA) for English Language Arts* Tulsa, Oklahoma

- Managed and coached twelve first year Teach for America Corps Members in English language instruction.
- Monitored teacher data collection to ensure effective and productive learning in classrooms.
- Taught learning environment, classroom management, and culturally relevant strategies for teachers.
- Facilitated diversity, equity, and inclusive affinity spaces to discuss the importance of identity in education.
- Facilitated Special Education for empowerment sessions for all educators

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**Educational Leadership Development**  
**Hope Street Group Teacher Fellowship**

July 2018 - May 2019

*Teacher Fellow*

- Facilitated complex-wide focus groups to gather teacher input on project-based learning implementation.
- Organized meetings with education policy makers to discuss, plan, and create action plans on how to improve public education in Hawai'i.
- Wrote an educational article about the importance of work-readiness program in Special Education.
- Article can be read here:  
<https://www.hawaiiteachervoices.com/our-voices/2019/3/15/workplace-readiness-in-special-education>

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**Rural Schools Leadership Academy**

July 2018 - July 2019

*Stream 2 Leadership Cohort*

- Collaborated and participated with other school leaders in the Teach For America network to think about how to improve schools in rural regions.
- Visited rural schools across the nation to learn from.

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**Educational Grants Won**

- **Hawai'i Department of Education 2018 Innovation Grant - \$70K**
  - *Project: James Campbell High School Transition Center for Students in Special Education*
- **Hawai'i Schools Digital Media Grant - \$3K**
  - *Project: LEAD: DreamHouse 'Ewa Beach*
- **Teaching Tolerance Educator Grant - \$5K**
  - *Project: Many Voices: Multi-Racial Identity in Hawai'i*

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**VOLUNTEER/ELECTED EXPERIENCE**

**Fil-Am Courier**

February 2019 - Present

*Guest Writer*

Honolulu, Hawai'i

- Write op-ed pieces about Filipino identity in Hawai'i.
- Articles can be read here:
  - <http://www.filamcourier.com/cover-story-proudly-gay/>
  - <https://www.filamcourier.com/cover-story-being-filipino-in-school-leadership-why-diversity-matters/>

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**Kalihi-Palama Neighborhood Board No. 15**

March 2013 - May 2019

*Chairman*

Honolulu, Hawai'i

- Served as the youngest Chairman of the Neighborhood Board system in Hawai'i.
- Lead monthly meetings with State Representatives, Senators, and City Council members to discuss community issues such as homelessness, access to quality health care, gang violence, and illegal gambling.
- Communicated and worked with state departments to inform the public about upcoming projects that impact the community.

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**Hawaii State Teachers Association (HSTA) Government Relations Committee**

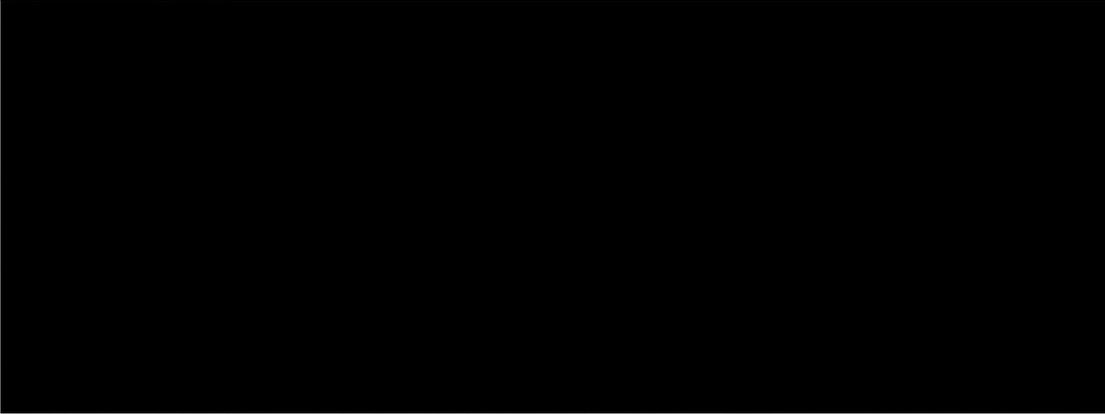
August 2015 - May 2019

*Committee Member*

Honolulu, Hawai'i

- Communicated with Leeward Chapter union members about government related information that will affect teachers and students.
- Organized members to be in support of legislative candidates during the elections.
- Organized members to be in support of policy measures in both the legislature and Board of Education.

# Lance Nishimura



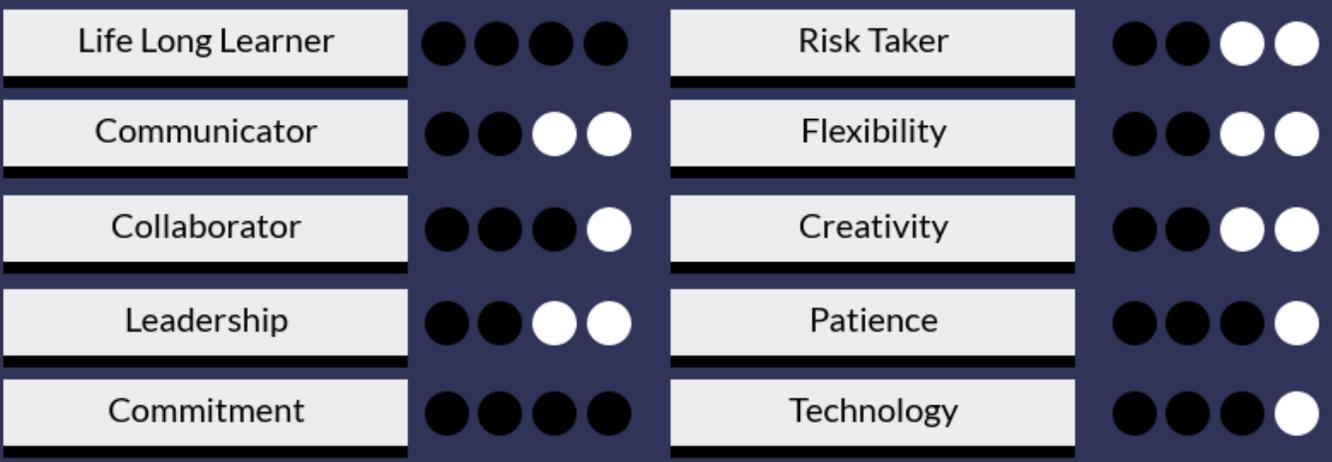
- 2007-13** Mililani `Ike Elementary  
Grade 2 and 3 Teacher - Looping
- 2013-16** Mililani `Ike Elementary  
Technology Coordinator
- 2017-18** Mililani `Ike Elementary  
Curriculum Coordinator: K - 5
- 2018-19** Mililani `Ike Elementary  
Grade 4 Teacher

**Education**  
University of Hawaii  
BEd in Elementary Education

**References**  
**Shelly Yoshikawa**  
Grade 1 and 2 Teacher  
Mid Pacific Institute  
Phone: 808-220-7595

**Joseph Zilliox**  
Retired math instructor at  
University of Hawaii at Manoa  
Email: zilliox@hawaii.edu

## Skills and Expertise



# Christine M. Farias

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## Professional Experience

### **Kamehameha Schools**

**Kuamahi – Community Engagement and Resources**

August 2017 - Present

#### Counselor

Teach college and career curriculum to students in grades Seven through Twelve at targeted charter schools, integrating Hawaiian culture-based activities and values. Provide individual and group counseling to students and their families to support college and career aspirations. Develop curriculum and employ strategies that support indigenous pedagogy. Develop assessments to measure student progress and growth through the program.

### **Hawaii Department of Education**

**August Ahrens Elementary School**

#### Part-Time Teacher (PTT)

January 2013 to May 2017

Teach computer lessons to students in grades Kindergarten through Six, using pre-selected reading and math programs. Instruct and assist students in proper use of the computer, including logging on, Internet searches, word processing and preparing reports. Manage and supervise student behavior in the classroom and on campus. Teach RTI ELA and Math to students in grades Kindergarten to Six. Assist teachers in grades Kindergarten through Fourth with math intervention block, providing individual and small group tutoring. Provide administrative support with projects as needed.

#### Substitute Teacher

January 2014 to May 2017

Teach selected lesson plans to students in grades Kindergarten through Sixth. Manage and supervise student behavior in the classroom and on campus. Complete report for classroom teacher, outlining completed activities and lessons.

### **Kamehameha Schools**

**Extension Educational Services**

#### Instructor, Kamehameha Scholars Program

August 2013 to August 2017

Teach college and career curriculum to students from Oahu high schools. Provide suggestions for improving curriculum. Participate in curriculum training and planning meetings with program staff as requested. Facilitate lessons during summer orientation.

## Collaborations Manager

March 2009 to July 2012

Managed divisions' community collaborations by ensuring that all organizations have met requirements detailed in the Memorandum of Agreement (MOA). Developed and maintained relationships with community partners to develop a professional learning community. Prepared quarterly and annual reports detailing program outcomes and provide recommendations for program refinement. Managed annual budget and maintain fiscal responsibility. Communicated expectations and provided training, technical assistance and resources to each organization. Recommended evaluation and assessment tools and assisted in program implementation.

## **Program Development: Mentoring Branch**

### Program Specialist

August 2006 to March 2009

Assisted in the development and implementation of a new mentoring initiative at Kamehameha in six targeted communities. Managed contracts and Memorandum of Agreement (MOA) with external service providers. Managed branch budget to promote fiscal responsibility. Coordinated workshops and trained community partners to support program development and capacity building. Monitored evaluation activities to refine programs and services.

## **Kamehameha Scholars**

### Counselor

August 2003 to August 2006

Counseled students and their families regarding academic, educational, social and emotional concerns, through individual and group counseling sessions. Planned, developed, and implemented the necessary administrative systems to support the execution of program goals. Developed and taught guidance curriculum that addressed relevant social, emotional, and educational issues. Communicated with parents, teachers, and administrators regarding student concerns. Developed assessments to evaluate students' progress and provide feedback. Coordinated special events and activities for scholars and their families.

## **Professional Services**

## **Kamehameha Schools**

### Staff Development Training

Teach a one-day workshop entitled "Living on Purpose" for staff at Kamehameha Schools. Workshop offered twice a year, in January and May. As a result of attending the workshop, participants will develop their personal mission statement and specific goals to achieve, directly related to their current position.

## **August Ahrens Elementary**

### First Grade Teacher – Summer School

Teach a summer bridge class for Kindergarten students entering First Grade in the Fall. Develop and teach daily lessons, focusing on basic math concepts and incorporating language arts. Help students create a final project that showcases learning targets for the class.

### **Community Involvement**

#### **Kamalani Academy**

- Board Member – Academic Committee Chair
- SCC Parent Member

#### **Inspire Church (Formerly Hope Chapel West Oahu)**

- Serve in Kids Venture, Elementary Teacher

#### **Police Activities League (PAL)**

- Volleyball coach Mililani Region

#### **Pearl Harbor Christian Academy**

- Parent Coordinator for grades Third through Five
- Moms in Prayer

### **Education**

#### **KALO Inc.**

Kaho'iwai Teacher Certification  
Secondary Social Studies

**October 2018**

#### **Hawaii Department of Education**

Certificate in Substitute Teaching

**November 2013**

#### **University of San Diego**

Certificate in College Admissions Counseling

**June 2011**

#### **University of Hawaii at Mānoa**

Master of Social Work

**May 2003**

#### **University of Hawaii at Mānoa**

Bachelor of Arts in Psychology

**May 1996**

## Christine's Teaching Philosophy Summary



### Why I Teach

- \* I am a lifelong learner
- \* Every student deserves a champion
- \* Share my passion for teaching and learning
- \* Advocate for systemic change and student equity



### What I Teach

- \* Nā Hopena A'o
- \* Problem solving
- \* Communication
- \* Critical, creative, and bold thinking
- \* Self-reflection
- \* Inquiry
- \* Advocacy



### How I teach

- \* Meaningful connection and pilina
- \* Engaging students
- \* Using real world examples
- \* Scaffolding - supporting equity
- \* Indigenous pedagogy



### How I measure my effectiveness

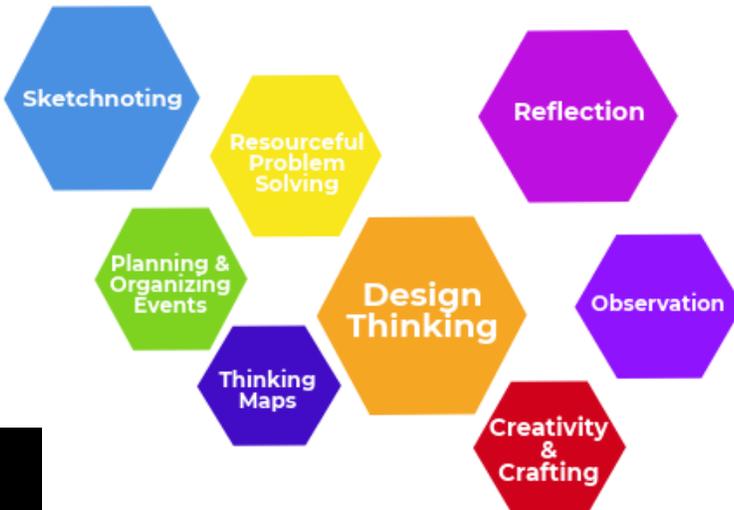
- \* Reflective practice
- \* Authentic assessment
- \* Seek advice and feedback from colleagues
- \* Seek feedback from students and 'ohana

"Everyone has huge creative capacities. The challenge is to develop them. A culture of creativity has to involve everyone, not just a select few"  
 -SIR KEN ROBINSON

I am an enthusiastic lifelong learner and teacher, guiding students to be deep thinkers, problem finders and solvers, thoughtful, creative, innovative and confident individuals who can listen and share their voice with the world. I believe in starting each day with a smile and ending each day with appreciation.



SKILLS



**Lauren Nishimura**  
 Educator

MILESTONES ACHIEVED

- 12** Years Teaching
- 14** Co-developed Integrated Units of Study in Social Studies, Science, and Language Arts.
- 6** Puelo Pride Recognitions by Students

EXPERIENCE

**4th and 5th Grade Teacher**

*Mililani Ike Elementary School | 2007 - PRESENT*  
 As a classroom teacher I have had opportunities to work collaboratively and grow with my grade level team. Responsibilities included taking on leadership roles as a grade level chair and a language arts committee representative, and planning and organizing events.

PROFESSIONAL DEVELOPMENT

**Design Thinking**

*Design Thinking BootCamp with Design Thinking Hawaii and Oceanit | Summer 2018*

This two day boot camp provided me with a refreshing experience in design thinking as it could be applied to questions of sustainability and a greener hawaii. We got to work with high school students and members of the community in this collaborative session.

*Stanford D.School | Spring 2018*

An amazing learning opportunity that not only introduced me to the design thinking process through immersing us in it, but also introduced us to strategies to help develop community, creativity and comfort in our individuality. Every aspect was important in helping us to truly understand the heart of human centered problem solving and innovation.

**Deeper Learning Conference**

*High Tech High - Chula Vista | Spring 2016*

After watching the film "Most Likely to Succeed" attending this conference was my game changing first chance at understanding deeper learning and student empowerment.

