



“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 – Approved 3/23/15</b>
<b>Date &amp; Time:</b>	<b>4:30-6:30 pm, Mon., February 23, 2015</b>
<b>Members Present:</b>	<p><b>Community Reps:</b> Colin Miura, Keawe Vredenburg, Jane Sherwood, Patrick Hurney</p> <p><b>Family Reps:</b> Lori Bergin (timekeeper), Marcie Neubecker</p> <p><b>Student Reps:</b> Selection in progress</p> <p><b>Certificated Reps:</b> Jade Bowman, Cherise Mundon</p> <p><b>Classified Reps:</b> Lori Ching</p> <p><b>WMS Admin:</b> Matt Horne, Amy Kendziorski, Patti Cook</p> <p><b>Ho’okako’o Board:</b> Ken Fischer</p> <p><b>Ho’okako’o Staff:</b> Dr. Megan McCorriston</p>
	<p><b><u>Guests:</u></b></p> <p><b>Certificated Staff:</b> Janice English-Somerville, Pat Rice</p> <p><b>Community Members:</b> Owana Wilcox, Pam Potter</p> <p><b>Ho’okako’o Board:</b> Joe Uno</p> <p><b><u>Excused:</u></b></p> <p><b>Community Rep:</b> Robert Lindsey</p> <p><b>Family Rep:</b> Elsie Mijjena</p> <p><b>Certificated Rep:</b> Nau’i Murphy</p> <p><b>Classified Rep:</b> Bernie Marsh</p> <p><b>Student Advisor:</b> Eunice “Laz” Lazarus</p>

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**Topic:**

**Discussion:**

**Action:**

<p><b>1. Welcome &amp; Introductions – Colin Miura, Chair</b></p> <ul style="list-style-type: none"> <li>• Welcome</li> <li>• Introductions</li> <li>• Confirm Quorum</li> <li>• Review &amp; Approve Minutes from 2-2-2015</li> <li>• LAP meeting minutes – Pam Potter</li> <li>• Preview Agenda</li> </ul>	<p>Meeting called to order 4:35 p.m. by CMiura. Welcomed all including Joe Uno, who will become Chair of HC’s Board in August 2015.</p> <p>CMiura welcomed Pam Potter – wished her continuing recovery from accidental fall and grateful she’s still interested in assisting with meeting minutes.</p>	<p>Quorum confirmed.</p> <p>2-2015 Minutes approved as submitted.</p> <p>No changes to agenda.</p> <p>As agreed at last month’s meeting, WMS will hire Pam for 6-8 hours per month to handle minutes. It was agreed minutes would be distributed by the 15<sup>th</sup> so time would not be taken during meetings for review, just approval; also, earlier distribution would help ensure followup on agreements. Will record meetings to help with capturing discussion. Pam and Patti will work together to ensure accuracy, format, and protocol. Agreed to get Pam a laptop.</p>
<ul style="list-style-type: none"> <li>• <b>New LAP Community Rep</b></li> </ul>	<p>CMiura reported talking w/ Cmty Rep. Robert Lindsey who apologized for not attending LAP meetings due to his busy schedule now as OHA Chair. Said Bob was willing to serve as a resource with OHA, KS, etc. Colin suggested to Bob that Owana Wilcox take his seat, that she had expressed interest as a former WMS student, parent and now business community member – Bob knows Owana well and thought she was “a great choice.”</p>	<p>A motion was made, seconded and approved unanimously to ask Matt to recommend Owana to the HC Board for a 2-year term thru 2/2017. Owana accepted.</p>
<ul style="list-style-type: none"> <li>• <b>School-Community Input</b></li> </ul> <p><b>2. Principal’s Update – Matt Horne- Celebrations:</b></p> <ul style="list-style-type: none"> <li>• <b>Beneski Foundation technology grant</b></li> </ul>	<p>No community input.</p> <p>WMS Teacher Tim Benesky’s uncle’s and aunt’s foundation have contributed \$147,000 for 300 industry-grade Chrome computers w/ solid state drives “ruggedized” for student use. The gift includes carts, upgrades and labor to setup plus increasing bandwidth up to 100 megs. These new Laptops boot up in 8-10 seconds. 100 received; 200 on their way to campus. Does not include standard desktop publishing but does offer all Google apps</p>	

