

FINAL



Local Advisory Panel Meeting MINUTES – Tues., May 5, 2020 4:30 - 5:30 PM
VIRTUAL MEETING – ONLINE

Time	Activity	Facilitator	Notes
4:33pm	<ul style="list-style-type: none"> ● Call Meeting To Order - Welcome, Quorum, Check-In <ul style="list-style-type: none"> ● Join with Google Meet: meet.google.com/wmq-fyxy-hvm ● Join by phone: +1 224-650-8562 PIN: 154 692 663# ● Review March 10, 2020 WMS LAP Meeting Minutes 	Jane Sherwood	<p>Quorum confirmed. See Attendance P. 2.</p> <p>Minutes approved as submitted.</p>
4:35pm	<p>Principal Report:</p> <p><u>COVID-19 Update:</u></p> <ul style="list-style-type: none"> ● 4th Quarter Distance Learning & Enrichment ● Teacher & Staff Appreciation - Outreach & Connection to Students-Families ● SGN: Mala'ai's support; Virtual Piko @ 8:15 am Mondays, donated bicycles from Franz Weber/Paying It Forward ● End-of-Year Plans & Transition ● Aha's, Lessons Learned, Plans for 20-21 SY <ul style="list-style-type: none"> ○ Rescheduled Accreditation visit – Sept. 20-23, 2020 ○ Student Registration & Recruitment <ul style="list-style-type: none"> ▪ Gear Up – Tues., July 21, 8 am to 6 pm 	Janice English	<p>See attached PDF of Principal's PPT.</p> <p>Invited LAP to join teachers-staff to assemble and/or deliver Kokua Kits.</p> <p>Teachers/staff described experience of delivering kids: BHaight: "Amazing positives – the kids are a "lifeline" of sanity, normalcy, structure for students.</p> <p>See more notes Pg. 2.</p>
4:50pm	Title I – Review Draft Comprehensive Academic Plan for 20-21, 21-22, 22-23 & Next Steps	Pat Rice & CAP team	See Pg. 3.
5:05pm	Budget Update	Janice English	See Pg. 4.
5:15pm	Ho'okako'o Update	David Gibson	See Pg. 5.
5:25pm	<p>New Business</p> <p>Community Input (2 minutes each)</p> <p>Set Fall Meeting Date</p>	Jane Sherwood	No new business or cmtty input. Agreed to hold a final meeting 6/2/20 @ 4:30 p.m. Adjourned 5:50 pm.

Attachments:

- WMS Comprehensive Academic Plan for 20-21, 21-22, 22-23 Snapshot
- Principal's Report – PowerPoint

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Attendance: 5/5/20
Community Reps: Jane Sherwood, Pete Hendricks, Phyllis Kanekuni
Family Reps: Jennifer Hirayama (6th), Marvalee Carvalho (8th)
Certificated Reps: Barbara Haight (6th), Linda LoBue & Nau'i Murphy (8th)
Classified Reps: Jessica Morgenstein
HC Board: Dr. Paul Nakayama
HC Staff: David Gibson
WMS Admin: Janice English
WMS Staff: Patti Cook
Guests: Pat Rice (Title 1 & Grant Coordinator), Andrew O'Dell, Brent Takenouchi, Lee

Johnson, Deandraleen Kalahiki, Zoe Kosmos

Kokua Kits: ZKosmos described Mala'ai's participation in sending home Kits for the past 6 weeks since start of 4th Quarter/school closure – WMS finding ways to get a taste of the garden to students:

- 1st Week: Fresh Tea Herbs from the garden
- 2nd Week: Avocados harvested from the garden
- 3rd Week: Loquats harvested from the garden
- 4th Week: 'Uala Slips harvested from the garden to plant
- 5th Week: Dried garden-grown tea herbs
- 6th Week: Chard & radish seeds w/ instructions for upcycling items as planters & how to germinate.

Have created flyers and videos posted to YouTube, FB & Instagram on how to use items – i.e., how to make tea, make guacamole, plant 'uala slips, make planters out of used items.

“When helping deliver Kokua Kits, many parents/students told us they had planted the items.”
Was awesome to see how excited and grateful they were.”

