



Meeting Minutes – FINAL - Approved 1/7/13

Meeting Title: WMS Local Advisory Panel (LAP)

Date & Time: 4:30-6:30 pm, Mon., Nov. 26, 2012

Members Present:

Community Reps: Dr. Kamana Beamer (Chair), Pete Hendricks
Family Reps: Lori Bergin, Bernie Marsh
Student Reps: Kiara Lorenzo-Rodrigues (8th)
Student Advisor: Jade Bowman
Certificated Reps: Erica Owens (6th), Eunice "Laz" Lazarus (7th), Nau'i Murphy (8th)
Classified Reps: Michelle Kauhi, Kiki Kihoi
WMS : Matt Horne (Principal), Patti Cook (Community Liaison)
Ho'okako'o Rep: Dr. Megan McCorriston (HC LSB)

Guests: Pat Rice (Community), Sam Murray (Mala'ai Board), Bob Lindsey (OHA Trustee), Glenn Gray (Honoka'a High & Intermediate School Principal), Kara Onaka-Winters (Certificated), Sean Marsh (Parent)

Guests/Student Presenters: Kaylene Lincoln (8th/Yearbook), Shawnacee Lucero (8th/Yearbook), Chynna Lindsey (8th/Student Leadership & Yearbook), Johnna Marsh (7th)

Excused:

Community Reps: Dr. Christian Veillet, Robert Witt, Guy Kaulukukui
Family Rep: Melissa Mahi Lindsey

Absent:

Student Reps: Serenidy (DeeDee) Delos Santos (6th), Jeren Soriano (7th)
Student Alternates: Hailey Mae Witcraft (6th), McKella Spencer (7th) & Holi Bergin (8th)

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Topic:	Discussion:	Action:
<p>1. Welcome & Introductions – Dr. Kamana Beamer</p> <p>a. Confirm Quorum</p> <p>b. Introduction of Guests</p> <p>c. Review & Approve Minutes from Oct. 29</p> <p>d. Preview Agenda</p>	<p>All LAP members were asked to bring a guest and those who did introduced them, beginning with Dr. Beamer, whose guest was Robert Lindsey, who briefly shared his history with WMS – attended this school K-9 when entire school had 180 students. Also, his wife taught at this school (when still a K-9) for about 30 years, so feels very close ties here.</p>	<p>Meeting started at 4:40 p.m. Opening pule by Dr. Beamer.</p> <p>Lori Bergin agreed to serve as Timer.</p> <p>Quorum confirmed.</p> <p>Dr. Beamer thanked all for coming and encouraged all members to continue to invited family/friends to monthly meetings.</p> <p>Oct. 29 Meeting Minutes approved w/ 2 revisions – WMS was State’s FIRST NASA Explorer School and added Dr. Christian Veillet to Excused list. Minutes have been posted on school website.</p> <p>No changes to agenda.</p>
<p>2. Public & LAP Member Comments – Dr. Kamana Beamer</p>		<p>No comments.</p>
<p>3. Report from Students: Yearbook, Exit Ceremony, Cherrydale Fundraiser, Lei Making, Save-First, etc. – Introduced by 8th Grade Advisor, Kara Onaka-Winters</p>	<p>Teacher-Advisor Kara Onaka-Winters introduced three students - Kaylene Lincoln (8th/Yearbook), Shawnacee Lucero (8th/Yearbook), Chynna Lindsey (8th/Student Leadership & Yearbook) – who briefed the group on these projects.</p> <p>Yearbook: This is a combination class and after-school activity – created online using YearbookAvenue program. Cover for this SY is completed and was shared w/ LAP.</p> <p>Exit Ceremony: Families are surveyed annually on preference of holding on campus to keep cost very low, or at Hapuna Prince. Families have again voted to hold event at the Prince this year so students committed to a variety of fundraisers, most notably Hawai’i First FCU program that also encourages learning to save. About 1/3 of students are participating in this; all students have to do is open a new account w/ a \$5 deposit, or put \$5 in an existing account and leave it there and Hawai’i First FCU will pay the entire cost for the student’s Exit participation. FCU is also sponsoring a 2nd incentive program to expand lessons about the savings.</p>	