EDUCATION

**Post Bachelor's Degree in Elementary Education**

*University of Hawaii at Manoa, 2007*

After earning my first bachelors I continued my education to earned a dual certification degree focused on elementary general and special education.

**Bachelor's Degree in Early Childhood Development**

*University of Hawaii at Manoa, 2005*

After taking several courses as an undergrad, I was able to earn my degree designed through interdisciplinary studies with a focus on gaining an understanding of children's development.

HOBBIES & INTERESTS

- Listening to Music
- Food Adventures
- Drawing & Crafting
- Reading & Learning

INSPIRATION

- Simon Sinek "Start with WHY"
- Kobi Yamada "What You Do Matters"
- Peter H. Reynolds Creatrilogy
- Ted Dintersmith "What Schools Could Be"



Thank You



# CHANEY LOPEZ

I am a college graduate full of aloha and determination that is seeking an opportunity with DreamHouse 'Ewa Beach, in hopes to gain knowledge through diverse assignment as a founding school leader.

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## EXPERIENCE

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### **Kapolei High School**

Head of Kapolei Hurricane Wahine Soccer Program | October 2013 – Current seasonal

Direct, supervise, implement, model, develop, plan and coordinate. Instructing strategies and techniques of the game to improve skill set and motivating players to be student athletes and community leaders through cultural and aina engagement.

### **Ho'okele Elementary**

Part-Time Teacher Hawaiian Studies/Physical Education/Substitute Teacher | January 2017- current

Help assist students in preschool through second grade with instructions about Hawaiian Studies and or P.E., lesson planning, lunch assistance and supervising. Growing leaders and influencing positive habits.

### **JW Marriott Ihilani Resort and Spa (HOTEL CLOSED DOWN)**

Starbucks Barista | August 2013 – March 2015

Responsible for providing hospitable customer service and ensuring that every experience for our customers are memorable. Also, responsible for cash handling, managing our own paper work and fulfilling each open and closing duty for each day.

### **Starbucks (Drive Through)**

Barista | August 2010 – January 2015

Responsible for hand crafting quality beverages, providing world class customer service and monetary transaction and to make sure cars go through the drive through quickly and efficiently by clear communication through head sets. Also to connect with customers to create memorable experiences.

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## EDUCATION

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Kapolei High School: 2008 Diploma

University of Hawaii West Oahu: Bachelor Degree Business Management WASC and ACBSP Accredited

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## SKILLS, ACCOMPLISHMENTS AND CERTIFICATIONS

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Patients, Team Skills, Multi-tasking, Active listening, Interpersonal, Understanding and Decision making

2018 Kuhiawaho Lo'i Internship Project

2018 Kapolei High School Wahine Soccer Program Head Coach

2018 UHWO Student Research Symposium Presentor

2014-16 Student Activity Fee Board (SAFB)

2016 University of Hawai'i West O'ahu ACUI Representative New Orleans

2007-2003 United States Women's National Soccer Team

CPR AED, Customer Service with Aloha, Introduction to Japanese Language

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## REFERENCES

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**Kumu Manu Meyer**

University of Hawaii at West Oahu  
91-1001 Farrington Hwy  
Kapolei, HI 96707  
808.689.2800  
[manulani@hawaii.edu](mailto:manulani@hawaii.edu)

**Leslie Rush**

University of Hawaii at West Oahu  
91-1001 Farrington Hwy  
Kapolei, HI 96707  
808.689.2330  
[lrush@hawaii.edu](mailto:lrush@hawaii.edu)

**Rouel Velasco**

University of Hawaii at West Oahu  
91-1001 Farrington Hwy  
Kapolei, HI 96707  
808.689.2942  
[rouel@hawaii.edu](mailto:rouel@hawaii.edu)

**Melinda Pamatigan**

Ho'okele Elementary Vice Principle  
511 Kunehi Street  
Kapolei, HI 96707  
808.305.8500  
[Melinda\\_Pamatigan@hookele.k12.hi.us](mailto:Melinda_Pamatigan@hookele.k12.hi.us)

**Christina Armstrong**

Kapolei High School  
91-5007 Kapolei Pkwy  
Kapolei, HI 96707  
808.542.0239  
[carmstrong@hurricanes.k12.hi.us](mailto:carmstrong@hurricanes.k12.hi.us)

# CHANEY LOPEZ

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## WORK PHILOSOPHY

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Always Smile, its your best make-up.

Aloha Spirit is always inviting, its gives a person a sense of relaxation and the aloha spirit comes from a genuine place, from your na'au.

Start someone's day, end someone's day and everything in between I try to make better.

Consistency keeps things going, whether its consistent service or a consistent composure. Change is always consistent and what ever our day gives us we work with the situations, to find our consistency and continue to be centered in place and time.



# CERINA EPPLÉ

## STEM EDUCATOR

### Summary

I am an energetic and thoughtful educator who believes every child is a leader and deserving of the highest-quality STEM education. I ground my work in my values for equity, individualization, empowerment and collaboration. I have 3+ years experience teaching math both in SPED and GenEd Settings. I love witnessing what kids can accomplish when they are empowered, and am seeking a new opportunity to grow in my teaching practice and continue helping level the STEM playing field for all students in Hawai'i.

### Education

#### Master of Science in Education

*Johns Hopkins University | May 2019*

-Designed a professional e-portfolio demonstrating strong evidence of both dramatic teacher and student growth:  
epple-msed.weebly.com

#### Bachelor of Arts in Economics

*University of Southern California | May 2017*

-HSBC \$10,000 scholarship recipient for commitment to STEM education

### Contact



### Work Experience

#### 7th Grade Math Teacher

**July 2019-Present**

#### Grade Level Team Lead

**July 2019-Present**

*International School of Myanmar | Yangon, Myanmar*

- Challenge students to think deeply about mathematics in real-world contexts and to make connections between numbers and empathy, privilege, etc.
- Design assessments that allow students multiple opportunities and avenues to demonstrate learning and mastery of content.
- Build inquiry-based lessons utilizing 21st century skills, such as problem-solving, perseverance, clear communication, self-reflection and collaboration.
- Facilitate weekly meetings with 7th grade core teachers to create opportunities for cross-disciplinary learning and to develop better ways of supporting students.
- Organize and delegate logistical tasks of a week-long field trip where students connect all 4 core subjects to the real-world.

#### High School Math Teacher

**July 2017-May 2019**

*Wai'anae High School | Wai'anae, Hawai'i*

- Create an empowering learning environment for students with various traumas to feel safe taking learning risks and challenging themselves.
- Establish clear expectations, procedures and routines, providing consistency to students who often come from inconsistent and unsafe homes.
- Respond to students' potential by setting high expectations for every student, and providing the appropriate tools and accommodations to help them succeed.
- Instill in students a love for learning by making curriculum culturally-relevant and differentiated, providing students with agency, and 'gamefying' the classroom.
- Build positive relationships and open lines of communication with students' families and other community members, maintaining a detailed communication log and making phonecalls or home visits 2-3 times per week constructing a strong team of academic support for students.
- Service students receiving special education services by writing students' IEPs and facilitating annual and reevaluation meetings.

#### Computer Science Curriculum Dev. Intern

**Jan 2017-June 2017**

*9 Dots | Los Angeles, California*

- Developed computer science curriculum (grades 6-8) accessible for students with minimal digital literacy, and analyzed data to determine the effectiveness of the curriculum.
- Trained LAUSD teachers with no CS background to teach computer science by walking them through lessons and modeling.

#### Computer Science Camp Director

**June 2016-August 2016**

*iD Tech | Berkeley, California*

- Managed and developed a team of 5 computer science instructors by observing their instruction and providing regular feedback, guiding them in their lesson-planning process, and modeling positive client interactions.
- Organize a 'concept cafe' where students showcase and pitch their final products to parents and potential investors at the end of camp.

#### Computer Science Camp Instructor

**June 2015 - August 2015**

*iD Tech | Oakland, California*

- Taught 9-16 year old girls from underrepresented backgrounds in STEM how to code with Scratch, Java and Javascript and to use design-thinking to create programs and apps that address social issues in their communities.

#### Elementary Math Teacher in Ghana

**June 2014 - August 2014**

*Amazing Grace Elementary School | Kumasi, Ghana*

- Taught math to and shared meals with 4th grade students.

**Tau'Mee King**

**Experience**

**RCM Health Care Services**

**11/2017-present**

94-450 Mokuola St 100 Waipahu, HI 96706

Phone: 808-892-2900

RBT

Working in the school system 1-1 with a student with disabilities. The range of need depends on the individual student. Emotional and physical care is needed with most along with monitoring any changes in behavior and health. I was able to help the students become more independent, by learning how to deal with difficult problems and reach a positive outcome. There are a lot of hands on and real time problem solving that I feel will directly help me in any problem solving situation. I also take data on behavior in real time and use that to further develop strategies to improve students well being and negative behaviors. I have worked in small groups with students and teachers to reach positive outcomes.

**Crossfit West Oahu**

**11/2017-present**

2045 Lauwiliwili St Unit 802 Kapolei, HI 96707

Phone: 808-452-2784

Working as an Olympic Weightlifting coach, using my level 1 from USAW. Teaches and instructions people from all ages and backgrounds. I develop the program and modify for each individual. Getting to make adaptations and work to overcome challenges is a great skill I strive to continue to develop.

**Aloha Rehab & Nursing Centre**

**05/17-11/2017**

45-545 Kamehameha HWY Kaneohe, HI 96706

Phone: 808-247-2220

Certified Nursing Assistant

Worked directly with patients, assisted in daily living needs, took vitals, and skin assessments. Reported any changes in behavior or vitals to ensure patients safety. Worked along side MD, NP and RN to take data and evaluate the patients well being. A big part of the patients I treated were dealing with some sort of mental disorders. Through this, I have gained experience in identifying and dealing with difficult disorders to reach a positive outcome.

**All Hours Fitness**

**07/2012-05/2015**

2501 McRae Rd Hicks, LA 71446

Phone: 318-218-6406

Personal Trainer/ Certified Nutrition Specialist/ Assistant Manager

Worked directly with clients to monitor vitals and push fitness goals. Worked with individuals on specific nutritional fitness goals, and achieve nutritional awareness. Answered phones, first hand dealings with customers. Sign up clients for membership and enter information into the system. I feel like personal training is a form of counseling. I was able to monitor and treat my clients for growth and develop personal relationships for further treatment. It's important to develop trust and confidence from clients and I feel it's even more important as a behavior specialist professional.

**NAF-CYS Fort Polk**

**11/2011-05/2012**

7782 Colorado Ave. Fort Polk, LA 71459

Phone: 919-627-4942

CYS- Child and Youth Program Assistant

Worked directly with children (fed/changed/daily activities for development). Monitored child's health and wellbeing daily. Learned the basic fundamentals in patient care. Worked with parents on goals and child's activity level. Planned and organized activities for and with children.

## **Education**

**Northwestern State University**

**12/2013**

Natchitoches, LA

Bachelor's Degree in Psychology

I obtained my degree in Psychology in 2013. I feel that this degree has given me a great fundamental base in the serving and helping others. It started my passion of learning more about the mind and human body. Learning how the mind works along side the body, which I feel makes a well-rounded care provider. My undergrad also includes my completed courses towards my math education degree, along with multiple science and health classes. I strive to help others in any way I can and have a passion for helping develop others.

QBS trained along with RBT.

## **References**

Rebekah Harasick 702-354-4568\*

Kelsie Hendricks 918-917-3416\*

Bryce Graskoski 860-490-8504

\*Indicates personal

# Marianna de Magalhães Castro

## PROFESSIONAL SUMMARY

Hawaii Pacific University Elementary Education graduate who is effective at multi-tasking and maintaining a friendly and patient attitude under any stressful situation. Experience working in restaurants and other fast-paced jobs. Quick learner who is always up for a challenge. Experience working with all ages.

## SKILLS

- Self-motivated
- Extremely organized
- Team leadership
- People-oriented
- Multilingual in English, Portuguese, and Spanish
- Restaurant/Management experience
- Teaching experience
- Infinite Campus experience
- Excellent communication skills
- Friendly demeanor
- Strong work ethic

## EDUCATIONAL WORK HISTORY

### **Long Term Substitute (8th Grade Science Teacher)**

**Ilima Intermediate** - Ewa Beach, HI (808) 687-9300 01/2020 to 06/2020

- Taught 8th grade science lessons using STEMscopes
- Gave grades to all 7 class periods
- Completed report cards for all students
- Attended science department meetings

### **Substitute Teacher (Grades K-8th)**

**Leeward District** - Ewa Beach/Kapolei, HI 11/2019 to 01/2020

- Substitute taught in multiple grades (K-8th)
- Taught multiple subjects (ie. science, math, ELA, social studies, PE, SPED)

### **5<sup>th</sup> Grade Teacher**

**Ho'okele Elementary School** – Kapolei, HI (808) 305-8500 07/2018 to 06/2019

- Attended weekly staff meetings
- Taught and gave grades for all subjects to a class of 29 students
- Analyzed student data to conduct RTI
- Went through WASC accreditation

### **6<sup>th</sup> Grade Student Teacher**

**Holomua Elementary School** – Ewa Beach, HI (808) 685-9100 08/2017 to 05/2018

- Observed mentor teacher (Allicia Thompson)
- Taught math lessons
- Helped students with any questions they had
- Conducted lessons and went over homework with students

## EDUCATION

**Hawai'i Pacific University** – Honolulu, HI (3.8 GPA) 2018

- Elementary Education Major (Magna Cum Laude/Pi Lambda Theta)

**Redmond High School** – Redmond, WA (3.75 GPA) 2014

PR/Award # S282E200005

# Elizabeth Gaccione

## Education

**Saint Bernard School**

**Uncasville, CT • May 2013**

**Brown University, B.A. in Public Health/Anthropology with Honors**

**Providence, RI • May 2017**

- Engaged Scholar
- Thesis: “Chronicity and Control: The Dynamic Path of Recovery” based on research on addiction and recovery among teens and adults in Rhode Island

**Universitat Autònoma de Barcelona**

**Barcelona, Spain • Fall 2015**

**Johns Hopkins University, MEd**

**June 2019**

## Experience

**Teach For America**

**2017 Hawai'i Corps**

- Participant in the We Are Voice of Excellence (WAVE) Professional Learning Community

**Wheeler Middle School, Special Education Teacher**

**Wahiawa, HI • 2017-**

**Special Education Department Head**

**2019-**

8th grade inclusion and resource English/Language Arts, Social Studies (American History), Science, and Math

- Extended School Year Instructor (2018)
- Cheerleading Coach

**HawaiiKidsCAN Fellowship**

**Summer 2019**

Worked with Teach for America and HawaiiKidsCAN staff to facilitate collaboration and equity in the education landscape of Hawai'i.

**Homeless Narrative Movements**

**Providence, RI • Spring 2017**

Worked with a team of Brown students and staff and community stakeholders to research the homeless community in Providence and organize platforms to amplify voices within the community.

**Bronx Lebanon Hospital Center**

**Bronx, NY • Summer 2016**

Worked with the Pediatric Team to implement a home-based asthma intervention program in the Bronx.

Ran community health outreach efforts, created program materials in Spanish, presented on smoking cessation programs as part of a funding proposal to the Pediatric Department.

