

“Waimea Middle School empowers all students with the skills, values and cultural understanding to successfully navigate high school and beyond.”

<b>Meeting Title:</b>	<b>WMS Local Advisory Panel (LAP) - FINAL</b>
<b>Date &amp; Time:</b>	<b>4:30-6:30 pm, Mon., Sept. 29, 2014</b>
<b>Members Present:</b>	<p><b>Community Reps:</b> Colin Miura, Keawe Vredenburg, Jane Sherwood</p> <p><b>Family Reps:</b> Marcie Neubecker &amp; Elsie Mijjena</p> <p><b>Student Reps:</b> Selection in progress</p> <p><b>Certificated Reps:</b> Nau’i Murphy, Jade Bowman, Cherise Mundon</p> <p><b>Classified Reps:</b> Lori Ching</p> <p><b>WMS Admin:</b> Matt Horne, Amy Kendziorski, Patti Cook</p> <p><b>Ho’okako’o Corp.:</b> Dr. Guy Kaulukukui</p>
	<p><b><u>Guests:</u></b></p> <p><b>Certificated Staff:</b> Janice English-Somerville</p> <p><b>Community Reps:</b> Owana Wilcox, Big Brothers-Big Sisters of Honolulu reps Jill Matro, Vice President of Program and Branch Operations, and Tyler Kurashige, School Based Coordinator, and Robin Krueger (School Renewal Specialist, DOE Complex Office)</p> <p><b><u>Excused:</u></b></p> <p><b>Family Reps:</b> Lori Bergin</p> <p><b>Community Rep:</b> Robert Lindsey, Daniel Gomez, Patrick Hurney</p> <p><b>Classified Rep:</b> Bernie Marsh</p> <p><b>Student Advisor:</b> Eunice “Laz” Lazarus</p> <p><b>Ho’okako’o Corp. Reps:</b> Dr. Megan McCorriston, Dr. Ken Fischer</p>

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Topic:	Discussion:	Action:
<p><b>1. Welcome &amp; Introductions</b>  <b>– Colin Miura, Chair-Elect</b>  <b>a) Welcome</b>  <b>b) Introduce New LAP Members</b>  <b>c) Confirm Quorum</b>  <b>d) Review &amp; Approve Minutes from August 25, 2014</b>  <b>e) Preview Agenda</b></p>	<p>CMiura welcomed all including newly elected LAP Parent Reps – Marcie Neubecker and Elsie Mijjena (Lori Bergin was re-elected but unable to attend today’s meeting).</p> <p>Went around the room for everyone to introduce themselves. LChing introduced her two guests from Big Brothers-Big Sisters of Honolulu - Jill Matro, Vice President of Program and Branch Operations, and Tyler Kurashige, School Based Coordinator. LChing explained that WMS’ Connecting for Success student cohort has almost doubled this school year so needing many more mentors. Big Brothers-Big Sisters have been “waiting for an open door on the West side of Hawai’i Island” – have 3 school based programs in Hilo and 20 across the state involving high school students who are trained to mentor middle school students. BB-BS will be working with Parker and HPA students to become WMS student mentors – starting now to recruit &amp; train; high schoolers will start working with WMS students by January 2015. Said they were excited to come to WMS “where mentoring is already clearly a part of the school culture – “Lori and the CFS team have it down pat already.” Reiterated that every student needs a mentor – someone to ask how individual students are doing – cheering them on!</p> <p>JBowman asked how long BB-BS has worked with schools. Guests explained the program has been in Hawai’i 50+ years but this will be the first time in West Hawai’i. They are based in Honolulu but will be hiring a part time person here using grant funding to serve as the project case manager. This person will be responsible for ongoing training and act as a mentor to the HPA and Parker student mentors.</p> <p>JBowman recalled having something like this a few years ago “and the kids really liked it.”</p> <p>LChing expressed gratitude to BB-BS and said CFS is still looking for more mentors, especially for WMS boys. If anyone on LAP knows someone who might be interested, please contact Lori.</p>	<p>Meeting began at 4:36 p.m.</p> <p>NMurphy &amp; CMundon teamed up for the pule.</p> <p>Quorum Confirmed.</p> <p>August 25, 2014 Draft minutes approved as is – will be posted on school and HC websites.</p> <p>No changes/additions to agenda.</p>