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<p>4. Principal’s Update – Matt Horne a. Data Update</p>	<p>Cherrydale Catalog Sales: 45% of sales come back to the school to support 6th Grade: Year-End Culture Faire, 7th Grade: Activities, 8th Grade: Exit.</p> <p>New – Domino’s “Dough Raising” Days – 10% of their entire day’s sales are contributed to one or another of WMS Student program (Robotics, Leadership, Yearbook, Exit, 8th Grade Travelers, Mental Karate).</p> <p>Also briefly explained 8th Grade Exit Ceremony and ePortfolios.</p> <p>PowerPoint Presentation (attached) included:</p> <ul style="list-style-type: none"> • Year-To-Date Enrollment Data (Total Students, Title 1, Ethnicity, Special Programs, Mobility, Attendance). • 1st Quarter Grades Overview • 1st Quarter Behavior (very few incidents) • Round 1 HSA Reading Results • Star Universal Screener Results • Student-Led Family-Teacher Conference Attendance <p>Important notes: MH: Average Daily Attendance – “Outstanding!” Must keep it up.</p> <p>MH: High student mobility (27 students have entered WMS since start of school year and 20 have left – “this is a struggle for teachers to contend with.” Question asked about why students are leaving –MH: we really don’t have solid data -- suggestion made that WMS should add this question to documents or perhaps do exit surveys.</p> <p>MH: 1st Round HSA Reading Results: “A Big Celebration!” – students did very well and while this is a broad snapshot, it’s very possible for students to make AYP if everyone continues to stay focused and we use data to direct instruction.</p> <p>Concern expressed by Dr. Beamer that “targeting students makes me uncomfortable” to make AYP – want all students supported. Mr. Horne agreed. Nau’i Murphy added that teachers are using data to understand more clearly what everyone needs so all progress.</p> <p>MH: The Star Universal Screener is a quick 20-minute assessment – only 1 piece of data to be used to design instruction but is helpful.</p> <p>MH: Student-Led Family Conference Attendance was “Good News!”</p>	<p>Dr. Beamer thanked Mrs. Onaka-Winters and students for presentation and for honoring the 10 minute timing.</p>
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<p>b. Vice-Principal & Technology Coach</p>	<p><i>Megan McCorriston expressed appreciation for both HSA reading results and attendance.</i></p> <p>MH - VP Recruitment: Posting has closed and applications being reviewed; assured group that faculty and LAP will have a role. Said he is looking for expertise that compliments his own; if after screening we determine that no one that has applied has the expertise needed, we can re-open posting. More important to find a good “fit.”</p> <p>MH – Technology Teacher/Coach: Posting continues for another week. Hope to fill position by the start of Second Semester but again, committed to continuing the search if we don’t find a good “fit.” (Update (Dec. 12): the posting has been re-opened as “open-until-filled. Please encourage anyone you know who may be a good fit to apply)</p> <p><i>Nau’i Murphy commented that she was concerned to read an article in a recent issue of the ‘Ohana News that said that the \$90,000 received in unexpected additional funds released by the Governor and due to an increase in enrollment – that this funding would be used to pay for VP and Tech Coach; that she and others had heard comments back from families that this was so like the DOE – spending on personnel and not for students. Added that it’s hard to say we are different as a public charter school from DOE if \$\$ are just spent on personnel.</i></p> <p><i>Patti Cook thanked Nau’i for this insight and took responsibility for the statement in the ‘Ohana News, including that it wasn’t even accurate – the approved WMS SY budget included the VP position. PC also agreed extra funding should be spent on innovative practices to improve academics and that this was valuable feedback; will be more careful in the future and also asked everyone to please provide feedback if they see something that doesn’t seem right/appropriate or in the best interest of kids.</i></p>	
<p>c. Accreditation Update</p>	<p>MH & Pat Rice: Focus Groups are keeping to the Timeline and 3 of the 8 FGs have already submitted their First Drafts and the remainder are due 11/28/12. Drafts will be reviewed by faculty-staff during December. 2nd Draft expected to be completed by May 2013 in keeping with timeline.</p> <p>Also, the Draft Vision/Beliefs/School Wide Learning Results, which were previously reviewed w/ LAP and revised based on LAP feedback, have now been submitted to faculty-staff for final review.</p>	