**Connect for Health**

**Providence, RI • 2014-2017**

Worked with the Social Work and Pediatric Departments at Hasbro Children's Hospital as a bilingual advocate for children's families and connect them with community resources. Worked with a focus in legal advocacy and citizenship issues.

## Leadership Experience:

- Ursa Minors acapella group President 2014-2017
- Global Medical Brigades Brown Chapter President 2016-2017

## Awards:

- National Merit Commended Scholar (2012)
- Sons of Italy National Scholarship Award Recipient (2013)
- Careers in the Common Good Internship Award Recipient (2015)
- Anthropology Departmental Award in Engaged Scholarship (2017)
- Swearer Center Scholar (2017)
- Theories in Action panel member—“Burning Mac” and “Politics of Representation and Social Change” (2017)

## Skills:

- Proficient in academic and conversational Spanish
- Trained as a substance abuse counselor
- Certified in Secondary English and Middle School Special Education in the State of Hawai'i

# SHEANAE TAM / RESUME

## Education

- 2017            BFA - University of Hawai'i at Mānoa, Department of Art and Art History (area of specialization – painting)
- 2015            Summer Intensive Language Study Abroad Program, Konan University, Kobe, Japan
- 2013 - 2014    BA Studies – Pacific University, Forest Grove, Oregon

## Professional Experience

- 2019 - Current    Community Arts Coordinator, State Foundation on Culture and the Arts, Honolulu, HI  
Manage government grant programs for non-profit arts organizations, and support the Arts in Public Places programs, including events, installation, and museum services.
- 2015 - Current    Instructor, Honolulu Museum of Art School, Honolulu  
Create and lead lessons, and collaborate with others in art education for young artists and outreach programs
- 2019            Art Teacher, Ala Wai Elementary School, Honolulu  
Create and lead lessons based upon Hawai'i state teaching standards, and provide students a safe space to learn and communicate through visual arts
- 2016            Peer Mentor, Office of Undergraduate Education, University of Hawai'i Mānoa, HI  
Liaison between faculty and students, serve as a positive role model, and meet weekly with a class of college freshmen to lead discussions assist with college transitions

## Awards and Honors

- 2015-2017        Dean's List, University of Hawai'i at Mānoa
- 2016            Undergraduate Achievement Scholarship, University of Hawai'i at Mānoa, Art and Art History Department
- Diane M. Sullivan Scholarship in Painting, University of Hawai'i at Mānoa, Art and Art History Department

## Community Service

- 2018            Muralist Mentor and Assistant. Mele Murals, Honolulu
- 2017            Docent. Honolulu Biennial, Honolulu
- Artist Talk. Guest speaker. Niu Valley Middle School, Honolulu
- 2014-2016        Facilitator and Historian. Kailua Leadership Training Camp, Kailua High School, Kailua, HI

## Related Skills

Software: Adobe Photoshop and Illustrator, and Microsoft Office Programs.

## Languages

Japanese (spoken and written at an intermediate level)

# Sarah Mudrick

## SUMMARY

Resourceful, enthusiastic, and organized young teacher who is a fast learner that can effectively multi-task in challenging situations to meet critical deadlines. Passionate about engaging students in complex material through project-based and authentic learning. Looking for career opportunities entailing social emotional learning, culturally relevant pedagogy, and curriculum development. Strong work ethic and positive attitude.

## EDUCATION

- Johns Hopkins University School of Education, Online** **May 2021**  
**GPA: 3.93**
- Teaching Certificate, 2019
  - Master of Science in Educational Studies/Secondary, 2021
- Lafayette College, Easton, PA** **May 2018**  
**GPA: 3.59**
- Double Major: **Psychology** (BA) and **English** (BA); Minor: **German**
  - President of Quest, LGBTQ Activism Club
  - EXCEL Scholar
  - Aaron O. Hoff Awards Nominee: Mattachine Award, 2017
  - German Honor Society Delta Phi Alpha, 2017
  - Community-Based Learning and Research Prize, 2018
  - Burton H. Cohen Memorial Prize, 2018
  - Psi Chi International Honor Society in Psychology, 2018
- Summer Abroad: Universität Bonn, Universität für Internationale Bildung, Bonn, Germany** **2016**
- President William McKinley High School, Honolulu, HI** **May 2014**
- Center for Tomorrow's Leaders (CTL) Certificate

## SKILLS

- Adaptability, handling pressure
- Strong writing and communication skills
- Independent Worker
- Honest, Reliable, Resourceful
- Critical Thinker
- Videography (filming, editing, pre/postproduction)
- Experience with Electronics and 3D printing
- Windows and Macintosh literate
- Swarthmore College coding class (JavaScript)
- Photoshop
- PR/ Social Media
- Computer-Aided Design (CAD) Software
- Event Planning (attendance numbers ranged per event 50-400)

## RELATED EXPERIENCE

- ELA Teacher at Waianae Intermediate School, Waianae, HI** **August 2018 – Present**
- 8<sup>th</sup> grade English 2018-2019; 7<sup>th</sup> grade English 2019-2020
  - Motivated students with culturally relevant lessons tailored to the 5E model of authentic learning
  - Collaborated with colleagues to redesign the seventh-grade argumentative unit to promote project-based learning experiences and more substantial writing practice using 5E framework
  - Managed classes of 25-30 students independently using positive behavioral management strategies
  - Collaborated with team teachers to closely manage the progress and achievement of 120 students
  - Individualized and differentiated learning experiences based on students' interests, strengths, and needs
  - Maintained communication with students and parents via JupiterEd and phone calls
  - Utilized Google Classroom and Drive to promote digital literacy
  - Coached Robotics 7<sup>th</sup> and 8<sup>th</sup> grade teams with a focus on Engineering Notebook and Public Speaking, 2019-2020
- 2018 Corps Member, Teach For America, Hawaii** **May 2018 – Present**
- Completed intensive teacher training in Tulsa, Oklahoma to develop skills needed to provide significant gains for students in under-served and low-income areas
  - Taught summer school program run by Teach for America in Tulsa, Oklahoma under the supervision of experienced faculty and teachers
  - Currently completing teaching commitment at Waianae Intermediate School

# Sarah Mudrick

## Page 2

### OTHER EXPERIENCE

Grader for the Graide Network, Chicago, IL **May 2017 – May 2018**

- Participated in virtual 15 hour-long Graide Academy
- Grade English Language Arts papers from elementary through high school levels and provide feedback through the Graide Network online platform

Easton Area Neighborhood Center Psychology Internship, Easton, PA **August – December 2017**

- Researched and created a paper with guidelines for applying Social Emotional Learning to community center programs with pregnant teens
- Projected implementation of Social Emotional Learning skills in agricultural training program for high school students coming from lower socio-economic backgrounds
- Assisted with community building events and marketing for EANC.
- Research and project length: 80 hours
- Received Community-Based Learning and Research Prize
- Participated in Community-Based Learning and Research Expo

EXCEL Research Scholar, Lafayette College, Easton, PA **May 2017 – May 2018**

- Aided Professor Angelika von Wahl in research regarding the intersex rights movement in Germany for an article (in German) and a chapter in her book. Archival work in German. Writing and Editing.
- Participated in Student Research Poster Session, Spring 2018
- Participated in Undergraduate Research Conference in German Studies, 2018

### ACTIVITIES/INTERESTS

- Robotics Coach at WIS **2019-Present**
- Founding Board Member, Community Service Special-Interest Floor **2015-2017**
- Quest (President 2016-2017; VP 2015) **2014-2017**
- Lafayette Association of Visual Artists (LAVA); PR Director **2015-2016**

# Keolamālie Alyssa McComber

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## EDUCATION

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### University of Hawai‘i – West O‘ahu

Pearl City, Hawai‘i. *December 2011.*

Bachelor of Arts in Humanities with a concentration in Hawaiian-Pacific Studies.  
*President of the Hawaiian-Pacific Studies Club Spring 2011 – Fall 2011.*

### Kamehameha High School

Honolulu, Hawai‘i. *May 2007.*

High School Diploma. Honors student.

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## WORK EXPERIENCE

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### *Leadership Experience*

#### Customer Relations Advisor

**November 2016 – Present**

Hawai‘i Medical Services Association

Kapolei, Hawai‘i

- Support system and web applications that promote member and provider education, services, and self servicing tools
- Assist members and providers in e-mail, face-to-face, and other interactions
- Assist members and providers in a timely and accurate manner
- Complete assignments related to project work
- Identify, research, implement process improvement ideas that reduce overhead, inquiry volume, costs, or increases efficiency
- Participate in community outreach events that promote HMSA in our member and provider community
- Cooperate with colleagues in activities that support/accomplish HMSA’s core values

#### Accomplishments

- Implementation of E Ola Pono task force to create a platform or comprehensive plan rider for alternative healing to include kahuna lapa‘au and lā‘au lapa‘au (Native Hawaiian methodologies of healing and medicine)

#### Title III Operations Manager

**February 2016 – November 2016**

University of Hawai‘i West O‘ahu – *Building & Bridging Native Hawaiian Futures Title III* Kapolei, Hawai‘i

- Provide oversight and direction for the recruitment, interviewing, selection, counseling, training, supervision and evaluation of professional, classified, paraprofessional, inter, student assistant, and peer mentoring staff for grant
- Manage and direct facilities, services, and operations related to the B&BNF grant
- Exercise budgetary direction and accountability for all delegated accounts
- Responsible for grant deliverables and adherence to grant regulations, including writing evaluation report/Annual Performance Report (APR), garnering institutional support, overseeing fiscal grant spending, and maintaining transparent communication
- Define and collect data relevant to the achievement of grant goals and objectives, and supervises records management system for data maintenance
- Collect student and faculty data for research and reporting purposes, identify areas for continuous improvement to Hawaiian serving programs within the University as noted by grant indicators of success and meet reporting requirements via statistical, narrative, and fiscal reports.
- Develop, interpret, implement, and revise as needed, appropriate policies and operation procedures governing the grant project, working closely with appropriate University offices and others to review and evaluate such policies and procedures

#### Accomplishments

- First distance learning/education ‘ōlelo Hawai‘i course offering
- Incorporation for DE offerings in each new degree area including Hawaiian Language, Hawaiian Studies, Hawaiian-Pacific Studies, and Pacific Island Studies

Position descriptions for student PR/Award # S282E200005 to the grant division

**Academic Advisor****August 2015 – February 2016**University of Hawai'i West O'ahu – *Title III Grant*

Kapolei, Hawai'i

- Assist students in identifying viable college/career paths
- Inform students on college-related admissions and the on-line registration process, financial aid application, counseling services, job placement activities, student activities, and learning resources
- Provide outreach services to nontraditional student groups with a primary focus on first generation freshmen and students residing on the Leeward coast of O'ahu
- Work one-on-one with students to create individualized academic plans based on the individual's goals and objectives
- Assist with graduation requirements, registration, pre-admission advising
- Specialized in Native Hawaiian programs and distance learning for neighbor island residents
- Regularly facilitate group workshops each semester to promote academic advising services and engage students to be active planners in their degree pathways
- Collaborate with faculty to promote academic success
- Hosted monthly workshops with a focus on learning and developmental skills necessary for college level courses

**Accomplishments**

- First successful pilot of academic advising cohorts to track Native Hawaiian student success and retention
- Collaborated with faculty members to implement early alert system identifying students at risk of failing prior to the drop deadline
- Division reform to include Hawaiian Ways of Learning & Knowing Workshops for Student Affairs Staff
- Implementation of Advising Kiosks for 10-15 mini sessions for students

**Program Coordinator****August 2013 – August 2015**University of Hawai'i West O'ahu – *Kealaikahiki Title III Native Hawaiian Program*

Kapolei, Hawai'i

- Assist with implementation and utilization of GradesFirst Student Support System at the program and campus level to monitor academic progress of Native Hawaiian students
- Plan and coordinate academically related campus workshops, guest speakers, and events with a focus on traditional/indigenous knowledge within an institute of higher education
- Assist with faculty and staff development activities and professional development workshops with an emphasis on Native Hawaiian ways of knowing and learning
- Collaborate with university divisions, departments, faculty, and staff
- Create and provide reports on program services, events, and activities
- Supervision and leadership of program staff, tutors, and mentors
- Manage and maintain the Kealaikahiki website with assistance from program and university staff
- Attend conferences workshops and events related to academic student success within higher education for Native Hawaiian and/or indigenous populations

**Accomplishments**

- Creation of tutoring kiosk on the GradesFirst software for the Kealaikahiki program
- Creation of event registration kiosk for the Kealaikahiki program to accurately track student participants
- Generated Native Hawaiian Focus Group Report which tracking retention rates
- Assisted in planning and execution of E Ola Pono: Health and Wellness Fair
- Planned, organized, and executed Pili 'Āina Lā Huaka'i, an immersive professional development workshop for faculty and staff
- Planned, organized, and executed 'ike Hawai'i workshops for Pūnua: College Success Camp

**Program Administrator****January 2012 – August 2013**University of Hawai'i West O'ahu – *Kealaikahiki Title III Native Hawaiian Program*

Pearl City, Hawai'i

- Responsible for administrative tasks involving staff, tutor development, and program inquiries
- Supervise and provide training for tutoring staff and mentors
- Direct day-to-day operations for the program
- Oversee UH Policy, Procedures, and processes
- Manage and maintain the Kealaikahiki website in addition to other program social media

- Network with other divisions, departments, faculty, and staff on behalf of the program and its mission
- Plan, organize, and implement cultural program activities and events, both on and off campus
- Assist and advise activities and events which incorporate Hawaiian protocol, practices, and values
- Create data and statistic reports for students utilizing program services and attending program events

#### Skills

- Extensive knowledge and understanding of Hawaiian language, culture and history
- Microsoft Office 2012, MS Project, Word Press, Web-based Applications, Adobe Photoshop

#### Accomplishments

- Implemented Hui Kama'ilio (Conversational Hawaiian) providing language access to all students, staff, and faculty
- Created program documents including the Mo'olelo Papahana (Program History) and Ke Kānāwai (Code of Conduct)
- Created the framework for tutoring services with the Kealaikahiki tutoring mission statement, expectations, rules & policies, procedures, tasks, appointment system, tracking system, materials, and curriculum
- Created the Program website in collaboration with Devin Panquites, the IT Web Developer in addition to translating all of the content into Hawaiian Language
- Networked with external businesses and organizations to secure donations for Program events including Wal-Mart, Down to Earth, Loco Moco Kapolei, CVS Pharmacy
- Provided program data and statistic reports for tutoring and program services assisting with the successful award of the new Title III grant

Successfully collaborated with the Recruitment Department for campus visits with high schools that have a high population of Native Hawaiian Students

- Advised and assisted with issues regarding Native Hawaiian students to promote their well being by providing venues in which they feel safe to culturally express themselves such as one on one mentoring appointments
- Networked with external Native Hawaiian focused programs and organizations to coordinate community service opportunities for UHWO students with Ka'ala Farms, Hoakalei Foundation, and 'Imi 'Ike