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<p><b>2. Principal’s Update – Matt Horne</b></p> <ul style="list-style-type: none"> <li><b>a) Review of “We’re Going Places” Fun-Run</b></li> <li><b>b) Update on Transportation Fundraising</b></li> <li><b>c) Other School Updates</b></li> </ul>	<p>Fun Run Review: See attachment summary (back page of minutes) reviewing event. LAP member are asked for comments, concerns or suggestions on how to improve event next year. Also recaps income generated to date by the event – more than \$5,700, thanks to The Neilan Foundation underwriting costs for t-shirts, dinner, banners, etc. Also, thanks to several large checks received from anonymous donors.</p> <p>MHorne reviewed status of bus project: Based on research prepared for WMS about options and projected costs/benefits, M/M Gimbel have now committed to funding two new 72-passenger buses. They wanted to encourage the school-community to get involved in the project, which the Fun Run and related publicity have done, so they are now committing to buying and shipping 2 new buses here from the mainland.</p> <p>Buses will be licensed, etc., then turned over to DOE ownership for insurance liability purposes. This has become standard practice with a number of public charter schools to minimize risk exposure.</p> <p>Why 72-passenger? WMS research looked at several sizes of buses and also school’s transportation needs. MHorne noted that “72-passenger” is based on how many younger children can fit into one of these buses – in fact, it will be more like 48 middle schoolers. This is the size we need to cover our Waimea routes AM and PM.</p> <p>In addition, the Neilans also have said they want to fund a van for the school and are working w/ Warren Tamaye to secure bids as required.</p> <p>Regarding maintenance of buses, MHorne is researching several options – one might be to contract the services of an existing organization such as HPA; another might be to find a reliable local mechanic, encourage him/her to get certified and then contract for their services – Kamaile Academy has done on Oahu.</p> <p>According to consultant the school retained to do research, the biggest challenge will be drivers; MHorne is researching options and</p>	
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	<p>working w/ WTamaye and looking at what other schools have done. Drivers must be both certified CDL drivers and UPW employees of the school.</p> <p>Other school news: Friday is last day of 1<sup>st</sup> Quarter – will be school’s 2<sup>nd</sup> I KAIR Day of Service – students “living our core values” -- with students fanning out throughout the community to participate in community service:</p> <ul style="list-style-type: none"><li>❖ 6<sup>th</sup> graders will volunteer at Ulu La’au, Anuenue Playground, our gym and on-campus beautification.</li><li>❖ 7<sup>th</sup> graders are going to help at Amy Greenwell Ethnobotanical Garden, Kohala Watershed and Kawaihae with the Makali’i.</li><li>❖ 8<sup>th</sup> graders will volunteer at Kalaimano and Kiholo (cleaning out invasive algae), Hapuna Beach Cleanup and learn about fire prevention with Waikoloa Firewise volunteers.</li></ul> <p>All students will gather in the gym at the end of the day to write reflections on the day’s learning experiences and for end-of-Quarter Positive Behavior recognition. Also, students who have participated in the new Choir exploratory class will perform.</p> <p>MHorne also briefly recapped 5<sup>th</sup> Annual Cross Country Invitational hosted by WMS 9/27/14 – an extremely large turnout with more than 150 student runners participating (2x more than in past meets), including students from Sunrise (a Hilo XC running club), Hilo Intermediate, HPA, Waikoloa, Parker, Kamehameha Schools and WMS.</p> <p>Was great fun and all students really modeled “great sportsmanship” – cheering on everyone including those who came in last. Also, lots of parents/families turned out! MHorne acknowledged CMundon as one of our XC Coaches, and teachers-staff who came to support the event. Also thanked The Neilan Foundation for underwriting the athletics program (uniforms, transportation, snacks, coach stipends, etc.).</p>	
