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

Meeting Title:	WMS Local Advisory Panel (LAP) - FINAL – Approved 8-3-15	
Date & Time:	4:30-6:30 pm, Mon., April 27, 2015	
Members Present:	Community Reps: Keawe Vredenburg, Patrick Hurney, Jane Sherwood	
	Family Reps: Lori Bergin, Marcie Neubecker	
	Student Reps: Selection in progress	
	Certificated Reps: Nau’i Murphy, Jade Bowman, Cherise Mundon	
	Classified Reps: Lori Ching	
	WMS Admin: Amy Kendziorski, Patti Cook	
	Ho’okako’o Board: Joe Uno, Ken Fischer	
	Ho’okako’o Staff: Dr. Megan McCorriston (by phone)	
	<u>Guests:</u>	
	Community Members: Pam Potter. Council Woman Margaret Wille	
Certificated Staff: Janice English-Somerville, Pat Rice, Rebekah Tucker		
Ho’okako’o Staff: David Gibson		
<u>Excused:</u>		
Community Rep: Colin Miura, Owana Wilcox		
Family Rep: Elsie Mijjena		
Classified Rep: Bernie Marsh		
Student Advisor: Eunice “Laz” Lazarus		

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Meeting commences 4:43 pm

Welcome, Introductions & LAP Business

Interim Principal Amy Kendziorski welcomed everyone and chaired the meeting because LAP Chair Colin Miura out ill. Megan attended via phone. Amy amended agenda -- Will not share ACT results yet -- reserving to review first with teachers/staff. Also said still wrapping up SBAC.

Minutes: Pat Rice offered several corrections. JBowman commented that she felt Colin's comment about running the school "like a business" had been brought up before, and she feels that there is so much more to running a school than just the business aspect; that particular view can reduce things to "just a number"; that the school helps in building lives, and that this view had "bugged" the faculty when brought up previously.

Also, Joe Uno requested that in future minutes, the time that HC personnel must excuse themselves be noted as part of the minutes so that if discussions are held, it would be clear who was present. Pending these corrections/comments, minutes were approved.

AKendziorski invited guest Margaret Wille, Waimea's County Council member, to speak. Margaret shared her educational background, and explained she had attended the South Kohala Traffic Safety Committee (SKTSC) where the school's plans to add a 9-classroom STEM building had come up as it related to traffic. She met with Parker Ranch CEO Dutch Kuyper to discuss the possibility of the ranch developing a pedestrian/bike path along the future right of way for the Lindsey Road Extension from the post office to Ala Ohia. This would primarily be to provide student access (pedestrian and bicycle) from campus to the future District Park. There was discussion regarding whether DOE property extended to the connector road. Margaret was sure it did; PRice and PCook didn't think so. Margaret will check this out and also is checking out sources of revenue to accomplish the foot and bicycle path. Said former Councilman Leningrad Elarionoff had secured funding for traffic circulation improvements but the remainder of this funding has been allocated for work on Mamalahoa Hwy. She will continue to explore all options including Parker Ranch.

Additionally, Margaret said she was working with the South Kohala Community Development Plan (SKCDP) Action Committee, exploring long range goals for education in the region, including options for a SK high school, or perhaps to create a regional technical institute; something to tie into community college or some kind of post-high school certification for kids.

She also mentioned securing \$10,000 of County funds to be allocated for youth programming across the 10 area charter and public schools for zero waste recycling programs to limit what's put into the landfill. PCook thanked Margaret for previously securing a \$1,000 contribution from the County for the Mala'ai garden. Margaret also said she was working to have more public school students shadow HPA students in their energy labs/projects. Regarding Zero Waste, a report will be generated to outline each school's potential projects.

Celebrations:

Essay Winner: WMS 8th grader Chance Page unable to attend LAP to share his award winning essay. Contestants ranged from 3rd grade through high school seniors. As an honorable mention winner, he and his family attended a recognition luncheon at the Hilton. Chance's essay was about his auntie who is raising him for the "2015 Real Woman" essay contest. Amy remarked how Chance is extremely shy and that she was proud of him for reading his essay aloud at the Hilton Ballroom awards luncheon. Programs like this one keep writing alive and emphasize the importance of writing. Cherise Mondon concurred with Amy – that Chance was initially a very shy student when entering WMS, but has blossomed.

