



Local Advisory Panel Meeting Agenda – Tues., Feb. 19, 2019 4:30-6 PM – Z105

Time		Facilitator	Notes
4:30pm	<ul style="list-style-type: none"> ● Call Meeting To Order - Pule, Welcome, Introductions, Quorum ● Review 1/15/19 LAP Meeting Minutes 	Jane Sherwood & Janice English	
4:40	<p>LAP Assistance w/ Annual Assessments</p> <ul style="list-style-type: none"> ➤ Grab & Go Breakfast Prep: See draft schedule Page 3 ➤ LAP help w/ 6th & 7th student supervision to create teacher PBL planning time (2 Thursdays - 4/25 & 5/2 – 12:30-2:15 p.m.) ➤ Teacher Appreciation Breakfast – 6:30–8 a.m., Wed., May 8, 2019 Plz come to prep/cook 5:45 a.m. L-04 	Janice English	
4:50pm	<p>Accreditation</p> <ul style="list-style-type: none"> ➤ Urgently need to recruit LAP members and parents to participate on one of our Self-Study Groups: See Pages 4-6 for description of Study Groups & meeting locations, etc. <p>Meeting Dates/Times: Final meeting date for 2018-19 is 2-4 p.m., Wed., May 8. Meetings resume in 2019-20 SY.</p> <ul style="list-style-type: none"> ➤ Request from “Climate and Community Self-Study Group” for LAP input on survey. Please click on this link and complete the survey. Should take about 15 minutes. Mahalo! https://goo.gl/forms/ALsmH7JiEwYxniwq1 	Pat Rice	
5pm	STEAM Program Coordinator Update	Brent Takenouchi	
5:10pm	<p>Principal’s Update:</p> <ul style="list-style-type: none"> ● Attendance - See Pages 7-8 re: Perfect Attendance & Off-Track w/ Supports <ul style="list-style-type: none"> ○ Family Attendance Incentives – Instant Pot Drawing 3/7/19; NutriBullet (4th Quarter) ○ Student Attendance Incentives - Campus Cash, Snack Shop, Valentine’s Dance ● Discipline – Bullying/Referrals (declined) w/ Principal’s Challenge and collective teacher-staff effort ● Vaping: WMS signed on to “Flavors Hook Kids” campaign to support legislation to prohibit the sale of all flavored tobacco products, including flavored e-liquids, menthol cigarettes, cigars, cigarillos, hookah and 	Janice English	



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	<p>smokeless tobacco. Campaign sponsored by the coalition for a Tobacco-Free Hawai'i, a program of Hawai'i Public Health Institute. Log on to learn more and consider endorsing campaign: https://flavorshookkidshi.org/</p> <ul style="list-style-type: none"> • HA Summit – Update (April 5-6) • Hired: ALC Teacher, PE Teacher, Health Aide, Visual/Performing Arts Teacher Extended Core as a Long Term Sub • Recruiting (Interviewing Internal candidates first) for 19-20 SY: Math Teacher, AVID Teacher (.5FTE), Social Studies Teacher • Recruiting (Open Until Filled): MEP PPT, Substitute Teachers • 8th Grade Ho'ike – Thurs., March 7 – 5-6:30 p.m. STEAM Learning Center – 2nd Floor – all invited for student presentations & displays. • Student-Led Transition Night – Wed., March 13 – 5-6:15 p.m. Attached flyer • Community SEL Supports for Families – Thurs., March 28 – 5-6:30 p.m. 		
5:30 pm	<p>UPDATE: Title IIA</p> <ul style="list-style-type: none"> • Reading • Trauma Informed Schools 	Pat Rice	
5:40 pm	<p>2019 State Legislature - \$950,000 CIP request for STEAM Learning Center Safety & Security – serious flooding during recent storm (also K classrooms). Rep. David Tarnas has made it his top CIP priority and is bringing State House Leadership to Waimea – Tues., Feb. 26 – 4 pm. STEAM Learning Center tour, then 5-6:30 p.m. community meeting in cafeteria. Please join us!</p>	Patti Cook	
5:45pm	<p>New Business Community Input (2 minutes each) Next Meeting: Tuesday, March 12, 2019 – 4:30-6 p.m. Z105</p>	Jane Sherwood	

