

Local Advisory Panel Meeting - MINUTES – Approved

Wed., Feb. 21, 2018 – 4:30-6:30 PM

*Keaoākea STEAM Learning Center Demonstration Lab (Z105)*

Time	Activity	Facilitator	Notes
4:30pm	Call Meeting To Order - Pule, Welcome, Introductions, Quorum Review 1-16-18 LAP Meeting Minutes Community Input to LAP (2 minutes each)	Jane Sherwood	4:40 pm start & Quorum confirmed. No cmty input. Minutes approved with typo correction.
4:45pm	Ho'okako'o Board-Led Discussion – Principal Search Joe Uno, Dr. Paul Nakayama, David Gibson	Jane Sherwood	See P-2.
6pm	School emergency preparedness such as active shooter situation	Amy Kendziorski	See P-3.
6:15pm	Budget Planning Update – <u>17-18 SY:</u> <ul style="list-style-type: none"> <li>• Federal Title IIA Update – AMLE Conference &amp; Project Based Learning (PBL) PD Completed (\$13,816)</li> <li>• Neilan Foundation – Purchasing Makerspace and Demonstration Lab technology (approx.. \$50,000 of \$75,000); Finalizing moving expenditures; Securing bids for STEAM bldg. security system; HC-NF-WMS-WES-Summer Music Camp planning underway.</li> <li>• 'Women Who Care' Smart Board Donation - \$3,200 - ordered.</li> </ul> <u>18-19 SY:</u> <ul style="list-style-type: none"> <li>• Kamehameha School HLD – To be finalized April 2018 <ul style="list-style-type: none"> <li>➤ SY 18-19 \$375,000 Requested</li> <li>➤ SY 19-20 \$390,000 Requested</li> </ul> </li> <li>• Kamehameha Schools STEAM Grant – To be finalized April 2018 <ul style="list-style-type: none"> <li>➤ SY 18-19 \$118,871 Requested</li> </ul> </li> <li>• Federal Title I – SY 18-19 - Approx. \$100,000 Restored</li> <li>• DOE Innovation Fund Grant – SY 18-19 - \$246,623 - Denied 2/15/18</li> <li>• 2018 Legislative Grant In Aid for 18-19 SY – “Full STEAM Ahead!” - \$410,877 – May decision</li> <li>• Hawai'i County Nonprofit Grant for 18-19 FY – “Enhanced Emergency Preparedness For Waimea Schools” - \$58,469 - June decision (for both WMS &amp; WES)</li> <li>• Hawai'i Community Foundation Career Connected Learning Grant -</li> </ul>	AK, Pat Rice, Patti Cook	See P-4.



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	#STEAM Team – \$50,000 per yr for 18-19 & 19-20; April decision.		
6:25PM	<b>Announcements</b> <ul style="list-style-type: none"> <li>• Rescheduled LAP Task Force on Discipline/Bullying – new meeting date: Tues., March 13, 2018. 3-5 p.m. Z105.</li> <li>• Next LAP Meetings: Tuesdays, March 27, April 17, May 15, 2018</li> <li>• March LAP Meeting Agenda Items: <ul style="list-style-type: none"> <li>➤ 2018-19 SY Budget Planning</li> <li>➤ Discipline/Bullying Task Force Update</li> <li>➤ Principal Selection Process &amp; Timeline Update</li> </ul> </li> <li>• May Meeting: Must include (1) Title I Schoolwide End-of-Year Report, (2) Parent and Family Engagement Evidence, (3) Comprehensive Needs Assessment for 2018-19, and (4) 2018-19 Schoolwide Plan, (5) 2018-19 Fiscal Requirements Form.</li> </ul>	JS & AK	

**Meeting Handouts:**

David Gibson shared draft Principal Selection Process & Timeline, plus Vacancy Announcement.

