

2026 CHARTER COMMISSION SPRING INFO SESSIONS

Tuesday, April 14, 2026

TIME	PRESENTING AGENCY/PRESENTER
9:00 - 10:00 AM	<p><u>Hawai'i State Department of Transportation</u></p> <p>Susan Chang from the Hawai'i State Department of Transportation (HDOT), will provide schools with practical guidance on transportation compliance requirements for charter schools operating buses, vans, or other student transport vehicles.</p> <p>This session will clarify the process for certifying school buses and authorized vehicles, obtaining and renewing state license plates and required inspection stickers, and ensuring vehicles meet safety and regulatory standards. Participants will also receive guidance on driver qualification and certification requirements, including licensing expectations, background checks, and any state-specific endorsements required for transporting students.</p> <p>The training will address common questions related to vehicle classification, compliance documentation, inspection timelines, and coordination with state agencies. Schools will gain clarity on what is required before transporting students, how to remain compliant throughout the year, and how to avoid delays or violations related to improper vehicle registration or driver certification.</p> <p>Slide Deck Presentation Transportation Packet Session Recording</p>
	Break
10:30 - 11:30 AM	<p><u>Hawai'i Government Employees Association (HGEA)</u></p> <p>HGEA is the state's largest public-sector labor union. If you are involved in creating and processing personnel positions at your school, this information session is for you. HGEA will review who should be HGEA members and how members pay dues; they will review Chapter 89 and the new additions; and how Article 51 of the bargaining agreement applies to charter schools, such as salary ranges, step movements and position duties</p> <p>Session Recording</p>
	Break
12:30 - 1:30	<p><u>Hawai'i State Department of Education: Section 504</u></p> <p>Drew Saranillio from HIDOE will provide a general overview regarding the Section 504 Process from a Referral to the</p>

	<p>development of a Section 504 Plan. It will also address documentation expectations, as well as the importance of maintaining clear, defensible records. Schools will gain clarity on how compliance findings typically arise, what corrective action may require, and how to proactively strengthen systems before issues escalate.</p> <p>This training is practical and preventative in nature. Schools that want to ensure strong systems for serving students with disabilities, reduce compliance risk, and build confidence in their special education processes are strongly encouraged to attend.</p> <p>Slide Deck Presentation</p> <p>Resources: https://hawaiipublicschools.org/academics/section-504/?highlight=Section+504 Contact Information: Drew Saranillio (808)305-9793</p> <p>Session Recording</p>
	<p>Break</p>
<p>1:45 - 3:00 PM</p>	<p><u>Turning Data into Action: Tools and Deep Dives for School Improvement</u></p> <p>Sherilyn Lau, Logan Narikawa, and Colleen Matsumoto from HIDOE will lead a session focused on helping charter school leaders and educators use accountability data to support student outcomes and school improvement. Participants will learn how to access key data resources and explore practical ways to use data to inform planning, monitor progress, and identify areas of need.</p> <p>The session will introduce the Accountability Data Center (ADC), including tools such as the Comprehensive Needs Assessment (CNA) Data Workbook and KPI Dashboards. Participants will also learn about opportunities to partner with the team for data deep dives—collaborative analyses designed to explore school-specific questions and uncover actionable insights.</p> <p>These resources and supports put meaningful data at educators’ fingertips, helping schools move from information to informed action.</p> <p>Presentation Slides Session Recording</p>
<p>3:15 - 4:15 PM</p>	<p><u>Title IX</u></p> <p>DJ Adams, Performance Specialist with the Hawai’i State Public Charter School Commission, will provide an overview of Title IX compliance requirements for public charter schools and what schools must have in place to meet federal and state obligations.</p>

