



State Public Charter School Commission 2020 Intent to Apply Packet

Intent to Apply Packet Due:
April 13, 2020
12:00 Noon, Hawaii Standard Time

Please direct questions to:
Lauren Endo, Applications and Renewal Coordinator
Email: frameworks.compliance@spcsc.hawaii.gov

INTENT TO APPLY PACKET

I. Cover Sheet

Proposed School Name
Name: Maui Academy of Arts and Sciences
Primary Contact Information
Name: Rana Kili Boone/Daria Boone
Current Employer & Position/Title: R. Boone: Freedom Fellows Institute, Fellow./D. Boone: HIDOE, Teacher.
Mailing Address: [REDACTED]
Phone: [REDACTED]
Email: [REDACTED]

Type of charter school (select one)

<input checked="" type="checkbox"/>	1. Start-up charter school, as defined in HRS Chapter 302D
<input type="checkbox"/>	2. Conversion charter school, as defined in HRS Chapter 302D Name of DOE school to be converted: Click or tap here to enter text.

Type of applicant group to establish an Applicant Governing Board (select one)*

<input checked="" type="checkbox"/>	2. Community group
<input type="checkbox"/>	3. Group of teachers
<input type="checkbox"/>	4. Group of teachers and administrators
<input type="checkbox"/>	5. DOE school (<i>conversion charter school applications only</i>)
<input type="checkbox"/>	6. School community council (<i>conversion charter school applications only</i>)
<input type="checkbox"/>	7. Nonprofit organization (<i>components 4-7 of the Intent to Apply Packet listed below are required</i>)** Name of nonprofit organization: Click or tap here to enter text.

Submit the following mandatory components of the Intent to Apply Packet:

<input checked="" type="checkbox"/>	1. Completed Intent to Apply Packet Cover Sheet
<input checked="" type="checkbox"/>	2. Completed and executed Intent to Apply School Summary form
<input checked="" type="checkbox"/>	3. A resolution from the Applicant Governing Board approving the execution of the Intent to Apply Packet
<input type="checkbox"/>	4. Proof of nonprofit registration with the Hawaii Department of Commerce and Consumer Affairs and a Certificate of Good Standing (<i>applicable only if applicant type is nonprofit organization</i>)
<input type="checkbox"/>	5. Copy of the Articles of Incorporation for the nonprofit (<i>applicable only if applicant type is nonprofit organization</i>)
<input type="checkbox"/>	6. Copy of IRS tax-exempt certification - OR - acknowledgment letter from the IRS regarding the tax status of the nonprofit (<i>applicable only if applicant type is nonprofit organization</i>)
<input type="checkbox"/>	7. A resolution from the nonprofit's board approving the establishment of an Applicant Governing Board (<i>applicable only if applicant type is nonprofit organization</i>)

*Only applicant group types listed are eligible to establish an Applicant Governing Board.

**Only nonprofit organizations that provide components 4-7 are eligible to establish an Applicant Governing Board.

Anticipated Student Population					
Describe the student population you anticipate serving.	%FRL :	51	% SpEd:	10-15	% ELL: 1-5
<p>Other: We are aiming to design a school and curricula that embrace and meet the various needs of our Native Hawaiian population, as well as all other students in our geographic region. While it is difficult to determine an exact percentage due to the practice of using a lottery system to select students for Hawai'i charter schools, we do know that our neighborhood public school's Native Hawaiian population is consistently at approximately 30%. Therefore, we aim to enroll at least 30% of our student body to represent the Native Hawaiian population.</p>					
Proposed School Description					
School Model/Focus (check all that apply)	<input type="checkbox"/> Alternative <input checked="" type="checkbox"/> Arts <input type="checkbox"/> Blended Learning <input type="checkbox"/> Career and Technical Education <input checked="" type="checkbox"/> Cultural Focus (<i>specify</i>): Hawaiian cultural values, 'āina-based programs, 'Ōlelo Hawai'i/Hawaiian language classes offered. <input type="checkbox"/> Disability (<i>specify</i>): Click or tap here to enter text.		<input type="checkbox"/> Language Immersion (<i>specify</i>): Click or tap here to enter text. <input type="checkbox"/> Montessori <input checked="" type="checkbox"/> STEM <input type="checkbox"/> Virtual Learning <input checked="" type="checkbox"/> Other (<i>specify</i>): Hands-on, inquiry-based, community-centered learning programs related to solving real world challenges.		
School Mission Statement (limit 100 words)	Maui Academy of Arts and Sciences develops individuals who are capable, connected, and cared for. Our school culture fosters confidence through collaborative place-based experiences inside and outside school. Our students are empowered leaders who engage both locally and globally; they leave us fully prepared for rigorous high school and the world beyond. Our children impact their broader community by working with experts beyond the walls of our school. Through self-selected field work, students explore community challenges in order to innovate real-world solutions. Our school nurtures students' creativity, curiosity, and desire to contribute their gifts to society for the greater good.				
Enrollment Preferences or Priorities, if any (consistent with HRS §302D-34):	Click or tap here to enter text.				

(If identified) Provide information below about the proposed School Director, and include in **Attachment 1** the individual's professional biography and full resume (including contact information).

Proposed School Director (if identified)
Name: Rana Kili Boone
Current Employer and Position/Title: Freedom Fellows Institute, Fellow <i>and</i> Self-employed, Education Consultant

Below, list the members of the Applicant Governing Board and the relevant expertise they bring to the board. In **Attachment 2**, include professional biographies and full resumes (including contact information) for each member of the Applicant Governing Board. Applicant Governing Boards must meet the requirements of HRS §302D-12. At a minimum, the Applicant Governing Board must possess expertise in **academic and financial management and oversight, best practices in nonprofit governance, human resources, and fundraising**. Other recommended areas of expertise for the board include legal expertise, community relations, and facilities development. *(Add lines to table as needed)*

Applicant Governing Board Members		
Name	Current Employer & Position/Title:	Relevant Expertise for the Board
Alika Atay	Stay-at-home Dad, Backyard Grower of Natural Farmer Foods, <i>and</i> Family Chef	Academic and Cultural Expertise, Nonprofit Governance: Recently retired after 35+ years Social Service employment with non-profits focused on Youth Development work on Maui; primarily serving middle school- and high school-aged youth. Brings an eclectic collection of hands-on experiences ranging from Counseling at-risk youth, responding to Police Diversion programs, Teen Suicide support, Family Strengthening, Outdoor Experiential Learning activities, Hawaiian cultural based learning experiences, Maui place-based curriculum, as well as Administrative Management of youth organizations and varied experiences from actively serving on many community-based non-profit organizations' Board of Directors.
Daria Boone	Hawai'i D.O.E., Teacher <i>and</i> Small-Business Owner	Academic Expertise: Attended public school on Maui Kinder-12 th grade. Currently serves as a teacher at Ha'ikū Elementary School on Maui's North Shore. Fifteen years teaching for HIDOE. Six years as Grade-Level Chair: responsible for curriculum decisions, parent/teacher communication, organizing grade-wide field trips, special events such as May Day and Fifth Grade Banquet. Math Professional Learning Community and Data Team member; Math Coach; Yearbook Advisor; Founder of the School-wide Holiday Read-A-Thon. Former CSAP (Comprehensive School Alienation Program) teacher to support at-risk students at 'Iao Intermediate School; former ELL (English Language Learner) teacher and Computer Tech teacher at Stella Charter Academy in Los