Attachments:

- Accreditation Self-Study Groups - [See Pages 4-6](#)
- Student-Led Transition Night Flyer – [Emailed as separate attachment](#)
- Major Assessments Grab 'N Go Breakfast Prep Plan - [See Page 3](#)
- Attendance Report: Perfect Attendance & Off Track w/ program supports – [See Pages 7 & 8](#)

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Coming Events:

- **Sat., Feb, 23:** Track & Field Meet – Konawaena High School Track Oval
- **Tues., Feb. 26:** Rep. David Tarnas – STEAM Building Tour for House Leadership – 4 p.m. followed by Community Meeting in cafeteria 5-6:30 p.m.
- **Thurs., March 7:** 8th Grade Ho’ike – 5-6:30 p.m. STEAM Learning Center – 2nd Floor – All invited! Drawing for 100% Attendance Awards for Families
- **Sat., March 9:** Mala’ai “Food For the Wa’a” Workshop – 9 a.m.-4 p.m. (2nd of 3)
- **Tues., March 12:** WMS LAP Meeting – 4:30-6 p.m.
- **Wed., March 13:** Student-Led Transition Night for Families w/ Students Entering 6th Grade – 5-6:15 p.m. – Begins in K-Courtyard
- **Sat, March 16:** Mala’ai “Food For the Wa’a” Workshop – 9 a.m.-4 p.m. (3rd of 3)
- **March 18-26:** Extended Spring Break - Includes 3/25/19 Teacher-Staff Professional Development Day & March 26: Kuhio Day
- **Thurs., March 28:** Family Engagement Night - 5-6:30 p.m. – STEAM Learning Center In partnership with Hamakua-Kohala Health Center
- **Fri.-Sat., April 5-6:** HA Summit here on campus & Kahilu Town Hall
- **Tues., April 16:** WMS LAP Meeting – 4:30-6 p.m. – STEAM Learning Center
- **Fri., April 19:** Good Friday - No School
- **May 6-10:** National Teacher-Staff Appreciation Week
- **Wed., May 8:** LAP-sponsored Teacher-Staff Appreciation Breakfast 6:30-8 a.m.
- **Fri., May 17:** WMS May Day Ho’ike – Performance begins at 9:30 a.m. in gym
- **Sat., May 18:** Mala’ai – Wa’a Send Off Celebration 9-Noon. All invited.
- **Mon., May 27:** Memorial Day – No School
- **Fri., May 31:** 8th Grade Exit and Final Day of the school year

WMS 2018-29 SY – Major Assessments – Grab ‘N Go Snack Plan - DRAFT 1

- 2-18-19

ASSESSMENT	Testing Dates	Makeup Day	# Snacks	Suggested Snack Prep
Science HSA (8 th only)	M-W, March 11-13	Thur, March 14	90	Fri, March 8 ? Time?
Math SBA	T-Thur, April 23-25	Fri, April 26	270	Mon, April 22 ? Time?
ELA SBA (CAT)	T-Thur, April 30-May 2	Fri, May 3	270	Mon, April 29 ? Time?
ELA SBA (PT)	T-Thur, May 7-9	Fri, May 10	270	Mon, May 6 ? Time?
Science HSA (8 th only)	M-W, May 13-15	Thur, May 16	90	Fri, May 9 ? Time?
Algebra (portion of 8 th)	M, May 20	?	75?	_____ ? Note: Fri, May 17 is May Day/Ho’olaule’a Time?