	<p>Title IX of the Education Amendments of 1972 prohibits discrimination on the basis of sex in any education program or activity receiving federal financial assistance. This session will review required components of a compliant Title IX framework, including designation of a Title IX Coordinator, adoption and publication of compliant grievance procedures, staff training requirements, notice and reporting protocols, documentation standards, and response timelines. The training will also clarify expectations around handling complaints involving students and employees, supportive measures, investigation processes, and record retention requirements.</p> <p>Participants will gain practical guidance on what documentation schools must maintain, what policies must be publicly posted, how to ensure staff are properly trained, and how Title IX obligations intersect with other policies such as anti-harassment, nondiscrimination, and employee procedures. Common compliance gaps identified through monitoring will be highlighted so schools can proactively strengthen their internal systems.</p> <p>Presentation Slides Session Recording</p>
END OF DAY 1	

<u>2026 CHARTER COMMISSION SPRING INFO SESSIONS</u> Wednesday, April 15 2026	
TIME	PRESENTING AGENCY/PRESENTER
9:00 - 10:00 AM	<p><u>Charter School Reporting</u></p> <p>Jacy Yamamoto, Interim Director of the Monitoring and Compliance Branch, will provide an update on annual reporting requirements for charter schools and public schools under Hawai'i law and Board of Education policies. Each year, the Board of Education is required by statute (HRS §302D-21) to compile and submit an annual report on the status of public charter schools to the Governor, Legislature, and the public, drawing from annual reports submitted by charter school authorizers, including the State Public Charter School Commission. These BOE annual reports include assessments of successes, challenges, accountability measures, funding allocations, and other relevant data required by statute.</p> <p>In this session, participants will learn: what specific data and documentation schools must prepare for state annual reporting, who these reports must be submitted to (including the Commission, the Board of Education, and through them to the Legislature), key timelines and statutory reference points, and expectations for the content and quality of reports. Practical guidance will be offered on compiling the information commonly used in BOE annual reporting — including academic, fiscal, special education, and programmatic data — and how to ensure submissions align with state requirements.</p> <p>Presentation Slides</p>

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	<p>Resources: Memo: Minimum Educational Data Report Standards for Charter Schools</p> <p>Session Recording</p>
	<p>Break</p>
10:30 - 11:30 AM	<p><u>Human Resources</u></p> <p>The Office of Talent Management will present an overview of human resources responsibilities for public charter schools (PCS), covering key foundational areas such as compliance with collective bargaining agreements, employee background checks, position classification, and recruitment and hiring processes. The presentation will also walk through the process for charter schools interested in purchasing payroll services from HIDOE, including what is provided — such as payroll processing and position management — and what falls outside the scope of those services, such as labor relations and recruitment.</p> <p>Presentation Slides Session Recording</p>
	<p>Break</p>
12:30 - 1:30 PM	<p><u>Infinite Campus</u></p> <p>The Hawai'i State Department of Education (DOE), will provide a comprehensive overview of Infinite Campus requirements for public charter schools. This training is designed to ensure schools understand what data must be entered, who should have access, and how to properly utilize the system to meet state reporting and compliance expectations.</p> <p>Participants will receive guidance on required data entries, including enrollment, attendance, schedules, grades, program codes, and special program designations. The session will clarify which staff roles should have system access, how to request or modify access, and the approval processes involved. DOE will also walk through the key Infinite Campus tabs and modules that public schools are required to use for data entry, uploads, and reporting.</p> <p>The training will highlight common data errors, reporting timelines, audit implications, and how Infinite Campus entries directly impact state reporting, funding allocations, and accountability measures. Schools will gain practical insight into maintaining clean, accurate data throughout the year and strengthening internal processes for monitoring data integrity.</p> <p>Presentation Slides</p>