Faculty/Staff Changes: There will be an announcement soon regarding the new Vice Principal. Amy introduced Rebekah Tucker, New Reading Teacher. Rebekah outlined her background (Master's in Reading Education; has spent time in Los Angeles and Denver as a reading intervention specialist) and that she was recruited through Jane Sherwood's efforts. Looking at the available data, 60-75% of the WMS students need help, with most having a 2 year deficiency. Her approach will be to go back to basics, starting at the student's grade level, and using the program "LANGUAGE!", which

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promises two years of growth for one year of school. It is a research based, scripted program that is highly effective and some teachers have already worked with it so there is familiarity. It's fast paced and designed for middle school and high school kids. The next month will allow assessment of kids for listening comprehension and vocabulary to get a fuller picture to assign kids to reading groups. Rebekah said she didn't want to do additional testing. She believes in "fidelity and rigor."

Student's Academic Progress: Amy said that currently all kids have classes in English Language Arts, math, social studies, science and extended core. Next year, the proposal is to have an additional reading class dialed into the individual kid's needs. If a child requires more challenge, the child will be moved between classes for greatest benefit. Each grade, 6th, 7th, and 8th will have a reading period with a full range of services. The challenge at the moment is working out a schedule to accomplish this.

The conversation turned to SBAC testing – how challenging the tests were – requiring students to read several texts, pulling information from the text, and then creating their answers. It is an untimed test, and some kids rose to the occasion, asking for more time. Some just put their heads down, communicating they are overwhelmed and can't do it.

Cherise mentioned that for 6th grade SBAC, there were 44 questions. She noted that some kids only completed 8 questions. She said the kids really did try their best. Jade said, "the ones finishing fast, in general, were NOT the readers." Discussion centered around how different the newer testing format is from the older testing format, with the faculty ultimately looking for tools to help the kids learn to strategize for these new kinds of tests.

Then, there is the issue of kids making the transition from a paper test to a test conducted on a computer screen. There's no warm up...these tests go straight to the tough stuff like rich scientific text.

Also, there were technical difficulties. Cherise said her kids were kicked out 11 times. It was discovered that there was an issue with the routers between two adjoining classrooms. Kudos were given to the technical staff.

Patrick said his daughter was exhausted after testing with so much reading and the stress of it all.

English/language arts testing was done the first week; math the second, then make-ups. All testing has yet to be completed, and Amy said we are asking all students to do their best to establish baseline scores.

Jade said kids are very challenged to do their best, in part because they aren't eating right or going to bed early. She reminds them to drink water, eat and rest. She also noted that the kids responded well to the snacks.

Amy summarized that we'll get the baseline scores and be that much more prepared next year.

AVID Program: AVID is **Advancement Via Individual Determination**. This is not a new program; it is statewide and is designed for grades K-12 to help prepare for college and beyond. There's been a huge push in Hawaii for AVID over the last 3-4 years and WMS is fortunate to be part of this. Waimea Elementary has already started using AVID, and this current SY, WMS started using it in Social Studies and has decided that this summer, all the 6th grade teachers will go to the summer institute to learn about AVID strategies. AVID has plenty of acronyms such as WICOR: writing, inquiry, collaboration, organization and reading across all content areas. It is to be used all day everyday to help all kids be successful. It helps build a common language and supports teachers by providing more consistent instructional practices. Common Core State Standards are the "WHAT" of teaching; AVID is the "HOW." This will help WMS achieve its Accreditation goal for common instructional strategies across grades and between grade levels.

Next year's goal would be for the 7th grade teachers to go to the summer institute. Then, it will continue with the 8th grade teachers. So, it begins with the elementary schools, builds through middle school and continues through high school. The "bad news" is that AVID isn't cheap and has in the past required teacher travel to Honolulu for mandatory summer institute training.

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Jade asked if we couldn't get a trainer on the Big Island. Amy said we do have support here and she said she sees the possibility of this what with Kai now a trainer on island.

Amy reiterated that AVID provides assistance for kids to get into college and to be successful once you there. Also said WMS is perfect for AVID, which is designed to support underrepresented populations, ethnically, socio-economically and by gender.

AVID requires that every student have a binder to help get organize and manage time more effectively. This year, regarding school supplies, WMS will expect all students to have an AVID binder and will provide instruction in its use. Incoming WES 5th graders are already familiar with using AVID binders, so the transition to 6th grade will be easier. Still under discussion is whether WMS will purchase binders in bulk and sell to families at cost, or require families to buy the parts.

Keawe wanted to know if he could do research on AVID using the internet. Answer: Yes!