**Lead Mentor/Tutor**

**March 2012 – May 2012**

University of Hawai'i West O'ahu – *Holomua GEAR-UP on the Leeward Coast*

Pearl City, Hawai'i

- Manage a classroom of 15 students in grade 7
- Create daily lesson plans that further develop students test taking skills; specifically for the HSA (Hawai'i State Assessment)
- Tutor students in various academic subjects
- Mentor students in grades 7 and 12 to better prepare them for college

***College Academic Support Experience***

**Lead Hawaiian Language Tutor**

**January 2011 – December 2011**

**Hawaiian-Pacific Studies Tutor**

**January 2011 – December 2011**

**Writing Tutor**

**January 2011 – December 2011**

University of Hawai'i – West O'ahu, *Kealaikahiki Title III Native Hawaiian Program*

Pearl City, Hawai'i

- Provide tutoring, mentoring and/or support to UHWO students in the program
- Assist with program events, services, and activities
- Visit classrooms to promote the program; create program flyers

**HIST 152 Teaching Assistant**

**January 2011 – May 2011**

University of Hawai'i – West O'ahu, *Humanities Division*

Pearl City, Hawai'i

- Assist professor in creating lesson plans for the course
- Prepare and give lectures to students
- Facilitate class discussions
- Work one-on-one with enrolled students at academic risk
- Assume responsibilities of instruction in the instance the professor is absent

**HAW 101 Teaching Assistant**

**August 2011 – December 2011**

University of Hawai'i – West O'ahu, *Hawaiian-Pacific Studies Division*

Pearl City, Hawai'i

- Create language development worksheets for the course
- Collaboratively create and employ lesson plans with the professor
- Research linguistic and culturally relevant materials that pertained to the subject matter
- Assume responsibilities of instruction in the instance the professor is absent

**HAW 107 Teaching Assistant**

**August 2011 – December 2011**

University of Hawai'i – West O'ahu, *Hawaiian-Pacific Studies Division*

Pearl City, Hawai'i

- Collaboratively develop lesson plans for the course
- Assist professor with instruction in-class
- Administer tests/exams to the students
- Assume responsibilities of instruction in the instance the professor is absent

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**COMMUNITY SERVICE**

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**Member of 'Ahahui Siwila Hawai'i O Kapolei**

**October 2012 – Present**

- Participate in charitable works and donations for the community sponsored by the 'ahahui (civic club)

- Arrange and schedule projects, presentations, and programs dealing with Hawaiian culture,
- Assist with the restoration and maintenance of Hawaiian cultural sites

**Volunteer Tutor/Mentor**

**April 2012 – Present**

Nānākuli High & Intermediate

Nānākuli, Hawai‘i

- Tutor students in grade 12 in various academic subjects
- Assist with college and financial aid applications
- Instruct workshops on entrance exams and essays for college
- Provide tutoring for SAT prep and COMPASS exams

**Member of the Ka Pua Initiative College Knowledge Board**

**January 2012 - Present**

Kamehameha Schools

Pearl City, Hawai‘i

- Assist with college success efforts on the Leeward Coast of O‘ahu
- Attend and coordinate events for the board
- Provide college access to students and raise awareness about the benefits of college to the community
- Network with other colleges in the University of Hawai‘i system and college geared programs in the state of Hawai‘i

**Member of the Nālimakui Council**

**January 2012 – Present**

University of Hawai‘i West O‘ahu

Pearl City, Hawai‘i

- Work with the council and campus administration to position the University as one of the world’s foremost indigenous-serving universities.
- Promote the access and success of Native Hawaiian students at the University of Hawai‘i West O‘ahu through program efforts
- Increase the representation of Native Hawaiians in all facets on campus with the council
- Substitute Chief Executive for the council

**Foster Care Training Center Volunteer**

**March 2012 – Present**

Partners in Development

Honolulu, Hawai‘i

- Provide childcare during foster care training seminars/workshops
- Supervise and organize activities during childcare
- Network with other PID organizations

**Director of Toy Drive for Hawai‘i’s Foster Youth**

**February 2012**

‘Imi ‘Ike (EPIC Foundation)

Honolulu, Hawai‘i

- Organize and lead Toy Drive efforts at the University of Hawai‘i West O‘ahu
- Serve as a liaison between UHWO and ‘Imi ‘Ike
- Network with the program director, community affiliates, and campus staff

**Director of Toy Drive for Hawai‘i’s Foster Youth**

**March 2011**

Hui Ho‘omalū (Partners in Development Organization)

Pearl City, Hawai‘i

- Organize and host the Toy Drive at the University of Hawai‘i West O‘ahu
- Collaborate efforts with other clubs on campus
- Network with Hui Ho‘omalū liaisons, other PID Organizations, and campus staff and students
- Organize a guest-speaker presentation featuring a Hui Ho‘omalū representative

**Mālama ‘Āina (Take Care of the Land)**

**March 2011**

Hawaiian-Pacific Studies Club

Wai‘anae, Hawai‘i

- Network with the director of Ka‘ala farms to have club members enlist as volunteers at the lo‘i (taro patch)
- Coordinate lo‘i caretaker schedules

- Create a community campaign to raise awareness about the importance of the lo'i to Hawai'i's sustainability efforts

**College Career Center Tutor/Mentor**

**January 2011-May 2011**

Wai'anae High school

Wai'anae, Hawai'i

- Tutor and mentor students in grades 11 and 12 in various subjects
- Assist with the college and financial aid application process
- Lead workshops on college admissions and scholarships (specifically scholarships geared towards Native Hawaiians)
- Culturally bridge college education in a Hawaiian perspective

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**REFERENCES**

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**Leilani Basham, Ph. D.**

*Professor of Hawaiian Studies and Language*

University of Hawai'i – West O'ahu

**Margaret Ledward, Kealaikahiki Director**

*Title III Native Hawaiian Institutions Grant*

University of Hawai'i – West O'ahu

**Noelani Lutz, Customer Relations Manager**

Hawai'i Medical Services Association



Prospective Dreamhouse mathematics teacher, currently teaching mathematics at Radford High School and pursuing a M.Ed. in Secondary Education at Hawai'i Pacific University.

## Teaching and Leadership Experience

*Moloka'i High School*

**Teacher Assistant, Coach**

*Ho'olehua, Hawai'i*

September 2007 – May 2009

- Assistant for Hawaiian Immersion teachers in the classrooms and place-based education
- Assistant to the school's computer technician and librarian
- Assistant coach for Varsity Cross Country and Varsity Track & Field teams

*United States Marine Corps*

**Active Duty Sergeant**

*Multiple locations worldwide*

April 2009 – April 2017

- **Generator Mechanic:** Supervised, mentored, and worked alongside Marines in the maintenance and repairs of engineer equipment in garrison, field, and deployment operations
- **Marksmanship Instructor:** Instructed Marines to properly hold, carry, and fire weapons, improving safety awareness and marksmanship skills on multiple live stationary and movement ranges
- **Martial Arts Instructor:** Trained Marines to execute martial art techniques, integrating combat equipment, tough realistic training, physical and mental challenges, and combat conditioning

*Hawai'i Pacific University*

**Teacher Assistant, Tutor**

*Honolulu, Hawai'i*

October 2016 – July 2019

- Teaching Assistant for Linear Algebra, Algebra, Pre-Calculus, Honors Seminar I (Math)
- Tutor for Statistics, Linear Algebra, Pre-Calculus, Calculus, Algebra, Discrete Math

*Radford High School*

**Mathematics Teacher**

*Honolulu, Hawai'i*

August 2019 – Present

- Emergency hire, concurrently obtaining licensure, expected program completion May 2020
- Teaching three periods of Algebra 2 (one inclusion class), three periods of Modeling our World 2 (one inclusion class), and one advisory period.
- Preparing students for college-level math, integrating real-life scenarios into math lessons, and facilitate student learning through multiple instructional strategies.

## Education

*Moloka'i High School*

Class Valedictorian

Varsity Math Team (4 yrs.)

*Ho'olehua, Hawai'i*

Graduated: May 2005

Overall GPA: 4.0

*Hawai'i Pacific University*

**Bachelor of Science in Mathematics**

Concentration: Pure Math

*Honolulu, Hawai'i*

Graduated: Dec. 2018

GPA: Major: 3.6, Overall: 3.4

*Hawai'i Pacific University*

**Master of Education**

**in Secondary Education**

*Honolulu, Hawai'i*

Projected Graduation:

May 2020

Current GPA: 4.0

## Training and Certifications

- Completed PRAXIS Mathematics: Content Knowledge (5161), Passed in April 2019
- Dean's List 2016 – 2019
- CRLA International Tutor Training Program Certification Level 1
- Leadership Courses (Corporal's and Sergeant's)
- Department of Defense Secret Clearance

## References

- Tara Davis, Ph. D., Associate Professor of Mathematics  
[REDACTED]
- Paul A. Mangloña, Lieutenant, Civil Engineer Corps, United States Navy  
[REDACTED]
- Mark Cureo, Staff Sergeant, United States Marine Corps  
[REDACTED]
- Katherine Aumer, Ph. D., Department Chair and Associate Professor of Psychology  
[REDACTED]
- Francis Chang, M.B.A., Center for Academic Success Supervisor  
[REDACTED]

## CERTIFICATION REGARDING LOBBYING

### Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

### Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

<b>* APPLICANT'S ORGANIZATION</b> <input style="width: 90%; height: 20px;" type="text"/>	
<b>* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE</b>	
Prefix: <input style="width: 40px;" type="text"/>	* First Name: <input style="width: 200px;" type="text"/>
* Last Name: <input style="width: 300px;" type="text"/>	Middle Name: <input style="width: 150px;" type="text"/>
* Title: <input style="width: 250px;" type="text"/>	Suffix: <input style="width: 40px;" type="text"/>
<b>* SIGNATURE:</b> <input style="width: 300px; height: 20px;" type="text"/>	<b>* DATE:</b> <input style="width: 200px; height: 20px;" type="text"/>

**ASSURANCES - NON-CONSTRUCTION PROGRAMS**

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

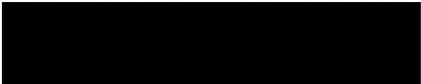
**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE
APPLICANT ORGANIZATION	DATE SUBMITTED

INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **SEP 22 2014**

DREAMHOUSE INC  
2637 KUILEI STREET  
HONOLULU, HI 96826

Employer Identification Number:

DLN:

Contact Person:

CUSTOMER SERVICE

ID#

Contact Telephone Number:

Accounting Period Ending:

June 30

Public Charity Status:

170(b)(1)(A)(vi)

Form 990 Required:

Yes

Effective Date of Exemption:

January 12, 2014

Contribution Deductibility:

Yes

Addendum Applies:

No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

For important information about your responsibilities as a tax-exempt organization, go to [www.irs.gov/charities](http://www.irs.gov/charities). Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,

Director, Exempt Organizations

There was a problem attaching a file(s).

The file was missing in the application package  
submitted through Grants.Gov

## **PART 6: Schools Operated by Applicant and Student Academic Achievement**

According to the Board Of Education Strive Hi System Report the total enrollment for School Year 2018/2019 was 179,698, an increase of 498 the previous school year. Of the total enrollment 48% (85,760 students) eligible for Free or Reduced Lunch, 10% (17,591 students) received Special Education Services and 9% (16,275 students) were English Language Learners.

DreamHouse 'Ewa Beach (DHEB) is part of Campbell/Kapolei Complex that served roughly 17,325 students for SY 2019/2020. Being a first year as a start-up Charter School, DHEB served 100 students (60% Native Hawaiian, 25% White, 3% Black, 19% Asian, 3% Hispanic) coming from 25 different community schools within miles radius. 1% are English Language Learners, 9% received Special Education Services and 29% eligible for Free or Reduced Lunch.

DHEB Standard report is based upon the performance of administering our first year of Standard Based Assessment Interim Test for ELA and Math.

<b>Standards</b>	<b>English Language Arts</b>	<b>Math</b>
Above Grade Level (4)	3%	3%
At grade level (3)	23%	7%
Near grade Level (2)	20%	19%
Below grade level (1)	28%	51%

According to Strive Hi Performance SY 2018/2019, neighborhood middle schools in the Campbell/Kapolei complex area averaged 56% students who met the standards in Language Arts. While in Math, averaged 39% of the student population met the standard.

The DreamHouse 'Ewa Beach Public Charter School is grounded in evidence-based practices and strategies to promote positive adolescent identity and academic development. We understand that middle school offers a few, formative years during which our children are especially vulnerable and malleable to life and social pressures around them.

**Charter Schools Program Assurances – Grants to Charter School Developers for The Opening of New Charter Schools and for The Replication and Expansion of High-Quality Charter Schools**

Pursuant to Title IV, Part C of the Elementary and Secondary Education Act of 1965 (ESEA), as amended by the Every Student Succeeds Act (ESSA), recipients of Grants to Charter School Developers for the Opening of New Charter Schools and for the Replication and Expansion of High-Quality Charter Schools must provide the assurances described below. These Assurances are from Section 4303(f) of the ESEA.

As the duly authorized representative of the applicant, I ensure that:

1. Each charter school receiving funds through this program will have a high degree of autonomy over budget and operations, including autonomy over personnel decisions (Section 4303(f)(2)(A) of the ESEA);
2. The eligible applicant will support charter schools in meeting the educational needs of their students, as described in section 4303(f)(1)(A)(x) of the ESEA (Section 4303(f)(2)(B) of the ESEA); and
3. The eligible applicant will ensure that each charter school receiving funds under this program makes publicly available, consistent with the dissemination requirements of the annual State report card under section 1111(h) of the ESEA, including on the website of the school, information to help parents make informed decisions about the education options available to their children, including—
  1. Information on the educational program;
  2. Student support services;
  3. Parent contract requirements (as applicable), including any financial obligations or fees;
  4. Enrollment criteria (as applicable); and
  5. Annual performance and enrollment data for each of the subgroups of students, as defined in section 1111(c)(2) of the ESEA, except that such disaggregation of performance and enrollment data shall not be required in a case in which the number of students in a group is insufficient to yield statically reliable information or the results would reveal personally identifiable information about an individual student. (Section 4303(f)(2)(G) of the ESEA)

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NAME OF AUTHORIZED OFFICIAL, TITLE



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AUTHORIZED OFFICIAL

---

APPLICANT ORGANIZATION

---

DATE SUBMITTED

**Congress of the United States**  
**House of Representatives**  
**Washington, DC 20515-1101**

COMMITTEE ON APPROPRIATIONS  
SUBCOMMITTEES:  
MILITARY CONSTRUCTION, VETERANS AFFAIRS AND  
RELATED AGENCIES  
COMMERCE, JUSTICE, SCIENCE AND  
RELATED AGENCIES  
LEGISLATIVE BRANCH  
COMMITTEE ON NATURAL RESOURCES  
SUBCOMMITTEES:  
NATIONAL PARKS, FORESTS AND PUBLIC LANDS  
WATER, OCEANS AND WILDLIFE  
INDIGENOUS PEOPLES OF THE UNITED STATES

June 17, 2020

The Honorable Frank T. Brogan  
Assistant Secretary  
Office of Elementary and Secondary Education  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20024

RE: Letter in Support of DreamHouse Ewa Beach Application to OESE FY2020 Expanding Opportunity Through Quality Charter Schools Program (CSP), CFDA: 84.282E.