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<p>d. ELT Update</p>	<p>MH reported on having conducted extensive additional research on what other schools here and across the country have done involving ELT to support dramatic student improvement, which is our goal. Also has talked to four major educational organizations working on school improvement and ELT. He said it has become clear that early ELT thinking (ie, “a formula – one size fits all”) is not the way to go. Based on extensive research over the past 5-6 years, it’s less about adding time to the school day and much more about examining school readiness, teaching practices, professional development and thoughtful planning. One provider – National Center for Time & Learning (NCTL), a not-for-profit with Hawai’i experience, has talked at length w/ both Matt and HC and looked at our school data and also at what has occurred at other HC schools. They have strongly urged WMS not rush into ELT but take at least a year to do a “readiness analysis” and use this to plan and begin necessary professional development. HC has agreed to this – they have learned from implementation in the other two HC schools and share the desire to have quality implementation. Therefore, it is unlikely WMS will lengthen the school day next year (2013-’14). Instead, the ELT work group has been tasked with reading NCTL’s research and participating in a conference w/ NCTL to determine if this might be the provider we need to guide our planning. The work group has agreed we want to begin using some of NCTL’s readiness tools – most notably an online study of how time is currently being used by faculty and staff.</p> <p><i>Kiki Kihoi asked how much this would cost. MH: Not more than budgeted for ELT planning for this year and all of the time spent to date and all readiness tools are free because NCTL is a non-profit.</i></p>	
<p>5. LAP ByLaws & Charter Update, Discussion & Potential Action – Edited by Patti Cook, Discussion Led by Dr. Kamana Beamer</p>	<p>A revised Charter Draft (to be recommended to the HC Board) and Draft 2 of the WMS LAP ByLaws were distributed at the last LAP meeting and by email for discussion at this meeting and copies provided for further review.</p>	<p>Pete Hendricks suggested re-ordering the two items under Article II – Purpose to prioritize LAP’s responsibility to “engage and empower WMS students, families and the entire school-community” etc. All agreed.</p> <p>Extensive discussion on LAP membership & voting privileges. Ultimately agreed to a minimum of 16 members, including 5 community members (must be from the Waimea community), and 2 HC Board members plus HC ED. All HC members are to be ex-officio/non-voting.</p> <p>Discussed whether family members</p>