		<p>Angeles; Substitute Teacher at private school in Los Angeles; Tutor at the Learning Center of Maui; AYSO Soccer Coach; AYSO Team Parent. Master of Arts in Teaching, Bachelors of Sociology, both from University of San Francisco.</p>
Rana Boone	Freedom Fellows Institute, Fellow <i>and</i> Self-employed, Education Consultant	<p>Academic Expertise, Human Resources, Fundraising: A lifelong educator, with deep experience in content design for both student and adult learners. Deep facilitation and leadership development experience. As a former School Administrator, Program Director, and Instructional Coach, broad experience in managing people and addressing the various Human Resources issues involved when working as a people manager. Experience fundraising through grant writing and coordinating special events.</p>
Maggie Costigan	Maui Dance Council, Executive Director	<p>Academic and Cultural Expertise, Nonprofit Governance, Fundraising: Artist, educator, and arts administrator, dedicated to empowering youth through movement exploration and the creative process. Teaching artist in Hawaii's public schools since 1989, providing curriculum integrated dance residencies to over seventy-five K-8th grade classrooms annually. Active with the Artistic Teaching Partner Roster for the Hawaii State Foundation on Culture and the <i>Arts Artist In The Schools Program</i>; frequent participant in Honolulu Theatre for Youth <i>Collaborative Residency Project</i>, helping classroom teachers design and implement arts curriculum for the classroom. As Executive Director of the Maui Dance Council, Maggie has expanded the organization's <i>Chance To Dance</i> program to service 15 public schools and over 5,000 youth annually.</p>
Maile Davis	Ha'iku Community Association, Project Manager <i>and</i> Family Child Care Provider, Owner/Operator	<p>Academic Expertise, Fundraising, and Community Relations/Outreach: Early Childhood Educator in the Hawai'i PATCH Program. Parent-Community Networking Center Coordinator and Kindergarten Teacher at Ha'ikū Elementary School. Assistant Teacher (Grades K-2) at Roots Private School, Ha'ikū. Grant-writing experience and organizing Fundraising for non-profits.</p>

		Project Manager with the Ha'iku Community Association. Upcountry Maui AYSO Registrar.
Kahokule'a Haiku	DFW Surf, Manager & Instructor <i>and</i> Private Contractor, Cultural Consultant	Academic and Cultural Expertise, Nonprofit Governance: Currently serves on the Board of non-profit organization Hi'ohia. Cultural Educator at Waimea Valley, Hi'ipaka LLC. Manager of Volunteer and Service Learning programs at Waimea Valley, Hi'ipaka LLC. Has worked in Distance Learning Education since 1993. Actively works as a Cultural Consultant.
Stacy Kaholi	Tiffany & Co., Director	Financial Management and Oversight, Human Resources, Fundraising: Experience in Human resources, community engagement, strategic planning, client development. Director at Tiffany & Co. Wailea, Hawai'i. Planning Board Member with the Maui Arts and Cultural Center for Maui Calls fundraiser. Community partner with Book Trust of Hawai'i. 20 years' experience with human resources partnership at the retail level.
Allison Kermode	Elite Physical Therapy, Senior Physical Therapist	Nonprofit Governance, Fundraising: Board member at Catholic Charities in Chicago. Leadership role at Muscular Dystrophy Association summer camps in Chicago and Philadelphia. Volunteer at numerous Maui non-profits, including the Ha'ikū Ho'olaule'a and Flower Festival, Ha'ikū, Hawai'i.
Jasmine Kilborn	Holo Holo Maui LLC, Owner/Operator	Academic and Cultural Expertise, Financial Management and Oversight, Human Resources: Business owner of Holo Holo Maui LLC. Educates the public while on tour: cultural identity, mo'olelo, science, botany, music, etc. Office manager: reservations, sales & marketing, bookkeeping, maintaining licenses & vehicles, etc. Coordinator of cultural enrichment activities for continued education. Manager of five team members.
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Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

School Enrollment Projection

Academic Year	Projected # of Students	Grade Levels Served
Year 1 (2022-2023)	100	6
Year 2 (2023-2024)	200	6, 7
Year 3 (2024-2025)	300	6, 7, 8
Year 4 (2025-2026)	300	6, 7, 8
Year 5 (2026-2027)	300	6, 7, 8
At Capacity (specify year): Year 3, 2024-2025	300	6, 7, 8

Do any of the following describe the Applicant Governing Board or the school to be proposed in the application?

- Will contract or partner with an Education Service Provider, Charter Management Organization, or other organization to provide school management services.
- Already operates schools in Hawaii.
- Already operates schools elsewhere in the United States.

If any of the boxes above are checked, fill out the table below.

Partner Information (if applicable)	
Education Service Provider or Charter Management Organization (includes existing charter school operators)	Name: Click or tap here to enter text. Primary Contact: Click or tap here to enter text. Mailing Address: Click or tap here to enter text. Phone: Click or tap here to enter text. Email: Click or tap here to enter text.

Does the applicant, any members of the applicant governing board, or any partners of the applicant have charter school applications under consideration by any other authorizer(s) in the U.S.?

- Yes (if so, complete this table, adding lines as needed) No

State	Authorizer	Proposed School Name	Application Due Date	Decision Date
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

Does the applicant, any members of the Applicant Governing Board, or any partners of the applicant have any new schools scheduled, planned or projected to open in the U.S. in the next five years?

Yes (if so, complete this table, adding lines as needed) No

State	Authorizer	Proposed School Name	Grades Served	Opening Date
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

Certification

I certify that I have the authority granted by the Applicant Governing Board to submit this application and that all information contained herein is complete and accurate, and that a copy of the governing board resolution approving the execution of the Intent to Apply Packet is attached. I recognize that any misrepresentation could result in disqualification from the application process or revocation after award. The person named as the contact person for the application is so authorized to serve as the primary contact for this application on behalf of the Applicant Governing Board.

SEE FOLLOWING SIGNATURE PAGE _____
 Signature of Application Primary Contact Date

 Title



4.12.2020

/Signature of Application Primary Contact

Date

SCHOOL CO-FOUNDERS

Title

WHEREAS, the listed community members below have come together to form a community group, Maui Academy of Arts and Sciences, to expand educational options for the students and families of Maui;

WHEREAS, Maui Academy of Arts and Sciences recognizes one of the best avenues for expanding educational options would be through the establishment of a public charter school;

WHEREAS, the listed community members with the exception of the proposed school leader intend to serve as the proposed governing board of the proposed Maui Academy of Arts and Sciences Charter School; now, therefore be it

RESOLVED, this community group, Maui Academy of Arts and Sciences, authorizes and approves the submission of the "Intent to Apply Packet" to the Hawaii State Public Charter School Commission (HSPCSC) with the expressed purpose of subsequently submitting a response to the HSPCSC 2020 Request for Proposals for charter school application and securing approval as an approved Hawai'i State Public Charter School.


Approved on April 10, 2020, via formal vote by a gathering of the following community group members.

