





**Local Advisory Panel Meeting MINUTES – Tues., Nov. 12, 2019 4:30 - 6:30 PM**  
***Keaoākea STEAM Learning Center Demonstration Lab (Z105) FINAL***

5:25	Accreditation – Self Study Discuss Strengths & Challenges/Opportunities/Needs	Pat Rice	
6:00pm	LAP Community Rep Membership: Update	Jane Sherwood & Janice English	
6:10pm	New Business  Community Input (2 minutes each)  Future Meetings: 1/7, 2/18, 3/10, 4/7, 6/2/20	Jane Sherwood	

**Attachments: Accreditation – Strengths and Challenges, Opportunities and Needs (Pulled from 15 chapters of new WMS Self-Study)**

- Attendance:** 11/12/19
- Community Reps:** Jane Sherwood, Keawe Vredenberg, Liana Honda (Via Google), Kasem Nithipatikom, Pete Hendricks
- Family Reps:** Jennifer Hirayama, Natalie Lee
- Certificated Reps:** Barbara Haight (6<sup>th</sup>), Jade Bowman (7<sup>th</sup>), Catherine Shafer (8<sup>th</sup>)
- Classified Reps:** Amy Kailimai, Jessica Morgenstein
- Ho’okako’o Board:** Dr. Paul Nakayama
- HC Staff:** David Gibson
- WMS Admin:** Janice English
- Guests:** Pat Rice (Title 1 & Grant Coordinator), Dr. Roger Gremminger, Suzi Herhold, Cherise Mundon

Meeting called to order 4:40 p.m. Confirmed quorum. Minutes for October 2019 meeting approved with two typo corrections.

**Congratulations to elected Classified Reps: Amy Kailimai and Jessica Morgenstein (Alternative Learning Center (ALC) staff**

**Congratulations to newly elected Family Reps – Jennifer Hirayama and Marvalee Carvalho; also present was Natalie Lee who has agreed to serve so family election will be held.**

**Keawe Vredenburg thanked for his many years of service on LAP! Jane Sherwood & Liana Honda terms up but willing to continue another year. We are working to recruit new community rep – talking to Phyllis**



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**Kanekuni and Mary Ann Otake.**

**Congratulations to WMS First LEGO League Robotics team: JEnglish explained their trophy was the result of the students explaining “who they were as learners” – very impressive; represented WMS very well.**

**Mahalos extended to LAP members and friends for kokua w/ Career Exploration Day. 69 presenters in all including about 4 WMS alumni. Student feedback very positive making it worth the incredible effort involved to coordinate. Special thanks to Pat Rice.**

- **Commission Audit – 10/16/19 – Commission staff visited a number of classrooms and said the instruction they observed was “rigorous” – awaiting written audit. Mahalo to teachers/staff for prep leading up to visit.**
- **Student Transportation Update – Fleet Coordinator/Bus Driver hired; Mahalo to Tanya, Warren, Janice and several teachers for helping provide van coverage when bus service not possible. Still recruiting Casual Van Drivers.**
- **Staff training on Longitudinal Data System (LDS) – did a data dive with teachers during PC day 11/1/19. 19 trained; not especially user friendly but needed.**
- **Budget Update: Still awaiting word on OHA funding – how much and when it will be released. In the meantime, budget “strained” - running a deficit.**
- **Attendance Update: Running 23% Chronic Absence as of 11/8/19. 6<sup>th</sup>-18%; 7<sup>th</sup>-27%; 8<sup>th</sup>-25%. Doing many things to address this with major one being home visits by Lori Ching (sometimes w/ Principal). Many reasons for absences including kids helping families w/ ag/income generation, babysitting, ill parent. Also generational and “vicious cycle.” Introduced/maintaining numerous student incentives too..**

**Ho’okako’o Update – David Gibson**

1. **Board is recruiting new members and making fundraising a board priority. Barbara Kalipi retired from board – was a founding member! Pua Akaka to join from Molokai; she is a SPED certified teacher. Said board “needs educators.”**
2. **Reminded LAP of vacancy for another Waimea board member; HC wants LAP feedback and would prefer report at board meetings about the school but someone other than Principal.**
3. **Update on lawsuit: Injury occurred during a LAP meeting in 2014. Very complicated but DOE says WMS not covered by Risk Management. “We believe WMS should be covered.” WMS/HC never**



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informed that school needed to secure its own liability coverage; subsequently informed by Deputy AG that school cannot use State per pupil to buy insurance. In a serious quandary. Further, \$75,000 settlement was agreed to w/o school being informed or participating. “WMS not represented.” Board Chair Joe Uno refuses to pay settlement. Commission has issued a “Notice of Concern” – Hearing scheduled. One more example of state penalizing charter schools. Whatever DOE schools receive, charters should receive, especially those housed in DOE facilities.

4. Charter renewal: Commission’s intention is to give all charters a 5-year contract. Therefore, application requires a 5-year budget projection.
5. Board development planning: HC Board has been focused on “governance,” not fund development; working to shift this – how board can be supportive of schools. They are establishing a Major Gifts Committee. Also, initiated a Board Challenge – 100% of board has contributed. Schools may apply for these funds. Conversation about need for board to do more but also appreciative of how much the board has done over the past 2 years; relationship w/ WMS is “much better – can’t remember a single negative.”
6. HC staffing changes: Julie Upton has resigned; too much travel and needs more time w/ her children/family. Assisting to ensure smooth transition. Dale Abe has been hired to replace her; has worked for the accounting firm that has assisted with annual audits so has some familiarity but has lots to learn too. HC has contracted w/ Altres to take over payroll for all 3 schools – trying to keep down costs and reduce workload for schools and HC staff.

Brief conversation about WMS’ relationship with Kamehameha Schools – it’s going well; WMS will conclude 2-year MOA in June 2020 so will have to re-apply but JEnglish and CMundon w/ valuable support from Pat Rice and Tanya Malani are maintaining solid relationship and accountability. WMS committed to incorporating KS’ Kupukupu Framework. WMS recently hosted meeting for all of the Hawaiian Focused Public Charter Schools – Janice volunteered; participants were “very impressed.”

Accreditation update: WMS initial 6-year accreditation concludes May 2020. Requires new Self-Study – new process, considerably more rigorous than previously. PRice thanked all who have been participating in preparing the Self-Study. 15 chapters – with each one listing Strengths/Challenges at the end for a total of 60 Strengths and 53 Challenges (list shared w/ LAP). Groups will narrow this down to 4-6 priorities to focus on for the next 6 years; LAP members will be asked to assist with this by email. Then, JEnglish & PRice will present to HC Board by video conference on 12/12/19 for board approval.

Visiting Committee coming in April 2020 – will include meeting w/ LAP. Timing for visit to be finalized. Chair



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has been identified – from mainland – do not know who else will be on the Visiting Committee yet.

**NEW BUSINESS:**

**Kasem: Urged LAP to review Bylaws – if revisions needed, do so to comply including (1) Timetable for Posting Agendas; (2) Annual Self-Assessment, and (3) Annual Retreat.**

**Kasem reported that he had contacted Pat Lewi with Waimea Seniors and attended their monthly meeting that morning to ask seniors to please consider volunteering to come to campus to assist 6<sup>th</sup> grade teachers w/ Reading Workshop w/ students.**

**Kasem: Met previous day with JEnglish, PRice, PCook to discuss concerns; “good conversation” – surprised to learn about some of the things teachers are doing to assess, reflect on outcomes; didn’t know about this because he is “outside” the school. Strongly urged the school narrow its focus.**

**No Community Input. Next meeting Jan. 7, 2020.**

**Meeting adjourned at 6:25 p.m.**