

Waimea Middle Public Conversion Charter School
Local Advisory Panel (LAP) Meeting Minutes
Mon., June 25, 2012 – 4:30-6:30 p.m. – Classroom K-04
 (Approved 7/30/12)

Attendance: A Quorum Was Confirmed:

COMMUNITY REPS: Dr. Christian Veillet, Pete Hendricks, Dr. Kamana Beamer
 FAMILY REPS: Lori Bergin, Melissa Mahi Lindsey, Bernie Marsh
 STUDENTS: 7: Jeren Soriano
 8: Kiara Lorenzo-Rodrigues
 WMS PRINCIPAL: Matt Horne
 CERTIFICATED STAFF: Eunice Lazarus (7), Nau'i Murphy (8)
 CLASSIFIED STAFF: Kiki Kihoi
 WMS STAFF: Patti Cook
 HO'OKAKO'O CORP: Dr. Megan McCorriston (ED), Barbara Kalipi (LSB – BOD)

GUESTS: Student: Tania duPont
 Community: Kahu Billy Mitchell, Marcella McClelland, Sherman & Elaine Warner, Vivienne Aronowitz
 Families: Taina duPont
 Certificated Staff - Kathi Foster, Jade Bowman

EXCUSED: Students: McKella Spencer (8) & Holi Bergin (6)
 WMS Teacher: Erica Owens
 WMS Staff: Michelle Kauhi

ABSENT: Community: Guy Kaulukukui

1. Meeting called to order at 4:45 p.m. by Matt Horne. Welcome, Introductions and thanked all for attending.
2. Kahu Billy Mitchell recommended beginning LAP meetings w/ a pule and all agreed – he led the pule and spoke about “hele mua” – going forward – with much good to celebrate.

Agenda Item	Discussion	Conclusion/Follow-up
3. Oath & Terms of Appointment.	<p>Megan McCorriston circulated formal LAP oath and reviewed. All students have one-year terms per Bylaws. Bylaws stipulate that terms for adults must be staggered, therefore, some newly appointed members will have one-year terms and some two-years.</p> <p>A question was asked about whether someone who is designated for a one-year term can run again; answer – yes. Bylaws do not limit terms serve.</p> <p>Discussed need for LAP to “speak as one voice” – if anyone has concerns, please talk to the Principal first.</p>	<p>All asked to sign and turn in Oath to PCook; please leave term blank – to be decided. Any questions re: oath – please contact MMcCorriston or MHorner.</p> <p>Signed copies received from: Dr. Beamer, PHendricks, CVeillet, BMarsh, Kiara Lorenzo-Rodrigues, EOWens, ELazarus, NMurphy, MKauhi, KKihoi, PCook</p> <p>Missing: MMahiLindsey, JSoriano, MSpencer, HBergin, GKaulukukui,</p>
4. Nomination of Chair	<p>Must be a community member. Kahu Billy Mitchell nominated Dr. Kamana Beamer and he agreed to serve; Laz seconded it.</p>	<p>Unanimously approved. MHorner will recommend to HC Board. (HC Board has since approved.)</p>

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5. Review Agenda	No changes or additions.	
6. Student Input	<p>None. MHorne asked students to see him first.</p> <p>Laz recalled that in the past LAP had a Student Advisor to help prep them for meetings, review agenda, etc.</p>	<p>Jade Bowman agreed to serve as LAP Student Advisor.</p> <p>Also agreed to ask students to share reflections on Leadership Trip at next meeting. LAP members said they welcome active student involvement/input/feedback.</p>
7. Family-Community Input	<p>Vivianne Aronowitz w/ Mala'ai Board urged that when planning student-family snacks and events to please remember school's Wellness Guidelines. She's a nutritionist and offered to provide suggestions/recipes if needed.</p> <p>Kahu Billy Mitchell talked about need for school to market itself more aggressively in wider community. Described encounter with 2 WMS students – how proud they were of school. If town knew more about school, would not see it as "last stop" but rather "a school of choice." Said best is "word of mouth." May want to look at name of the school.</p> <p>JBowman shared that she and Nau'l are just back from a charter school conference where marketing received a lot of attention.</p> <p>LBergin said she only has good things to say about WMS as a parent.</p>	<p>MHorne agreed to add fresh bananas to ice cream sundaes for 7/6/12 Family Meet 'N Greet.</p> <p>MHorne agreed to bring a promotion-marketing-communications plan for the school to future LAP meeting to discuss implementation.</p>
8. Future Meeting Dates	Discussed requirement to attend meetings; if unable to attend, please advise MHorne, Chair Beamer or PCook.	<p>Group agreed to the following (4:30-6:30 p.m. Mondays):</p> <ul style="list-style-type: none"> • July 30 (the first day of school) • August 27 • September 24 • October 29 • November 26 • January 7 • January 28 • February 25 • March 25 • April 29 • June 3
8. LAP Budget	1) Clerical Support – Meeting minutes (10 mtgs x 4 hrs x \$15 = \$600)	Clerical support: Agreed to