Dear Secretary Brogan:

I am writing to you in support of the DreamHouse 'Ewa Beach Public Charter School's application for the expansion component of the Office of Elementary and Secondary Education (OESE) Expanding Opportunity Through Quality Charter Schools Program (CSP).

West O'ahu (Kalaeloa, Kapolei and greater 'Ewa) currently faces a rapidly rising population of families and K-12 children that is projected to continue over the next 25 years. From 2000 to 2010, West O'ahu neighborhoods saw a 38 percent population increase. As a result, my district is in critical need of new support infrastructure, especially for K-12 education. While the population of this region continues to grow, its schools are becoming increasingly overcrowded and parents are often left with no alternative public school options for their children. For example, James Campbell High School, one of two high schools in the region, has a student population of over 3,000 students despite being built to accommodate only 1,700. Families and children of West O'ahu need more support to accommodate rising demands for quality education.

DreamHouse was founded by educators, parents and leaders of the community to establish a uniquely community-oriented and inclusive charter school that would serve and provide an alternative for the families and children of the Campbell-Kapolei Complex Area, Hawaii's largest school district with over 17,000 children. After nearly 7 years of development, investment and support from the community, DreamHouse successfully launched in 2019. Since then, the school has served 200 students in the 6th and 7th grade, built a \$4 million facility entirely paid for by philanthropy and recruited a founding 100-family class of which 60% was of Native Hawaiian descent.

The funds provided by OESE's Charter School Program will allow DreamHouse to expand its campus and quadruple its current enrollment to over 700 students by 2025 across grades 6-12. As

the only public charter school in the region, DreamHouse has the academic and organizational freedom to truly innovate and build unique programming in a small, dynamic learning environment. DreamHouse hopes to produce and shape West Oahu's diverse student body to become Hawaii's future leaders.

Thank you for your full and fair consideration of DreamHouse's grant application. Please contact my district office staff, Asami Kobayashi, at [Asami.Kobayashi@mail.house.gov](mailto:Asami.Kobayashi@mail.house.gov), if you have any further questions.

With aloha,



Congressman Ed Case  
Hawai'i-First District

EC/AK

TULSI GABBARD  
2ND DISTRICT, HAWAII



300 ALA MOANA BOULEVARD, ROOM 5-104  
HONOLULU, HI 96850

COMMITTEE ON ARMED SERVICES  
SUBCOMMITTEE ON EMERGING THREATS &  
CAPABILITIES  
SUBCOMMITTEE ON READINESS

1433 LONGWORTH HOUSE OFFICE BUILDING  
WASHINGTON, DC 20515

COMMITTEE ON FOREIGN AFFAIRS  
SUBCOMMITTEE ON MIDDLE EAST & NORTH AFRICA  
SUBCOMMITTEE ON ASIA & THE PACIFIC

www.gabbard.house.gov

*Congress of the United States*  
*House of Representatives*  
*Washington, DC 20515-1102*

June 17, 2020

U.S. Education Department  
Lyndon Baines Johnson (LBJ) Department of Education Building  
400 Maryland Ave, SW  
Washington, DC 20202

**Re: DreamHouse Ewa Beach Public Charter School**

Dear review panel:

I am writing to express my support for DreamHouse Ewa Beach public charter school's funding proposal to the U.S. Department of Education grant. Funding will be used to continue all activities that shape and educate our future leaders.

DreamHouse 'Ewa Beach (DreamHouse) was founded in 2012 by a group of educators, parents, and community leaders who were committed to developing and launching a charter school that would empower homegrown leaders for Hawaii, our country, and our world.

Since then DreamHouse has:

- **Opened an original, stand-alone charter school** in 2019 after seven years of planning, design, and development alongside the community;
- Served an inaugural cohort of 100 6th graders while operating out of temporary office space in the corner of a shopping plaza;
- Recruited a founding 100-family class, **60% of whom are Native Hawaiian** (4x the average of the local district schools);
- Doubled the size of their school from 100 to 200 students, while adding a new grade (7th) and building out a \$4MM newly renovated charter facility with \$0 funding in state support (all driven by philanthropy) that is **located in a rural, federal opportunity zone** that used to be a military base (Barbers Point Naval Air Station);
- Committed to growing by a grade each year to eventually become a 700-student, grades 6-12, middle and high school serving families from the Leeward District of O'ahu;
- Created 19 new jobs in the 'Ewa region of O'ahu, with plans to add approximately 10 new jobs per year through 2026.

This charter school is committed to innovation, equity, and achievement. Through a unique blend of place-based curriculum, values-driven leadership development, and rigorous learning experiences DreamHouse students are being prepared to be the leaders of tomorrow for our islands, country, and world.

I applaud DreamHouses' commitment to our community and education system. For these reasons and more, I kindly ask that you and your staff give full consideration to the organization's request for funding.

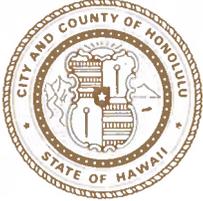
Thank you for your attention to this matter. I look forward to our continued partnership in supporting our nation to improve education outcomes in our rural communities.

Mahalo nui loa



TULSI GABBARD

Member of Congress



**CITY COUNCIL**  
CITY AND COUNTY OF HONOLULU  
530 SOUTH KING STREET, ROOM 202  
HONOLULU, HAWAII 96813-3065

KYMBERLY MARCOS PINE  
COUNCILMEMBER, DISTRICT 1

June 9, 2019

U. S. Education Department  
Lyndon Baines Johnson (LBJ)  
Department of Education Building  
400 Maryland Avenue, SW  
Washington, DC 20202

Dear Charter School Programs of the United States Department of Education:

Please accept this letter of support for DreamHouse 'Ewa Beach Public Charter School, Hawai'i's newest public charter school and the most recent school to receive a charter (July 2017).

DreamHouse 'Ewa Beach ("DreamHouse") was founded in 2012 by a group of educators, parents, and community leaders who were committed to developing and launching a charter school that would empower homegrown leaders for Hawai'i, our country, and our world.

Since then, DreamHouse has:

- **Opened an original, stand-alone charter school** in 2019 after seven years of planning, design, and development alongside the community;
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- Recruited a founding 100-family class, **60% of whom are Native Hawaiian** (4x the average of the local district schools);
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- Committed to growing by a grade each year to eventually become a 700-student, grades 6-12, middle and high school serving families from the Leeward District of O'ahu;
- Created 19 new jobs in the 'Ewa region of O'ahu, with plans to add approximately 10 new jobs per year through 2026.

This charter school is committed to innovation, equity, and achievement. Through a unique blend of place-based curriculum, values-driven leadership development, and rigorous learning experiences, DreamHouse students are being prepared to be the leaders of tomorrow for our islands, country, and world.

Thank you for your time and your support of this new, innovative public education program.

With Aloha

Kymerly Pine  
Councilmember, District 1

PR/Award # S282E200005

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## HOUSE OF REPRESENTATIVES

STATE OF HAWAII  
STATE CAPITOL  
HONOLULU, HAWAII 96813

June 8, 2020

Dear Charter School Programs of the United States Department of Education,

Please accept this letter of support for DreamHouse 'Ewa Beach Public Charter School, Hawai'i's newest public charter school and the most recent school to receive a charter (July 2017).

DreamHouse 'Ewa Beach (DreamHouse) was founded in 2012 by a group of educators, parents, and community leaders who were committed to developing and launching a charter school that would empower homegrown leaders for Hawai'i, our country, and our world.

Since then, DreamHouse has:

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- Doubled the size of their school from 100 to 200 students, while adding a new grade (7th) and [REDACTED] that is **located in a rural, federal opportunity zone** that used to be a military base (Barbers Point Naval Air Station);
- Committed to growing by a grade each year to eventually become a 700-student, grades 6-12, middle and high school serving families from the Leeward District of O'ahu;
- Created 19 new jobs in the 'Ewa region of O'ahu, with plans to add approximately 10 new jobs per year through 2026.

This charter school is committed to innovation, equity, and achievement. Through a unique blend of place-based curriculum, values-driven leadership development, and rigorous learning experiences, DreamHouse students are being prepared to be the leaders of tomorrow for our islands, country, and world.

Thank you for your time and your support of this new, innovative public education program.

Sincerely,



Stacelynn K.M. Eli  
State House Representative  
House District 43

Representative Stacelynn Eli, House District 43

Ewa Villages, Kalaheo, Honokai Hale, Nanakai Gardens, Ko Olina, Kahe Point, Nānākuli, Lualualei, Maʻili  
Hawaii State Capitol, Room 324 / Honolulu HI 96813



SENATOR MIKE GABBARD

20TH DISTRICT

KAPOLEI, MAKAKILO,  
AND PORTIONS OF EWA, KALAELOA  
& WAIPAHAU



**The Senate**

STATE CAPITOL  
HONOLULU, HAWAII 96813

CHAIRMAN  
AGRICULTURE & ENVIRONMENT

MEMBER  
JUDICIARY

MEMBER  
LABOR, CULTURE, & THE ARTS

June 8, 2020

Dear Charter School Programs of the U.S. Department of Education,

Aloha! As the State Senator for West O'ahu and a resident of Kalaeloa, I'm writing this letter in support of DreamHouse 'Ewa Beach Public Charter School, Hawai'i's newest public charter school. DreamHouse 'Ewa Beach (DreamHouse) was founded in 2012 by a group of educators, parents, and community leaders who were committed to developing and launching a charter school that would empower homegrown leaders for Hawai'i, our country, and our world. This charter school is committed to innovation, equity, and achievement.

Since its founding, DreamHouse has:

- Opened an original, stand-alone charter school in 2019 after seven years of planning, design, and development alongside the community;
- Served an inaugural cohort of 100 6th graders while operating out of temporary office space in the corner of a shopping plaza;
- Recruited a founding 100-family class, 60% of whom are Native Hawaiian (4x the average of the local district schools);
- Doubled the size of their school from 100 to 200 students, while adding a new grade (7th) and [REDACTED] by philanthropy) that is located in a rural, federal opportunity zone that used to be a military base (Barbers Point Naval Air Station);
- Committed to growing by a grade each year to eventually become a 700-student, grades 6-12, middle and high school serving families from the Leeward District of O'ahu;
- Created 19 new jobs in the 'Ewa region of O'ahu, with plans to add approximately 10 new jobs per year through 2026.

Please let me know if you have any questions or need additional information about this letter.

Me ke aloha pumehana,

[REDACTED]  
Senator, 20th District

MG/rr  
LR-0848



June 5, 2020

Dear Charter School Programs of the United States Department of Education,

Please accept this letter of support for DreamHouse 'Ewa Beach Public Charter School, Hawai'i's newest public charter school and the most recent school to receive a charter (July 2017).

DreamHouse 'Ewa Beach (DreamHouse) was founded in 2012 by a group of educators, parents, and community leaders who were committed to developing and launching a charter school that would empower homegrown leaders for Hawai'i, our country, and our world.

Since then, DreamHouse has:

- **Opened an original, stand-alone charter school** in 2019 after seven years of planning, design, and development alongside the community;
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- Doubled the size of their school from 100 to 200 students, while adding a new grade (7th) and building out a [REDACTED] (funded by philanthropy) that is **located in a rural, federal opportunity zone** that used to be a military base (Barbers Point Naval Air Station);
- Committed to growing by a grade each year to eventually become a 700-student, grades 6-12, middle and high school serving families from the Leeward District of O'ahu;
- Created 19 new jobs in the 'Ewa region of O'ahu, with plans to add approximately 10 new jobs per year through 2026.

This charter school is committed to innovation, equity, and achievement. Through a unique blend of place-based curriculum, values-driven leadership development, and rigorous learning experiences, DreamHouse students are being prepared to be the leaders of tomorrow for our islands, country, and world.

Thank you for your time and your support of this new, innovative public education program.

Sincerely,

[REDACTED]  
Kimo K. Carvalho  
Executive Director  
Lili'uokalani Trust Youth Services Center



# Lili'uokalani Trust

E`ONIPA`A KĀKOU  
*Let us all be steadfast.*

June 15, 2020

Dear Charter School Programs of the United States Department of Education,

Lili'uokalani Trust supports the application of Dreamhouse 'Ewa Beach Public Charter School to the US Department of Education Public Charter School Program grant.

Lili'uokalani Trust was founded in 1909 to provide for the care and education of orphaned and destitute Native Hawaiian children.

DreamHouse has:

- **Opened an original, stand-alone charter school** in 2019 after seven years of planning, design, and development alongside the community;
- Served an inaugural cohort of 100 6th graders while operating out of temporary office space in the corner of a shopping plaza;
- Recruited a founding 100-family class, **60% of whom are Native Hawaiian** (4x the average of the local district schools);
- Doubled the size of their school from 100 to 200 students, while adding a new grade (7th) and building out [REDACTED] **hat is located in a rural, federal opportunity zone** that used to be a military base (Barbers Point Naval Air Station);
- Committed to growing by a grade each year to eventually become a 700-student, grades 6-12, middle and high school serving families from the Leeward District of O'ahu;
- Created 19 new jobs in the 'Ewa region of O'ahu, with plans to add approximately 10 new jobs per year through 2026.

Thank you for your time and your support of this new, innovative public education program.

Sincerely,

*Mahina Hugo*

Mahina Hugo  
Lili'uokalani Trust  
Director, Educational Innovations  
[REDACTED]

## Budget Narrative File(s)

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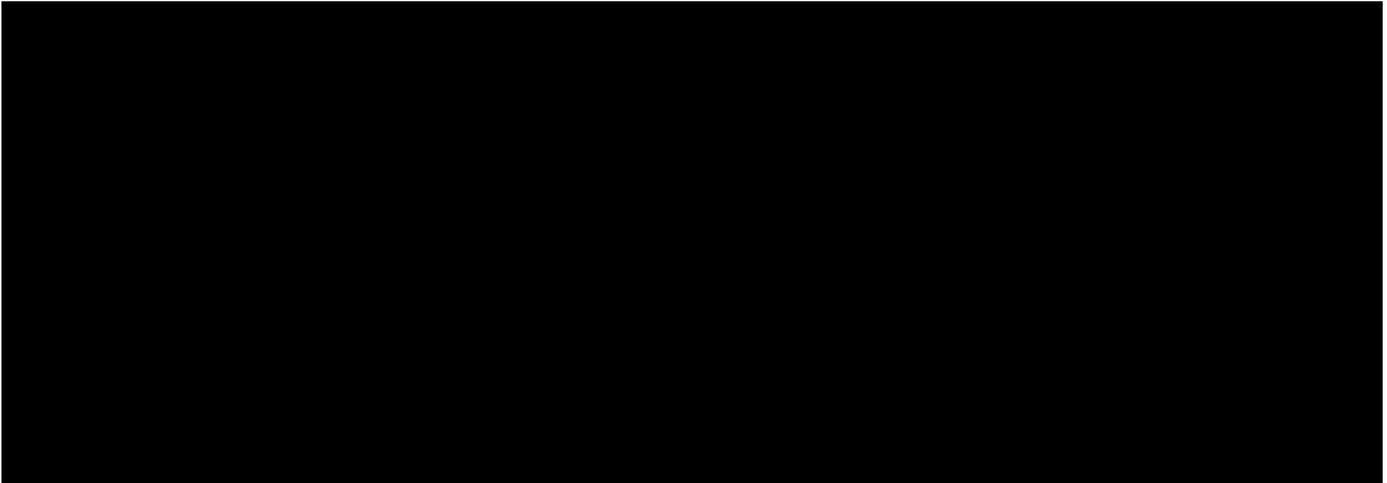
\* **Mandatory Budget Narrative Filename:**

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To add more Budget Narrative attachments, please use the attachment buttons below.