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WAIMEA MIDDLE SCHOOL - ACCREDITATION SELF-STUDY GROUPS

NEXT MEETING – MAY 8, 2019 – 2-4 PM

Please email Pat Rice if you are able to join a group – pat_rice@wmpccs.org

GROUP 1 – MISSION AND EDUCATIONAL PROGRAM

- The school has a clearly articulated mission statement, formally adopted by the Board of Trustees that defines its purpose and core values, and informs all major planning and decision-making.
- Guided by the mission, the school clearly defines its curricular and co-curricular programs and provides coherent documentation of them. The programs are regularly evaluated, updated, and strengthened in order to stay current with relevant educational research, to assure the intended outcomes in student learning, and to prepare students for the next stage of their academic careers.

Members: Jade Bowman, LeAnn Demello, Barbara Haight, Eunice Lazarus

Leader: [Barbara Haight](#) Location : [Z 103](#)

GROUP 2 – THE STUDENT LEARNING EXPERIENCE

- The school maintains a vigorous and informed focus on the learning of each student. It has policies, expectations, procedures, assessment systems, and student feedback mechanisms that enable it to engage—and maximize the learning potential of—each student.

Members: Diana Kalahiki, Jamilynn Mareko, Naui Murphy, Erica Owens, Brent Takenouchi, Tina Yohon

Leader: [Naui Murphy](#) Location : [Z 203](#)

GROUP 3 – FACULTY AND PEDAGOGY

- The school has a clear set of criteria for teacher effectiveness that reflects its mission and pedagogical goals and that informs hiring, professional growth, and evaluation. Through regular assessment of pedagogical effectiveness, which includes student learning outcomes, the school seeks to strengthen teaching and learning.

Members: Linda LoBue, Leesa Robertson, Catherine Shafer, Sherri Takamoto

Leader: [Sherri Takamoto](#) Location : [Z 202](#)

GROUP 4 – CLIMATE AND COMMUNITY

- The school maintains a healthy climate that mirrors the mission. That climate is sustained through highly effective communication and supports the learning and personal growth of each student. It reflects a commitment to diversity, equity, and inclusion, and it is evident in the engagement of the school community.



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Members: Andrea Anastacio, Cara Bertelmann, Tisha Gusman, China Haag, Amy Kailimai, Shelby Loo, Mary Martinson, Jessica Morgenstein

Leader: Mary Martinson (Alt. Shelby Loo) Location : Z 102

GROUP 5 – ADMISSIONS & ENROLLMENT, FINANCE, AND ADVANCEMENT

- The school has published, consistently applied admission and financial aid policies and procedures that demonstrate a commitment to access and diversity in accordance with the school's mission. The admission process identifies students and families who are well matched to the school's program and values. Admission practices are mission-driven and designed to support the financial sustainability of the school.
- The school has an operating budget sufficient to carry out the school's mission with designated sources of funds to support the school program, plant, operations, and personnel. The school's finances ensure the long-term sustainability of the institution, and they are regularly reviewed by the Board of Trustees, well managed by a qualified staff, appropriately documented, and compliant with all applicable regulatory and legal financial requirements.
- Consistent with its mission and proportional to its needs and resources, the school engages in fundraising, marketing, communications, constituency support, and community relations to attain its goals and ensure its future viability.

Members: Patti Cook, Kiki Kihoi, Tanya Malani, Cherise Mundon, Kara Onaka-Winters, David Gibson, Julie Upton

Leader: Cherise Mundon Location : Z 104

GROUP 6 - HUMAN RESOURCES, FACILITIES: BUILDINGS & GROUNDS, HEALTH, SAFETY AND WELLNESS

- The school maintains positive working conditions, fair and consistent personnel policies—including hiring and evaluation practices—and appropriate compensation. A collaborative culture with open communication is fostered to create an optimal environment for the community of the school.
- The physical plant supports and enhances the mission of the school and enables the school to implement its program effectively. The physical plant is a safe, well maintained, secure, and healthful environment for students and adults. The school is regularly attentive to the physical plant, creating and executing plans for the current maintenance and future development of the facilities in support of the mission and programs.
- The school has established and effectively implemented policies and procedures that promote the health and ensure the safety of students and adults on campus and at school events. The school complies with all relevant legal and regulatory requirements in this regard, and it takes responsibility for educating community members and for promoting policies, habits, and practices that encourage and sustain individual and community wellness.