MAUI ACADEMY OF ARTS AND SCIENCES COMMUNITY GROUP MEMBERS

- Rana Boone, Proposed School Director
- Daria Boone, Proposed Curriculum Director
- Alike Atay
- Maggie Costigan
- Maile Davis
- Kahokule'a Haiku
- Staycie Kaholi
- Allison Kermode
- Jasmine Kilborn

The undersigned hereby certifies that he/she is the duly elected and qualified representative of Maui Academy of Arts and Sciences, a community group comprised of educators, parents, and community leaders of Maui, and that the foregoing is a true record of a resolution duly adopted via email/video conference meeting by the Applicant Governing Board, and that said resolution is now in full force and effect without modification or rescission.

IN WITNESS WHEREOF, WE have executed our names as representatives of the above-named Organization.


Maui Academy of Arts and Sciences Representatives

4.10.2020

Date



MAUI ACADEMY
OF ARTS & SCIENCES

ATTACHMENT 1: PROPOSED SCHOOL DIRECTOR BIO AND RESUME

Rana Boone. Rana was raised in a large family in Pa'uwela, Ha'ikū, Maui. She and her eight siblings learned from their parents the importance of being contributing citizens of the world and getting an education. Rana has more twenty years of experience as a teacher, instructional coach, school administrator, and national education consultant. She has worked in the education sector in California, Hawai'i, Texas, Kansas, Louisiana, New York City, and Washington, D.C. She began her career as a first-grade teacher; she has also taught middle and high school courses. She recently led her alma mater as its K-12 Principal before embarking on the challenge of founding a community-based charter with her sister. Rana is most passionate about improving education by empowering educators across the country with new instructional and leadership skills in order to move their schools forward. Rana is also passionate about languages: she studied French, Hawaiian, Italian, Japanese, and Spanish. She is a proud graduate of Howard University, Washington, D.C., where she earned a Bachelor of Arts in Political Science. She received her teacher certification and pursued her Masters of Education Administration at the University of St. Thomas, Houston, TX. She is a certified teacher in Texas and Hawai'i. Rana lives in her hometown of Ha'ikū with her husband Terry and their two daughters, Kalena and Kahaili. In her spare time, Rana enjoys relaxing, reading, running, pilates, singing, and beach days with her very large extended family.

Rana Boone

Professional Experience

Fellow, Freedom Fellows Institute, Memphis, TN. 7.2019-Present

- Research, design, and write innovative charter school application to be accepted in home community.
- Engage in more than 600 hours researching and studying various educational program components, behavior management philosophies, school finance, operations, and charter school governance.
- Spend one-third of every month with fellowship colleagues to further develop our school models.
- Visit high-performing charter schools to glean best practices from administrators, staff, and teachers.

Education Consultant/Coach, Public Consulting Group, New York, NY. 2.2019-Present

- Support approximately 90 teachers and administrators as they expand their understanding of the impact of race on education via the online course Courageous Conversations About Race.
- Engage with the learners by providing timely and specific feedback and grading on their chapter assignments, Mid-course project, and final Capstone project.
- Provide supportive yet challenging commentary in the learners' online discussion forum.

Principal, Kinder-12th Grades, St. Anthony School, Wailuku, HI. 7.2017-2.2019

- Ensured outstanding teaching and rigorous learning are at the core of strategic planning.
- Led, motivated, challenged, and supported staff in order to sustain continuous improvement.
- Created a shared learning culture and positive environment through distributive leadership.
- Ensured effective supervision and security of the school building and grounds.
- Maintained a positive PR and Marketing focus to showcase the school's unique quality of education.
- Designed with staff the vision and values that guide the everyday work and practices of excellence.

Teacher, Fifth Grade, Hawai'i Department of Education, Maui, HI. 7.2016-7.2017

Teacher, First-Eighth Grades, Houston Independent School District, Houston, TX. 8.2001-6.2008

Teacher, First Grade, Ravenswood City School District, East Palo Alto, CA. 8.2000-6.2001

- Aligned instruction to Common Core Standards and State Exam. Motivated students to learn through highly engaging lessons including media, technology, books, music, movement, joy, and enthusiasm.
- Taught "Growth Mindset". At least 80% of students grew 1.5 - 2 years academically each school year.
- Teach For America corps member year 2000; Grade Level Chair; Site-Based Decision-Making Committee.

Director, Strategic Support Initiatives, Leading Educators, New York, NY. 1.2013-9.2014

- Served as primary East Coast consultant for external partner districts to increase the quality and scope of Leading Educators programmatic offerings, resulting in extremely high customer satisfaction.
- Designed, facilitated, and trained colleagues, consultants, and district trainers in the delivery of high quality professional development across all aspects of the Leading Educators programmatic model including: formal training, coaching, Problem Solving Communities, and Training of Trainers sessions.
- Consistently earned a 90% or higher rating of "Satisfied/Highly Satisfied" on session surveys completed by teacher leaders and school principals.
- Consistently earned a 90% or higher rating of "Excellent and Strong" on organization's evaluations.

- Collaborated with national executive team, Chief Program Officer, Senior Director of Adult Learning, and Senior Manager of Strategic Growth to set strategic direction to ensure outstanding program experiences across regions.
- Participated in evaluation of session modules and Leadership Coaching visits; provided feedback to ensure sessions and coaching met the Leading Educators' standard of excellence; ensured content met goals and objectives of the Fellowship program and other a la carte program offerings.

Dean of Instruction, Houston Independent School District, Houston, TX. 6.2011-9.2012

- Advised and assisted school principal in providing instructional and administrative leadership necessary for addressing student achievement and overall school effectiveness.
- Analyzed and assessed past school performance data in order to innovate improvements.
- Designed and led trainings for Staff Development of all faculty staff, including nine administrators.
- Improved the leadership culture and skill sets of administrative team through the creation and execution of inaugural Leadership Retreat, Summer 2012.
- Developed and implemented teacher orientations; assisted in the selection of school faculty; coordinated with district personnel, parents, and staff for an orderly running of the school year.
- Worked collaboratively with parents, school, and community committees on all school-related matters, including Parent Teacher Organization, Site-based Decision-Making Committee, Advancement Via Individual Determination program, and the Advanced Placement academic program.
- Synthesized quarterly reports with various district documents to maintain the status of campus and state grant funds, totaling more than \$1.2 million.
- Engaged in leadership coursework, action research, and staff developments for district leadership.

Instructional Coach, Teaching Excellence Certification Program, KIPP Inc., TX. 6.2010-6.2011

- Observed classroom instruction of 16 beginning teachers once every 10 days, at minimum; provided targeted written and oral feedback rooted in KIPP's teaching competencies. This resulted in more than 300 observations and debriefs in 1 year, totaling more than 500 hours.
- Earned highest teacher satisfaction, retention, and certification rates of all 16 coaches at KIPP and YES Prep: end of year scores were 98% satisfaction, 94% retention, and 100% certified.
- Collaborated with School Leaders, support staff, and TFA Program Directors to align feedback with teacher goals and plans for improvement.
- Designed, scripted, and led workshops for the beginning elementary teacher cohort of 36 teachers during the summer institute and throughout school year totaling 180 hours. Wrote the elementary cohort scope and sequence for year-long certification program.
- Organized and maintained running records of state-mandated documentation of observations, debriefs, and strategies for supporting beginning teachers toward their end goal of state certification.

