



Local Advisory Panel Meeting Minutes – Tues., May 15, 2018 4:30-6:30 PM
Keaoākea STEAM Learning Center Demonstration Lab (Z105)

Time	Activity	Facilitator	Notes
4:30pm	<ul style="list-style-type: none"> • Call Meeting To Order - Welcome, Introductions, Quorum • Approved 4/17/18 LAP Meeting Minutes • Community Input to LAP (2 minutes each) 	Jane Sherwood	See attendance Page 2. Quorum confirmed. Minutes approved as is. No community input.
4:40pm	Recap of Principal Search Process & Timeline	Interview Committee	See Page 2.
4:50pm	8 th Grade Humanities Ho'ike Recap	Linda LoBue & Catherine Shafer	See Page 3.
5:05pm	7 th Grade Mauka Adventure – Project Based STEAM Learning	Jamilynn Mareko & Jade Bowman	See Page 3.
5:20pm	STEAM Learning Center – Move-In Items <ul style="list-style-type: none"> • Move Stipends • Security System Status • Keys/Access • Main Office Staffing 	Jane Sherwood/Amy Kendziorski	See Page 4.
5:40pm	2018-19 SY Draft Budget & Schedule Review – prior to submittal to HC for Board review/approval Sustainability Funding: <ul style="list-style-type: none"> • Kamehameha Schools – Ho'olako Like Division (HLD) – 2 years! • KS STEAM Grant • Hawai'i Community Foundation – Career Connected Learning grant • GIA – Full STEAM Ahead! from 2018 Legislature • OHA grant • \$1.6M CIP – To try to purchase vacant lot next to schools – parking 	Amy Kendziorski, Pat Rice, Patti Cook	See Page 4.
5:55pm	<ul style="list-style-type: none"> • Title I Reporting – To support continued academic progress • Accreditation 	Pat Rice	See Page 5.

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6:10pm	LAP Discipline/Bullying Task Force update	Kasem Nithipatikom	Deferred.
6:15pm	Mahalo & Aloha Amy Kendziorski & Chris Barron	Jane Sherwood & LAP	Lei and mahalos w/ cake.

Meeting Handouts:

- 1) Title I Schoolwide Plan Report SY 2017-2018 – Monitoring Evidence
- 2) Parent & Family Engagement Evidence Worksheet
- 3) WMPCCS Title I Schoolwide Plan – 2017-2020
- 4) Procedures for Appraising The Independent School – Accreditation 2020 Timeline for WMS

Attendance: 5/15/18

Community Reps: Jane Sherwood, Kasem Nithipatikom, Keawe Vredenberg, Liana Honda
Family Reps: Recruiting
Certificated Reps: Barbara Haight (6th), Jamilynn Mareko (7th), Linda LoBue (8th)
WMS Admin: Amy Kendziorski
Ho’okako’o ED: David Gibson
Ex Officio: Patti Cook (Community Development)
Guests: Michelle Stevenson (Family member); Dr. Roger Gremminger (community member); Catherine Shafer (8th grade SS teacher), Pat Rice (Title 1 & Grant Coordinator), Steven Smith, Tech Coordinator

Meeting Minutes, continued:

Principal Search: DGibson reviewed process with Interview Committee, narrowed from 17 (?) down to 3 candidates, scheduled forums involving faculty-staff, LAP-families-community (all invited). Followed up by extensive internal discussion with teachers by grade level and classified staff; recommendation made to HC; CKono now doing reference checks. Will come back to Interview Committee when checks completed. Many shared satisfaction with the process, in particular the time/thought/effort put into it by the Interview Committee and thanking HC for listening to school concerns about previous recruitment experiences.

LHonda asked if resumes were shared out? No – not to LAP-family-community but were shared with Interview Committee. LHonda also asked about how reference checks were to be conducted and made some suggestions regarding applicants previous employers.

Kasem concerned about how to be fair to all candidates; some CVs much more extensive but might not be the best

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candidate. Those present expressed confidence that the process had worked; optimistic about outcome. DGibson said the next HC Board meeting is 5/22 – probably will not have final recommendation from CKono/Interview Committee by then, but board could have special meeting to finalize decision soonest.

Kara Onaka-Winters asked to email status updates to Full Faculty as this progresses; thanks Kara for keeping everyone updated. LHonda commended everyone for the hard work on this; that it will pay off. BHaight expressed gratitude that there were so many applicants.

7th Grade Mauka Adventure – Project Based Learning recap: JMareko reviewed the Teaching Change project w/ UH, working in partnership with Hakalau National Wildlife Refuge. Began with Jami and JBowman participating in a training during Summer 2017. Most schools only invited to bring 1 class; WMS invited to bring 3 for overnight field experiences at no cost to school. Students learned about native birds and other native species, did planting and invasive removal, observations, writing, etc. Blended well with class curriculum involving native plants and learning about wai (water).

