

Application Submittal Checklist

The following items are required for submittal of the grant application. Please verify and check off that the items have been included in the application packet.

- 1) Certificate of Good Standing (If the Applicant is an Organization)
- 2) Declaration Statement
- 3) Verify that grant shall be used for a public purpose
- 4) Background and Summary
- 5) Service Summary and Outcomes
- 6) Budget
 - a) Budget request by source of funds ([Link](#))
 - b) Personnel salaries and wages ([Link](#))
 - c) Equipment and motor vehicles ([Link](#))
 - d) Capital project details ([Link](#))
 - e) Government contracts, grants, and grants in aid ([Link](#))
- 7) Experience and Capability
- 8) Personnel: Project Organization and Staffing

Joelle Cabasa

AUTHORIZED SIGNATURE

JOELLE CABASA

FRIENDS OF HAWAII TECHNOLOGY ACADEMY PRESIDENT

PRINT NAME AND TITLE

JANUARY 18, 2022

DATE



**STATE OF HAWAII
STATE PROCUREMENT OFFICE**

CERTIFICATE OF VENDOR COMPLIANCE

This document presents the compliance status of the vendor identified below on the issue date with respect to certificates required from the Hawaii Department of Taxation (DOTAX), the Internal Revenue Service, the Hawaii Department of Labor and Industrial Relations (DLIR), and the Hawaii Department of Commerce and Consumer Affairs

Vendor Name: **FRIENDS OF HAWAII TECHNOLOGY ACADEMY**

Issue Date: **01/04/2022**

Status: **Compliant**

Hawaii Tax#:
New Hawaii Tax#: GE-0386949120-01
FEIN/SSN#: XX-XXX7676
UI#: No record
DCCA FILE#: 239805

Status of Compliance for this Vendor on issue date:

Form	Department(s)	Status
A-6	Hawaii Department of Taxation	Compliant
8821	Internal Revenue Service	Compliant
COGS	Hawaii Department of Commerce & Consumer Affairs	Exempt
LIR27	Hawaii Department of Labor & Industrial Relations	Compliant

Status Legend:

Status	Description
Exempt	The entity is exempt from this requirement
Compliant	The entity is compliant with this requirement or the entity is in agreement with agency and actively working towards compliance
Pending	A status determination has not yet been made
Submitted	The entity has applied for the certificate but it is awaiting approval
Not Compliant	The entity is not in compliance with the requirement and should contact the issuing agency for more information

**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS PURSUANT TO
CHAPTER 42F, HAWAI'I REVISED STATUTES**

The undersigned authorized representative of the applicant certifies the following:

- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawai'i Revised Statutes:
 - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant is awarded;
 - b) Complies with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
 - c) Agrees not to use state funds for entertainment or lobbying activities; and
 - d) Allows the state agency to which funds for the grant were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and ensuring the proper expenditure of the grant.
- 2) If the applicant is an organization, the applicant meets the following requirements pursuant to Section 42F-103, Hawai'i Revised Statutes:
 - a) Is incorporated under the laws of the State; and
 - b) Has bylaws or policies that describe the manner in which the activities or services for which a grant is awarded shall be conducted or provided.
- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawai'i Revised Statutes:
 - a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
 - b) Has a governing board whose members have no material conflict of interest and serve without compensation.

Pursuant to Section 42F-103, Hawai'i Revised Statutes, for grants used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant was awarded and disposes of the land in fee simple or by lease, the organization shall negotiate with the expending agency for a lump sum or installment repayment to the State of the amount of the grant used for the acquisition of the land.

Further, the undersigned authorized representative certifies that this statement is true and correct to the best of the applicant's knowledge.

Friends of Hawaii Technology Academy (FoHTA)

(Typed Name of Individual or Organization)

Joelle Cabasa
(Signature)

01/12/2022

(Date)

Joelle Cabasa

President, FoHTA

(Typed Name)

(Title)

Application for Grants

If any item is not applicable to the request, the applicant should enter "not applicable".

I. Certification – Please attach immediately after cover page

1. Certificate of Good Standing (If the Applicant is an Organization)

If the applicant is an organization, the applicant shall submit one (1) copy of a certificate of good standing from the Director of Commerce and Consumer Affairs that is dated no earlier than December 1, 2021.

A current Certificate of Good Standing can be found immediately after the cover page of this proposal.

2. Declaration Statement

The applicant shall submit a declaration statement affirming its compliance with [Section 42F-103, Hawaii Revised Statutes](#).

A signed copy of the Declaration Statement is attached to this proposal.

3. Public Purpose

The applicant shall specify whether the grant will be used for a public purpose pursuant to [Section 42F-102, Hawaii Revised Statutes](#).

The applicant shall specify whether the grant will be used for a public purpose pursuant to [Section 42F-102, Hawaii Revised Statutes](#).

The project for which funding is requested serves clear public purposes pursuant to Hawaii Revised Statutes, Section 42F. This project allows Hawaiian students access to educational opportunities and affects the local communities of students. Hawaii Technology Academy's (HTA) existing programming, such as Work Based Learning, brings students into their community to engage with real-world problems and to develop connections with the institutions and enterprises in their neighborhood. The public benefits from this kind of student engagement.

The primary public purpose that this project serves is improving educational facilities for Hawaii Technology Academy students on their four campuses located on Oahu, Maui, Kauai, and Hawaii Island.

II. Background and Summary

This section shall clearly and concisely summarize and highlight the contents of the request in such a way as to provide the State Legislature with a broad understanding of the request. Please include the following:

1. A brief description of the applicant's background;

Friends of Hawaii Technology Academy (FoHTA) is a non-profit organization created to engage in activities that further the mission, vision, and strategic initiatives of Hawaii Technology Academy (HTA). FoHTA supports and fosters the advancement of education for students at HTA through the solicitation and administration of funding and revenue for HTA, and by providing volunteer support for HTA's community partnerships and educational programming. For the purposes of this proposal, FoHTA is acting as a fiscal sponsor for HTA.

HTA is a tuition-free, Western Association of Schools and Colleges (WASC)-accredited public charter school that aims to **transform education to meet the demands of an ever-changing world**. Our educational approach is founded on the belief that learners learn best by doing and by engaging in relevant learning experiences that help them make connections between themselves and the world. Established in 2008, today HTA serves more than 1,300 K-12 students on campuses across four islands (Oahu, Hawaii Island, Kauai, and Maui) and is Hawaii's largest statewide public charter school.

HTA uses an innovative and flexible blended learning model, providing students with a combination of face-to-face instruction, virtual instruction, and experiential/independent learning. Unique to this learning platform, HTA engages parents as Learning Coaches, empowering them through training on how to best support students with their independent learning. For this reason, parents and teachers enjoy a strong collaborative relationship to meet the needs of students. This blended learning model allows teachers to develop strong personal relationships with their students, affording them the attention they need to be successful.

Project-based learning is at the core of HTA's blended learning program, encouraging creative and multifunctional use of learning spaces across all content areas. HTA has a growing student body and waitlists for enrollment on all of our campuses. To accommodate and appropriately serve this growing population, HTA **needs updated furniture, fixtures, and equipment. Improved facilities will enable HTA to effectively implement our innovative curriculum and guarantee equitable access across all HTA campuses.**

HTA is 14 years old and, given the age of the institution, much of its furniture, fixtures, and equipment are outdated. Additionally, **over the lifetime of the school, furniture, fixtures, and equipment needs have changed as the school has pursued new directions in curriculum, technology, teaching, and learning that require flexibility.** Schools without flexibility create limitations in accommodating new educational approaches.