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	Session Recording
	Break
1:45 - 3:45 PM	<p><u>Safety & Security</u></p> <p><i>Active Shooter - Presentation Slides</i> This session, led by Cleve Renfro will provide charter school leaders and staff with an overview of active shooter preparedness and response protocols in a school setting. Participants will learn key prevention strategies, situational awareness practices, and immediate response actions designed to protect students and staff during a critical incident. The session will also review coordination with first responders and best practices for integrating active threat response into school emergency planning.</p> <p><i>Principles of School Safety (Mock HIOSH Inspections) - Presentation Slides</i> This session will introduce schools to core workplace safety principles and what to expect during a Hawai'i Occupational Safety and Health (HIOSH) inspection. Mark Behrens will walk through inspection format, participants will learn how safety hazards are identified, how documentation is reviewed, and what corrective actions may be required. The training will help schools proactively identify risks, strengthen workplace safety practices, and prepare for potential inspections.</p> <p><i>Emergency Management Updates - Presentation Slides</i> Orasa Fernandez will provide updates on current emergency management expectations and guidance for schools. Participants will learn about recent changes in policies, coordination with state and county emergency management agencies, and best practices for maintaining effective emergency preparedness systems. The session will also highlight key resources and tools schools can use to strengthen their readiness for a range of emergency scenarios.</p> <p>**Session will NOT be recorded**</p>
	END OF DAY 2

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9:00-10:00 AM	<p><u>Hawai'i State Teachers Association (HSTA)</u></p> <p>Join the HSTA Executive Director Andrea Eshelman and Chief Negotiator Colleen Bird to learn about collective bargaining laws, the HSTA Master Agreement, and how charter schools can engage in supplemental contracts for their teachers. This session will also cover key topics such as probation and tenure, transfers, leave policies, payroll, and other common challenges schools may face. You will also learn about the potential impacts of federal funding cuts.</p> <p>Slide Presentation Session Recording</p>
	Break
10:30 - 11:30 AM	<p><u>Hawai'i State Department of Education: Special Education</u></p> <p>Kupu Kaniho and Brikena White from HIDOE will review common compliance gaps related to timely evaluations and re-evaluations, IEP development and implementation, service documentation, progress monitoring, manifestation determinations, and procedural safeguards. It will also address documentation expectations, internal monitoring practices, and the importance of maintaining clear, defensible records.</p> <p>Schools will gain clarity on how compliance findings typically arise, what corrective action may require, and how to proactively strengthen systems before issues escalate.</p> <p>This training is practical and preventative in nature. Schools that want to ensure strong systems for serving students with disabilities, reduce compliance risk, and build confidence in their special education processes are strongly encouraged to attend.</p> <p>Click here to register for session Slide Presentation</p> <p>Resources: Procedural Safeguards Parent Rights OSSS-ESB Landingsite Session Recording</p>
	Break
12:30 - 1:30 PM	<p><u>Governing Board Duties & Responsibilities</u></p> <p>Join PJ Foehr, Deputy Director of the Hawai'i State Public Charter School Commission, for an insightful presentation on</p>

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	<p>best practices for charter school governing boards. Drawing from feedback submitted by school leaders and board members across the state, PJ shares practical guidance, helpful reminders, and resources aimed at strengthening school governance. This session is designed to support both new and experienced board members in fostering effective oversight, clear accountability, and successful outcomes for their school communities.</p> <p>Presentation Slides Resources: Governing for Greatness Session Recording</p>
1:45 - 3:15 PM	<p><u>Hawai'i State Ethics Commission Guidance</u></p> <p>Hawai'i State Ethics Commission will provide an overview of the State Ethics Code (Hawai'i Revised Statutes Chapter 84) and how it applies to charter school employees and governing board members. Participants will walk through common ethics scenarios schools may encounter, including conflicts of interest, post-employment restrictions, fair treatment, and rules related to gifts and gift reporting. She will also help clarify how to recognize potential ethics issues and where to seek guidance to ensure schools remain compliant with state ethics laws.</p> <p>Click here to register for session Presentation Slides Session Recording</p>
	<p>END OF DAY 3</p> <p>THANK YOU FOR ATTENDING ANY/ALL SESSIONS!</p>