Program Director, TFA-Houston, TX and TFA-Hawai'i, Honolulu, HI. 6.2008-6.2010

- Defined and worked toward a vision and goals for student achievement and corps member leadership in two Teach For America regions of Hawai'i and Texas.
- Managed group of 35 corps members/teachers each year at all grades and in all subject areas, Pre-K through 12, to achieve ambitious outcomes in their classrooms:
- Earned highest satisfaction levels of all Hawai'i Program Directors; this led to assignment of least-satisfied corps members in Houston to boost morale. Increased KIPP TFA corps members' connection to TFA as well as their commitments to their KIPP school placements as evidenced on formal surveys.
- Maintained 100% retention of all teachers both years, a rare feat with new teachers.
- Communicated cooperatively with school leaders, district leaders, and university partners to facilitate effective school placements and establish lasting partnerships.

Education

Bachelor of Arts in Political Science, Minor in Sociology, Cum Laude
Howard University, Washington, D.C.

Master of Education in Administration
University of St. Thomas, Houston, TX.

Certification

Hawai'i Elementary Self-Contained License (Grades 1-6)
Texas Elementary Self-Contained (Grades 1-6)
Texas Administrator
Advancement Via Individual Determination
English as a Second Language
Advanced Placement
Gifted and Talented

Leadership & Professional Development

- **Diversity, Equity, and Inclusion Learning Facilitator**, Teach For America—Hawai'i. Will lead interactive DEI sessions with incoming corps members (new teachers) to help acclimate them to the unique cultural, historical, and political landscape of Hawai'i's school communities. March-July 2020.
- **Fellow**, Teach For America's **Rural School Leadership Academy**, School Year 2019-2020. This yearlong, all-expenses-paid fellowship offers a unique opportunity to build a network of 50-60 peers who are working in similar rural contexts, while exploring one's strengths, and building skills to become an effective school leader. It is open to TFA alumni and other dedicated rural educators who are not previously affiliated with TFA.
- **Member**, Teach For All's Second Cohort of **International Principals Community of Practice**, 2017-2018. Built a network of 30 principals to support each other in problem-solving issues.
- **Featured** on PBS Frontline's "Dropout Nation" documentary as one of 4 administrators at Houston's Sharpstown High School working tirelessly to help students graduate against the odds. Air date 9.25.2012.
- **Guest facilitator/presenter** to Houston district principals on "Difficult Conversations", 8.2012. This session was aligned to the District's new Teacher Appraisal and Development rubric; it involved coaching principals on how best to prepare the conversation when giving feedback on teacher data tracking, effective planning, & rigorous classroom instruction.
- **Presenter** to Houston Apollo 20 principals on Teacher & Student Data Tracking Best Practices, Houston, TX, 7.2012.
- **Completed successful year-long Leadership Development Internship for new administrators**, including two Action Research projects that resulted in growth in both Advanced Placement & AVID programs. Growth included **increased student access** to these programs, as well as **increased rigor and teacher effectiveness**. Sharpstown High School, TX, 8.2011-6.2012.



MAUI ACADEMY
OF ARTS & SCIENCES

ATTACHMENT 2: APPLICANT GOVERNING BOARD BIOS AND RESUMES

Alika Atay. Alika was born and raised in Hana, Maui until he attended St. Anthony's Elementary School in Wailuku, Maui for his "formative years of education". Beginning in his 7th grade year he lived away from his Maui family and boarded at the Kamehameha Schools' Kapalama campus in Honolulu. He graduated from Kamehameha High School in [REDACTED] with All-State Athletic Awards in football, basketball, and track & field. After the completion of high school, he attended Hastings College in Hastings, Nebraska where he received a Bachelors of Arts Degree in [REDACTED] with the primary field of study in Physical Education and Biology. While at Hastings College he received numerous awards of recognition for football and for serving as the President of the Kappa Tau Phi fraternity for two years. Upon completion of his college education, he returned to Maui and has been an active community servant leader for the past 40 years. He is a Kanaka Maoli (Indigenous Hawaiian) descended from five generations of 'ohana (family) on Maui alone and is also from a Filipino family that migrated here during the early Sugar plantation era days. He is married to Maile Arensdorf Atay and has two children; a daughter, Moani Tiare Atay and a son, Matahi Atay, who attend Kamehameha School's Maui campus.

P. O. BOX 3075 WAILUKU, MAUI, HAWAII 96793
PHONE (808) 268-2996 • E-MAIL: alikaatay@gmail.com

ALIKA ATAY

EDUCATION

██████████ Hastings College Hastings, Nebraska
Bachelor of Arts, Biology/Phys. Ed.

██████████ Kamehameha Schools Honolulu, Hawai'i
*College Prep with JROTC
High School Diploma*

PROFESSIONAL EXPERIENCE

7/2006-Current Active Organic/Natural Farmer Wailuku, Hawai'i
Farmer
■ Develop and administer Hawaiian Indigenous Natural Farming techniques

1/2017-12/2018 Maui County Wailuku, Hawai'i
County Council Member
■ Set policy and governance of Maui County government; set fiscal County Budget of \$700+ Million

5/2007-5/2011 Maui Economic Opportunity Inc. (MEO) Wailuku, Hawai'i
Program Director of Youth Services
■ Develop and coordinate MEO Youth Services' programs and activities for MEO Americorps, MEO YouthBank, and its Tobacco Prevention Programming. Previously supported the YouthBank program as its Program Specialist in 2001-2002.

5/2003-4/2007 Kihei Youth Center (KYC) Kihei, Hawai'i
Executive Director
■ Responsible for overall administrative and operational activities for the Kihei Youth Center. Including financial and fiscal budgeting; preparation of grant applications, maintaining conformity to all health and safety regulations for the youth center, maintaining an active role with community relations groups within the community, conduct and oversee staff development and the program planning duties. Previously supported KYC as the Youth Center Program Director and the Ocean Awareness Project Director in 2002.

7/2002-5/2003 Pacific Resources for Education and Learning (PREL) Honolulu, Hawai'i
Maui Program Specialist

- Worked within the Maui business community and sought, found and created job openings for Native Hawaiian clients that needed to acquire employment or job training education.

1978-1979

County of Maui

Wailuku, Hawai'i

Office of the Mayor/Youth Services Project Coordinator

- Implemented and coordinated an at-risk youth program focused on Hawaiian values/culture, GED prep education, job search and job readiness with entrepreneurial training through agricultural farming (hog raising, cattle, poultry, vegetable farming, forestry, horticulture and landscaping).