While needs vary by campus, HTA needs to **improve and expand our facilities to maintain and elevate the quality of education that HTA** guarantees its students. As our school moves towards a more integrated thematic curriculum and collaborative, student-centered project-based learning,

students may work independently or in small or large groups. Students engage in a diverse range of activities and learning tasks and HTA's facilities must support this diversity of activity. It is imperative that HTA acquire the appropriate space, furnishings, equipment, and technology to **support these diverse classroom activities and projects.**

2. The goals and objectives related to the request;

In this request for funding, HTA has two specific objectives we plan to achieve that will benefit students across Hawaii:

1. **Provide equitable access in all educational environments at HTA:** HTA believes in equitable access, the notion that every student in every classroom at HTA should have the same opportunity to be taught by a high-quality educator and have access to the same type of facilities, resources, and equipment. While HTA currently has exceptional teachers and administrators at each location, we do not have equitable facilities at present for all of our students.
2. **Foster interdisciplinary collaboration to better educate students at HTA:** Interdisciplinary collaboration commonly involves teachers focusing on making connections between subject areas. One way this collaboration is done at HTA is through project-based learning and career-based education opportunities. Teachers work together to ensure that the curriculum makes connections across the subject areas, which can help students build a deeper conceptual understanding of topics and help them better understand the world in which they live.

3. The public purpose and need to be served;

Educational research has demonstrated that when classroom space and furniture is adaptive to the needs of its occupants—both students and teachers—the positive effects can be profound (Dittoe, 2002). HTA believes that investing in Hawaiian learning environments can significantly enhance the overall learning and a productive teaching climate for students in Hawaii.

Grant funds will help improve educational opportunities for students in several ways:

Classroom Materials

Updated instructional materials improve the aesthetics of the classroom and enhance efficiency. When teachers have access to quality materials that are instructionally aligned, their classroom practice and student outcomes are enhanced (EdReports, 2022). Potential new equipment, such as interactive SMARTboards and better outfitted science rooms, will provide teachers with the flexibility and technology they need to deliver HTA's innovative curriculum in multiple learning environments.

Learning Spaces

As noted, HTA's curriculum is largely focused on student-centered, project-based learning. In addition to knowledge acquired through textbooks, students engage in hands-on, experiential learning and projects across all divisions. This kind of learning requires classroom space, furnishings, and equipment that will **maximize the project-based learning experience.** Furthermore, HTA's incorporation of the academic approach STEM (Science, Technology,

Engineering, Math) across all content areas means that students engage in multiple hands-on interdisciplinary projects. **Students frequently conduct science experiments and use technology and design-thinking processes in their courses.**

New science labs/rooms would have a significant impact on our students as it would **align with HTA's curricular expectations for experiential learning** and provide them with adequate space to not only learn, but ***do***.

Designated library rooms encourage reading, writing, and effective research practice, helping students to refine these important skills in a distraction-free environment. The addition of a Makerspace would have its own positive impact on students, fostering collaborative learning and innovation through hands-on experiential learning.

Green Spaces

Research findings have demonstrated that access to green spaces improves the mental well-being of children. Access to green spaces was directly associated with **improved mental well-being and overall health and cognitive development of children** by promoting attention restoration, memory, stress reduction, and social interaction (McCormick, 2017). This access has also been associated with higher standardized test scores (McCormick, 2017). HTA believes that improving or implementing access to green spaces, including the acquisition of new benches and tables, will positively impact our students' well-being and **provide numerous opportunities for conducting learning outdoors.**

These additions and improvements will allow HTA to expand its curricular programs and provide sufficient space for each campus to grow. In turn, **teachers will be able to deliver an equal and accessible curriculum** that prioritizes innovation, effectiveness, and quality. Students will be prepared to lead lives of leadership, service, and success in the complex future.

Dittoo, W. (2002). Innovative models of learning environments. *New Directions for Teaching and Learning*, 2002(92), 81-90

McCormick, R. (2017). Does Access to Green Space Impact the Mental Well Being of Children? A Systematic Review. *Journal of Pediatric Nursing*, 37, 3-7

Students in the Community

HTA students have a **direct and positive impact on their communities**. Approximately 150 students graduate from HTA each year and over 550 students statewide participate in apprenticeships, internships, community-based electives, and community service electives. Here are just a few of the projects with which students have recently participated:

- Students engaged in the Oceanit Trailblazing Internship built artificial intelligence (AI) sensors for a Hawaii Public Library project and conducted a speed study with the Department of Transportation using AI. Students also conducted a usability study on at-home COVID-19 test kits.
- Students engaged with Seeds of Peace drove their work around Diversity, Equity, and Inclusion. Some of the projects asked students to draft policies for the school and led students to create a safe space at school to foster student mental health and well-being.
- Students engaged with Malama Maunalua and Hawaii Institute of Marine Biology built AI robots that monitored the health of Hawaii's coral reef.

Hear directly from our students and educators [here](#).

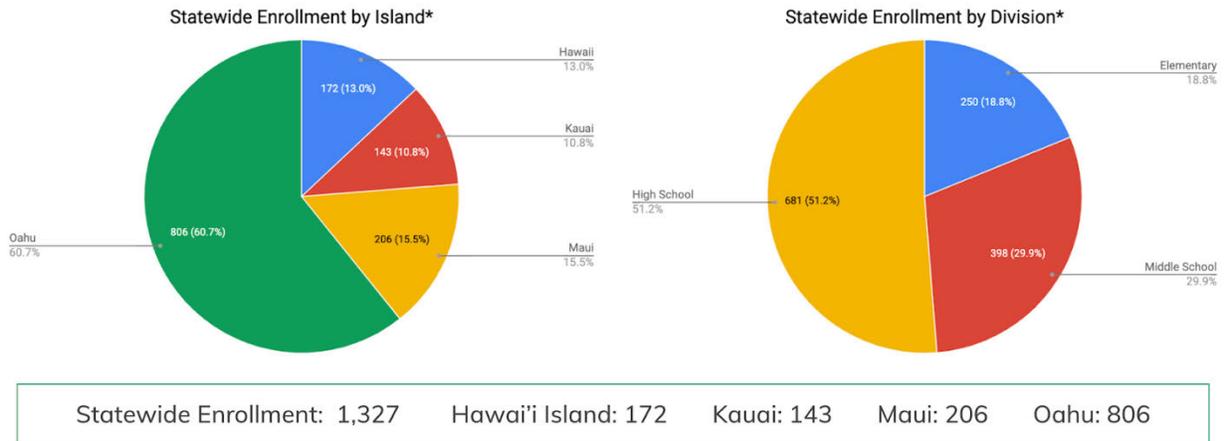
HTA seniors graduate with a solid educational background and are college and career-ready. Students are prepared to have a positive impact on their local communities.

4. Describe the target population to be served; and

The target population served is 1,300 K-12 students enrolled at HTA. Please see the charts below for demographic information.