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<ul style="list-style-type: none"> <li>• <b>Big Brothers Big Sisters</b></li>   <li>• <b>'Connecting For Success' Family Gathering 1-28-15 –</b></li>   <li>• <b>Mala'ai 10<sup>th</sup> Anniversary</b></li>   <li>• <b>Assessments Update: SBAC, ACT, NAEP, HSA, STAR, etc.</b></li> </ul>	<p>and is Smarter Balanced assessment-friendly. Also Imagine Learning-friendly. Also includes new ELMOs and projectors to fully utilize SmartBoards. At present, there are no plans to allow students to take the computers home; school could later decide to go one-on-one but not now.</p> <p>Thurs., 2/26 WMS' Kathy Smith to begin working with 12 "Bigs" (student mentors) from HPA and Parker to prep for first meeting with "Littles" (WMS students in CFS program). Very excited about this. It's the first time on Big Island for BBBS to work in a middle school. Three of the 12 "Bigs" are former WMS students.</p> <p>Was very well attended by students, families, faculty, staff &amp; volunteer mentors – with Mayor Kenoi talking story – powerful message about "Dreaming Big, Working Hard, Never giving up!" Secured major news media coverage on KITV and Big Island Video News:  <a href="http://www.bigislandvideonews.com/2015/02/12/videow_aimea-students-connect-for-success-with-mayor-kenoi/">http://www.bigislandvideonews.com/2015/02/12/videow_aimea-students-connect-for-success-with-mayor-kenoi/</a></p> <p>Many events/activities planned to celebrate Mala'ai's 10<sup>th</sup> year "on the ground" - Over the next three weeks during garden classes students will make Aloha 'Aina flags to convey their thoughts and wishes re: the garden. Then, Wed., March 11 at 1:30 pm, kids and staff to gather for celebration. Drone will take aerial photographs. Families and Community invited.</p> <p>Staff working diligently to prepare for new, year-end Smarter Balanced assessments (SBAC). Testing dates tentatively will be last week of April/early May. Currently teachers and students learning to use online "tools" and taking practice tests online. This testing is different because it isn't just filling in the blanks or bubbles as in the past. CMundon explained tools include being able to mark for further review, note taking, highlighting, synthesizing information, finding and citing evidence. Testing to be conducted online; training should minimize technology difficulties for students. Text based questions need to be figured out. Math based questions need to be read and understood. Very different from old testing methods. For both teachers and students, testing "is a different game!"</p> <p>JSherwood asked what was the driving force pushing this type of testing. Answer: to prepare students for the thinking skills for the 21<sup>st</sup> century -- synthesizing,</p>	
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<ul style="list-style-type: none"> <li><b>2015-'16 Budget Review</b></li> </ul>	<p>analyzing, and problem solving. Someone said it's not clear that the federal DOE knows what they're doing but today it's more about accessing information rather than knowing the information. "Can't fight it" but is very challenging for all.</p> <p>JSherwood responded to learning that combination of all assessments for 8<sup>th</sup> graders will involve 16+ hours of testing; that's 2 full days of testing; said she is "concerned pushing kids so hard – they can't be kids." MHorne agreed it's a tough time to be an 8<sup>th</sup> grader.</p> <p>LBergin commented that STAR assessments are school district-mandated and are a universal screener for interventions – don't prep students for SBAC. Doesn't think STAR challenges students enough.</p> <p>MHorne, CMundon &amp; JBowman all suggested that school would welcome assistance with snacks for students during testing. In the past WMS has provided substantial snacks, and also gum, drinking water, and also no homework the night before to encourage students to get good rest.</p> <p>2015-'16 SY budget submitted to HC Board and approved; initial cuts to budget totaled \$250,000+ – included transportation (savings w/ own buses) and also teaching and office positions (1 office, 1 instructional coach, .5 extended core, 1 FTE MA/LA hybrid position). Really needed to cut about \$400,000/year for 2015-'16 and 2016-'17. "Not proud of cuts and guilty of not cutting deeper," said MHorne – explained that it leaves it to his successor to find the cuts or to do substantial fundraising. Development and budget cuts go together. Said this is a "big stresser" for staff – positions eliminated, class sizes will increase.</p> <p>CMundon pointed out that the reason WMS became a charter was to lower class sizes. MHorne agreed - said the charter landscape is unrecognizable from early years because funds were more plentiful and enrollment was substantially higher. (In the early years WMS received \$8,500-\$9,000/student in per pupil from legislature plus \$1,500/student from KS – and had almost 550 students in the early years.)</p> <p>JSherwood asked: Are we talking to the Legislature?</p> <p>MMcCorriston acknowledged these are "painful" times for all three HC schools. Must keep working on improved per pupil funding and that newspaper stories about "bad" public charter schools coinciding</p>	<p>JSherwood said "count me in" to help with snacks of some type. Others agreed.</p> <p>JSherwood is willing to try to help with legislative advocacy.</p>
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<ul style="list-style-type: none"><li>• <b>Strategic Planning Timetable &amp; 2/20 Board Meeting Recap</b></li></ul>	<p>interim school leader by March LAP meeting if not sooner.</p> <p>JBowman said DOE Principal recruitment posting is now. Also expressed concerned that the DOE posting be done first so potential candidates wouldn't be stressed about the conflict of interest of making their application.</p> <p>MMcCorrison said the board wants to explore the alignment of the board and the Waimea school-community -- wants to have a deeper conversation with the school-community before beginning recruiting a permanent replacement. The outcome of this conversation will determine what skills/criteria are we looking for – DOE experience? Charter experience? Both?</p> <p>JBowman said prior recruiting processes were last minute and in the middle of (ie, not coinciding with) usual Principal recruitment periods.</p> <p>KFischer said “we agree with you” – don't want the recruitment time/effort to be rushed.</p> <p>It would probably take 9 months so posting of position would perhaps be December 2015 for 2016-'17 SY. HC wants a transparent decision. Thus HC Board agreed to appoint an Interim Principal for a one year term. HC board will meet again and will share their plan w/ LAP at the March meeting.</p> <p>JBowman said she agreed we should have a lot of time so not just hire somebody that we regret.</p> <p>JSherwood urged that we be sure we are recruiting during the window of time when principal candidates are also looking. Sounds like need draft of what looking for by Sept. 2015.</p> <p>Time frame suggested was now thru September 2015 to determine criteria, so ready to recruit Jan-Feb. 2016. MMcCoriston said in the past HC has posted both to DOE and wider net and will want to do this again. HC has higher expectations and a lot of history.</p> <p>MMcCorrison said HC first talked about contracting with Andrew Aoki in July 2014 to assist with HC's SP update and he has agreed now to do the work. Need to review and fine tune the contract with Andrew to include conducting focus groups with each of the three Ho'okako'o charter schools at the school level. Andrew and staff to act as facilitators for focus groups at the 3 schools through end of</p>	