COMMUNITY ACTIVITIES AND COMMUNITY PROJECTS

- 2006 "Project Indonesia," carwash fundraiser for flood victims of Indonesia (collaboration with the Rotary Club of Kihei-Wailea), D3 Little League Carnival, Focus Maui Nui Youth Alliance, RHYLA – Rotary Youth Leadership Camp at Camp Maluhia, Service Learning Projects with Scottsdale, Arizona schools, Service Learning Projects with St. Charles, Illinois district schools, Sugar Museum Festival.
- 2005 Terry Fox Run Spiritual Ceremony at Four Seasons Wailea, Xterra Triathlon Championship finishline, community workday- storm drain awareness (spray painting), D3 Little League Carnival, Focus Maui Nui Youth Alliance.
- 2004 Terry Fox Run Spiritual Ceremony at Four Seasons Wailea, Xterra Triathlon Championship finishline.
- 2003 Lt. Governor's Community Action Seminar; Mayor's Collaboration Team on Preventing Underage Drinking, OJJDP youth surveys
- 2002 Martin Luther King Day kupuna intergenerational tree planting project, Honokowai Valley restoration, Hastings College Winterim visit to Maui.
- 2001 Hokulea Maui 2001 Voyage, Hawaiian Blessing Ceremony *Koa Manutea Wa'a*, Na Opio Paddling with Maui Interscholastic Paddling (MICA) lobbying to be an MIL sport.
- 2000 Celebration of Canoes, Maui Marathon/Maui Tacos 5K, Kamakauila Luau, Koa Tree Expedition
- 1999 Celebration of Canoes, Maui Paddlers Open, Mayor's Drug-Free Coalition "Family Fun-Day", Youth "Sportsfest" for Hawaii Housing Association.
- 1998 Mayor's Drug-Free Coalition "Family Fun-Day", Youth "Sportsfest" for Hawaii Housing Association.

Daria Boone. Daria was born and raised in Pa'uwela, Ha'ikū, Maui, Hawaii into a large family. She attended public school from preschool through the twelfth grade. She currently teaches at Ha'ikū Elementary, her alma mater, where she has been an employee for 14 years. As a middle school student she took a steadfast interest in education and the track system in place at that time, knowing well that in order to be successful one needed to be on the high level track for college and career readiness. At Maui High School, she studied Spanish and French, traveling abroad to France twice for cultural and language immersion. Daria was also a MHS soccer player, a high school student-coach of youth AYSO soccer, and later became an AYSO parent volunteer and coach. In college, she joined the Dual Degree program at the University of San Francisco, majoring in both Sociology and Education. She student-taught at various private, public, and inner-city schools, working with students at-risk in the Bay Area. Daria graduated with Honors, earning a Bachelor of Arts in Sociology and a Master of Arts in Elementary Education. Upon returning to Maui, she became a teacher at 'Iao Intermediate School, using an indoor/outdoor model approach with the Maui Heroes Project to reach her at-risk students. Eventually, she began teaching at Ha'ikū Elementary School. She is a long-time DOE employee who dedicates herself to her students' total well-being: socially, emotionally, and intellectually--with a special niche for helping students find their best self. She is a yearbook advisor, founded the Ha'ikū School Read-a-Thon, has been a long-time Grade Level Chairperson, was nominated to represent Ha'ikū School as its Teacher of the Year in 2019, and is an active member of the Junior National Leadership Conference Committee. Most recently, she has traveled across the country to further hone her craft through the Rural School Leadership Academy, a fellowship offered through Teach for America. In her free time, Daria enjoys energetic walks on the beach with her partner and son.

Daria Boone

Professional Experience

Teacher, Fifth Grade, Hawai'i Department of Education, Maui, HI	1.2006 - Present
Teacher, Middle School, Stella Charter Academy, Los Angeles, CA.	8.2004-6.2006
Teacher, Middle School, Hawai'i Department of Education, Maui, HI	8.2003-6.2004

- Align instruction to Common Core Standards and State Exam. Motivate students to learn through highly engaging lessons including media, technology, books, theater, movement, joy, and enthusiasm.
- Teach multi-level students using Tier 1, 2, 3 Interventions to close the achievement gap. Impact students' belief in their abilities to succeed, regardless of previous performance.
- Grade-Level Chairperson for 8 years. Yearbook Advisor for 6 years.
- Collaborate with colleagues on data driven instruction, student learning objectives, planning and pacing guides, general learner outcomes for students.
- Participate in school wide events; Trunk or Treat, Holiday Night; Back to School Night.
- Organize parents within the grade level to plan grade level fundraisers, events.
- Create high quality instruction that meets the needs of all students, using the inclusion model, small group instruction, flexible grouping.
- Founded the annual Haiku School Read-a-Thon.
- After school math tutor for many years, supporting students below grade level.
- Math coach for Math Matters, Maui. (2013-2014)
- Analyzed and assessed past school performance data in order to innovate improvements.
- Participate in ongoing staff training sessions.
- IEP/504 Familiarity
- Attend a variety of professional development workshops centered on learning goals, classroom management, student motivation, STEM, and engaging learning activities.
- Implement Character Education in the classroom to support students' physical, emotional and social growth.
- Use positive reinforcement method to redirect poor behavior.
- Maintain open communication with parents/guardians to share growth, needs, successes and concerns of the student.
- Work with an average of 24 students; servicing an average of 80 per week.

Leadership & Awards

- **Fellow, Rural School Leadership Academy (RSLA Cohort 7)**, School Year 2019-2020. This yearlong, all-expenses-paid fellowship offers a unique opportunity to build a network of 50-60 peers who are working in similar rural contexts, while exploring one's strengths, and building skills to become an effective school leader. It is open to TFA alumni and other dedicated rural educators who are not previously affiliated with TFA. Participants in the program visit, collaborate, and further study best practices in innovative schools across four regions of the country. They engage in learning led by top school leaders in their diverse rural school communities.
- Teacher of the Year nominee, representing Ha'iku School in the HDOE, Spring 2019.

Education

Bachelor of Arts in Sociology, *cum laude* (May 2002)

University of San Francisco, San Francisco, CA

Master of Education in Elementary Ed. *magna cum laude* (May 2003)

University of San Francisco, San Francisco, CA.

Certification

Hawai'i Elementary Self-Contained License (Grades K-6)

*Letters of Recommendation available upon request

Maggie Costigan. Maggie is an artist, educator, and arts administrator, dedicated to empowering youth through movement exploration and the creative process. She holds B.A. degrees in dance and psychology from Loyola Marymount University in Los Angeles, and continues her education through professional development with organizations including: the Kennedy Center for Performing Arts, Wolftrap, and the Lincoln Center. Maggie has been a teaching artist in Hawaii's public schools since 1989, providing curriculum integrated dance residencies to over seventy-five K-8th grade classrooms annually. She is part of the Artistic Teaching Partner Roster for the Hawaii State Foundation on Culture and the Arts *Artist In The Schools Program*, and has been a frequent participant in Honolulu Theatre for Youth *Collaborative Residency Project*, working with classroom teachers to design and implement arts curriculum for the classroom. As the Executive Director of the Maui Dance Council, Maggie has expanded the organization's *Chance To Dance* program to service 15 public schools and over 5,000 youth annually. She currently resides on the island of Maui, where she continues to study and choreograph dance, while enjoying the Pacific Ocean in her spare time.