OFFICIAL ENROLLMENT BY ISLAND AND DIVISION

As of October 15, 2021

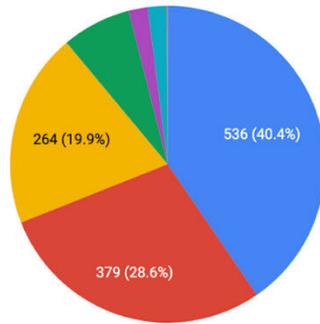


STATEWIDE STUDENT POPULATION

As of October 15, 2021

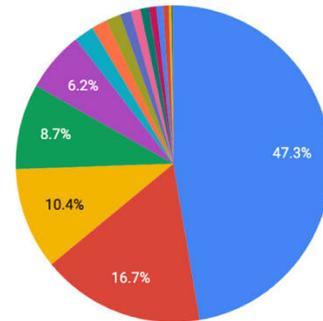
Student Population: Federal Race/Ethnicity

- Two or More Races
- White
- Hispanic/Latino
- Asian
- Black or African American
- Native Hawaiian or Other Pacific Islander
- American Indian or Native Alaskan



Student Population: State Race/Ethnicity

- White
- Native Hawaiian
- Filipino
- Japanese
- Black
- Chinese
- Portuguese
- Samoan
- Other Asian
- Korean
- American Indian or Alaska Native
- Other Pacific Islander
- Indo-Chinese (Cam, Laot, Viet)
- 4 more



5. Describe the geographic coverage.

HTA has campuses on Oahu, Maui, Kauai, and Hawaii Island.

Campus	Location	Grade Levels	Students Enrolled
Oahu	Waipahu	K-12	806
Maui	Kihei	K-12	206
Kauai	Lihue	6-12	145
Hawaii Island	Kona	K-12	175

III. Service Summary and Outcomes

The Service Summary shall include a detailed discussion of the applicant’s approach to the request. The applicant shall clearly and concisely specify the results, outcomes, and measures of effectiveness from this request. The applicant shall:

1. Describe the scope of work, tasks and responsibilities;

To accomplish the project goal, FoHTA will serve as a financial administrator and HTA will be responsible for project implementation. HTA will engage a project team with proven qualifications and expertise to complete all project activities.

Project Roles and Responsibilities

Title	Role	Responsibilities
Executive Director	The leader of the school has sanctioned the project	<ul style="list-style-type: none"> • Monitor the overall progress of the project at a high level. • Assist the Facilities Coordinator with decision making. • Authorize and approve/reject issues that affect Scope, Cost, Time or Quality of the project.
Facilities Coordinator	Responsible for leading a project from concept to finish. This includes conceptualization, initiation, planning, executing, monitoring and closing out the project, while managing risks, timelines, resources and the scope of the project. Works with the Executive Director to define the project scope and team members and reports on issues and progress on a regular basis. The project manager’s goals are focused on delivering the project on time, on scope, within budget and to the required quality standard.	<ul style="list-style-type: none"> • Conduct focus groups with campus directors and teachers to assess the furniture needs of each classroom/campus based on the subject and teaching methods. • Assess: Campus square footage; current usages of classrooms; needs of the classrooms, teachers, and students; current equipment and furniture. • Conduct regular meetings with Executive Director, Campus Directors, Interior Design Project Manager and furniture vendor for support in design planning, project management, and coordinating shipping, delivery plans, budgeting, and installation services. • Review suggested furniture plans for classrooms from Interior Showcase and all proposed costs, shipping timeframes and costs, and installation fees. • Create a schedule for ordering, shipping, delivery, storage, and installation with deadlines for all four campuses. • Work with Interior Showcase project manager and campus directors during delivery of all

		<p>furniture and equipment to each campus and schedule all furniture to be installed.</p> <ul style="list-style-type: none"> • Inspect, review, approve all furniture once installed.
Business Manager	Responsible for overseeing business operations and finances	<ul style="list-style-type: none"> • Monitor the budget during the project • Attend regular meetings with the Executive Director and Facilities Coordinator to monitor finances and project outcomes.

2. Provide a projected annual timeline for accomplishing the results or outcomes of the service;

The project will commence on July 1, 2022, and be completed by June 30, 2023.

- Quarter 1- Completion of assessment and furniture/equipment purchases for Maui and Oahu campuses
- Quarter 2- Completion of assessment and furniture/equipment purchases for Hawaii Island and Kauai campuses
- Quarter 3- Finalize installation on all campuses and develop evaluation surveys for dissemination
- Quarter 4- Analyze project assessment results

3. Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results; and

The success of this project will be based upon achieving the third goal of Objectives One and Two: “In collaboration with HTA leadership, teachers, parents, students, and community stakeholders will evaluate the impact that the purchases have had.”

Quality Assurance: HTA has in place protocols and systems for managing its financial risks and for complying with state and local standards for health, safety, and wellbeing. HTA has an approved Safety and Security Plan and complies with all Charter School Commission/State/Federal mandated safety policies. FoHTA and HTA’s financial best practices and assurances safeguard that funds are expended legally and according to budget. Our policies are available for review on HTA’s website. HTA complies with its financial policies that govern fund expenditures, whether funds come from the Hawaii Department of Education, private funders, or government grants. HTA and FoHTA have a written agreement for how grant funding is dispensed and monitored in compliance with appropriate laws and to the benefit of HTA’s community.

HTA also has in place a systematic means of evaluating and monitoring large-scale projects which includes quarterly meetings between all involved parties to ensure adherence to timelines and as well as progress checklists on a weekly basis.

Evaluation: The Executive Director of HTA and Facilities Coordinator will monitor and evaluate this project. They will monitor the progress of the project components, adhere to timelines, and provide feedback to address challenges and make recommendations and changes as needed.

4. List the measure(s) of effectiveness that will be reported to the State agency through which grant funds are appropriated (the expending agency). The measure(s) will provide a standard and objective way for the State to assess the program's achievement or accomplishment. Please note that if the level of appropriation differs from the amount included in this application that the measure(s) of effectiveness will need to be updated and transmitted to the expending agency.

The objectives related to the request will be evaluated along the following criteria:

- HTA will track and examine the long-term value and benefit to students of this initial investment in infrastructure. HTA is intentional in investing in quality, sustainable furniture and equipment that will last at least ten years.
- Use the results of the School Quality Survey (SQS) parent section to collect data about parents' perceptions of safety and student engagement at the school to examine the benefit and impact of facility improvements. The Hawaii Department of Education annually administers the SQS to capture the voices of school personnel, students (Grades 3-12), and parents/guardians (of students in Grades K-12) in public DOE schools and charter schools.
- Use HTA attendance and graduation rates to examine student academic improvement and engagement in school.
- Use results of a Panorama survey to examine student learning experience. The Panorama survey measures student sense of belonging, engagement, and overall learning environment.
- Create and administer a survey to collect feedback from teacher perceptions and student experiences about changes to the learning environment after facility and equipment upgrades.

IV. Financial

FoHTA is seeking \$720,000.00 in funding, which will augment the total cost of this project.

Budget

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.
 - a. Budget request by source of funds (Link)
 - b. Personnel salaries and wages (Link)
 - c. Equipment and motor vehicles (Link)
 - d. Capital project details (Link)
 - e. Government contracts, grants, and grants in aid (Link)

FoHTA has submitted a budget using the GIA budget forms, which are included with this application.

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2023.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
375,000	275,000	70,000	0	\$720,000.00

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2023.