Community friends have helped provide snacks to be included in Kokua Kits – most notably Chef Dan & Clare Bobo/Island Thyme Gourmet with help from their clients including Alaska Air. Plus another anonymous donor. Snacks in the kits have been a huge hit with students who look forward to the weekly delivery. Also, to remember the school's traditional May Day festivities, starter ribbon lei kits were created along with a video clip by Kumu Cherise sharing instructions to encourage students to make a lei for themselves or to give to a loved one for May Day.

JSherwood asked if we wanted vine-ripened Kawamata Tomatoes – Yes! Will arrange delivery for

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next week's Kokua Kits. MAHALO Jane and Kawamata Farms.

SGN: Monday Morning Virtual Piko: The garden team wanted to do something that was “familiar” to students – suggested continuing weekly Piko and livestreaming it via Instagram and YouTube. Kumu Cherise thought it was a great idea so we do this at 8:15 a.m., every Monday – hoping students will start their week by either logging on or going outside and join in chanting – and maybe hear friends also chanting. Thanked school tech crew for supporting this and getting better each week.

SGN: Bicycles as 3rd Quarter Attendance Rewards: JEnglish explained how Youth Intervention Specialist Lori Ching saw a news story about Franz Weber of Paying It Forward, a Kona-based nonprofit, and reached out to him. He gave the school 3 like-new bicycles w/ helmets. They were used as an attendance reward. The names of all students who had achieved 95% or better attendance for 3rd Quarter were put in a bowl by grade level and one per grade level drawn. Winners had bicycles delivered to their home. Students and families were very surprised and thrilled!

End-of-Year Plans & Transition: Plans still evolving – awaiting more direction from HIDOE but teachers are planning Caravan Exit Ceremony for 8th Graders and activities for 6th and 7th, too. Ho'okako'o Corp. committed to gifting all Exiting 8th graders a free Yearbook. Those who have already paid for it will have the money refunded.

Exit Caravan will be Thurs., 5/28/20 – Social Distancing protocols will be carefully followed. Will hand off bags with yearbook, certificates, locker items and treat thru car window. Students will come thru by Advisory – about 45 minutes for each Advisory.

LLoBue: 8th Grade Teachers trying to replicate Exit festivities as much as possible so are creating a slide show.

Mala'ai is sending home “Aloha 'Aina” flags to all 8th graders to imprint with their hand print and return to be flown during the Exit Caravan (see photo at end). They hope this will – in spirit - replicate what has become the garden's traditional year-end hand graphic imprinting on the Mala'ai's Pa'ahana Wall where Exiting 8th graders commemorate their 3 years of pa'ahana invested in Mala'ai.

JSherwood asked to participate in the Exit Caravan and was invited to do so.

Still working on details re: teacher checkout procedures.

Accreditation Visit: Postponed to 9/20-23/20. In the meantime, school's WASC Accreditation will be extended thru 1/31/21.

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Gear Up for start of new school year: Plans still evolving.

Title I Comprehensive Academic Plan (draft): PRice reviewed document (attached).

Highlights: CAP is new 3-year process (20-21, 21-22, 22-23SY). Preparing draft CAP has been an intense collaborative process requiring 9 hours of meetings. PRice walked group through each section of CAP explaining steps to examine student performance data, identify trends and root causes, performance challenges, growth targets, interim measures and implementation benchmarks.

PRice explained how the WMS CAP compliments previously agreed-upon Accreditation priorities – literacy and numeracy and student care supports. The CAP team agreed to form three Professional Learning Communities (PLCs) and will consistently use data to assess progress. Plan also includes peer observations - not to evaluate but to learn what colleagues are doing that works and encourage others to try these strategies.

PRice reported having submitted WMS draft CAP to the Commission's Title I staff. WMS was the very first to submit and Commission staff was "thrilled" – said it looked fabulous." School received "a bounty of praise" for such a thorough plan that includes continual monitoring. This was their preliminary feedback. Now we need LAP's review and input, then will be submitted to Ho'okako'o Corp. Board for review/approval and formal submission to the Commission.

Cannot start working on Title I budget until we know that the draft CAP is approved and the funding allocation is announced. WMS has a fairly substantial carryover for next year for Title I because of early school closure. We have been advised by the Commission that they do not think Title I funding will be cut but still don't know exact budget until we receive formal word from the Commission.