MAGGIE COSTIGAN

EDUCATION

[REDACTED]	Loyola Marymount University Bachelor of Arts: Dance / Bachelor of Arts: Psychology	Los Angeles, CA
[REDACTED]	Laban Centre at Goldsmith College Dance	London, UK
[REDACTED]	Hawaii State Dance Council Teaching Artist Training	Maui, HI
[REDACTED]	MACC / HAA / HTY / Kennedy Center Arts Education Professional Development Workshops	Maui/Oahu, HI

WORK EXPERIENCE

1989-present	Maui Dance Council Teaching Artist Maui County Schools Executive Director (2000-present)	Maui, HI
2011-2016	Honolulu Theatre for Youth Collaborative Residency Program	Maui/Oahu, HI
2003-2016	Maui Arts & Cultural Center Professional Development / Arts Advocacy Workshop Presenter Teaching Artist Maui County Public Schools / Can Do Day	Maui, HI
1997-2009	North Shore Movement Arts Dance & Gymnastics Program Director/Instructor/Coach	Maui, HI
1996-2001	Pa'ia Youth & Cultural Center Dance Club Director/Choreographer	Maui, HI
1995-1997	Maui Community College PACE Program Dance Instructor/Choreographer	Maui, HI
1995-1996	Maui Academy of Performing Arts Dance Instructor/Choreographer	Maui, HI
1993-1996	Maui Community School for Adult Education Senior Citizen Movement Instructor	Maui, HI
1993-1996	Maui Family YMCA Teen Dance Program Director/Instructor	Maui, HI
1982-1988	Santa Monica Gymnastics Center Recreational & Competitive Coach	Los Angeles, CA

PROFESSIONAL / PERFORMANCE EXPERIENCE

2007-2011	Soldaze Dance	Maui, HI
1996-2003	Halau Hula O Keia La	Maui, HI
1996-2000	Maui Dance Ensemble	Maui, HI
1994-2007	Stomping Ground Dance Troupe	Maui, HI
1993	Renegades of Funk Dance Troupe	Maui, HI
1991	One On One Productions Directors: Eric & Amy Gilliam	Maui, HI
1990-1996	MDC Artists In The Schools Performance Troupe	Maui, HI
1989-1995	Village Pulse Dance Co.	Maui, HI
1988-1991	Maui Alliance Dance Co.	Maui, HI
1987-1988	LMU Alumni Dance Co.	Los Angeles, CA
1986-1988	Hit & Run Dance Troupe	Los Angeles, CA

ACCREDITATIONS / AWARDS

2007-present	Artistic Teaching Partner <small>Hawaii State Foundation on Culture & the Arts</small>	Hawai'i
2005	Level III Teaching Artist, ARTS FIRST Partners of Hawai'i	Maui, HI
1992	State Choreographic Forum Award Recipient	Maui, HI
1989, 1997	State Choreographic Award Dancer	Honolulu, HI

COMMUNITY ACTIVITIES

1998-present	Haiku Ho'olaule'a Presenter	Maui, HI
1990-present	DOE Teacher Trainer/Coach <small>Maui County Public Schools</small>	Maui, HI
2000-2010	Spotlight on Education Presenter	Maui, HI
1997	Hana Taro Fest Guest Performer	Maui, HI
1996-2000	Keanae/Wailua Nui Ho'olaulea Guest Performer	Maui, HI
1994-1995	First Night Maui Choreographer/Coordinator	Maui, HI

INTERESTS / ABILITIES

Contemporary, Hip-Hop, Jazz, Ballet, Hula, African, Caribbean and Latin Dance, Gymnastics, Capoeira, Improvisation, Drumming & Percussion, Yoga, 'Olelo Hawai'i, Nutrition, Conservation.

Maile Davis. Maile is a freelancer, happily working in a variety of jobs that connect her with her community. She juggles many hats and children of her own. Currently running a successful child care business, she has been named PATCH's Hawai'i Provider of the Year. In addition to that, she is a Project Manager for the Ha'iku Community Association, in charge of bringing her community together in various projects. Some of these include a volunteer-run playground that is popular across the island, helping coordinate and run community meetings, and planning large community events such as the annual Ha'iku Ho'olaule'a and Flower Festival.

Maile Davis

OBJECTIVE: To secure a position as a public relations professional in order to utilize my administrative, marketing, and interpersonal skills with accuracy and efficiency while maintaining a motivated, productive, and goal oriented environment for the entire professional team on board while maintaining extensive customer loyalty.

Education

- University of Hawai'i at Manoa, [REDACTED]
Bachelor of Arts, Interdisciplinary Studies. 3.5 GPA
- Focused on Peace Studies
- Organizing for Action (OFA) Fellowship, Maui, 2017
- CPR and First Aid Certified

Relevant Experience

May 2018- Present

Project Manager, Haiku Community Association.

Recruiting and coordinating the volunteers and resources necessary to ensure the safety and longevity of the Kalakupua Playground at 4th Marine Division Park in Haiku as well as general public membership within the community. Act as liaison with the Maui County Parks & Recreation Department (P&R) to ensure that the maintenance agreement is properly fulfilled by both Parties Coordinate with the HCA volunteers for production of an email newsletter to communicate with HCA members, volunteers and the general public. Administration and execution of grants from public and private sources for the benefit of the greater community.

September 2017-Present

Substitute Teacher, Hawai'i Dept. of Education.

Accomplished Long Term Substitute Teacher committed to ensuring that students are presented with comprehensive course materials. Adept at tracking student progress and providing constructive feedback. Specialize in engaging with students to ensure an optimal learning experience.

August 2014– December 2018

PCNC (Parent Community Network Coordinator), Dept. Of Education, Haiku School.

Working as a Parent-Community Networking Coordinator (PCNCs) who serve to create supportive partnerships among the home, the school, and the community for the purposes of supporting student success, and building a sense of family and community. The PCNCs are school-based centers for families, volunteers and community to identify their strengths, collaborate, make decisions and create partnerships.

June 2008-December 2010

PATCH Hawaii Trainer

Conducted training for adults classes for PATCH; assured the provision of necessary materials and supplies for each class; familiarized self with the training materials and equipment; distributed, gathered and completed paperwork related to each class; sets up and cleans up before and after each class; returned training materials and necessary paperwork to PATCH offices within a timely manner.

January 2003 – Present

Owner/Operator Auntie Maile's Child Care, Haiku

Ran a successful Child Care business for over 13 years. Handled all aspects including finances, procedures and policies within contracts, prepared daily educational and developmental activities, developed problem solving skills, worked with State, County and Federal laws. Highlights include not only being a part of many families lives but also working with the State to pass a Child Care related law as well as becoming PATCH Hawaii's Provider of the Year in 2013.

Other Experience

- Property Manager for the Haiku Surf Properties, August 2018- Present
- Maui Film Festival. Event Office Manager. June 2018 & June 2019
- State of Hawai'i Licensed Foster Home, fostered youth in our home. 2008-2011.
- Travel Network, now Captivating Journeys. 1999-2001.
- Receptionist/Travel Booking Agent, Hyatt Maui and Grand Wailea Recreations. 1999-2002.

Volunteer Experience

- Haiku Ho'olaule'a & Flower Festival. Chair to various committees. 2014-Present
- Kamehameha School Maui Ho'olaule'a. Volunteer and Chair to various areas.
- Various Sports Fundraiser and Chair Positions, Maui United Soccer Club and Valley Isle Soccer Academy.
- American Youth Soccer Organization Board Member- Maui Upcountry
- Maui Arts & Sciences Academy Board Member- Maui Upcountry

Skills

Comfortable in a variety of computer programs, social media, and able to learn new technology quickly.