**Attendance: 2/21/18**

- Community Reps:** Jane Sherwood, Liana Honda, Kasem Nithipatikom, Keawe Vredenberg
- Family Reps:** Recruiting
- Certificated Reps:** Barbara Haight (6<sup>th</sup>), Jamilynn Mareko (7<sup>th</sup>)
- Classified Reps:** Amy Kailimai (recruiting 2<sup>nd</sup> rep)
- WMS Admin:** Amy Kendziorski
- HC:** Joe Uno, Paul Nakayama, David Gibson
- Ex Officio:** Patti Cook
- Guests:** Pat Rice (Title 1 & Grant Coordinator), Roger Gremminger (Volunteer mentor), Mary Beth Laychak (CFHT/guest)

**Principal Search:** JUno and DGibson led discussion, beginning by thanking AKendziorski for time with school and wishing her the best. Also thanked CBarron for his contribution.

Said this is an opportunity to “restart” - find a leader we can all get behind; successful school leader supports successful children. Hope by being transparent and open, all will help new leader be successful. Hope that as we move into the future we can together improve school climate. They with PNakayama had just spent 2.5 hours with teachers-staff discussing process, timeline, etc. Very lengthy discussion followed reviewing the timeline and position description



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draft provided to LAP by DGibson (he had edited to reflect input from faculty-staff). More revisions suggested/agreed to.

Highlights of conversation included:

- Recruitment will remain “Open Until Filled.” All agreed not to rush it; very important to find the right person.
- Adopting an empowerment model with 2 teachers, one classified rep and one LAP rep on interview cmte. (Laz had volunteered to run teacher election process.)
- Timing good – this is the window of time that administrators are looking for new opportunities; urgent that we post the vacancy ASAP.
- HC will pick up recruitment expenses.
- Agreed that all of the serious candidates who have been deemed qualified will be asked to participate in 2 forums – one exclusively for faculty-staff, and one for community including LAP and families. Candidates will be asked to make a presentation both time about something they are passionate about, proud of; then Q&A to follow.
- Reviewed legal requirements to ensure consistent, fair treatment of all applicants. Also confidentiality requirements discussed.
- Discussed timing for vetting candidates – re: checking credentials, references, ecrim, etc.

**School Emergency Preparedness:** AKendziorski reviewed recent events on campus and follow-up re: missile alert and feedback from faculty-staff and families. Also, she, MKauhi and SRO Nelson Cacho attended a campus safety training in December that included current best practices, lessons learned from Columbine and more recent school and other public spaces incidents, and also the PREPARE curriculum to address social-emotional learning, bullying prevention and identifying who the kids are who are “at risk.”

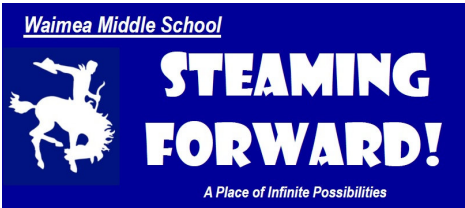
Is working on reviewing the current schoolwide safety plan. Have not received any updates or guidance from DOE.

Said one of WMS’ biggest issues is the large number of students for whom we do not have current contact info for their families. Very problematic and needs attention by faculty-staff.

Also the “openness” of the shared WES-WMS campus is problematic. Must be persistent about asking all campus visitors to check into the office.

Need to schedule an Active Shooter training for teachers-staff.

School has submitted grant request to the County of Hawaii for Emergency Preparedness equipment and supplies (approx. \$58,000) to bring schools up to best practices standards including being prepared to “shelter-in-place” students for up to 3 days. Request proposed that WMS/WES “pilot” an approach that brings schools up to standard and imbeds ongoing sustainability commitments. Won’t know if approved until June 2018. Funds would be for 2018-19SY. Thanked HC for being willing to administer funds for both WMS and WES.



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**2018-19SY Budget:** Working w/ Julie Upton and DGibson on this and also teachers-staff asked for input. Agenda identifies series of “asks” that will impact budget.

**Coming events:** Everyone reminded about Feb. 28 Multi-Cultural Family Night – which will also be the 8<sup>th</sup> Grade Humanities Ho’ike, 5-7 p.m. All invited.

Meeting adjourned at 6:35 p.m.

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