8th Grade Humanities Ho'ike Recap – CShafer and LLoBue reviewed how project got started: Summer 2017 a WMS teacher team attended a training at High Tech High about project based learning (PBL) integrated with core curriculum and technology. Once it was determined that the 8th grade would be moving into the STEAM Learning Center, the team decided they had to try something new. Used the summer to plan how best to infuse curriculum with PBL. “Jumped in with no safety net.” “Really hard but really proud of the work the students have done and the risks we have taken.” Student goals included:

- Being civically engaged
- Problem solvers
- Good communicators
- Critical thinkers
- Collaborators (teachers tried especially hard to model this)
- Learn to use time
- Become self-directed learners (still working on this)
- Innovative.

Theme: Legacy, Journey, Destiny – started with students being asked to learn about themselves and then share with others and be provided helpful feedback. WMS students “not used to performing.”

Had to become comfortable with “messiness.” Having the conference rooms on the 2nd floor and open area with tables was really helpful – having all 4 core teachers “kinda isolated upstairs” really worked well. Still, the process was very difficult for teachers – in some cases, really starting w/ students w/ little experience w/ creating presentation boards, etc.

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When it came time for students to share what they had learned, 90% of the families attended the ho'ike (only 6 did not). Terrific attendance – very unusual for 8th grade. Definitely something to celebrate, but students were very excited about their work so encouraged families to attend.

After the Humanities Ho'ike, moved into a 4th Quarter interdisciplinary project – problem-based; felt like a research project vs. science projects of the past. Again, great turnout by families for the finale ho'ike.

Kasem praised the work – “wonderful job” – asked how to share out student work to a broader audience? Talked about inviting students from lower grade levels in the future.

Discussion about what teachers need to support this kind of PBL interdisciplinary programming. “Need more help and funding for materials/supplies.” Also really appreciated bell schedule which allowed flexibility to work in groups on projects. Also need SPED support for this. Had 21 projects going concurrently – “healthy chaos.”

STEAM Learning Center – Move-In Items:

- Move Stipends: Included in most recent paycheck 5/5/18. No mention made of it, money just appeared. Everyone asked to please mahalo Neilan Foundation for this.
- Security System Status: Building's fire alarm system took a hit during a recent electrical storm and is out of service. No fire detection at the moment; working on repair. Temporary air horns provided in case of fire. Also, working w/ Alert Alarm re: bid for overall security system.
- Keys/Access: Steam Learning Center teacher team appreciated receiving keys but still don't have keys to small conference rooms. (No need for lock box system.)
- Main Office Staffing: Discussed relocating Registrar back to main school office and reiterated not putting admin in this building. “Building is for student learning.” Main office is to be the school's “welcome center.” Needs to be warm and welcoming. Agreed main office needs a “clean up.”
- Summer Moves: Remaining 2 7th grade teachers will move into W Building during the summer.

2018-19 SY Budget: Not presented but discussed.

KS has committed to 2-year funding; really meaningful – enables better planning! Very grateful for this support:

- KS – HLD 2018-19: Asked for \$375,000 Granted \$345,000 (cut \$30,000)
- KS –HLD 2019-20: Asked for \$390,000 Granted \$345,000 (cut \$45,000)

KS STEAM grant will not be continued for WMS.

Hawaii Community Foundation: Career Connected Learning grant - Asked for \$50,000; Granted \$31,000 (helpful in covering a large portion of cost for Amplify Science – our new NGSS science curriculum and training.)

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OHA: \$57,000 committed for 2 consecutive years – this reflects an increase over previous years.

Neilan Foundation: Have committed for 2018-19 SY to fund .5 FTE Development Director, development funds and \$25,000 for Athletics (\$70,000). Further, have agreed to review an additional “ask” pending decision on support for WES programs. Will be less than in years’ past; focus on WES.

State Legislative Grant In Aid (GIA): Legislature approved \$298,000 for WMS. Governor needs to sign budget bill, then will begin process to shake funding loose. Funds focused on STEAM teaching and learning.

Projected enrollment: 245 (losing students to private schools, also families moving due to the economy and loss of employment – ie, hotel layoffs)

Amy K, PRice, JYamada working on budget – have eliminated VP position and instead, will recruit for a teacher on special assignment. Still concerns about adequate funding for Pat Rice and technology supports.

Title I: PRice reviewed the following as required by Title I funding: (see attachments)

- 5) Title I Schoolwide Plan Report SY 2017-2018 – Monitoring Evidence
- 6) Parent & Family Engagement Evidence Worksheet
- 7) WMPCCS Title I Schoolwide Plan – 2017-2020
- 8) Procedures for Appraising The Independent School – Accreditation 2020 Timeline for WMS

Meeting concluded at 6:40 p.m.