References

- Desiree Sides/Richard Carosso- Former Principals at Haiku Elementary School. Working relationship reference. 808-575-3000
- Sadie Mossman. Personal Reference. 808-268-3565

Kahokule'a Haiku

Aloha! My name is Kahokule'a Haiku. I am an award-winning Cultural Educator, Native Hawaiian Adventurer, Kahu, Musician, and Conservationist. I was born on the island of O'ahu and raised in the traditional way by my grandparents on the island of Maui. With the guidance of my elders, the mountains and the ocean were my classroom and playground. I am a third generation Kamehameha Schools graduate and a pioneer in Distance Learning Education. I have 20 years of professional Cultural Education work experience. I specialize in creating and facilitating traditional curriculum based education programs for students, as well as for the visitor industry. I am also a cultural advisor for the film industry. I have been recognized for my work, and have been featured in several national and international publications.

"..We were lucky to have Mr. Haiku, a veritable cultural encyclopedia..." -The New York Times, 2011

Education

██████████ Kamehameha Schools graduate, Kapālama Campus
██████████ Windward Community College/ Polynesian Voyaging Program
██████████ Menlo College, CA.

Professional Experience

1993-1994	Hawaii Interactive Television System	Distance Learning Specialist
1997-1998	Kamehameha Schools , Kapālama Campus	Distance Learning Specialist
1998-2002	Royal Hawaiian Shopping Center	Promotions and Cultural Events Coordinator
2002-2003	Envisions Entertainment Productions	Nursery Manager
2004-2008	Turtle Bay Resort	Food and Beverage Department
2008-2011	Waimea Valley, Hi'ipaka LLC	Cultural Field Educator
2011-2013	Waimea Valley, Hi'ipaka LLC	Volunteer and Service Learning Programs Dept Coordinator, Lifeguard Dept. Manager
2012-2018	Turtle Bay Resort	Cultural Consultant , Educator, Wedding Officiant
2013-2018	Hawaiian Hiking Company	Owner/ Cultural Consultant/ Cultural Educator
2016-2018	Hans Hedemann Surf Inc.	Cultural Consultant, Canoe Guide, SUP Guide

Awards and Recognition

2008 Nā Hōkū Hanohano Award Finalist
2011 Hawaii Slam Poetry Finalist
2012 Aloha Council Boy Scouts of America- Hawaiiana Award Recipient
2016 38th Annual Da Hui Paddle Race- 1st Place /Alaia division

Publications

2011 Featured in The New York Times
2011 Featured in Hawai'i Magazine
2012 Featured in The Sydney Morning Herald
2013 featured in AFAR Magazine
2014 Featured in Travel Age West Magazine
2014 Featured in Alaska Airlines Magazine
2015 featured in The Chicago Tribune
2016 Featured in People Magazine
2018 Featured in National Geographic Traveler Magazine

References

Denise Antolini Associate Dean for Academic Affairs, William S. Richardson School of Law,
University of Hawai'i, Manoa [REDACTED]

Dee-Ann Heely Director of Labor and Employee Relations, The Queen's Health Systems
*former Human Resources Director, Waimea Valley, Hi'ipaka LLC
[REDACTED]

Michael Coyle C.E.O. Replay Resorts [REDACTED]
*former C.E.O. Turtle Bay Resorts LLC

Stewart Coleman President, Surfrider Foundation- O'ahu Chapter [REDACTED]

Bobby Balouskas *former Head Manager at Hans Hedemann Surf Inc. [REDACTED]

Race Randle Project Manager, Howard Hughes Corporation [REDACTED]

Michael Stewart President, Sustainable Surf [REDACTED]

Online References and Publications

Featured in New York Times:

<http://travel.nytimes.com/2011/12/04/travel/hiking-in-hawaii-waimea-valley.html>

Featured in the Sydney Morning Herald

<http://www.smh.com.au/travel/holiday-type/beach/the-isles-that-bind-20120921-26aci.html>

Featured in The Examiner:

<http://www.examiner.com/article/waimea-valley-s-keiki-fun-book-available-for-2>

Featured in Hawaii Magazine:

<http://gb.zinio.com/sitemap/Travel-magazines/HAWAII-Magazine/Nov-Dec-11/cat1960030/is-416193183/pg-16>

Featured in Honolulu Star Bulletin:

<http://the.honoluluadvertiser.com/article/2009/Dec/07/il/hawaii912070316.html>

Featured in Ka Wai Ola/ Office of Hawaiian Affairs Newspaper:

<http://issuu.com/kawaiola/docs/kwo1202web>

Featured on University of Hawaii Environmental Law website:

<http://blog.hawaii.edu/elp/news-events/uncategorized/elp-explores-the-north-shore-less-travelled-in-waim-ka-valley/#more-2815>

Stacyie Kaholi. Stacyie comes to the Board with 20 years of experience in Human Resources partnership at the retail level. A mother of four boys, Stacyie goes above and beyond in both her home life and work life. She supports and participates in multiple community endeavors such as the Shane Victorino Annual Fundraiser, sits on the Planning Board with the Maui Arts and Cultural Center for its annual Maui Calls fundraiser, and is a Community Partner with Book Trust of Hawai'i. She also has experience in strategic planning and client development, traveling frequently to meet her clients' needs. As the Director at Tiffany & Co., Wailea, Hawai'i, Stacyie has consistently maintained top sales for the store locally and globally. Prior to this role, she was the store manager of Louis Vuitton, Wailea, Hawai'i. In her free time, Stacyie enjoys the ocean, beach days, and time with her family.

Staycie Kaholi

Accomplishments

Extensive managerial experience in sales and service, working specifically in luxury retail. Seasoned in all aspects of operational management. Ability to consistently realize corporate sales targets. Strong knowledge of local market and experience in developing clientele. Skilled in motivating teams and building morale.

Professional Experience

Director – Tiffany & Co., Wailea, HI • Jan 2014 – Present

- Lead the team of SP's to achieve and drive individual sales targets utilizing clienteling, POB initiatives and on the spot coaching. Motivate teams and maintain energy on the sales floor.
- Maintain high levels of service on the sales floor to achieve and exceed TEI goals. Ensure clients are receiving memorable experiences to develop client loyalty and increase spend.
- Collaborate with the Store Director to achieve corporate targets, manage individual development, build Wailea network and create connections within the Maui community.

Service Leader – Louis Vuitton, Wailea, HI • Dec 2000 – Jan 2014

- Functioning as the Assistant Manager, managing 6 direct reports. Active in hiring and training Service Associates, creating training programs geared to ensure service levels and product knowledge aptitude.
- Directly responsible for: achieving sales targets, maintaining stock availability and product offer, visual merchandising, client relations management and client repairs.

Head Server – Merriman's Bamboo Bistro, Ma'alaea, HI • Jan 2000 – Dec 2000

- Supervised staff of 15, including servers and support staff.
- Inspected dining and serving areas to ensure cleanliness and proper setup. Acted as a liaison between kitchen staff, management, serving staff, and diners.
- Observed diners to anticipate any additional needs and respond to requests. Manage guest complaints regarding food or service.