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<p>6. Characteristics & Recommendations for Additional LAP Members – Dr. Kamana Beamer</p> <p>a. Note: News from Dr. Christian Veillet</p>	<p>Dr. Beamer informed group that Dr. Veillet has submitted his resignation because he will be moving to Utah to take over leadership of an astronomy project there; Jan. 7 will be Dr. Veillet’s final meeting as a LAP member. All agreed that Christian has been a very supportive community leader for WMS and wish him well with his new position.</p> <p>Dr. Beamer said that once the ByLaws are finalized and adopted, it means there are 3 community slots open and asked LAP members to think about who would best suit our needs – areas of expertise.</p>	<p>should be one per grade level; group agreed it was better to have families members committed to participating so not limit participation in this way.</p> <p>Discussed and agreed to eliminate CEEO reference in ByLaws – HC has discontinued use of this terminology too.</p> <p>Agreed to add a VP to LAP membership, and eliminate additional WMS admin positions except for Community Liaison. All of these (Principal, VP, CL) to serve ex officio/non-voting. LAP is advisory to them.</p> <p>Agreed to prepare a procedures manual to detail LAP stakeholder elections process.</p> <p>With these revisions, group unanimously agreed to approve both the ByLaws and Draft Charter. MHorne asked to review recommended revisions and then forward to HC for their review/approval.</p> <p>Specific individuals suggested included:</p> <ul style="list-style-type: none"> • Dr. Michael Chun (for LAP and/or HC Board) – Bob Lindsey agreed to discuss this further w/ Dr. Chun) • Robert Lindsey • Elaine Warner <p>Suggested areas of expertise included: someone w/ expertise in the Fine Arts, STEM and perhaps someone from Honoka’a High (Glenn Gray said: “We’d like to be better partners, especially because so many of our students come from</p>
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<p>7. Waimea Middle School Financials & Strategic Planning – Introduced by Dr. Kamana Beamer & Matt Horne</p>	<p>MH’s financial update (see final 3 slides in the PowerPoint) generated considerable discussion – ie, WMS faces a complex, confusing paradox – “<u>short term</u> we must lobby for improved per pupil funding and invest our reserve in improving student academic performance in order to assure <u>long term</u> sustainability.” All agreed this is both counterintuitive and scary – what happens if per pupil isn’t increased and we have spent down our reserve?</p> <p>Accreditation is a key piece of this – but we cannot wait - - need to begin to invest now in recognized best practices for school improvement.</p> <p>Acknowledged that this is “scary” for teachers/staff – we must be smart about our spending – use it to build momentum.</p> <p>Question asked about who lobbies the state for WMS? Answer – HC Board members and ED.</p> <p>Parent Sean Marsh expressed strong concern over continuing low per pupil funding by Legislature – ie, State spends \$60,000 per prisoner but so little for its students -- and encouraged WMS to involve families in lobbying to improve this. Asked “How can we get parents more energized?”</p> <p>Laz: What happened to the idea that was discussed over the past several years at the Legislature that “money should follow the child.” PCook: It died again, in part because the issue of public charter school per pupil funding vs. DOE “weighted student formula” funding is very complicated. For example, public charter school funding is “bundled” – paid lump sum – where DOE schools receive it “unbundled.” Also, there are a number of DOE services that public charter schools must “buy back” – ie, ESIS, food service, busing, LOTUS Notes, etc. – services which regular DOE schools receive free. Also, there are some services DOE wants to provide that public charters don’t want or need. Also, special funds and resources are provided for students w/ IEPs and 504s and for also for small rural schools, etc. This makes it very difficult to “lobby” for equity; even those extremely knowledgeable struggle with understanding this.</p> <p>Honoka’a Principal Glenn Gray agreed that it’s almost impossible to understand and/or compare.</p> <p>Patti Cook added that one of the biggest “gaps” is in federal funding – that when the 2009 Equity Study was done w/ then-Sen. Dwight Takamine, more than \$500</p>	<p>WMS.”)</p>
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<p>8. Announcements: Coming Events & Opportunities – Patti Cook</p> <ul style="list-style-type: none"> a. Overview of Recent Happenings b. Preview of Upcoming Events c. Proposed Community Open House – Tentatively scheduled for Sat., Jan. 26, 2013 <p>9. Concluding Remarks and Next Steps – Dr. Kamana Beamer</p> <p>Next Meeting: <u>January 7, 2013</u>, 4:30 – 6:30</p>	<p><i>million was identified as coming from the feds to DOE and there was no way to determine if public charter schools were getting any of this. (This \$500 million does not include funds for SPED.)</i></p> <p><i>Michelle Kauhi: “We must try to make our school unique. Honoka’a has gotten better but I think that WMS and Honokaa High should be meeting and planning for the transition of students from Waimea to Honokaa. I truly believe that if the schools are not aligned, that our students transfer into Honokaa and get lost.”</i></p> <p><i>Glenn Gray mentioned Honoka’a’ has some really good programs, such as music (all agreed), and there is a growing number of academic choices “but we really missed the boat a long time ago to partner more closely with WMS but want to do so now.”</i></p> <p>Coming school events were printed on the day’s agenda.</p> <p>Brief discussion of proposed Jan. 26 Open House, which is envisioned as a means of recruiting students/increasing enrollment just as HPA, Parker and Kanu do annually. WMS has never done this but should consider this and did include this in the year’s budget. PC explained that we want to form a committee to plan this and asked LAP members to consider participating. Date/timing is still tentative – we are open to ideas on how best to celebrate and share what WMS stands for and is doing well.</p>	<p>Nau’i Murphy & Bernie Marsh volunteered to assist. Still welcome family and faculty to assist with this as it is critical to “growing” school enrollment and also helping current families and general community know more about WMS – telling our story and engaging families and community more directly in the school and student achievement.</p> <p>Dr. Beamer thanked everyone for attending, and Lori Bergin for serving as timer.</p>
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Attachment: Principal Matt Horne’s PowerPoint Presentation (pdf)

Questions & Items to Be Addressed:

LAP members invited to participate in planning group to host an Open House to “tell our story” and also recruit students to increase enrollment. Please let Patti Cook know if you are interested.

Submitted By:

Patti Cook

Date Submitted:

12-9-12