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	<p>May/early June. Will start here at WMS end of February/early March.</p> <p>Will conduct interviews looking at where are alignments with school-community. Encouraged all to be frank and honest about expectations for ourselves, students, community. Will be looking for alignment. Small classes aren't enough; we want to see collaborative instructional practices and innovative practices.</p> <p>PRice commented about how WMS' Accreditation recommendations guide our school and we cannot lose sight of this – so much school-community effort has been invested in Accreditation and there is good schoolwide buy-in to the “next steps.”</p> <p>JSherwood said Accreditation is not a Strategic Plan and that we actually need a Strategic Plan for HC and for each school. A Strategic Plan “is bigger than Accreditation.” HC's SP should dovetail w/ the school's and both need a clear timetable for implementation and clarity about who is responsible for completing the work. JSherwood drew an analogy to the University where each of the colleges has developed their own strategic plan and they dovetail into one another.</p> <p>MMcCorrison confirmed that HC currently has a Strategic Plan – though now dated. JSherwood said she would love to see HC's SP.</p> <p>KVredenburg asked how it all comes together – focus groups, etc. - who develops a vision for HC of 20-30 years from now – mission, objectives, goals to be set every school year; he's looking for a structure; really bothers me. Is really produced for “internal use” to guide us.</p> <p>KFischer said his experience related to Strategic Planning for schools is to recommend no more than a 5-year plan to be updated annually. He also said as personnel change, an orientation must be provided.</p> <p>JSherwood asked what is HC's Mission statement? It wasn't readily accessible. CMiura asked someone near the WMS Mission/Vision poster to read the Mission Statement: <b>“Waimea Middle School empowers all students with the skills, values and cultural understanding to successfully navigate high school and beyond.”</b></p> <p>JUno said HC is in the data acquisition process thru June or July. The board will get more involved after data is collected and reviewed to revise Vision and</p>	<p>MMcCorrison explained that HC's prior SP was kind of rushed but will provide a summary.</p>
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	<p>Mission and then set goals and objectives – it’s a work in progress.</p> <p>KVredenburg asked about HC’s current Strategic Plan. Every teacher, every staff member here should know this. PRice said HC had come to LAP about 2 years ago; that HC and school used to prepare binders for LAP members that included bylaws, SP, charter, etc. Is a hard copy of everything here on campus.</p> <p>PRice and PCook verified that all essential documents for WMS are on the school website and a paper copy is available on campus.</p> <p>MHorne said that “we are a school – our mission and core function doesn’t change much; teaching staff should have only one thing to do – teach – but there have been so many distractions like budgets. testing, changes in governance – but the core function is still the same.</p> <p>JSherwood shared her personal mission statement for WMS and said the school’s mission statement doesn’t address <u>community involvement</u>; ‘we gotta see ourselves in the mission.”</p> <p>CMiura said he recognizes it’s difficult for HC with 3 schools that are so different.</p> <p>KFischer said however that “the goal is the same. HC’s vision has to be broader.”</p> <p>KVredenburg said he had read a summary of HC’s SP but not seen the whole thing. AKendzioriski agreed – saying, “I want to see the stuff behind it.”</p> <p>MMcCorrison said the 2012 SP process was compressed; that HC’s 2012 plan reaffirms the 2009 plan. Then student achievement fell short of expectations. We find ourselves asking the same questions we did at the beginning. We do have a detailed implementation plan and this is where changes occur from year to year.</p> <p>Concern expressed over seeming lack of measurements.</p> <p>CMiura drew an analogy to customer service. If you get that part right, then you can improve other deficient areas; with measurements you can see how far off from the plan you are. And can work toward fixing it/improving it. KTA’s mission/vision are the same now as they were 30 years ago. My goal LAP is to have us work together to set measurements so we know how we’re doing – how close we are to reaching our goals. For example,</p>	
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<ul style="list-style-type: none"> <li>• <b>2/20 Meeting with KS</b></li> </ul>	<p>work with school leadership to set targets that all agree to. If it's STAR, set goals for the next school year.</p> <p>MHorne said there are various degrees of belief in STAR; if everyone isn't buying in, setting targets using STAR doesn't impact instruction. Need measurements coming from the front lines. If STAR, I can run reports but we need to have buy in. CMiura acknowledged not everyone at his company buys into what he says. No question there's a ton of effort being put in; just want to be sure whatever effort we are putting in is getting results.</p> <p>PRice said she is working with Leadership to get agreement on targets/goals for the next SY as required in the Title 1 Application.</p> <p>Someone said we are not asking anyone to work harder by that effort put in produces results.</p> <p>JSherwood said she does not know the actual role of HC. What does the board do to help guide us – doesn't do it for us but guides us?</p> <p>MMcCorrison pointed out the similarity between mission statements of HC and WMS. Said the intention of the process is to set a plan as to how to achieve the goals together.</p> <p>MMcCorrison said law changed because of concerns about charter schools accountability</p> <p>MMcCorrison, JUno and AKendzioriski attended the meeting where KS new CEO Jack Wong and Waialeale Sarsona presented a summary of KS new SP. Change of focus from the number of kids reached to quality of the outcomes; spending funds responsibility and with transparency. Asks the question: Is what we are offering transforming lives? For me this was music to my ears; HC charged with doing right by kids being failed by DOE. No matter where kids are in school, going to do right by them. Was conversation about cultural teaching and learning; the way we teach at the 3 HC schools is totally different.</p> <p>Was discussion about perception that in the past KS leadership didn't seem to be aware of on the ground good teaching and cultural integration at HC schools - Example cited re: Kualapu'u Hawaiian language teacher who created her own culturally based learning materials that were so well done other schools wanted to use them, but not recognized by</p>	<p>PRice will share Title 1 targets/goals as agreed to by faculty at next LAP meeting.</p> <p>MMcCorrison to send out the SP for everyone to review.</p> <p>MHorne</p>
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KS. PRice recalled some of the programs and lessons created by WMS science teachers had “blown away” KS science teachers. JBowman said: “We were way ahead of what KS was doing with its own students – integrating science, math and LA with hands-on lessons about voyaging and cultural protocols and practices. But not recognized by KS leadership. Have asked KS what criteria they were using.