Sales Supervisor – Sprint PCS, Kahului, HI • Sept 1997 – Dec 2000

- Directly supervise sales staff of 5 associates in all aspects of sales achievement in order to meet and exceed individual goals.
- Up-sold customers and sought sales opportunities, generating incremental revenue. Maintained Top Seller position for over 10 months running.
- Identified sources of special products and services to meet customers' needs. Informed customers about sales and promotions in a friendly and engaging manner.
- Managed wide variety of customer service and administrative tasks to resolve customer issues quickly and efficiently. Utilize conflict resolution management.

Books & Magazines Buyer – Tower Records, Honolulu, HI • Aug 1996 – Sept 1997

- Responsible for buying across three departments: Books, Magazines and Retail Apparel.
- Managed Operations for the department and vendor relations. Merchandised displays to make the store experience interactive and engaging. Upheld stock levels. Conducted staff briefings with sales personnel to introduce new merchandise

Skills

Basic retail Japanese speaking skill. Multi-cultural service background. Proficient in MS Office applications and POS systems.

ALLISON KERMODE, MPT

I am a community-minded healthcare professional whose professional focus has been on the health and wellness of individuals and who personally focuses on the improvement of her community. My organizational and communication skills have allowed me to successfully fill leadership roles at work and in numerous community organizations. As a founding board member. I look forward to utilizing my skills to help shape Maui Academy of Arts and Sciences into a school that best serves our community.

EXPERIENCE

2005 – PRESENT

SENIOR PHYSICAL THERAPIST, ELITE PHYSICAL THERAPY

I aided in the establishment of the company helping write company policy, marketing the new company and authoring necessary forms for the business. As Clinic Coordinator, in 2006 aided in finding new commercial space and led the move to and set up of a new clinic. In 2007 I stepped out of my full time position to focus on family and the community.

Currently I mentor new hires in company policy, financial and billing considerations, communication with physicians and treatment techniques and treat a diverse patient population.

2003 – 2004

STAFF PHYSICAL THERAPIST, ELAM SPORTS OAHU

EDUCATION

BS BIOLOGY, DEPAUL UNIVERSITY

MASTER OF PHYSICAL THERAPY, TEMPLE UNIVERSITY

BOARD INVOLVEMENT AND COMMUNITY LEADERSHIP/SERVICE

- SECTION CHAIR, HA'IKU HO'OLAULEA AND FLOWER FESTIVAL
Organize my section and volunteers, solicit donations
 - CROSS COUNTRY COACH, HA'IKU ELEMENTARY and TENNIS COACH, CARDEN ACADEMY
Solicit sponsors for team, coach keiki
 - UNIT LEADER, MUSCULAR DYSTROPHY ASSOCIATION SUMMER CAMPS (CHICAGO & PHILADELPHIA)
Oversee volunteers and attendees in my assigned cabin or assigned section
 - JUNIOR BOARD MEMBER, CATHOLIC CHARITIES OF CHICAGO
Establish volunteer opportunities for my contemporaries and oversee events and volunteers as needed
-

Jasmine Kilborn. Jasmine is a born and raised Ha'iku girl who has held a variety of positions in her work experience. These include being the Events Coordinator at the Maui Chamber of Commerce for two years and acting as an Activity Sales Agent for AdventureinHawaii.com for two years. She has been successfully self-employed since the year 2008 when she and her husband started a transportation company here on the island – Holo Holo Maui LLC. Their goal is to share the beauty, culture & history of Hawai'i with our visitors. Jasmine and her husband want to connect with their customers on a deeper level, leaving their guests inspired to think about ancestral connections, the natural law of the land, and exposed to the current issues of Hawai'i. Today, Jasmine's personal duties include teaching while on tour: mo'olelo, science, botany, music, etc., office upkeep: reservations, sales & marketing, bookkeeping, maintaining our licenses & vehicles, etc., coordinating cultural enrichment activities for continued education, and managing a team of six.

JASMINE P. KILBORN



OBJECTIVE

To continue to be a contributing member of the community of Maui. Engage in opportunities which encourage teamwork, inspire creativity and allow room for personal growth. To be in an environment consisting of knowledgeable peers and professional employees.

EMPLOYMENT HISTORY

March 2009 - Present

Owner & Operator of Holo Holo Maui Tours LLC

- Execute private tours around the island of Maui
- Facilitate training sessions for all new employees
- Sell, and secure activity reservations
- Bookkeeping including A/R, A/P and Payroll
- Secure new contracts
- Create continued education opportunities
- Seek and maintain permits & certifications

June 2007 - Present Maui Film Festival at Wailea Wailea, HI

Front House Manager Annual Event

- Manage Main and VIP entrances to the main festival grounds
- Brief volunteers on ticketing, attendance counts, ballot distribution & collection
- Direct motorcoach traffic ensuring a smooth flow of arriving, and departing vehicles
- Resolve admission questions/disturbances at the entrance gates
- Prepare nightly attendance and ballot reports

May 2007 - Jan 2009 Hawaii Travel & Tours Kula, HI

Activity Coordinator

- Assist website customers via toll-free line. Provide helpful tips, and general education of the Hawaiian Islands.
- Sell, and secure activity reservations for the State of Hawaii
- Process daily customer credit card charges
- Maintain and follow-up on existing customer accounts

Sept 2005 - May 2006 Synergy Sports Haiku, HI

Office Clerk

- Create and manage purchase orders, and product invoices for a windsurf sail and accessory production company.
- Maintain inventory

- Prepare taxes
- Payroll, accounts receivable, accounts payable

Nov 2002 - Apr 2005 MC&A, Inc. Kahului, HI
 Administrative Assistant/Program Development Manager

- Compose proposals for corporate incentive programs and event conferences
- Program budgeting requiring efficient delivery of requested services within specified parameters. Creativity and customization are key components in this costing and planning stage. Quality, profitability and serviceability is of utmost concern
- Devise and manage site inspection agendas. Produce sales staff and VIP daily itineraries. Arrange air travel, ground transportation, sales meetings, recreation, dining reservations and all other miscellaneous requests
- Composition of Letter of Agreements for sold programs
- Secure, review, approve and sign vendor contracts
- Generate and deliver service orders for all agenda inclusions Create billing for prepayment invoices
- Complete the above tasks while adhering to very strict, time sensitive deadlines
- Develop strong clientele and vendor relations to ensure future business

Jan 2001 - Jan 2002 Maui Chamber of Commerce Kahului, HI
 Events and Committees Director (Promoted June 2001)

- Organized, promoted and facilitated annual, monthly and seasonal events
- Information management for organized committee meetings including scheduling, creation and distribution of notices, taking minutes, and dispersal of related materials
- Website and newsletter development
- Grant maintenance
- Database Manager
- Updated and maintained membership database
- Monthly billings for membership dues
- Performed numerous secretarial/clerical duties involving public relations
- Provide support and assistance to staff and membership

EDUCATION & TRAINING

Maui Community College

- Achieved Liberal Arts Degree in Fall of 2006

REFERENCES

- Barry Rivers; Producer, Maui Film Festival [REDACTED]
- Kevin Ditamore; Owner, Hawaii Travel & Tours [REDACTED]
- Garret Ura; Maui Event Manager, MC&A, Inc.: [REDACTED]