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“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>4-6 pm, Monday, August 31, 2015</b>	
<b>Members Present:</b>	<b>Community Reps:</b> Colin Miura, Keawe Vredenburg, Jane Sherwood, Patrick Hurney; Owana Wilcox	
	<b>Family Reps:</b> Graham Ellis; Monique & Von Scott Wong; Marcie Neubecker	
	<b>Certificated Reps:</b> Cherise Mundon (6th), Tisha Gusman (7th), Linda LoBue (8th)	
	<b>Classified Reps:</b> Lori Ching	
	<b>WMS Admin:</b> Amy Kendziorski, Janice English-Somerville	
	<b>WMS Staff:</b> Patti Cook	
	<b>Ho’okako’o Board:</b> Joe Uno, Chair, & Dr. Ken Fischer	
	<b>Ho’okako’o Staff:</b> David Gibson	
	 <b>Guests:</b>	
	<b>Community Members:</b> Gail Gimbel, Pam Potter, Sandy Tomiyama (DOH Health Nurse)	
<b>Family Members:</b> Lisa Andrews		
<b>Certificated Staff:</b> Rebekah Tucker, Tina Benson		
<b>Student:</b> Nalani Andrews (7 <sup>th</sup> grade)		

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## **WMS Local Advisory Panel (LAP) – Meeting Minutes – August 31, 2015**

Meeting commenced 4:08 PM

### **Welcome, Intros & LAP Business (Colin Miura)**

Meeting is called to order. Special welcome and acknowledgment to the newly elected LAP family representatives: Graham Ellis; Monique & Von Scott Wong;

Quorum confirmed. Minutes of 6/8 and 8/3 meetings reviewed. Correction to 8/3 minutes is that Owana Wilcox did attend meeting and Patrick is other community rep. Motion made to accept minutes as revised for both 6/8 and 8/3. Motion carried.

Note correction to 8/31 agenda: time should read 4-6 pm instead of 4:30 - 6:30 pm.

### **Interim Principal's Update (Amy Kendziorski)**

#### **CELEBRATIONS:**

Open House: About 50% of school's families attended - a good turnout – but would like 95%+ to attend. If they did, would have space issue. Sound system didn't adequately cover the room. Positive feedback: Good food. Worked well to have students remain in café for a supervised movie...teachers able to spend quality time w/ parents. Parents got good content. Grade level Teachers worked together well. Parents spent a shorter time in cafeteria, and more time in classrooms.

There was discussion regarding how to increase family attendance. Consider using "move up" day for 5th graders. Janice said AVID has program. Teachers share some information for parents: binder, handouts, current contact information, Jupiter grades. Discussed possibly splitting nights up – 6<sup>th</sup> and "newbies" together, then 7<sup>th</sup> and 8<sup>th</sup> together as these families have different needs/interests. Generally considered a very successful evening – Colin thanked teachers.

Ground breaking for the new STEM Building is scheduled for Wednesday, 9/9 @ 12:45pm. Kids will do welcome chant. It's a significant event for WMS to focus school-community attention on both family engagement and community development – recruiting volunteers, fundraising and other community involvement. Invited all public officials, and representatives of KS, and all community partners and friends. All LAP members & friends urged to attend and invite family and friends, too.

The groundbreaking is also the same day that mid-quarter progress reports will go home to families.

All a big celebration is a special 2-week Ka Ana Ulu "Tech Together" STEM program for all 6<sup>th</sup> graders, 9/8-21/15. Partners in Development Foundation is funding this program – bringing in trained educators to work with kids on lessons that are aligned with Next Generation Science Standards & Hawai'i State Common Core Standards. 10 days of lessons around renewable energy with lots of hands on learning. Final event will be student showcase of their projects on Mon., 9/21. This is a LAP meeting day so LAP will be invited to attend the student-family showcase that afternoon. Timing to be confirmed.

In preparation for "Tech Together" – 6<sup>th</sup> grade teachers will participate in PD training this Friday; during this training, teacher Guy Newbury will run intramurals. Janice said we could use volunteer help w/ field supervision. LAP members asked to kokua. Patti will also put out the word via Facebook, website and calls home.

#### **WMS DEVELOPMENT UPDATE:**

New farmers market has many benefits for both schools including income generation, but as important, is bringing more of our community into direct contact with school and faculty-staff.

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For the start of the new SY, many local residents and businesses contributed school supplies – Mahalo to all! See list of donors mentioned on agenda.

Neilan Foundation Update: Just this morning Gail Gimbel presented WMS with another check, this time for \$110,000. This will cover a variety of programs, most notably (1) extensive in-school and family-community reading supports, (2) school sustainability, and (3&4) student and family engagement. A very warm Mahalo was extended by all to Gail, Tom, and the foundation.

Kamehameha Schools: No news regarding our \$400,000+ grant request; trustees to meet in September, then we'll know.

Connecting for Success/Hawai'i Community Foundation Grant: Final (3rd yr) of funding received; they are very happy w/ WMS execution of this grant; we hope they might extend funding beyond 3<sup>rd</sup> year but this is uncertain at the point.

R.E.A.C.H Grant Request to DOE: Denied. Speculation the rejection may be because WMS is a charter school.

KTA (Kokua I Na Kula) fundraising program in full swing - remember to ask family and friends to please credit "School #63"!

7<sup>th</sup> Graders have fundraising project in progress.