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<p><b>3. Ho’okako’o Local School Board &amp; Charter Update – Guy Kaulukukui, Interim HC Executive Director</b></p> <p><b>a) Update on HC Strategic Planning</b></p> <p><b>b) October 29, 2014 Board Meeting in Waimea</b></p>	<p>Coming XC events:</p> <ul style="list-style-type: none"> <li>❖ Kamehameha Schools XC Meet: 10/11/14</li> <li>❖ Waikoloa Schools XC Meet: 10/25/14</li> </ul> <p>GKaulukukui briefed group on status of Kamehameha Schools’ MOA with HC and its schools. Said Trustees are expected to vote on this in November but HC has been given a head’s up not to expect full allocation of requested \$1.5M. Still time to influence this and Guy and Board working on it to address “legacy issues” and reinforce progress made by the schools and HC including all 3 schools earning Accreditation – with KS’ support.</p> <p>Re: HC’s Strategic Planning – GKaulukukui said HC is working w/ SP facilitator Andrew Aoki – first step was having Board members and staff do self reflections and interviews.</p> <p>Board has agreed they need to determine what it means to be an HC school so they organized a recent meeting with the 3 Principals, DGibson and himself to discuss “what is the HC experience – what are the schools’ common values and attributes.” They asked the 3 principals to identify the values and observable attributes evident on their campuses today. Then Board members’ Bob Peters and Don Young worked w/ them to blend and hone down the list and they arrived at 5 “common attributes.”</p> <p>MHorne said he was at first very hesitant about this because the three schools are so different. But as the conversation unfolded, it was apparent there are characteristics – identified and clarified through the Accreditation process for each of the schools -- that the 3 share that make us quite different from DOE schools including core values, SWLRs, student supports.</p> <p>GKaulukukui said HC wants schools “to have room for creativity – don’t want to put that fire out even with the reality of shrinking budgets.”</p> <p>Back to Strategic Planning – this will be the 2<sup>nd</sup> time HC has done this.</p>	<p>PCook said now that she’s back, she will be reaching out to Mike Chun to set up a campus visit for KS’ new Hawai’i Island leader Kae’o Duarte. Goal is to have him visit campus to get to know the school and, concurrently, to meet w/ Mr. Chun, Kahu Billy Mitchell, Dr. Kamana Beamer, Bob Lindsey, Guy and MHorne.</p> <p>GKaulukukui said he will be sending this draft to MHorne to share with the faculty-staff for feedback no later than Oct. 8; HC hopes to make this an action item for their 10/27 board meeting.</p> <p>KVredenburg and JSherwood asked to have current Strategic Plan sent to new LAP members for review, even though it will soon be updated.</p> <p>GKaulukukui also briefed group on tentative plans for Oct. 27 HC</p>
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<p>4. <b>After School Opportunities with Boys and Girls Club: Meeting Sept. 16 at 4 pm in the Library Conference Room – Patrick Hurney, Amy Kendziorski, &amp; Colin Miura</b></p> <p>5. <b>Strive-HI and Student Achievement Data &amp; Discussion – Colin Miura &amp; Matt Horne</b></p>	<p>PHurney unable to attend today’s meeting so CMiura, MHorne and AKendziorski briefed the group on recent community meetings re: starting a Boys and Girls Club in Waimea.</p> <p>AKendziorski explained that B&amp;GC is a very “place based” youth program – “A place for kids” – needs dedicated space. Wont work well if sharing space such as school classrooms or classrooms at Mana Christian ‘Ohana. So the group has identified a number of possibilities around town and split up the list to research possibilities.</p> <p>CMiura commented on why comprehensive achievement data had been sent out to all LAP members prior to the meeting. Said he had asked MHorne to put this on the agenda after having seen a story in the paper on student achievement scores. Said he and his wife are “very high on this school – couldn’t wait to have our children here, but honestly surprised with</p>	<p>Board Meeting here at WMS combined with WMS LAP meeting. As previously shared w/ LAP, the HC Board has committed to holding its Quarterly meetings at the various schools:</p> <ul style="list-style-type: none"> <li>❖ WMS – October 27, 2014</li> <li>❖ Kualapu’u – January 2015</li> <li>❖ Kamaile – March 2015</li> <li>❖ Honolulu – May 2015</li> </ul> <p>The intention of getting the Board to meet at the schools is to help strengthen engagement with the respective communities.</p> <p>The 10/27 meeting at WMS will be a half day meeting – leave Honolulu about 11 a.m. , get here early enough to visit some classes, then have a meet-and-greet with teachers and staff, then the Board will hold its own meeting with LAP and school community sitting in, then LAP holds its meeting w/ Board sitting in.</p> <p>MHorne asked to send a suggested schedule for this and will do so.</p> <p><b>Next meeting of B&amp;GC-Waimea volunteers is tomorrow – Tues., Sept. 30, 4-5:30 p.m. All welcome to attend B&amp;GC exploratory meetings.</b></p>
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the scores. Said he was sure there are many reasons we need to discuss and figure out how we can support teachers and the school. Please don't take this as an attack. What can LAP do realistically to support you guys?"