Members: Jennifer Fischer, Michelle Kauhi, Bernie Marsh, Jay Matsumoto, Kasem Nithipotikom , Warren Tamaye, Doreen Williams

Leader: Doreen Williams Location : Z105



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GROUP 7 – GOVERNANCE AND ADMINISTRATION

The school has an active, engaged, and committed governing Board comprised of members whose collective and individual strengths support and advance the school. The Board of Trustees clearly understands and acts on its responsibilities, ensuring that its size, composition, and practices enable it to be effective. The Board of Trustees sets and safeguards the mission, and it hires, evaluates, and supports the Head of School. The Board also holds fiduciary responsibility for the institution, and it strategically plans for the school's future.

Members: Janice English, David Gibson, Jane Sherwood

Leader: Janice English Location : Z105



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PERFECT ATTENDANCE AS OF 2/11/19

GRADE	PROGRAMS
7th Grade	
8th Grade	
6th Grade	
7th Grade	
7th Grade	Migrant
7th Grade	
6th Grade	Migrant
7th Grade	
7th Grade	Migrant
6th Grade	ELL
8th Grade	
6th Grade	
8th Grade	
8th Grade	
6th Grade	
7th Grade	
7th Grade	
6th Grade	
6th Grade	
6th Grade	
8th Grade	
6th Grade	
7th Grade	
6th Grade	
8th Grade	504
8th Grade	
7th Grade	
7th Grade	504
6th Grade	
6th Grade	IDEA, Migrant
7th Grade	
6th Grade	
8th Grade	
7th Grade	
8th Grade	

$n = 35$
 $6^{th} = 13$
 $7^{th} = 13$
 $8^{th} = 9$



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GRADE	ABSENT %	ABSENT DAYS	PROGRAMS
8th Grade	14.95	16	ELL, Migrant
6th Grade	10.28	11	ELL, Migrant
8th Grade	9.35	10	IDEA
7th Grade	19.63	21	
7th Grade	10.28	11	
8th Grade	14.95	16	
8th Grade	21.5	23	
8th Grade	15.89	17	IDEA
8th Grade	13.08	14	IDEA
7th Grade	10.28	11	
7th Grade	29.91	32	Migrant
7th Grade	9.35	10	
6th Grade	13.08	14	
8th Grade	19.63	21	IDEA
7th Grade	9.35	10	
8th Grade	14.02	15	
6th Grade	15.89	17	
8th Grade	10.28	11	
8th Grade	22.43	24	
8th Grade	9.35	10	
6th Grade	10.28	11	IDEA
7th Grade	10.28	11	IDEA
7th Grade	33.64	36	
7th Grade	16.82	18	
7th Grade	20.56	22	
7th Grade	18.69	20	
6th Grade	11.21	12	
6th Grade	16.82	18	ELL, Migrant
7th Grade	9.35	10	IDEA
6th Grade	14.95	16	
6th Grade	9.35	10	Migrant
8th Grade	9.35	10	Migrant
7th Grade	10.28	11	Migrant
8th Grade	26.17	28	ELL, Migrant
7th Grade	12.15	13	
6th Grade	14.02	15	
6th Grade	12.15	13	Migrant
7th Grade	14.02	15	
8th Grade	14.95	16	Migrant
8th Grade	12.15	13	
8th Grade	9.35	10	IDEA, Migrant
8th Grade	15.89	17	IDEA, Migrant
7th Grade	12.15	13	504
7th Grade	13.08	14	
6th Grade	14.95	16	IDEA, Migrant
6th Grade	9.35	10	Migrant
7th Grade	12.15	13	
8th Grade	9.35	10	
7th Grade	12.15	13	
7th Grade	11.21	12	
7th Grade	9.35	10	
7th Grade	10.28	11	IDEA, Migrant

OFF TRACK AS OF 2/11/19