## **PART 5: BUDGET NARRATIVE**

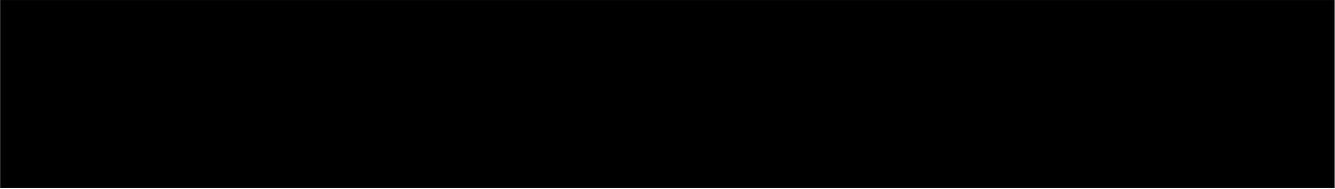
DreamHouse 'Ewa Beach approaches budget-making as conservatively as possible to ensure program deliverables and quality standards are met within financial resources assigned to the contract. The budget development process makes considerations for community needs, appropriate outcomes, and service approach. Listed below are the descriptions of costs:



Chief Financial & Operations Officer: [REDACTED]

DreamHouse 'Ewa Beach Chief Financial & Operations Officer (CFOO) is the only administrative position covered under personnel costs at .10 FTE throughout the 5-year term of the contract. Under direct supervision of Chief Education Officer (CEO) & School Leader, the CFOO provides oversight of project financials to ensure expenses are reasonable, allocable, and allowable in adherence to the 2 CFR and OMB Circular.

*Table 5-1*



Direct Service personnel consists of Chief Education Officer & School Leader, Chief Academic Officer, Chief Student Success Officer, Student Success Manager, and Instructional Leaders.

Chief Education Officer & School Leader: 

The Chief Education Officer (CEO) will provide oversight to school operations, and implementation of the education model of the school and project activities to ensure performance measures are met while also balancing the strategic orientation with setting direction for day-to-day decisions that positively impact student success.

For the first two years of the contract period, the CEO will be allocated at .50 FTE to allow for contract startup and preparation of supporting staff members. Time allocated will be spent heavily on acquiring resources and training in preparation to expand DreamHouse 'Ewa Beach yearly with the addition of 7th grade in year one, 8th grade in year 2, and opening up the highschool location in year 3 of the grant. In years 3-5, the CEO allocation will decrease to .40 FTE as the highschool will be open and supporting staff will have a framework to build from.

*Table 5-2*



Chief Academic Officer: [REDACTED]

Under direct supervision of the CEO, the Chief Academic Officer (CAO) will provide oversight and coordination of project implementation. The CAO will develop, implement, and monitor program goals, objectives, and outcomes including monitoring the quality and quantity of services and compliance with the contract and regulatory requirements. Along with monitoring project outcomes, the CAO will guide instructional leaders in developing a unique curriculum focused on leadership development, social-emotional affirmation, and restorative practices ensuring 100% of students are proficient in reading and math in the 8th and 10th grade (per grant goals relate to proficiency).

Throughout the 5-year contract period, the CAO's FTE will gradually increase as illustrated in Table 5-3. The gradual increase is a result of the increase in students as DreamHouse 'Ewa Beach expands from 7th grade to 11th grade within the contract period. At year 3, the highschool will open and add additional requirements, staff training, and outcomes. Year 4 and 5 will decrease as at this time, additional support staff are anticipated to join DreamHouse 'Ewa Beach allowing FTE allocation to decrease.

*Table 5-3*



Chief Student Success Officer 

Under direct supervision of the CEO, the Chief Student Success Officer (CSSO) will provide oversight and coordination between the student and state services, including the Department of Education, Charter Commission, and other state-related entities. The CSSO will participate in the assessment and services planning process, and is responsible for data collection, program outcomes and performance measures. The CSSO will create and monitor Independent Learning Development Plans (ILDLP) for each student ensuring no achievement gaps, and retention, promotion, and proficiency are in line with standards and student development goals. The CSSO will also provide back up in the classroom when needed.

Throughout the 5-year contract period, the CSSO's FTE will gradually increase as illustrated in Table 5-4. The gradual increase is a result of the increase in students as DreamHouse 'Ewa Beach expands from 7th grade to 11th grade within the contract period. At year 3, the highschool will open and add additional requirements, staff training, and outcomes. Year 4 and 5 will decrease as at this time, additional support

staff are anticipated to join DreamHouse 'Ewa Beach allowing FTE allocation to decrease.



Student Success Manager: [redacted]

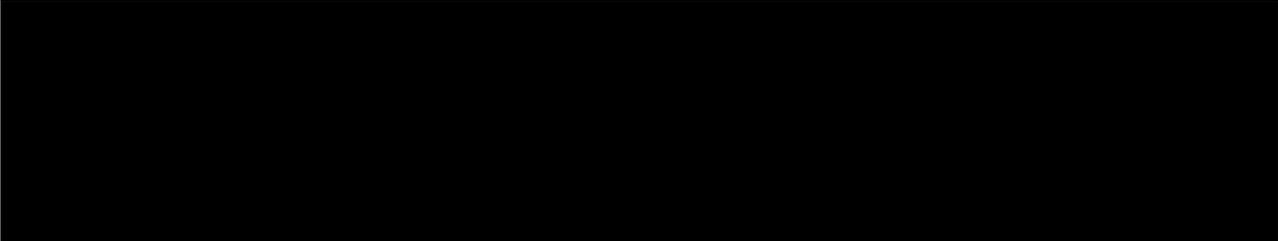
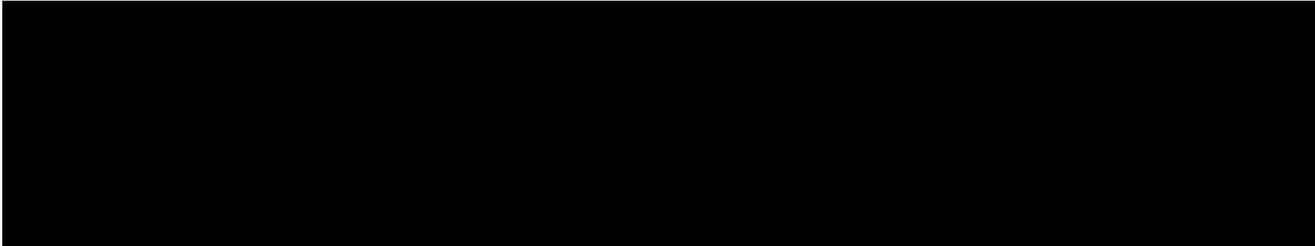
Under the direct supervision of the CSSO and additional support from the CAO, the Student Success Manager (SSM) will oversee the daily student experience by ensuring that every child's needs are met, while also resourcing teachers, the school, and parents with adequate information and support strategies. Throughout the expansion project, the SSM will aid the CSSO, CAO, and Instructional Leaders to ensure 100% of students graduate on time and are accepted into college.

The SSM will be allocated to this project at 0.10 FTE for all 5 years. As the school expands and the number of students increase, additional support through other funding and internships are anticipated which will allow allocation to remain consistent.



Instructional Leaders: [redacted]

Under the direct supervision of the CAO and additional supports from the CSSO and SSM, the Instructional Leaders (IL) will develop, personalize, integrate, and deliver curriculum as well as lead, facilitate, and guide innovative portions of student leadership development. IL will ensure that students are not lost in the system, or falling behind academically, socially, or emotionally. They will ensure all students are provided equitable resources as aligned to the DHEBPCS pedagogy. In the first year, current instructional leaders will be allocated at 0.05 FTE as they will need to redevelop their academic space in our new location while new staff will be allocated at 0.10 FTE to allow time to also develop their curriculum to match DreamHouse 'Ewa Beach pedagogy. Each year after, only newly hired teachers will be allocated at 0.10 FTE assuming 7 year teachers each year of expansion.



### 3. Travel

As required by CSP contract, applicants approved for funding must attend a two-day meeting for project directors at a location to be determined. Expenses include flight, lodging, transportation and per diem. Flight costs assume [REDACTED] each year from Honolulu, Hawaii to Washington, D.C. for one traveler. Lodging budgeted at [REDACTED] a year assuming a three night stay at [REDACTED] a night. Transportation assumes [REDACTED] a year which covers a [REDACTED] shuttle cost between the airport and lodging. Per Diem rates are calculated using GSA rates and guidelines, charging 75% on the first and last calendar day of travel. Per diem assumes [REDACTED] for the first and last day and [REDACTED] for conference dates.



#### 4. Equipment [REDACTED]

As an expanding Public Charter School committed to creating a learning environment fit for 21<sup>st</sup> century skill building and leadership development, the listed equipment

purchases are essential to provide staff and students the tools necessary to be successful.

Student Tablet Devices: [REDACTED]

For most students, this will be the first device of their own (we will be first one:one iPad school in the complex); digital media, 21st century skills, and mastery of emerging literacies (as well as online communication and collaboration) are key parts of our education model from a student and teacher perspective. Each year DreamHouse 'Ewa Beach will expand by 100 students for which we will purchase each student an iPad at [REDACTED] each.

Tablet Security, Charging, and Storage: [REDACTED]

iPad carts are needed to provide a charging station as well as secure storage for student iPads. Each core subject classroom will house an iPad cart fitting 25 iPads. With a 100 new iPads a year, DreamHouse 'Ewa Beach will need four iPad carts a year at [REDACTED] each.

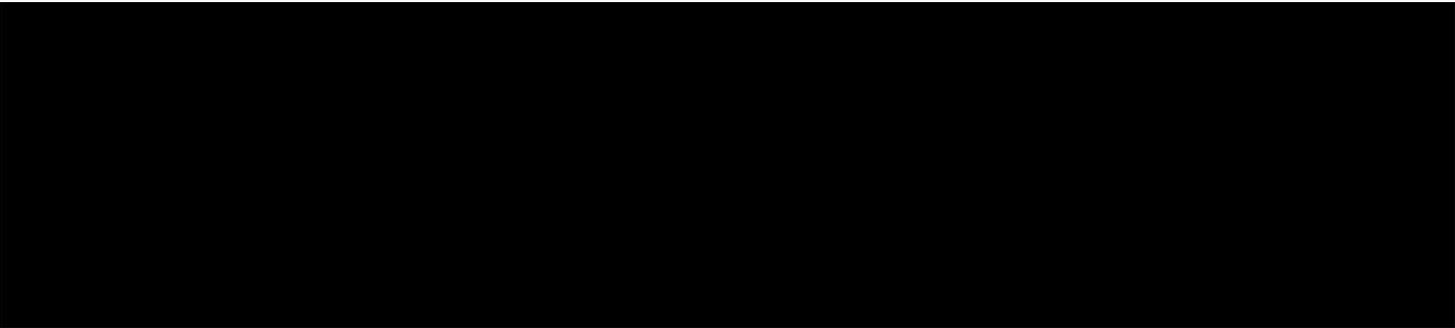
Instructional Leader Laptops: [REDACTED]

Clean, fast, modest laptops will ensure continuity and integration of educator classroom practice, professional development, and communication with stakeholders (i.e. parents,

partner organizations); our educational model is driven in part by connectedness and transparency. With anticipated 5 new instructional staff a year, anticipated costs assume each laptop at [REDACTED]

Teacher Desks and Workstations: [REDACTED]

DreamHouse 'Ewa Beach classrooms model active learning spaces that provide students with variations and flexibility in educational modes allowing for planning, implementation, and collaboration. In these types of spaces, it is best if furniture is movable and serves multiple purposes to allow for more space. Each year of the expansion we will add on 5 desks that serve this purpose for each of our new staff members at [REDACTED] a workstation.



**5. Supplies** [REDACTED]

DreamHouse 'Ewa Beach calculates supplies on a per person basis, or, what does it cost per day, week, month, and school year in order for this person to be resourced, equipped, and prepared for success. The materials are primarily focused on facilitating

learning, collaboration, professional development, and organization in the context of implementing the DreamHouse educational model.

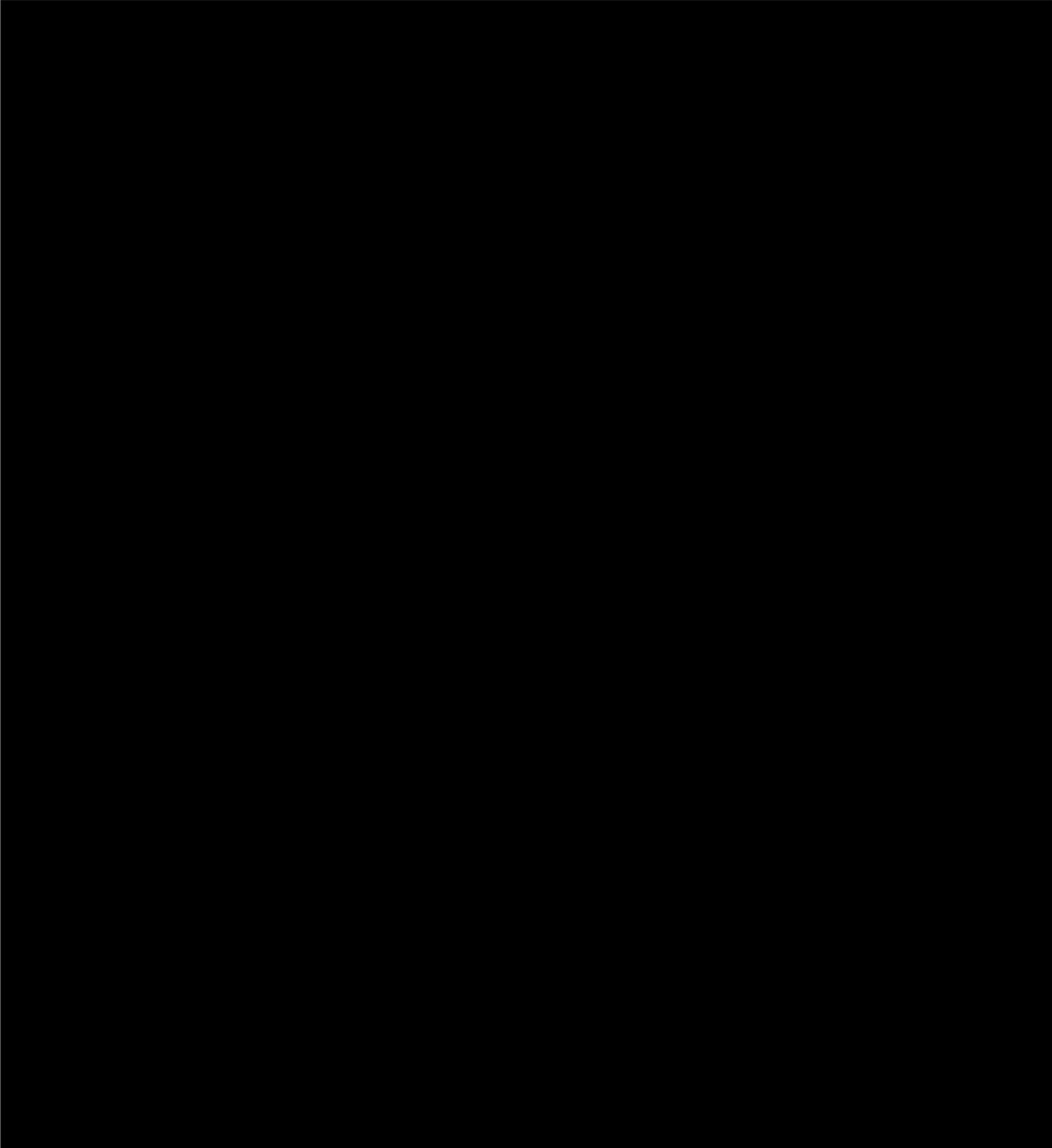
Instructional Material: [REDACTED]

Each instructional staff is allocated [REDACTED] yearly to spend on supplies and resources specific to their classroom needs such as art supplies, classroom organization, presentation materials, and other applicable student-focused materials . Only 10% of these costs will be allocated to this contract inline with percentage allocation in personnel. Year one is calculated based on 11 staff members; current and new, as we will transition from our temporary space to our new school site and all Instructional Leaders will need to set up their classrooms. In years following, only new onboarding staff will have instructional material allocated to the contract.