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	<p>2) Communications with school-community (News releases, postings on website, etc.) N/C</p> <p>3) Protocol Items & Snacks (10 mtgs x \$35 = \$350)</p> <p>4) Technical Support, Travel, Supplies, etc. (\$3,000)</p> <p style="text-align: right;">Estimated Total: \$3,950</p>	<p>find someone to assist with minutes, etc. before next meeting.</p> <p>MHorne and group agreed to stick with draft budget – encouraging funding be spent cautiously but to have it there if needed and to validate importance of LAP as a school-community voice and source of input.</p>
<p>9. Candidacy for Accreditation</p>	<p>Nau’i Murphy, who serves on our internal Accreditation Team w/ Pat Rice and Mary Martinson, reviewed purpose and significance of Accreditation, process to date and next steps. Very important as “Good Housekeeping Seal of Approval” – recognized nationally & internationally as evidence that the school is committed to constant improvement.</p> <p>WMS is partnering w/ HAIS, WASC, KS on Accreditation.</p> <p>Progress report due Spring 2013.</p>	<p>Nau’i reviewed summary of Initial Accreditation Team’s findings/recommendations (available on school website).</p> <p>LAP and entire school-community will be asked to participate in next phase that requires establishing focus groups.</p> <p>Initial Accreditation Report is posted on school website.</p>
<p>10. Expanded Learning Time</p>	<p>Jade Bowman reviewed preliminary outcomes/recommendations of “Charting the Future” ELT Work Group.</p>	<p>Preliminary surveys of current WMS families as well as families of current 4th and 5th grade students, as well as faculty-staff indicates strong support. ELT Work Group’s recommendations to date and survey findings are posted on school website.</p>
<p>11. Ho’okako’o Update</p>	<p>Megan McCorriston shared several-page bulleted summary of new nearly 100-page Omnibus charter school legislation.</p> <p>Only able to briefly review due to time constraints.</p>	<p>Said new law will help address a number of issues facing Hawai’i public charter schools and will change the way we do business, but equitable funding remains an issue.</p>
<p>12. Announcements</p>	<p>Reviewed coming events & opportunities (see below)</p>	<p>LAP members, families, students, friends invited to 7/6/12 Meet ‘N Greet for new Principal.</p>
<p>13. Future Meeting Agenda Items</p>		<p>* MHorne to bring ’12-’13SY budget to next meeting to review.</p> <p>* MHorne to bring academic data too.</p>

		<p>* Students to share reflections about Leadership Trip.</p> <p>* MHorne/PCook to present proposed school marketing-communications plan.</p>
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16. Next Meeting: Monday, July 30, 2012 – 4:30-6:30 p.m. – Classroom K-04.

17. Adjournment: 6:55 p.m.

WMS 2012-'13 SY Family Engagement Schedule (as of 6/25/12)

- Gear Up (July 23-27, 8 a.m. – 3 p.m.)
- Family Open House (Wed., Aug. 29, 5-7 p.m.)
- Student-Led Family Conferences (Mon.-Tues., Nov. 19-20 – Students attend w/ family)
- 8th Grade East Coast Trippers' Thanksgiving Imu (Wed., Nov. 21-Thurs., Nov. 22)
- K(Arts) Grand Finale Performance (On hold due to Kahilu Theater "Intermission")
- Schoolwide Spelling Bee (TBD)
- 1st Community Open House (Tentatively Sat., Jan. 26, 2013)
- Math / Science Family Night (Tentatively Thurs., March 14, 2013, 5-7 p.m.)
- Language Arts / Social Studies Family Night (Tentatively Tues., April 23, 2013, 5-7 p.m.)
- Incoming 6th Grade Family Orientation Gathering (Tentatively Wed., May 1, 5-7 p.m.)
- WMS May Day Celebration (Fri., May 10)
- 8th Grade Exit Ceremony (TBD)

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