### **Ho'okako'o Update (Joe Uno)**

Joe Uno as the new HC Chair expressed his appreciation for the large attendance at the LAP meeting.

HC news: Executive Director Megan McCorriston has resigned to move to LA effective 10/31. HC is re-evaluating so everyone in transition. Timing of this allows for HC to look to reposition, how best to support the schools. HC is establishing criteria for Action Plan and Strategic Plan.

Islander Institute update: HC was challenged to ask: Why are we in business? Our big goal is that we want to change/improve public education in Hawaii. Charter schools bring flexibility and opportunities to provide a better education than DOE. Hopes to cement relationships between school and Ho'okako'o. Also, to work with school to effectively teach kids who are 3+ years behind, and bring them up to grade level or better within 3 years. Also, there is a lack of trust and understanding with Ho'okako'o. HC wants to re-establish that trust. HC is looking to implement school empowerment - LAP to advise HC how best to support principals and teachers. How do you teach kids with issues of homelessness and who are resource poor?

Also said there is discussion about board development and new member recruitment. Currently board is 6 members with different areas of expertise. Board is evaluating skills needed to be more effective; looking at skills of existing members.

Discussion about the need for HC to deal with the legislature. How can LAP support that effort? Wants to be sure that integration with legislature begins ASAP.

**Incorporation of "student voices" into LAP:** Bylaws state that there should be student reps on LAP. Discussion about how to accomplish this and still maintain student interest in process. It was suggested that LAP come up with a couple of questions each quarter to create a dialogue, e.g., how can we improve the food? Menu ideas? How can we improve the school? Then have kids vote on the questions. Want to be sure that involvement is moderately structured to avoid responses/ideas like, "no homework" -- using a strategic approach. It is important to have some followup to gain student trust. Cherise suggested going back to teachers to ask what they could come up with to help facilitate

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getting kids involved. Bottom line is to get kids sharing their views/voices with LAP and school leadership.

Suggestions also included looking into an elected student body leadership group; discussion around a “question of the quarter.”

**Continuous Academic Improvement:** Strive HI, the state accountability system, has set a 9/28 release date for data internally, then publicly released on 10/19. Amy will review Strive HI format at the 9/21 meeting.

**Positive Behaviors/Attendance.** Amy: “We must make every instructional minute count by limiting interruptions” (bells, all calls to classrooms, parent interruptions). Attendance is also a priority – stressing it for all students. Question asked about how many days are there substitutes in the classroom; hard to enforce student attendance if regular teachers not present consistently. Contract guidelines were acknowledged regarding teacher sick days, personal days and vacation.

NOTE: September is National School Attendance Month. How do we stress the importance of attendance to our school-community? What can we do as LAP to stress the need for attendance? Please think about this – suggestions welcome.

**State Public Charter School Commission** Commission is developing criteria for renewal contracts around the areas of (1) financial sustainability, (2) organizational support and (3) academic achievement. WMS needs to anticipate and prepare for these three areas for the contract renewal process for 2017. We are in the **Continuous Improvement** category and it has been decided that all schools in Hawai'i will remain in same category this next year due to the change in assessments. Lots of questions – what's sustainable mean?

Amy has reached out to Tom Hutton, ED of the Commission, for more specifics. Will share at September meeting.

**“Waimea Reads!”:** We'll have booth 1<sup>st</sup> Saturday of each month this SY at the new Waimea Homestead Farmers Market. Looking for donations of books for all ages for a book swap. Will also ask our students, faculty, staff, LAP and friends to come read to children. School also will hold a Scholastic Book Fair, both online and “live” on campus.

Colin wanted to thank everyone – faculty & staff & Neilan Foundation too for big reading push. “We are heading in the right direction.”

New and gently used books can be brought to booth on Saturdays at the farmer's market. Rebekah has donated a shelf in her classroom. Jar with cash donations. What kind of books? No bibles, nothing naughty...fiction and non-fiction welcome. No yucky books in bad condition. Someone should talk to St. James, WES Thrift Shop and the library for donations. We also discussed streamlining the storage of books and using a dehumidifier to prevent mildew after having books outdoors at the market.

**“We're Going Places-Take a LAP Fun Run/Walk”** will kick start raising funds for literacy materials – proposed event taking place on Halloween. Fundraising w/ a silent auction. Colin offered to be in charge of auction items. Will need a form letter to help with asking for donations. PCook to prepare. Let's ask HC to contact airlines for tickets & hotel stays. Graham volunteered to oversee this event subcommittee. Timing is the run first, then breakfast and silent auction in the cafeteria. Make sure the run is visible to market-goers. Start time for event: 8AM. Use costumes since it is Halloween.

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6<sup>th</sup> grade teachers made a request for fans to be placed in classrooms. Recent temperatures have made all classrooms extremely hot – not conducive to learning.

Re: Attendance, parent rep Patrick Hurney suggested using positive peer pressure.

Group discussed a competition wherein students spelled out the word, “T-E-R-R-I-F-I-C” – earning one letter for each day of 100% attendance, and when the class/advisory had spelled it out completely, they would get an extra 10 minutes of recess for one day! Very appealing to students and didn’t cost money.

Was a discussion about not wanting students to come to school if ill – and what does “being sick” mean.

A question was asked by a parent: if student is sick, can the student get assignments to keep up? The response to providing sick students w/ homework differs by teacher. Best for families to contact teachers direct. If need assistance, please call the office.

The meeting ended at 6:16 pm.

Next meeting on Monday, Sept. 21 @ 4 pm.