FoHTA is not seeking other funding sources for the fiscal year 2023 at this time. Funding is currently being sought for other programming elements but not for this particular infrastructure.

4. The applicant shall provide a listing of all state and federal tax credits it has been granted within the prior three years. Additionally, the applicant shall provide a listing of all state and federal tax credits they have applied for or anticipate applying for pertaining to any capital project, if applicable.

Not applicable. FoHTA is a non-profit 501c3 organization.

5. The applicant shall provide a listing of all federal, state, and county government contracts, grants, and grants in aid it has been granted within the prior three years and will be receiving for fiscal year 2023 for program funding.

Not applicable.

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2021.

FoHTA's balance of unrestricted current assets as of December 31, 2021: \$10,000

V. Experience and Capability

1. Necessary Skills and Experience

The applicant shall demonstrate that it has the necessary skills, abilities, knowledge of, and experience relating to the request. State your experience and appropriateness for providing the service proposed in this application. The applicant shall also provide a listing of verifiable experience of related projects or contracts for the most recent three years that are pertinent to the request.

Since 2008, HTA has provided an innovative learning community that empowers students to become creative, critical thinkers and enables them to determine their unique paths to success.

FoHTA is a Hawaii non-profit 501c3 incorporated on July 19, 2013. While the primary mission of the FoHTA is to provide support to the students and faculty of HTA, the non-profit corporation also supports increasing educational opportunities for all programs at HTA and strongly endorses this project.

HTA's Executive Director, Business Manager, and Facilities Coordinator have experience with projects of this size and manner. They have experience handling grants of this magnitude, including a previously received large sum Title grant. Recently, they have handled significant construction projects on two of HTA's campuses. They understand HTA's needs and have identified furnishings and equipment that work best for HTA's unique learning environment. The input of students, teachers, administrators, parents, and community stakeholders was considered when deciding what will facilitate the optimal learning environment.

2. Facilities

The applicant shall provide a description of its facilities and demonstrate its adequacy in relation to the request. If facilities are not presently available, describe plans to secure facilities.

HTA has four campuses located on Oahu, Maui, Kauai, and Hawaii Island. While each campus is unique, they share a common mission and vision. As a charter school, HTA is not permitted to own property; the school leases buildings that have been zoned for educational space. These structures require renovation to safely house students and to provide bathrooms, facilities, and square footage appropriate for a school and the size of the HTA community.

Oahu Campus: HTA's Oahu campus is located in Waipahu and is more than 16,000 square feet. This campus hosts the largest population of students and the business/administrative offices. The current lease on this property extends through 2026. We are looking to lease a separate additional property for the elementary students to allow for greater enrollment in this division. This past school year, HTA had to leave more than 175 students, including 68 elementary students, on the waitlist. Under the terms of HTA's charter, at least one of HTA's divisions will have to remain located at the current address for the foreseeable future. The school has been in its current location for almost five years with no upgrades to its furniture or equipment.

Maui Campus: Maui's new campus is located in Kihei. After a surge in student enrollment, we outgrew our previous location. The new space in Kihei is 15,000 square feet and can accommodate up to 1,000 students. HTA will move into this space in July or August 2022. The current lease on this property is through June 2026. The new space will have a designated makerspace room, science room, and mindfulness room. These are new rooms supporting new programs and will require new equipment.

Kauai Campus: The Kauai campus is 3,550 square feet and is located in Lihue. Student enrollment on this campus has grown. We added an additional classroom this school year. The current lease on this property is through 2024. We anticipate remaining at the current site and renewing this lease. This campus needs updated furniture, fixtures, and equipment to help support our revised mission and vision.

Hawaii Island Campus: Currently, the Hawaii Island campus is operating virtually while their future site is under construction. Construction is estimated to be complete in August 2022. This new space is 8,000 square feet with a lease through June 2026. The new space will have a brand new science room, student lounge, and library. Construction has been delayed owing to some permitting issues from the previous location and the ongoing pandemic. Construction costs for this project have doubled as a direct result of these delays. HTA has the financial means to complete the construction of this campus but the site needs new furniture, fixtures, and equipment to support the learning programs that we have implemented.

While Charter schools do receive per-pupil allocations, much of that allocation goes towards the basic operation of the school. There is no specific funding for facilities and, as noted above, charter schools may not own property.

HTA's blended learning approach provides for in-person learning two to three times per week for all students. Students from different divisions share the campus and the same classrooms on different days. Sharing spaces across divisions and grade levels means that campuses must have flexible furniture that can not only accommodate students from K-12, but also accommodate the needs of HTA's innovative curriculum. Learning spaces at HTA need to be both modern—therefore conducive to blended and virtual learning conducted using up-to-date technology tools—and flexible—therefore conducive to the diverse uses and students inhabiting classroom spaces.

VI. Personnel: Project Organization and Staffing

1. Proposed Staffing, Staff Qualifications, Supervision and Training

The applicant shall describe the proposed staffing pattern and proposed service capacity appropriate for the viability of the request. The applicant shall provide the qualifications and experience of personnel for the request and shall describe its ability to supervise, train and provide administrative direction relative to the request.

FoHTA and HTA have a solid track record of experience in successful financing and management of projects. Ultimate responsibility and accountability for project success rests with HTA's Executive Director while the FoHTA Board of Directors will provide the service of a fiscal administrator.

Qualifications and Experience for personnel responsible for this project are attached to this application.

HTA Project Administrators:

Dr. Stacey Bobo, Executive Director
Gabriela Bonilla, Business Manager
Carrie White, Facilities Coordinator

FoHTA's Board Members:

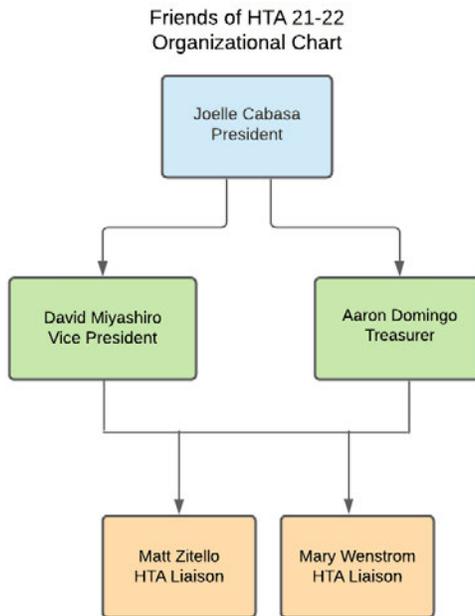
Joelle Cabasa, President
David Miyashiro, Vice President
Aaron Domingo, Treasurer
Mary Wenstrom, HTA Liaison
Matt Zitello, HTA Liaison