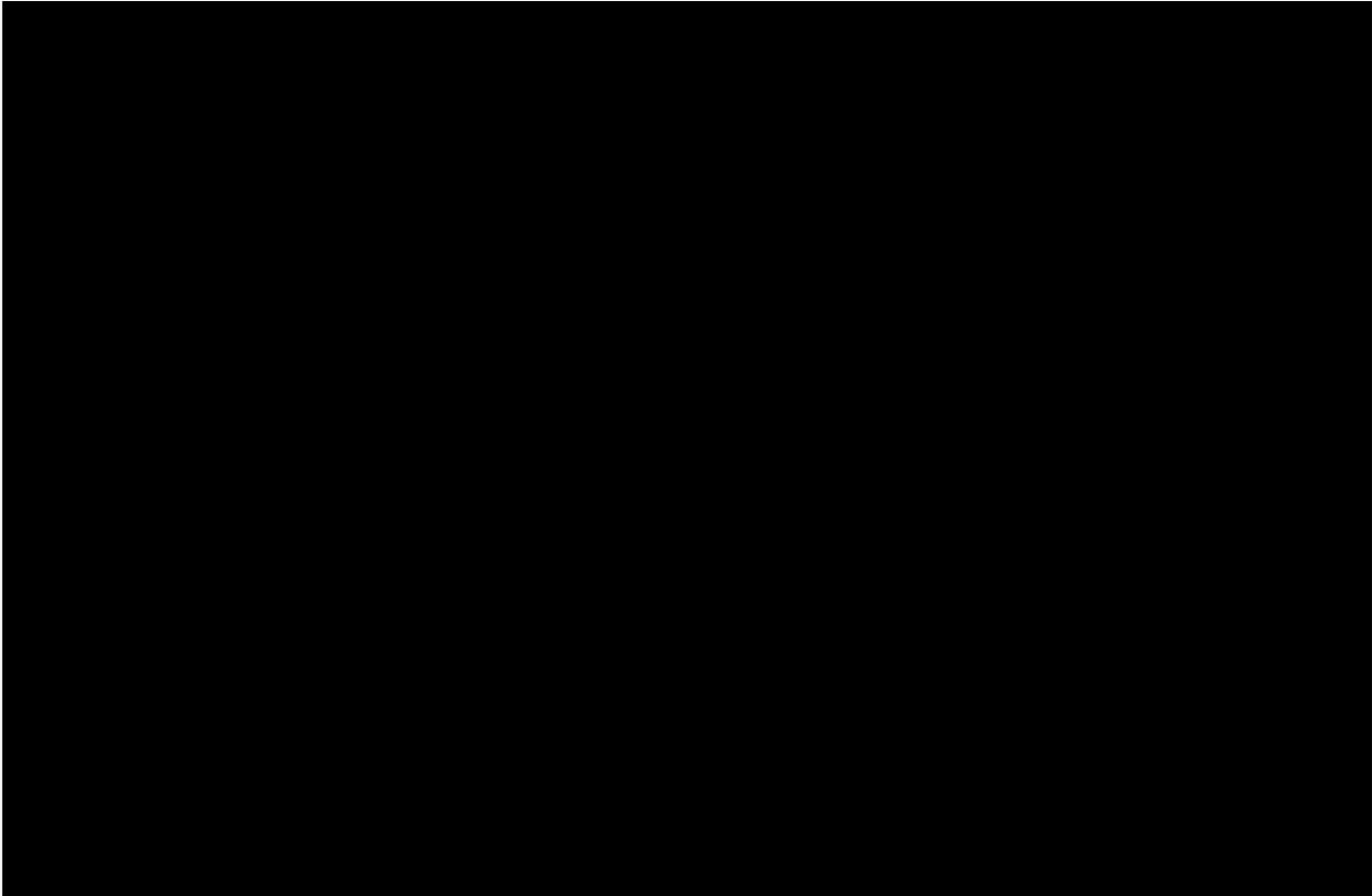
Student Supplies: [REDACTED]

At DHEBPCS, all students have the same access to resources which include school supplies. Families are not given a list of school supplies that their child will need to bring on the first day of school. DreamHouse 'Ewa Beach provides ALL school supplies ensuring that every child has what they need in order to be successful without adding an additional burden to their families and removing the barrier some children face with missing an item on the list, or not having the newest style of folder. Student supplies are calculated using prior year actual expenses and allocating 10% to match personnel

allocation. Year 1 assumes the contract starting in October and majority of expenses already purchased through other funding sources at the start of the school year.



DreamHouse 'Ewa Beach does not have an indirect cost rate and will use a direct cost base. In accordance with ESEA section 6205(b), no more than 5% of the funds awarded per fiscal year will be used for administrative cost.





**U.S. Department of Education**  
**Grant Application Form for Project Objectives and Performance Measures Information**  
See Instructions.

**Applicant Information**

**Legal Name:**

DreamHouse Ewa Beach Public Charter School

**1. Project Objective:**

Increase academic achievement results and student academic growth.

1.a. Performance Measure	Measure Type	Quantitative Data			
		Target			
		Raw Number	Ratio		%
100% of children are proficient in reading & math by 8th grade	PROJECT		/		

1.b. Performance Measure	Measure Type	Quantitative Data			
		Target			
		Raw Number	Ratio		%
100% of children are proficient in reading & math in 10th grade	PROJECT		/		

**2. Project Objective:**

Reach and service underserved children and families.

2.a. Performance Measure	Measure Type	Quantitative Data			
		Target			
		Raw Number	Ratio		%
No achievement gaps between high needs and non-high needs students	PROJECT		/		

**3. Project Objective:**

Expand and grow school.

**U.S. Department of Education  
Grant Application Form for Project Objectives and Performance Measures Information**

3.a. Performance Measure	Measure Type	Quantitative Data			
		Target			
		Raw Number	Ratio		%
Full, oversubscribed incoming students of 100 or more per year	PROJECT		/		

**4. Project Objective:**

Strengthen and scale innovative, culturally-sustaining curriculum

4.a. Performance Measure	Measure Type	Quantitative Data			
		Target			
		Raw Number	Ratio		%
Each student completes 100 community service hours/year	PROJECT		/		

**5. Project Objective:**

Strengthen chartering in the State

5.a. Performance Measure	Measure Type	Quantitative Data			
		Target			
		Raw Number	Ratio		%
Retention, promotion, & proficiency per student per grade in line with standards and student development goals	PROJECT		/		

## INSTRUCTIONS GRANT APPLICATION FORM FOR PROJECT OBJECTIVES AND PERFORMANCE MEASURES INFORMATION

### PURPOSE

Applicants must submit a **GRANT APPLICATION FORM FOR PROJECT OBJECTIVES AND PERFORMANCE MEASURES INFORMATION** via Grants.gov or in G5 when instructed to submit applications in G5. This form collects project objectives and quantitative and/or qualitative performance measures at the time of application submission for the purpose of automatically prepopulating this information into the U.S. Department of Education's (ED) automated Grant Performance Report form (ED 524B), which is completed by ED grantees prior to the awarding of continuation grants. Additionally, this information will prepopulate into ED's automated ED 524B that may be required by program offices of grant recipients that are awarded front loaded grants for their entire multi-year project up-front in a single grant award, and will also be prepopulated into ED's automated ED 524B for those grant recipients that are required to use the ED 524B to submit their final performance reports.

### GENERAL INSTRUCTIONS

#### Applicant Information

- **Legal Name:** The legal name of the applicant that will undertake the assistance activity will prepopulate from the Application Form for Federal Assistance (SF 424 Form). This is the organization that has registered with the System for Award Management (SAM). Information on registering with SAM may be obtained by visiting [www.Grants.gov](http://www.Grants.gov).

#### Project Objectives Information and Related Performance Measures Data

Your grant application establishes project objectives stating what you hope to achieve with your funded grant project. Generally, one or more performance measures are also established for each project objective that will serve to demonstrate whether you have met or are making progress towards meeting each project objective.

- **Project Objective:** Enter each project objective that is included in your grant application. When completing this form in Grants.gov, a maximum of 26 project objectives may be entered. Only one project objective should be entered per row. Project objectives should be numbered sequentially, i.e., 1., 2., 3., etc. If applicable, project objectives may be entered for each project year; however, the year to which the project objective applies must be clearly identified as is presented in the following examples:
  1. **Year 1.** Provide two hour training to teachers in the Boston school district that focuses on improving test scores.
  2. **Year 2.** Provide two hour training to teachers in the Washington D.C. school district that focuses on improving test scores.
- **Performance Measure:** For each project objective, enter each associated quantitative and/or qualitative performance measure. When completing this form in Grants.gov, a maximum of 26 quantitative and/or qualitative performance measures may be entered. There may be multiple quantitative and/or qualitative performance measures associated with each project objective. Enter only one quantitative or qualitative performance measure per row. Each quantitative or qualitative performance measure that is associated with a particular project objective should be labeled using an alpha indicator. Example: The first quantitative or qualitative performance measure associated with project objective "1" should be labeled "1.a.," the second quantitative or qualitative performance measure for project objective "1" should be labeled "1.b.," etc. If applicable, quantitative and/or qualitative performance measures may be entered for each project year; however, the year to which the quantitative and/or qualitative performance measures apply must be clearly identified as is presented in the following examples:

- 1.a. **Year 1.** By the end of year one, 125 teachers in the Boston school district will receive a two hour training program that focuses on improving test scores.
- 2.a. **Year 2.** By the end of year two, 125 teachers in the Washington D.C. school district will receive a two hour training program that focuses on improving test scores.

- **Measure Type:** For each performance measure, select the appropriate type of performance measure from the drop down menu. There are two types of measures that **ED** may have established for the grant program:
  1. **GPRA:** Measures established for reporting to Congress under the Government Performance and Results Act; and
  2. **PROGRAM:** Measures established by the program office for the particular grant competition.

In addition, you will be required to report on any project-specific performance measures (**PROJECT**) that you established in your grant application to meet your project objectives.

In the **Measure Type** field, select one (1) of the following measure types: **GPRA; PROGRAM; or PROJECT.**

- **Quantitative Target Data:** For quantitative performance measures with established quantitative targets, provide the target you established for meeting each performance measure. Only quantitative (numeric) data should be entered in the Target boxes. If the collection of quantitative data is not appropriate for a particular performance measure (i.e., for **qualitative** performance measures), please leave the target data boxes blank.

The Target Data boxes are divided into three columns: **Raw Number; Ratio, and Percentage (%)**.

For performance measures that are stated in terms of a single number (e.g., the number of workshops that will be conducted or the number of students that will be served), the target data should be entered as a single number in the **Raw Number column** (e.g., **10** workshops or **80** students). Please leave the **Ratio and Percentage (%) columns** blank.

For performance measures that are stated in terms of a percentage (e.g., percentage of students that attain proficiency), complete the **Ratio column**, and leave the **Raw Number and Percentage (%) columns** blank. The **Percentage (%)** will automatically calculate based on the entered ratio. In the **Ratio column** (e.g., **80/100**), the numerator represents the numerical target (e.g., the number of students that are expected to attain proficiency), and the denominator represents the universe (e.g., all students served).

# DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C.1352

OMB Number: 4040-0013  
Expiration Date: 02/28/2022

<b>1. * Type of Federal Action:</b> <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	<b>2. * Status of Federal Action:</b> <input type="checkbox"/> a. bid/offer/application <input checked="" type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	<b>3. * Report Type:</b> <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change
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**4. Name and Address of Reporting Entity:**

Prime     SubAwardee

\* Name: DreamHouse Ewa Beach Public Charter School

\* Street 1: 91-1245 Franklin D Roosevelt Ave    Street 2: \_\_\_\_\_

\* City: Kapolei    State: HI: Hawaii    Zip: 96707

Congressional District, if known: HI-002

**5. If Reporting Entity in No.4 is Subawardee, Enter Name and Address of Prime:**

<b>6. * Federal Department/Agency:</b> Department of Education	<b>7. * Federal Program Name/Description:</b> Charter Schools
	CFDA Number, if applicable: 84.282

<b>8. Federal Action Number, if known:</b> _____	<b>9. Award Amount, if known:</b> \$ _____
---	---

**10. a. Name and Address of Lobbying Registrant:**

Prefix \_\_\_\_\_ \* First Name: Alex    Middle Name \_\_\_\_\_

\* Last Name: Teece    Suffix \_\_\_\_\_

\* Street 1: 91-1245 Franklin D Roosevelt Ave    Street 2: \_\_\_\_\_

\* City: Kapolei    State: HI: Hawaii    Zip: 96707-2120

**b. Individual Performing Services** (including address if different from No. 10a)

Prefix \_\_\_\_\_ \* First Name: Alex    Middle Name \_\_\_\_\_

\* Last Name: Teece    Suffix \_\_\_\_\_

\* Street 1: 91-1245 Franklin D Roosevelt Ave    Street 2: \_\_\_\_\_

\* City: Kapolei    State: HI: Hawaii    Zip: 96707-2120

**11.** Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when the transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