LAP Feedback: JSherwood commented that performance targets are "ambitious." Can we meet these? PRice and JEnglish said it's hard to know. NO Spring 2020 SBA Assessments to determine exactly how students are doing, but team nevertheless thinks targets are "high but realistic goals." "Hopeful."

JSherwood and others said they thought analysis of root causes were "honest and clear."

PRice said they had been instructed to include issues "that we can address – was careful to do this."

In general, the draft plan runs parallel to Accreditation. Also, teachers have agreed to post a data dashboard in their classrooms to track status and progress.

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General LAP consensus: “Impressive work.” “Clearly a challenge to complete and anxious to hear how it goes with the Commission.” LAP members thanked the teacher-admin team for meaningful collaborative effort, more do during this stressful time. LAP members were very supportive of both the process and recommendations.

Budget Update: JEnglish said it’s not clear yet as to what to expect for 20-21SY funding but “must expect reduced funding. Must be very strategic to spend wisely.” As LAP knows, Legislatively authorized Per Pupil Funding is “unrestricted” with about 2/3 expended on salaries and the remaining 1/3 “keeps the lights on.”

Goal: Recruit additional students to help balance the budget. Currently projecting approx. 262 students; Would like to have at least 270 students (90 per grade level).

There was lively discussion despite virtual connectivity about “why” families would opt for WMS: “Affordable.” “Good teaching and curriculum.” And “faculty-staff care - Kokua Kits demonstrate this.” Discussed how to recruit – ranging from using social media and free PSAs, to creating a video news feature about school closure and delivering Kokua Kits. JSherwood urged we pursue national news re: Kokua Kits. Discussed asking videographer Lynn Beitell to assist. AO’Dell encouraged use of Lynn vs. trying to do it inhouse to ensure broadcast quality for statewide and national television – that she is very reasonable and has a good working relationship w/ statewide broadcast media and BIVN.

All agreed that WMS’ Kokua Kits outreach is critical at this time and thanked Janice, teachers and staff for making this happen. “Every little bit of contact with the community makes a difference.”

DGibson/Ho’okako’o Corp. Update: “Really impressed with what the school is doing and how you have embraced this crazy time.” “It’s day to day” because of rapidly changing circumstances. Said HC and Principals are meeting weekly and also continually with the Commission, KS and HIDOE leadership.

Commission has said the school’s current WMS Charter School Contract has been extended a year – doesn’t know what this means. Sione Thompson resigned as Commission ED and is now CAS for the Waianae HIDOE complex. Yvonne Lau is Interim ED and commission has suspended its search for replacement ED.

Said the Commission is generally deferring to HIDOE on policy related to school closure and student safety, etc., so HC’s advice to its three schools is to “align with HIDOE,” which WMS has been doing. Continuing concern about whether charters are being “remembered.”

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HC has added John Ching to its board; he's a KS grad working with Kaiser. Is an attorney – very helpful re: legislative matters. Joe is still expected to conclude his term on the HC Board in June; Blake Parsons is the presumptive new chair. Next HC Board meeting scheduled for 5/26/20 but may be moved to June awaiting Council on Revenues next economic report, which is expected 5/28/20. Noted that the Legislature and Governor have gotten a lot of pushback since the Governor mentioned possible 20-30% paycuts via layoffs and/or furloughs. HC's advice to schools: Plan for the worst, hope for the best.

DGibson described "Core Budgeting" that other HC schools have done in the past. It's a "worst case scenario" – identifying minimum number of teachers, staff and what cannot be touched. Said they don't expect this but good to have a baseline. Mentioned Dale Abe is now handling HC's fiscal matters.

PRice asked about timing for the required HC Board review of WMS' 20-21SY budget. Budget must be submitted to the Commission by 6/30/20. Internally, the WMS budget must be reviewed/approved by teachers-staff, then LAP, then submitted to HC Board. Realized WMS LAP will need another meeting before the year ends and **all agreed we should continue to hold the previously agreed to June 2, 2020 WMS LAP Meeting.**

Meeting adjourned at 5:50 p.m. MAHALO to all for participating in virtual meeting.