CMiura said he asked MHorne to make information understandable. Said he hoped LAP would "focus on what we can do something about." GKaulukukui agreed.

MHorne went through the data page by page.

JSherwood asked how WMS selects curriculum. Answer: Admin works with the teacher teams who make the final decision and it's clear that new curriculum this year that's based on mandatory Common Core State Standards such as Springboard (math) is much more rigorous – "has upped the anty."

JSherwood asked about scope and sequence – does it prepare students for the assessments? She recalled her experience working at Hilo Community College where they had to prep nursing students for National Boards. In the early years they had to completely redo scope and sequence to be sure they covered all the standards so students would be prepared for the National Boards; fidelity with the scope and sequence matters.

JSherwood also asked if WMS working w/ elementary – how do you put all this together – how it is aligned? Do parents know the scope and sequence? Is there cross curricular collaboration – CMundon said "yes, there is GL and Departmental collaboration" within WMS faculty.

OWilcox said perhaps we should bring in community members to share relevance of core subjects – why math and reading are important. Let Aunty share manao about why it's important – real life application." Also mentioned Life Plan Hawai'i, which helps students set long term educational and career goals to help them become more motivated students.

JSherwood said she's worried about being a "feel good type of place – we cannot ignore

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	<p>elephant in the room -- Common Core Standards.”</p> <p>JBowman said Common Core has changed everything – what used to be 7<sup>th</sup> is now a 6<sup>th</sup> or 5<sup>th</sup> grade standard.</p> <p>CMiura asked what’s most important thing that is likely to improve scores?</p> <p>MHorne said the single most important thing for student achievement is “our good teachers in the classroom teaching the right stuff.”</p> <p>JBowman said parental involvement is also really important – the “students who do well have a home life where education is valued; many come from homes where learning is not important.”</p> <p>MNeubecker asked if we can better support and inform parents to get them more involved in their child’s learning. Could there be training for parents?</p> <p>JBowman and others said parents often don’t know how to help.</p> <p>OWilcox asked if staff could provide a list of what LAP can do to help improve scores.</p> <p>JBowman expressed gratitude that LAP wants to help.</p> <p>JSherwood asked if attendance is an issue. MHorne said we have a few chronic absences – about 15 (5%) “on alert list” – but we have a lot of programs to target these severe cases. A bigger issue is the number of tardys and also that so many students ‘come and go’ – move around a lot from school to school – “we have a revolving door.” Said this is very difficult for teachers to have students suddenly enter classes needing a lot of catch up attention. A serious challenge, however, the cohort data being shared eliminates those kids.</p> <p>KVredenburg asked if curriculum matches the tests? And do we need team teaching?</p> <p>Comment made that Common Core Standards</p>	<p>LAP members asked that school post Common Core State Standards and scope and sequences on the school website – that it’s common to find this on many school websites.</p> <p>Also asked that HC’s Strategic Plan be posted on school website.</p>
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	<p>are really about teaching students how to think – conceptual thinking, which is very difficult; it’s a whole new world for teachers as it assumes students have the basic skills and are able to use them for problem solving.</p> <p>CMundon said she wishes they would bring back Kumon, which she said was a successful tutoring program that used to be offered here in Waimea, because it helped students struggling with basic skills.</p> <p>EMijjena asked if other schools we are compared to have ELL kids? Answer – yes, in most instances, the schools have similar populations (ie, comparing apples and apples...).</p> <p>JBowman said this is the first time she has heard LAP wanting to help the teachers.</p>	<p>Mrs. Mijjena offered to help with translating into Marshallese if needed to improve school’s connection to these families.</p> <p>EMijjena suggested that when we have important paperwork for families to sign, add 1-2 specific questions – Marshallese “will answer questions” – and our answers will demonstrate that we have read the paper. “If people ask us, we will answer.”</p> <p>CMiura asked how can LAP support with homework or parental involvement – what specifically do you want help with?</p> <p>A comment was made about the difference between “grades” and “proficiency” – the data reflects proficiency and families don’t often understand the difference.</p> <p>CMiura suggested that LAP should look at academics each month – can we also look at relevant goals moving forward...what goals have been set...this will take time...we know it will be an evolution, not a revolution.”</p> <p>JSherwood said she really needed to “see the curriculum to understand some of the issues.”</p> <p>JBowman said some teachers could</p>
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<p><b>6. Coming Events &amp; Opportunities – Patti Cook</b></p> <p><b>7. Concluding Remarks, Future Agenda Items, &amp; Next Steps – Colin Miura</b></p> <p><b>Next Meeting – October 27, 2014 - Timing to be confirmed as this will coincide w/ Ho’okako’o Board Meeting here on campus</b></p>	<p>JSherwood said that she perceived that a fair number of our students do not intend to graduate from high school (there is a rather high drop-out rate at Honoka’a High); said “we need to help students and families know what the future looks like without a high school diploma.”</p> <p>Was a very brief review of coming events listed on agenda because the previous discussion ran long.</p>	<p>come to LAP and present; that teachers could design a session to review what we teach each Quarter.</p> <p>CMiura said we need time to digest the data, then come up with ideas for how we can support and then develop a plan before we go to the school-community with poor data.</p> <p>CMiura thanked everyone for a good though difficult discussion and asked MHorne and teachers to come back with suggestions on how LAP can help and with some goals that LAP can support and track.</p>
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**Handouts:**