2. Organization Chart

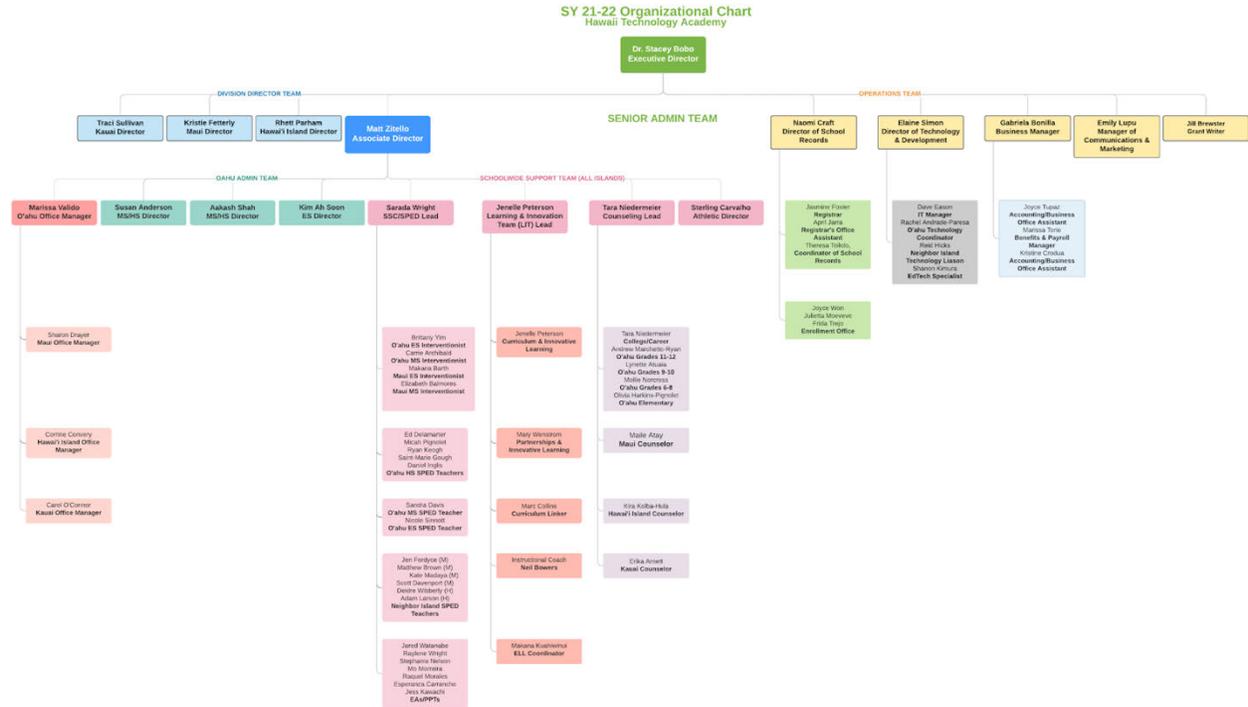
The applicant shall illustrate the position of each staff and line of responsibility/supervision. If the request is part of a large, multi-purpose organization, include an organization chart that illustrates the placement of this request.

The applicant shall illustrate the position of each staff and line of responsibility/supervision. If the request is part of a large, multi-purpose organization, include an organization chart that illustrates the placement of this request.

FoHTA Organization Chart



HTA Organization Chart



3. Compensation

The applicant shall provide an annual salary range paid by the applicant to the three highest paid officers, directors, or employees of the organization by position title, not employee name.

FoHTA does not compensate any board members. The organization is staffed primarily by members of the HTA community who provide expert service pro bono.

VII. Other

1. Litigation

The applicant shall disclose any pending litigation to which they are a party, including the disclosure of any outstanding judgement. If applicable, please explain.

Not applicable.

2. Licensure or Accreditation

The applicant shall specify any special qualifications, including but not limited to licensure or accreditation that the applicant possesses relevant to this request.

FoHTA was founded and awarded federal 501c3 tax-exempt status in 2013. HTA is accredited by the Western Association of Schools and Colleges (WASC). This accreditation will need to be renewed in June 2027.

3. Private Educational Institutions

The applicant shall specify whether the grant will be used to support or benefit a sectarian or non-sectarian private educational institution. Please see [Article X, Section 1, of the State Constitution](#) for the relevance of this question.

Not applicable.

4. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2022-23 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2022-23, but
- (b) Not received by the applicant thereafter.

Funding for this grant will cover the acquisition of the needed furnishings, fixtures, and equipment. Maintenance, repair, and upgrading costs for those acquisitions could be covered by HTA's operational budget if not specifically funded after the 2022-23 school year. HTA would create a plan for the long-term upgrading and upkeep of technology equipment purchased through this grant.

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES Period: July 1, 2022 to June 30, 2023

Applicant: _Friends of Hawaii Technology Academy_____

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
HTA Executive Director	100%	\$159,908.00	10.00%	\$ 15,990.80
HTA Facilities Coordinator	100	\$72,684.00	90.00%	\$ 65,415.60
HTA Business Manager	100	\$103,464.00	5.00%	\$ 5,173.20
HTA Campus Director: Oahu	100	\$121,253.00	20.00%	\$ 24,250.60
HTA Campus Director: Maui	100	\$98,428.00	20.00%	\$ 19,685.60
HTA Campus Director: Kona	100	\$102,622.00	20.00%	\$ 20,524.40
HTA Campus Director: Kauai	100	\$95,734.00	20.00%	\$ 19,146.80
FoHTA President	10	\$0.00	20.00%	\$ -
FoHTA Vice President	10	\$0.00	20.00%	\$ -
FoHTA Treasurer	10	\$0.00	20.00%	\$ -
FoHTA HTA Liaison	10	\$0.00	20.00%	\$ -
FoHTA HTA Liaison	10	\$0.00	20.00%	\$ -
TOTAL:				170,187.00
JUSTIFICATION/COMMENTS: FoHTA Board Members are volunteers and are not compensated.				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2022 to June 30, 2023

Applicant Friends of HTA

DESCRIPTION Classroom Furniture	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Teacher Desks	6	\$1,310.00	\$ 7,860.00	
Teacher Desks/podium	36	\$1,760.00	\$ 63,360.00	
Teacher chairs	50	\$250.00	\$ 12,500.00	
Student chairs 14"	100	\$117.00	\$ 11,700.00	
Student chairs 16"	200	\$121.00	\$ 24,200.00	
Student chairs 18"	400	\$182.00	\$ 72,800.00	
Student stools 24"	300	\$200.00	\$ 60,000.00	
Student Desks	800	\$350.00	\$ 280,000.00	
Smart Board	32	\$3,500.00	\$ 112,000.00	
White board	32	\$1,000.00	\$ 32,000.00	
Science lab tables w/high pressure laminant labtops 24x60	24	\$675.00	\$ 16,200.00	
Laser cutter - "example: glowforge pro education model" with air filters"	2	\$7,000.00	\$ 14,000.00	
Flow form soft	12	\$700.00	\$ 8,400.00	
Flow form ottoman	6	\$649.00	\$ 3,894.00	
Installation			\$ 251,619.90	
Shipping			\$ 251,619.90	
Tax			\$ 45,731.56	
Total Furniture+Installation+Shipping+Tax			\$ 1,267,885.36	
TOTAL:		2,000	\$ 1,267,885.36	
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

Applicant: Friends of Hawaii Technology Academy

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OTHER SOURCES OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2020-2021	FY: 2021-2022	FY:2022-2023	FY:2022-2023	FY:2023-2024	FY:2024-2025
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT			720000			
TOTAL:			720,000			
JUSTIFICATION/COMMENTS:						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Friends of Hawaii Technology Academy _____

Contracts Total: -

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	Not Applicable				
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
24					
25					



HAWAII TECHNOLOGY ACADEMY

Resumes for HTA Project Administrators:

Stacey Bobo, Executive Director
Gabriela Bonilla, Business Manager
Carrie White, Facilities Coordinator

STACEY BOBO

92-1495 Alinui Dr 25E ~ Kapoeli, Hawaii 96707

310-341-3063

sbobo@myhta.org

QUALIFICATIONS PROFILE

Educational Leadership ~ Instructional Leadership ~ Educational Delivery

Highly accomplished and innovative educational administrator, dedicated to developing systems that enable students to build the skills they need to lead productive and fulfilling lives. Transformational leadership encompassing a fundamental mission about education and strategies to lead teachers and motivate students. Strong liaison between community, parents, and constituent leaders. Comprehensive background working with a diverse student population. Dedicated to cultivating high-performance teams while thriving in dynamically changing academic environments requiring focused decision-making. Areas of expertise include:

- ◆ Curriculum Design
- ◆ Staff Evaluation
- ◆ Grant Management
- ◆ Budget Management
- ◆ Strategic Planning
- ◆ Diversity Initiatives
- ◆ Talent Acquisition
- ◆ Team Leadership
- ◆ Academic Enhancement

PROFESSIONAL EXPERIENCE

HAWAII TECHNOLOGY ACADEMY, Waipahu, Hawaii.