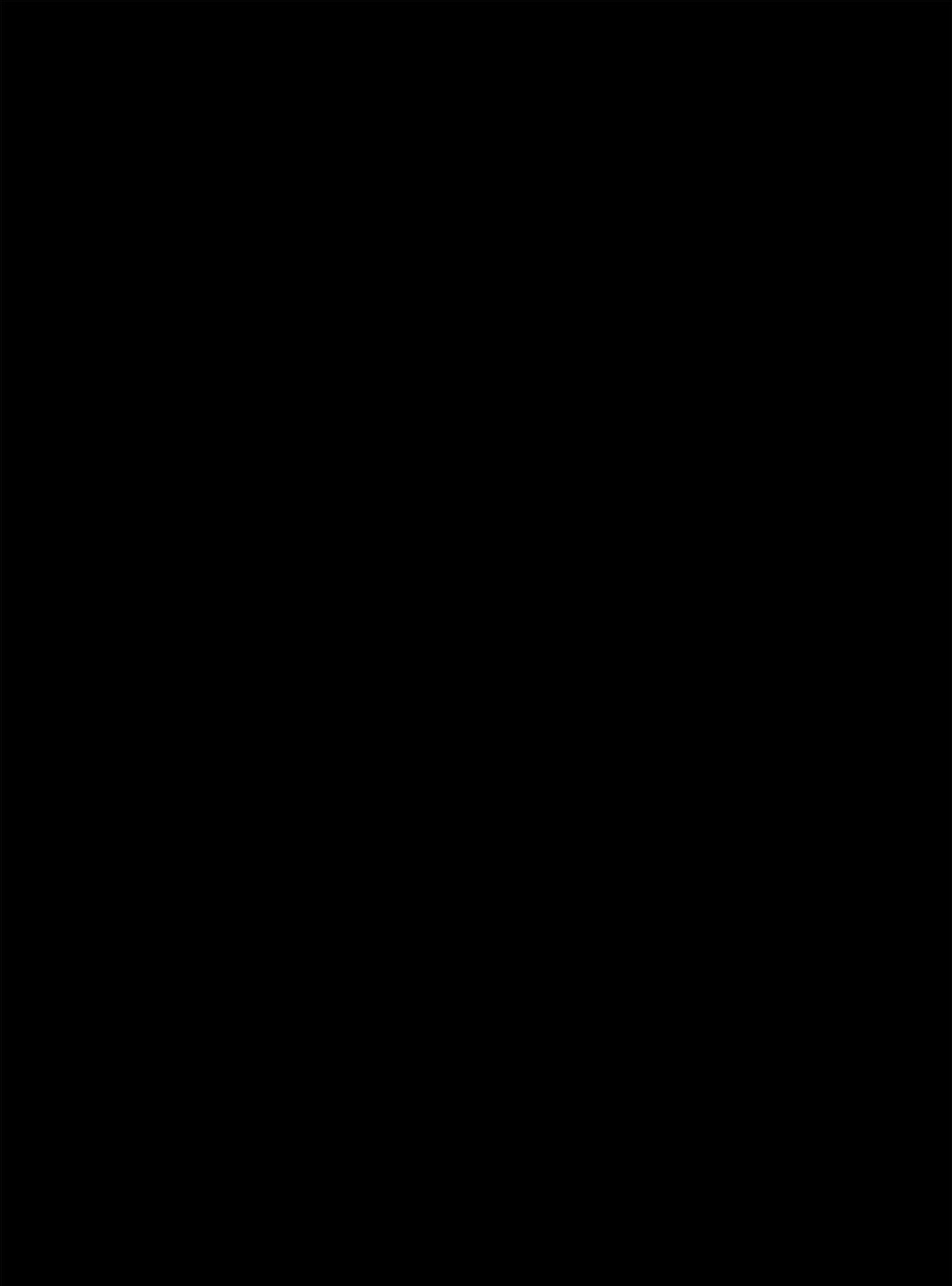
\* Signature: \_\_\_\_\_

\* Name: Prefix \_\_\_\_\_ \* First Name: Alex    Middle Name \_\_\_\_\_  
\* Last Name: Teece    Suffix \_\_\_\_\_

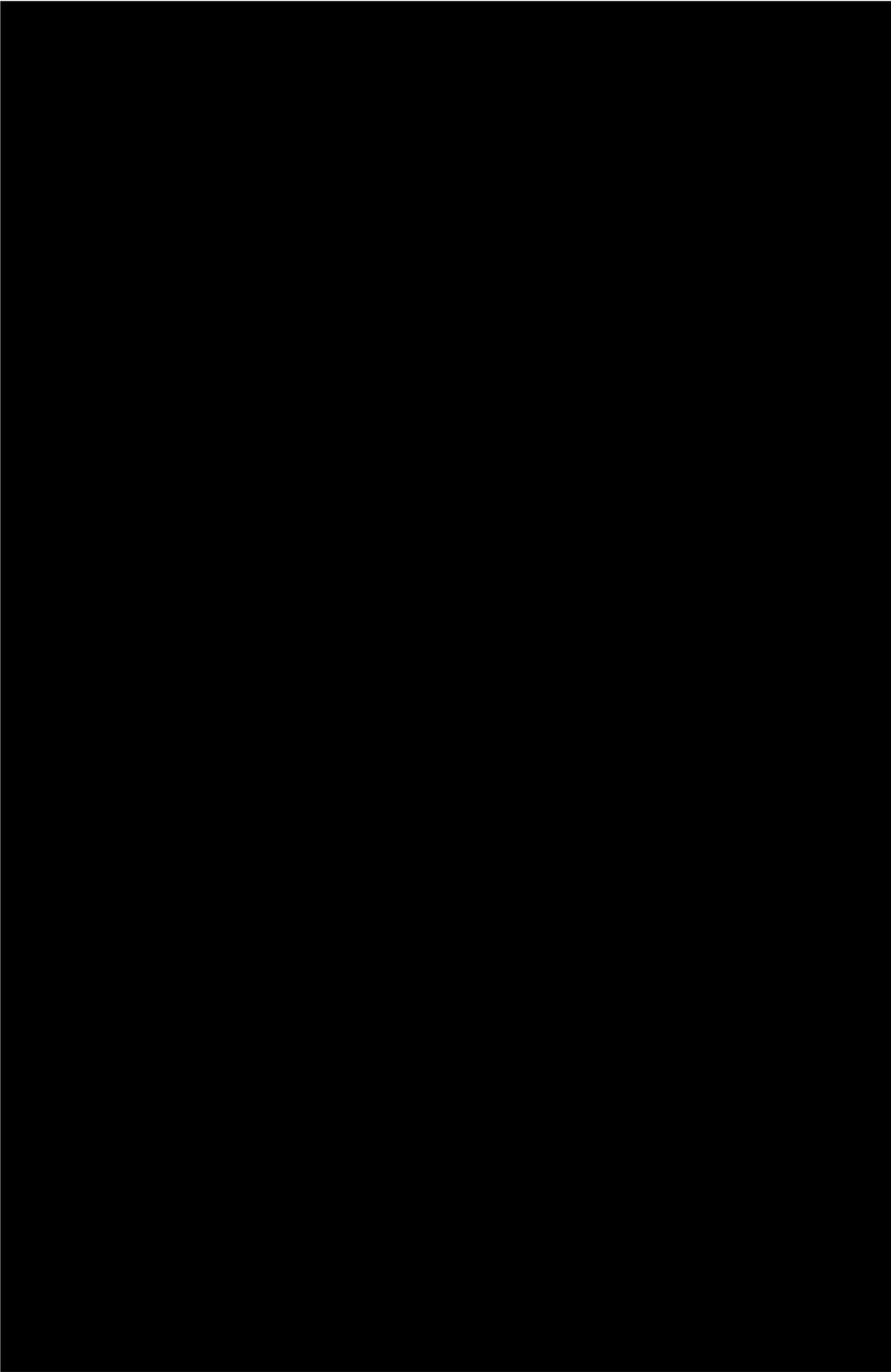
Title: Chief Education Officer & School Leader    Telephone No.: \_\_\_\_\_    Date: 06/19/2020

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**DREAMHOUSE OPERATING BUDGET | FY21**

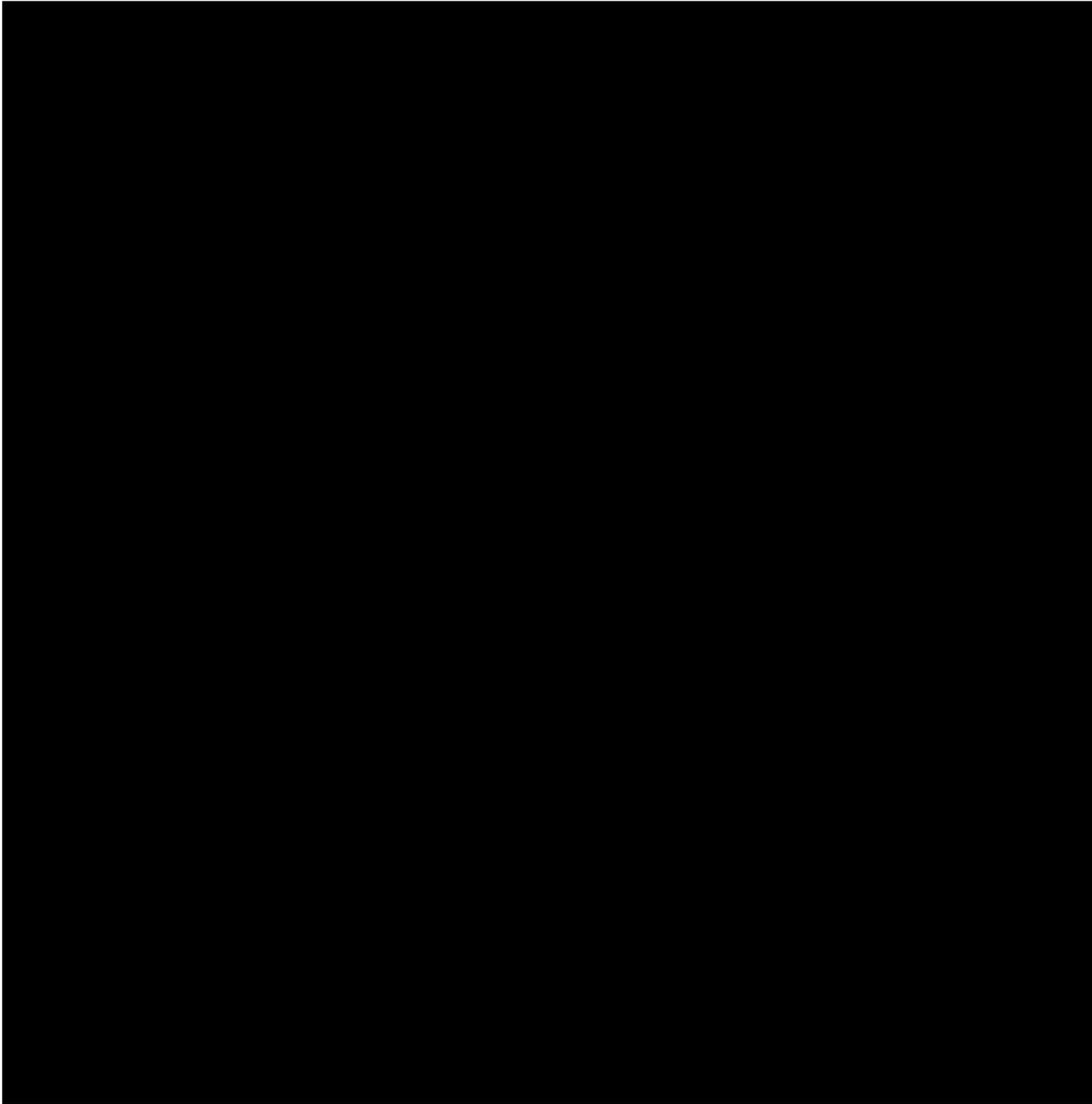








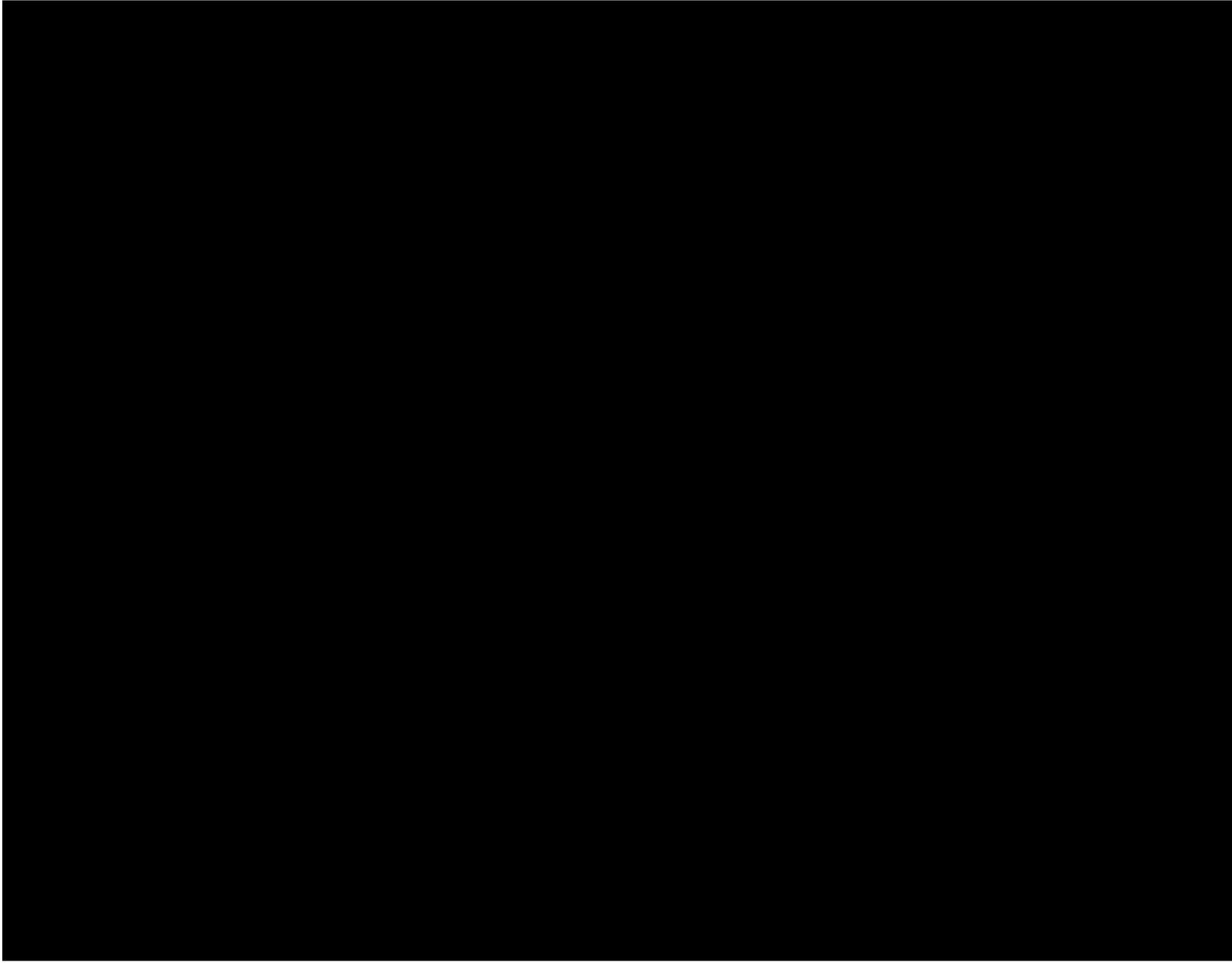
**DreamHouse 'Ewa Beach Public Charter School**  
**STATEMENT OF REVENUE AND EXPENSES**  
**July 2019 - March 2020**



# DreamHouse 'Ewa Beach Public Charter School

## BALANCE SHEET

As of March 31, 2020



# DreamHouse 'Ewa Beach Public Charter School

## STATEMENT OF CASH FLOWS

July 2019 - March 2020