- 1) **WMS Strive HI & Student Achievement Data Summary (emailed to faculty, staff and subsequently, to LAP members and partners)**
- 2) **“We’re Going Places” Summary (see attached)**

Submitted By:	Patti Cook	Date Submitted:	10-21-14
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**WMS' "We're Going Places! – Take a LAP Fun Run/Walk"**  
*Friday, September 12, 2014*

*Evaluation: If you have comments, suggestions, concerns, please note them here or call/email Patti Cook to keep a record of ideas to improve next year's event. Thanks to all who contributed and participated!*

### Course Layout, Safety & Logistics

1. Secure Off Duty Police (2) & inform local police & emergency services
2. Touch based with landowners/subdivision – Hawaiiana Management Co – Nan Cain, Parker Ranch SC – Frank Zablan, Kahilu – Tim Bostock, Church – Kahu Billy
3. Signage – Jade Bowman/7<sup>th</sup> grade students – Terrific!
4. Course Safety Marshals – thanks to all!
5. First Aid Station – first aide kits, water, Dr. Shay Bintliff, Tent at start line – Mahalo Tina & Leonard!
6. Radios
7. Start line/starting gun & horn & Finish line
8. Prizes

### Registration – Approx. 170 participants

1. Volunteers to accept applications/donations
2. "Bank" for day of event
3. Square to expedite use of charge cards

### Silent Auction

1. Secure Donations – Special Mahalo to Colin Miura!
2. Organize Bidding Documents – Tanya Malani!
3. Setup/Display/Monitor throughout event – special thanks to Sue Bierman (Studio B), Sandy Tomiyama & Keawe Vredenburg
4. Collect/Count Money

### Event Publicity To Recruit Participation

1. News Release, Calendar Items, PSAs, website & Facebook, electronic sign, marquee, School Connects
2. Banners – back gate or Cottage wall, cafeteria drop off, main intersection in town
3. Live radio interview
4. Radio advertising
5. Emails to community friends
6. Photos – Bekah Horne; Video - Tom Gimbel and Alan Nakagawa

### Post-Run/Dinner Arrangements – Fed 200

1. Office team coordinated – delicious & extremely well organized - super job!
2. Brief program at end of dinner w/ awards presentation? Special guests: Mr. & Mrs. Gimbel

### Other:

1. How better involve students & families?
2. Direct mailer or tip-into local newspaper to spread the word
3. Sound system at start line?

Total estimated income: \$3,985.46 - Fun Run & Silent Auction

Additional donations: 2,050.00 - Community Donors (some anonymous)  
\$6,035.46