2019 - Present

Executive Director

- Oversee all administrative and operational matters within the school.
- Administered a \$12 million budget, managed talent acquisition functions, and evaluated staff performance.
- Leading all facilities management, including identifying critical site needs, for Kona and Maui
- Implementing cost-effective solutions and developing long-term plans for all campuses.
- Implementing Project-Based Learning on all campuses
- Spearheaded the New Strategic Plan
- Worked closely with all stakeholders to formalize a new vision, mission and values for the school
- Spearheaded the WASC Accreditation Process
- Lead school during global pandemic
- Built strong connections with the relevant departments at the state DOE and Charter Commission

LYFORD CAY INTERNATIONAL SCHOOL, Nassau, Bahamas

2008 – 2019

Principal

- Oversaw all administrative and operational matters within the school.
- Administered a \$9 million budget, managed talent acquisition functions, and evaluated staff performance.
- Spearheaded the modernization of the current school campus and development of the new high school campus.
- Produced a quarterly Board Report as well as an updated Strategic Plan and Policy Manual.
- Supervised the updating of the school website and staff handbook
- Managed 90 individuals in performing at optimal levels and led curriculum development
- Garnered recognition as one of the 100 schools in the world that has all four IB programs.
- Significantly increased test scores as well as received 5 successful accreditations.
- Directed the Annual Giving Program that raised \$5.2 million.
- Augmented the mission statement, created a vision statement, and formulated a five year strategic plan.
- Led efforts to increase enrollment by 27% over a three year period
- Launched the 50th Anniversary Speaker Series with speakers such as Mike Finberg and Rena Finder
- Pioneered the implementation of the LCIS Art Institute, connecting students to local Bahamian Artists.
- Pioneered the implementation of the LCIS Sports Institute, connecting students to experts in various sports.
- Redesigned the current campus to be more in line with student, staff, and community needs, which included the addition of new classrooms, staff workrooms, a new field, new parking lot, new kitchen and auditorium.

MIAMI-DADE COUNTY PUBLIC SCHOOLS, Miami, FL

2005 – 2008

Assistant Superintendent – Elementary Curriculum and Instruction

- Provided support services to 250 elementary schools in the areas of Curriculum and Instruction for the fourth largest school district in the county.

- Implemented District policy and supervision of Competency-Based Curriculum relative to Early Childhood programs, Language Arts/Reading, Social Sciences, Mathematics, Science, Bilingual Education, and World Language programs.
- Partnered with school site administrators and feeder patterns in promoting, encouraging, and recognizing excellence based on the principles of leadership, continuous improvement, and customer satisfaction.
- Delivered support services to schools in all areas of curriculum and instruction from pre-kindergarten through grade six and provided leadership to ensure that all students have the necessary academic, social, and career skills for lifelong learning and employment.
- Introduced the Reading First Grant in the State of Florida at 89 elementary schools with a \$33 million budget.
- Established K-12 Math and Science Plans, which provided a framework for systematic instruction for students.
- Managed NASA/SEMA, P-SELL, and SECME Stars grants.
- Adopted single text for all elementary schools for Language Arts (Houghton Mifflin), Science (Scott Foreman), and Social Studies (Harcourt).
- Successfully managed more than 50 employees while supervising a \$20 million budget, inclusive of grants and district funds.

PROFESSIONAL EXPERIENCE

(Continued)

- Championed efforts to initiate an instructional review team composed of District and Regional Center staff to evaluate and support selected elementary schools.
- Planned the first annual Reading Rally that involved community, parents, and schools in a combined effort to provide books and promote reading for more than 10,000 elementary school students.
- Led efforts to reduce the number of retained third grade students, which dropped from 9,000 retained students in 2005 to 3,300 retained students in 2008.

HAWTHORNE SCHOOL DISTRICT, Hawthorne, CA

1994 – 2005

Principal – Zela Davis Elementary (2000 – 2005)

Principal – Jefferson Elementary (1999 – 2000)

Assistant Principal – Zela Davis Elementary (1997 – 1999)

Bilingual 2nd Grade Teacher – Zela Davis Elementary (1994 – 1997)

- Maintained full responsibility for removal of the school from state sanctions and elevation to a California distinguished school.

Early Career: Compton Unified School District, Compton, CA – Bilingual 3rd Grade Teacher – Tibby Elementary,
Bilingual 2nd / Kindergarten – G. Washington Elementary

EDUCATION & CREDENTIALS

UNIVERSITY OF PENNSYLVANIA

2013-2016

Doctor of Education, Leadership

CALIFORNIA STATE UNIVERSITY, DOMINGUEZ HILLS, Carson, CA

1991-2000

Master of Arts, Bilingual/Multicultural Education; Received Title VII Scholarship

UNIVERSITY OF CALIFORNIA LOS ANGELES, Los Angeles, CA

1986-1991

Bachelor of Arts, History and Diversified Liberal Arts

Credentials:

Professional Clear Administrative Credential

Multiple Subject Clear Credential

Training:

Harvard Institute for School Leadership 2006

Stanford Leads Program 2007

Continuous Improvement Model 2007

Curricular Mapping 2009

MYP Level 2 2010

Council of International Schools Child Protection 2018

AWARDS

Title VII Scholarship

Roger G. Bly Leadership Award 2002

California Distinguished School Award

Governor's Reading Award 2001 and 2002

PRESENTATIONS

Great City School Conference – MDCPS School Improvement Zone

CORE Leadership Conference – MDCPS Coordination of Services

AFFILIATIONS

International Baccalaureate Council of International School

Council of International Schools

GABRIELA L. BONILLA

92-1161 PALAHIA ST. #D201 Kapolei, Hawaii, 96707 Phone Number: (808) 398-5904
*boni342002@yahoo.com

EDUCATION Hawaii Pacific University, December 2008
Master of Business Administration
Concentration: **Accounting**
AICPA –Non Profit Certification 2017
QuickBooks Proadvisor License

Academy of Economic Studies, Bucharest Romania
Bachelor of Science in Economics, June 1993

EXPERIENCE

Hawaii Technology Academy- Wapahu, HI 11/18-present

Finance Manager

- * Establish and maintain accurate financial records for all areas of the biggest charter school in Hawaii, over 11 mil \$ budget.
- * Develop financial data and reports as needed for budgeting and compliance with Charter Commission
- * Prepare monthly Financial Statements
- * Complete detailed, ad hoc financial analysis as needed for Board of Directors and Management
- * Prepare payroll transactions, administer the employee benefits program and annuity plan; update and maintain personnel records
- * Prepare schedules for Annual Audit and correspondence with CPA
- * Oversees HR and Payroll duties
- * Review third-party invoices for ineligible cost charges to prevent waste of assets; determine areas of risk and make recommendations
- * Provide supervision and training of three accounting staff.

