



“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)</b>
<b>Date &amp; Time:</b>	4-6 p.m., Mon., January 11, 2016
<b>Members Present:</b>	<p><b>Community Reps:</b> Colin Miura, Keawe Vredenburg, Jane Sherwood, Owana Wilcox</p> <p><b>Family Reps:</b> Graham Ellis, Marcie Neubecker, Von and Monique Wong</p> <p><b>Student Reps:</b> None present</p> <p><b>Certificated Reps:</b> Cherise Mundon (6<sup>th</sup>), Tisha Gusman (7<sup>th</sup>), Linda LoBue (8<sup>th</sup>)</p> <p><b>Classified Reps:</b> Lori Ching</p> <p><b>WMS Admin:</b> Janice English-Somerville representing Amy Kendziorski</p> <p><b>Ex Officio:</b> Patti Cook</p> <p><b>Minutes:</b> Pam Potter</p>
	<p><b><u>Guests:</u></b></p> <p><b>Community Members:</b> Gail and Tom Gimbel, Dylan-Sage Wilcox</p> <p><b><u>Excused:</u></b></p> <p><b>WMS Admin:</b> Amy Kendziorski (attending KS Po’o Meeting)</p> <p><b>Community Rep:</b> Patrick Hurney</p> <p><b>Classified Rep:</b> Bernie Marsh</p> <p><b>Student Advisor:</b> Eunice “Laz” Lazarus</p>

1) Colin called meeting to order at 4:13 pm. Patti Cook confirmed quorum.

Jane Sherwood moved to accept minutes. Keawe Vredenburg seconded, and motion carried. There was a request for minutes to be distributed earlier.

Colin asked if anyone in the community wished to address the group. No one asked for time or offered any input. Owana’s son, Dylan, was acknowledged and thanked for his attendance. He was a LAP student rep when he

attended WMS and was one of the WMS students who went to the legislature in 2007 to ask their support to fund our STEM classroom building.

2) A question was raised about whether Amy Kendziorski would be applying for the WMS Principal's position on a permanent basis. Janice English-Somerville explained that Amy was attending a Po'o meeting w/ Kamehameha Schools, so Janice was sitting in for her. Janice said that there would be a full faculty meeting on January 25 with Ho'okako'o Staff to review the recruitment process. Keawe wanted to know about how long range we could plan for the principal's position to run. Janice said she believed that Amy prefers a one-year contractual agreement but Ho'okako'o may be asking for a longer commitment. Janice reconfirmed that Amy will be applying for the permanent position.

3) Janice provided the Principal's Update:

Celebrations:

- 1) \$404,000 Kamehameha School's Grant confirmed for 2015-16 school year; the application for the KS 2016-17 grant plus a new KS STEM Grant have been submitted; KS' Kelly Broadus to visit campus again on 1/13/16. Amy is to work with her. There was discussion regarding how the \$404K funds will be used. These funds support programs not covered by WMS' per pupil funding. Details regarding the 2016-17 grant request will be reviewed as part of LAP's review of the 2016-17 budget.
- 2) Semester 1 STAR reading and math assessments indicated 174 of 266 students demonstrated 1+ year's growth. This is to be acknowledged and celebrated with students receiving a certificate and a "Free Dress Day" on 1/19/16. Wristbands will be issued to students who qualify for "Free Dress" along with each certificate. There was some discussion regarding how we measure this progress and how to further incentivize continued academic progress by students.
- 3) Hawai'i Community Foundation has extended WMS' initially 3-year Connecting For Success grant for a 4<sup>th</sup> year. Credit for the extension is attributed to the efforts of the "Wonder Twins" (Suzi Herhold and Lori Ching). WMS is one of six schools statewide where the grant has been extended due to the success of the program. Lori and Suzi, working with Pat Rice and Amy continue to explore ways to improve student outcomes.
- 4) 83% of WMS families participated in recent student-family conferences and the school and teachers received very positive family feedback, especially about the changed format for 8<sup>th</sup> grade families coordinated by the teacher team. Colin Miura expressed gratitude for how the conference was structured, especially being able to talk direct to his student's individual teachers.
- 5) The group profusely thanked Tom and Gail Gimbel representing The Neilan Foundation for their additional \$112K grant for the 2015-16 SY supporting Summer School academics and enrichment including advanced and remedial reading, chorus, etc. They also were thanked for funding the recently received high jump equipment – in time for the 2016 Track & Field season. This will significantly help WMS students be better prepared to compete in various track & field meets.
- 6) Isemoto Construction, which is the general contractor for our STEM building, has also created a long jump – which will also help our student athletes be better prepared to compete. Cherise Mundon expressed her thanks for both the long jump and high jump equipment.
- 7) The LAP Fun Run was very successful – raising about \$3,800 to be used for classroom reading libraries, and LAP members again acknowledged Tom and Gail Gimbel for underwriting the fun run's expenses so all donations and auction income will go into classroom reading libraries. There was discussion about how the

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event successfully focused the school-community on reading and also that everyone who participated really had fun. It was agreed this event should be continued but that it should be held earlier in the SY – and that a date should be set now and not changed. The group agreed the day for the 2016-17 SY would be Friday, September 23, 2016.

A question was raised by faculty about how to go about securing funds for classroom libraries. Patti said that a request should be submitted in writing to Amy; Janice added that in addition to the Fun Run income, there is about \$800 available from the Scholastic Book Fair so please submit requests.