Attendance & Tardiness: WMS student attendance is generally good but there are students for whom this is a huge issue. Chronic attendance issues are defined by the state as missing 8.5% of the school year. Attendance is one of the three indicators of students being at risk for becoming a high school drop out the others being behavior and marks/grades. Through WMS' Connecting for Success (CFS) grant program, WMS has worked to identify/implement strategies to improve attendance. What happens if you don't attend school? Worst case scenario is that you go to court. Taking students/families to court isn't a good answer. It's the schools job to help get students connected in meaningful ways. CFS helps by calling parents, tracking down/checking in with kids often (thank you, Lori). Really want to create a schoolwide "buzz" next year: "Be In School!"

STEM Building Update: PCook said the job has finally been awarded by DOE to Isemoto Contracting; WMS grateful for this as we are eager to lock down the price to preserve as much of the funding as possible for "change order projects" including splitting the campus electrical meter, adding PV to the new building, and including rainwater harvesting. Isemoto is well regarded local contractor who will get the job done in a timely manner.

Re: the project's Environmental Assessment (EA): letters were circulated to all state and county agencies and were responded to, and DOE has now issued a Finding of No Significant Impact (FONSI), which is great news. Issues did come up and were addressed with the South Kohala Traffic Safety Committee concerning the existing shortage of parking on campus for faculty and staff. Bottom line is that the new building will not add additional students, nor will it add faculty-staff who require parking. However, SKTSC and County Public Works Department had concerns about teacher-staff cars that park off campus (they are all WES employees but still a concern). The project plans include a new 20-stall parking lot as required by the zoning code but this really doesn't address the large number of cars that park daily outside of campus – south of the post office. WNS Head Custodian Warren Tamaye suggested that when construction is completed, instead of removing the graveled construction staging area on the south end of the property, that we retain it and use it for additional faculty-staff parking. This seems a very good answer and the County and SKTSC appreciated this commitment. The gravel entry drive from Lindsey Road Extension back to this staging area will be removed so access to this new parking area would only be through the new parking lot to insure campus safety.

There is still concern about elementary school parents wanting to park to walk their elementary kids to class. While this is no nexus for this concern related to the STEM building, it is something that needs attention.

Also, during the EA process, a question was brought up regarding possible discovery of burial sites in the construction area. As part of the EA, the DOE requested additional on-site spot-digging which didn't reveal any evidence of burials. Further, DOE agreed to require the contractor to have an archaeologist on site during major site work to monitor progress and step in to address the situation should a site be unearthed.

All are looking forward to groundbreaking, hopefully this summer.

HC Update (Dr. Megan McCorriston)

Megan congratulated Amy in her first month. Also said that Island Institute's team had expressed appreciation for the feedback received when visiting WMS and also from calls and emails received. Islander wants to start the same process with the other schools with the goal of wrapping up their work by the end of June.

Megan reported that HC had met with Islander staff last Thursday. That meeting was about HC's work over the last several years and ideas about where they were heading. Islander's information indicated the process is going well;

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Islander Institute was getting good information and candid responses. They won't have any real suggestions until all schools are met with. Megan asked how WMS thought the process was going. Amy answered that information was gathered from the whole school and added that anyone interested in providing input could do so individually via phone or email. Amy explained that Islander had wanted to come again sooner but she thought it best not to in any way interrupt the focus on SBAC testing. Amy said she will set a date after testing is complete. Someone asked if they'd met with parents? The first meeting only had one parent; the second meeting had a few more. It was agreed that we wanted to make sure all voices and stakeholder groups were heard from. Megan wants everyone to participate: whatever works: large, small groups, individuals. Megan asked if David had anything to add. David said HC is anxious to move the process along. HC is trying to be patient with lots of questions regarding their worth and role. HC wants to build upon the information gathered to provide a starting place. They want it to be done soon. David says it's time to reboot, reset, and move forward to develop HC's strategic plan.

Margaret wanted to know what Islander was all about. It was summed up as an assessment tool regarding HC's role, benefits and perception with each of the three schools to develop future planning of wants and needs. Jade added: "marriage counseling."

Megan said per pupil funding from the Legislature will continue to be about \$6,300. In order to change for the positive, HC needs to work with other charter schools and KS.

Megan also said a new liaison has been pointed by Kamehameha Schools for HC – her name is Kelly Broadus and she is expected to visit WMS for a day, preferably before the end of the year. She is Honolulu based.