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Hawaiian Mission Houses – Honolulu, HI 06/10 – 02/21

Controller

- * Establish and maintain accurate financial records for all areas of museum's operations and funds; providing oversight of day-to-day fiscal matters
- * Develop financial data and reports as needed for budgeting, planning and routine financial management; assist executive director in preparing and monitoring annual budgets
- * Prepare monthly Financial Statements
- * Prepare monthly revenue and expense variance analysis for public programs, events, museum's store and rental facilities
- * Develop monthly forecast for selected areas and cash flow
- * Complete detailed, ad hoc financial analysis as needed for Board of Directors and Management
- * Other finance-related duties, including invoice processing, inventory analysis, deposits, vendor checks, GET, TDI, Pension Plan Form 5500 Reporting, DOL, endowment fund, etc.
- * Prepare payroll transactions, administer the employee benefits program and annuity plan; update and maintain personnel records
- * Oversee retail operations and Point of Sale QuickBooks (inventory, AP, daily sales)
- * Prepare schedules for Annual Audit and correspondence with CPA
- * Oversees HR and Payroll duties

- * Review third-party invoices for ineligible cost charges to prevent waste of assets; determine areas of risk and make recommendations
- * Provide supervision to accounting through budget control, effective planning, staff training, scheduling and evaluation
- * Ongoing internship training for HPU Accounting Club students and KCC

Habitat for Humanity – Leeward Oahu, HI 03/15 – 10/17

Accounting Services (Contractual)

- * Establish and maintain accurate financial records for all areas of restore and mortgage funds; providing oversight of day-to-day fiscal matters
- * Develop financial data and reports as needed for budgeting, planning and routine financial management; assist executive director in preparing and monitoring annual budgets
- * Prepare monthly Financial Statements and reconcile banks; prepare monthly general excise tax
- * Prepare monthly revenue and expense variance analysis for operations, mortgages and re store location
- * Develop monthly forecast for selected areas and cash flow
- * Complete detailed, ad hoc financial analysis as needed for Board of Directors and Management
- * Other finance-related duties, including invoice processing, inventory analysis, deposits, vendor checks, GET, TDI, payroll, DOL, audit and form 990.

Infraconsult – Honolulu, HI 06/12 – 08/12

Financial Controller

- * Prepared financial statements and Management reports (reporting directly to Wes Mott), coordinated accounting branches of accounting department in California, Arizona and Hawaii. The company announced that it was bought by HDR, and my position had become redundant.

E's Creations – Honolulu, HI 11/09 – 12/2012 (Contractual accounting services)

Controller (Contracting Services)

- * Prepare deposits; reconcile receipts, financial statements, general excise tax and various accounting reports per owner's request

John Wingard Design - Honolulu, HI 09/10 – 02/13 (Contractual accounting services)

Accountant (Contracting Services)

- * Prepare deposits, invoices, checks (personal & business); bank reconciliation (personal & business), financial statements, general excise tax; prepare schedules for CPA (personal & business); consultancy

Daniel Abdul CPA – Honolulu, HI 01/09 – 10/09

Staff Accountant

- * Prepared tax returns review including corporate, S-Corp., partnership, and individual clients
- * Researched and consulted on various tax matters
- * Accounting services and payroll processing for business clients (property management, health care, construction)
- * Compilations, reviews of financial statements

Employment Agency – Honolulu, HI 10/08 -12/08

Staff Accountant

- * Accounting services for construction industry and property management, including

software implementation

* Responsible for AP and AR tasks related to multiple construction projects for National Fire Protection

* Processed billing based on percentage of completion (pay request on field time, inspection time as well as design time)

Risk Solution Partners – Honolulu, HI 03/08- 09/08

Accounting Manager

* Assisted with budgeting and planning reports; processed bank deposits, transfers and reconciliation, vendor and insurance company payments using TAM software

* Processed payroll and 401k deferrals using Ceridian AngleHR web system

* Produced GET and accounting reports requested by CPA for compilation reports

* Recorded journal entries including depreciation, payables, receivables; performed employee expense review and reimbursement; client invoices and premium allocation involving multiple entries

* Provided financial and production reports to management as requested

Title Guaranty of Hawaii – Honolulu, HI 11/02 – 02/08

Accounting Specialist (Real Estate - Escrow and Title)

* Performed daily accounting processes including: cash receipts, transfer of funds, accounts receivable and payable, billing, and account reconciliation

* Posted daily receipts and disbursements, prepared bank deposit, processed vendor invoices and expense reimbursement requests, prepared final bill for title services

* Reconciled accounts on daily and monthly basis. Utilized knowledge of the applicable Escrow and Title operations systems

* Identified and assisted in implementing changes to the system for constant improvement

* Daily and monthly reconciliation of Hilton Time Share

* Performed multiple jobs with P 64 certificate and properties documents, provided accurate and updated tax information to clients

Accountemps (Y.Hata & Co., Limited), Honolulu, HI 08/02-08/02

Accounts Receivable Clerk

Staffing Solutions (American Savings Bank), Honolulu, HI 09/02-09/02

Office Assistant – Residential Loan Department

Yellow Pages Romania, Bucharest, Romania 01/98 – 6/02

Financial Controller 7/1999 – 6/2002

Financial Analyst 1/1998 – 7/1999

*US GAAP Financial Reporting; conversion of Romanian financial statements to US GAAP

* Prepared monthly journal entries, monitored, and maintained fixed assets, and financial accounting reconciliation

* Prepared financial statements, developed and proposed company's budget schedules and procedures

* Interpreted and analyzed financial statements

* Presented budget summaries and company activities to Board of Directors and management

* Presented five year's business plan projection: revenues, expenses, cash flow, balance sheet and all related budget schedules

* Analyzed cost data and identified cost reduction opportunities

- * Integrated management reports with existing financial accounting
- * Prepared and maintained actual and forecasted product margin statements
- * Assisted KPMG in auditing financial reports
- * Initiated cost accounting and budget schedule reports for company's branches

SAV Inc . Ltd., Bucharest, Romania 3/1996 – 12/1997

Financial Manager

Real Estate & Import - Export

- * Prepared balance sheet, accounts receivable and payable, assets and depreciation report, VAT (value added tax) report, profit and loss reports, cash flow, inventory, monthly payroll reports and others per management request
- * Set and adjusted product prices according to dollar exchange rate

NET IMPEX Ltd., Bucharest, Romania 7/1994 – 7/1995

Financial Manager

Car Dealer – Turkish Co

- * Prepared financial statements, full cycle of accounting, VAT report (value added tax), assisted clients in preparing documents for financing and other reports per management request

Scandinavian Romanian Holdings Ltd., Bucharest, Romania 7/1993 – 7/1994

Economist Accountant

Import-Export – Swedish Co

- * Prepared financial statements, full cycle of accounting, VAT report (value added tax), custom documents for import and export of various goods and other reports per management request

VIAMOND Ltd., Bucharest, Romania 4/1992 – 7/1993

Accountant

Real Estate & Advertising

- * Prepared financial statements, full cycle of accounting, VAT report (value added tax), and real estate reports per management request

Segarcea Ltd., Bucharest, Romania 09/1988 – 3/1992

Accounting clerk

Restaurant

- * Prepared daily reports on cost of raw material calculation and monthly inventory, payroll and financial statements.