- 8) WMS new School Resource Officer Nelson Cacho is already getting to know students and getting into classrooms, presenting lessons. He is in uniform and the school-community has received him well. He was unable to attend the 1/11 LAP meeting but will come to be introduced at the 2/8/16 LAP meeting.
- 9) The next series of K(Arts) classes will begin Feb. 3 and run thru May 4-5, thanks both to The Neilan Foundation and the continuing partnership with Kahilu Theatre Foundation.
- 10) “Plastics & Our Oceans” is a new partnership with the University of California-Santa Barbara, Kokua Hawaii Foundation, NOAA, Plastics Free Hawai’i and Plastic Pollution Coalition. Students from all Waimea middle schools including Kanu, Parker and HPA as well as WMS were invited to participate. 5 students were selected from WMS, Parker and HPA; Kanu chose not to enter. The students will participate in an intense 3-day immersion into the science and public policy related to plastics and the ocean including a trip to Honolulu, and then there will be a schoolwide assembly presentation on Mon., January 25 at Kahilu Theatre. All families and community will be invited.
- 11) The Food Basket has initiated a once-a-month take-home snack program for all WMS students – timed to coincide with either long weekends or long breaks to help provide nutritional support for students. The program is specifically for public charter schools so does not include Waimea Elementary students. The program also is for ALL students. WMS teacher Ashley DeSilva and her students are assisting with implementing the distribution.
- 12) As previously discussed at LAP, WMS’ HCF Connecting For Success grant is sponsoring a WMS Student Career Exploration Day on Wed., Jan. 27<sup>th</sup>. Thanks to Lori Ching, Suzi Herhold, Pat Rice with kokua from other faculty and staff, about 25 speakers are anticipated. Students will rotate through three 45-minute presentations. Careers to be spotlighted are very diverse from medical and dental to high tech; from managing and operating a grocery store to being an executive chef at a 5-star resort; from a lawyer who will conduct a mock trial about the theft of music copyright, to possibly a US Coast Guard rescue helicopter crew from Honolulu; from Isemoto Construction to police, fire/EMTs, to operating a small business. All presenters have been asked to plan a hands-on student experience.

Janice said the Public Charter School Commission date for its first organizational performance framework review site visit has not been set yet but work to prepare for it is underway by both WMS staff and Ho’okako’o Corp.

### 4) LAP’s Evolving Purpose and proposed formation of Work Groups – Colin Miura

Colin explained that he is proposing that LAP establish work groups to address three key areas:

- 1) Supporting Student Achievement/Student Success;
- 2) Supporting Family Engagement including the recruitment of a Family Outreach Coordinator; and
- 3) Supporting Community Resource Development (Fundraising).

He is suggesting that these work groups would meet during the regular 2-hour LAP meetings – perhaps for the first hour, and then report out to the whole group so this work would not require an additional time commitment.

Sheets were posted for LAP members to sign up for one of these three work groups.

Considerable discussion followed regarding the actual function of LAP (advisory vs. authority to make decisions or take action). The question was raised about exactly what the desired outcomes would be. A question also was raised about how LAP work groups would relate to/interact with the faculty-staff's newly created subcommittees, some of which overlap – specifically re: Family Engagement. Janice shared the newly established faculty-staff subcommittee groups are:

- 1) School Wide Learning Results/Portfolios
- 2) Master Calendar
- 3) Discipline/Planner
- 4) Family-Community Engagement

Lengthy discussion about family engagement strategies – what has worked in the past, what might be possible. This included reviewing changes made by 8<sup>th</sup> grade teacher team in the format for recent family conferences; also a review by Cherise Mundon of her Advisory's student-family contract process to encourage student accountability. She uses the "three strikes" Planner warning system and when students receive third red stamp, he/she must call family in Cherise's presence, and then Cherise talks to the family. It is challenging for the first quarter of school, but thereafter, students understand what's expected – turning work in on time, etc.

Owana Wilcox suggested that each LAP member should recruit another community member to begin the ball rolling.

Visiting LAP participant Dylan-Sage Wilcox suggested the use of social media to facilitate parent/teacher communication, including development of an app for WMS. This led to discussion of Jupiter Grades as an existing easy-to-use means of communicating with families, and families with individual teachers.

This discussion prompted discussion of WMS current methods of communicating with families: WMS currently engages in at least 26 different means of communication. These various strategies were reviewed by LAP's family engagement subcommittee last year and there was agreement that they should be pared down – need to consider doing fewer things more effectively – what really has the most impact on student learning and achievement? Agreement that the new LAP work group on family engagement that Colin is suggesting should continue this review/discussion because the prior subcommittee just brushed the surface.

It was agreed that at the next LAP meeting w/ Amy present this conversation would continue to see how best LAP can support the school and teachers.

Meeting adjourned at 5:55 PM.

**PROPOSED LAP WORK GROUP SIGN-UPS:**

- 1) Student Achievement/Student Success – Colin Miura
- 2) Family Engagement – Graham Ellis, Marcie Neubecker, Von & Monique Wong, Lori Ching, Patti Cook
- 3) Community Resource Development – Jane Sherwood, Owana Wilcox, Dylan-Sage Wilcox, Gail Gimbel, Patti Cook

***Submitted by Pam Potter***