New Business:

There was discussion regarding HC's attendance at WMS LAP meetings. Amy suggested shooting for at least quarterly, keeping in mind that HC's commitment involves two other schools beside WMS. Joe thinks every month is necessary to build trust and personal relationships.

Amy suggested breaking up LAP meetings by content or focus so meeting can be driven by the work we do at schools. We would require HC input at specific meetings, and for others, HC could read minutes. David suggested making use of technology like Skype or video conferencing, though nothing beats attending in person. He also suggested restructuring the meetings so that internal matters could be done on "off" months between the "all inclusive" months. Amy agreed we could make better use of technology. This will be discussed further when Colin available.

Concern raised about WMS LAP meetings conflicting with monthly Kamehameha Schools' Po'o meetings. Pat Rice said that WMS really needs a regular presence at KS meetings and group agreed. Also agreed we could change LAP meeting dates to prevent this conflict. Amy to work with Megan to determine KS Po'o meeting schedule for 2015-'16 SY.

David and Joe excused themselves from LAP meeting at 6:27 pm to catch flight back to Honolulu.

LAP's new Family Outreach Subcommittee:

Patti shared 3-page summary of discussions that have occurred at Family Outreach Subcommittee meetings (attached). The goal is to explore how to better help families support the school's mission-driven focus on academic progress for all students. Two meetings to date with the second better attended. The parents ranged from very involved to very modestly involved. Page 2 of the document dated April 20, 2015, lists virtually all of WMS' family engagement and communication strategies and tools for parents to use and/or to support contact and communication. Feedback from families at the subcommittee meetings indicate that of the 26 items listed, the priorities from the family members' perspective in terms of effectiveness in supporting student achievement are:

- 1) The Student Planner;**
- 2) Jupiter Grades (though several indicated needing help with how best to access & use and that some teachers didn't respond to email requests for information); and**
- 3) School Connects' informational calls/emails/texts.**

Families did express concern about inconsistent use of #1 and #2 within and across grade levels.

The group generally agreed we should focus on doing fewer things better. This needs further conversation/refinement.

Additional comments included that:

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1) Open House at the start of the SY is important, but “totally chaotic” – don’t provide what parents need to become fully and effectively engaged.

2) Newsletter - perhaps making it available twice a month instead of weekly to coincide with updating of Jupiter Grades. Would reinforce use of Jupiter Grades. Also maybe shift to sending newsletter electronically – let parents opt in to receiving it electronically and minimize printing. Patti commented that kids love to see their pictures and hates to lose this but agrees a large percentage of the newsletter never make it home – get tossed, lost in backpacks, etc. Was mention that perhaps it be timed to be distributed on the day when students have a longer Advisory period so there’s time for Advisory teacher to review the newsletter with students.

Page 3 of handout further outlines feedback about what works and ways to improve.

It was reiterated that this subcommittee was formed by Colin in response to WMS teachers asking for greater parental involvement to support student achievement.

It was suggested that parents should be asked to volunteer for tasks. Pat Rice mentioned that in the part, the opening packet to families include a checklist asking what families would do to help – such as read to the kids, make copies, etc. Margaret suggested including this sort of stuff in the newsletter. The problem was there was never follow up.

Someone asked if the teachers really want volunteers in the classroom. Some feedback indicated that some parents don’t feel welcome.

Patti suggested seeking funding for a part-time family facilitator or “linker”– a PCNC type position. Coordinating volunteers is a big job as we’ve learned from the time and attention it has required for Lori to effectively recruit, organize and oversee mentor volunteers for CFS. It won’t happen if there’s not someone responsible for getting it done with the time to actually do the outreach and coordination.

Marcie Neubecker mentioned that Waimea Country School holds a twice a year event to clean up the campus to get parents involved. Patti mentioned that WMS recently received an offer from a Mormon church group to come for a work day – they did terrific work for about 4 hours on a Saturday but coordinating it took at least 3-4 hours ahead of time, plus Warren Tamaye’s time preparing for and then overseeing the group when they came, plus Amy’s time too.

In concluding the discussion about the Family Outreach Subcommittee, Patti applauded those who had participated for their willingness to speak their mind – that as a school, we need to hear what parents have to say.

The next meeting of the LAP Family Outreach Subcommittee will be Mon., May 18.

Meeting adjourned at 6:46 pm.

The next WMS LAP meeting is Monday, June 8 from 4:30-6:30 pm.

Attachments: WMS LAP Family Outreach Subcommittee meeting summary.

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