COMPUTER SKILLS

Windows, Excel, MS Access, Wiz count (accounting software), Word, Oracle, Unix, Intuit QuickBooks Enterprise, QB Contractor, QB Pro, Peachtree, Intacct, Pay cycle – payroll, Insurance Agency Software (TAM); Rent Manager; Ceridian and Automatic Data Processing (Payroll), Pro System & Pro Series & Derek – Tax software.

SKILLS

- * Organizational skills and ability to handle multiple tasks and meet deadlines
- * Analytical thinking, problem solving and ability to handle complex concepts
- * Fast learner, independent, able to work with minimal guidance
- * Technically proficient in accounting applications for Escrow, Insurance Agency

Construction and Project Management, Retail, Property Management, Car Dealer, Real Estate, Restaurant, Health Care, Import-Export and Advertising

- * Continuous alertness and attention to detail, concentration, and ability to produce accurate work
- * Versatile team player
- * Recent Training on filing form #5500 and Payroll Law 2014

HONORS & PROFESSIONAL ASSOCIATIONS

Business Professional Women – Hawaii State Secretary, VP
Recipient, Hawaii Accounting Education Scholarship, 2008
Hawaii Community Foundation, 2007
Honolulu Business Professional Women, 2007- 2008
HPU Accounting Club, 2008

References:

Roselani Oga - Manager, Title Guaranty Hawaii (808-221-4101)
Jo Bautista – Executive Director Habitat for Humanity (808-722-1873)
Tom Woods – Ex Director Mission Houses (262-719-1471)

Carrie White

94-448 Kahulialii Street, Milliani, HI 96789

808-476-7823

Carriebcw@gmail.com

EXPERIENCE

Ice Palace Hawaii, Honolulu, HI — Hockey Director

2017- Present

Responsible for the development and implementation of the hockey programs and player development strategy to provide the best hockey experience. Provide a program to develop the appropriate skills and attitudes among our youth and adult hockey players and coaches in order to prepare them to be competitive at all levels of play

The Royal Frog Tavern, Las Vegas, NV — General Manager

2005 - 2014

Responsible for assisting the owner with the overall (financial and operational) performance of the tavern. Responsible for the ongoing development of their staff/team ensuring that they have a full understanding of operational standards, policies and procedures. Responsible for building a team that provides instant guest recognition and satisfaction, maintains excellent service standards, top-quality food service and follows all Southern Nevada Health Department guidelines and codes. Also a key driver in driving coin in while maintaining continuous gaming sales that increases revenue and maximizes profits as well as compliance with Nevada Gaming Commission.

Sisters Pizza, Las Vegas, NV — Owner/Manager

1997 - 2004

Responsibilities include, but are not limited to, hiring, training, and retention of staff for all positions, purchasing and inventory management, product quality and consistency, facility maintenance, guest satisfaction, overall cost management, etc.

Kalb Construction, Las Vegas, NV — Project Engineer

1994 - 1997

Assisted the Project Manager in ensuring the projects were completed on time, within budget and on schedule. Worked collaboratively with the Project Manager, Design Team, and Owner and in charge of document control for the project as well as responsible for tracking and negotiations of change orders for the project. Responsible for the plans and specifications to RFI's, submittals, and project manuals once projects are complete.

Terracon Consultants, Las Vegas, NV — Administrative Assistant

1992 - 1994

Provided clerical support and assisted engineers, taking phone calls, handling correspondence, creating presentations, performing research, and producing and editing Environmental Site Assessment investigations and reports for construction projects. Compiled procedure manuals, which could include editing technical drawings and other diagrams.

EDUCATION

Kapiolani Community College, Honolulu, HI
August - December 2021
Community Health Worker Certification

Syracuse University, Syracuse, New York
1989-1992

Bridgewater State College, Bridgewater, MA
1992



HAWAII TECHNOLOGY ACADEMY

Bios for FoHTA's Board Members:

Joelle Cabasa, President

David Miyashiro, Vice President

Aaron Domingo, Treasurer

Mary Wenstrom, HTA Liaison

Matt Zitello, HTA Liaison

Joelle Cabasa, President

Joelle Cabasa is the Digital Marketing Director for *Hawaii Business Magazine* from Hilo, Hawai'i. Joelle drives the magazine towards digital innovation as the landscape of publishing continues to evolve. She serves as the president on the nonprofit board for the charter school Hawaii Technology Academy and has been with the board since 2019. She is passionate about the role of education in Hawaii and supports various local initiatives like Nalukai Academy, Unrlr, and the Most Likely to Succeed in Hawaii podcast. Before joining *Hawaii Business Magazine* in 2018, Joelle spent eight years in California building experience in digital marketing across various industries.

David Miyashiro, Vice President

David Sun-Miyashiro is the founding executive director of HawaiiKidsCAN, a non-profit organization that partners with families and community members to promote education innovation and equity in Hawaii. He has been a member of the Friends of Hawaii Technology Academy board since September 2020. His connections to HTA include his wife Amy, a middle school math teacher at the Oahu campus, and supporting the participation of HTA students in HawaiiKidsCAN programs, such as the WAVE youth advocacy program and Hawaii Youth Advocacy Film Contest. David's board service has included the Kailua Neighborhood Board, Common Cause Hawaii, Hawaii ACT Council, James Campbell High School's Academy of Public and Human Services, and Hawaii Workforce Development Council's Youth Service Committee, as well as numerous Hawaii State Department of Education stakeholder groups. He is an alumnus of the Weinberg Fellows program and PIE Network Leadership Institute. David holds a bachelor's degree from Brandeis University and masters degrees from the University of Hawaii and Harvard Graduate School of Education.

Aaron Domingo, Treasurer

Aaron is the Managing Director and Financial Advisor at Westpac Wealth Partners. Aaron was born and raised in Honolulu, Hawaii where he attended Kamehameha Schools Kapalama Campus. He graduated from Belmont University in Nashville, TN with a Bachelor of Business Administration with an emphasis on Music Business Production.

Mary Wenstrom, HTA Liaison

Mary is the Director of Partnerships and Innovative Learning at Hawaii Technology Academy. She has both taught and held leadership roles at schools in Germany, Spain, China, Boston, and Hawaii. Her purpose is to give all students opportunities to practice and refine the skills that will help them thrive in life. Mary is passionate about building innovative programs and teaching students to use their education as a force for good in our world.

Matt Zitello, HTA Liaison

Matt has spent nearly a quarter of a century in Hawaii's educational system. He started as a middle school science teacher at Aiea Intermediate. Matt transitioned into the public charter school system at HTA as a science teacher and later as a member of HTA's administration team. Matt is currently the Associate Director and Oahu Campus Director at HTA and serves as a school liaison to FoHTA. Matt is a passionate believer in innovative educational practices and theories and feels that such practices must be developed recognizing that each student's needs are unique and must be accommodated.