Consensus: it’s not yet clear what KS wants, but their new SP identifies six “educational pathway milestones that can serve as a catalyst for success in college, career, and leadership.” These include:

- 1) Ready for kindergarten
- 2) Reading at grade level or higher in Grade 3
- 3) Academically prepared in Grade 8
- 4) Graduated from high school on time
- 5) Completing postsecondary education/training
- 6) Engaged in local and global servant leadership and culturally committed.

There will be “new processes” for applying for KS funding. KS was better about releasing funding in a timely manner this year. New application due 3/2/15.

JUno specifically asked JWong about recent practice of KS providing funding supports for only a year at a time; said Mr. Wong acknowledged that education is a long term matter – they are aware of this problem.

JUno “take-aways”: KS supports will be heavily Hawaiian focused; will have regional goals w/ high Hawaiian demographics; and 1-year grant writing is not good for the schools.

JBowman said at one point we talked about WMS hiring a grant writer. MMcCorriston – we gotta tell our stories and be clear about measuring outcomes. KS is still figuring out what outcomes they are looking for.

CMiura asked about accountability criteria? No clear answer. KS does conduct annual surveys of students and families but not clear how these align with the above identified “educational pathway milestones.”

MMcCorriston said that Ho’olako Like Division (HLD) has indicated they may – for the 2015-16 SY -- provide a 1:4 match up to \$1,500 per students but

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<p>• <b>Fundraising</b></p> <p><b>4. How LAP Might Help With Fulfilling WMS' Mission &amp; Schoolwide Learning Results to Significantly Increase Student Achievement:</b></p> <p>• <b>Form LAP Subcommittee to encourage Family - Community Support &amp; Participation</b></p>	<p>not confirmed. HC will apply for this level of support.</p> <p>MMcCorriston explained that HLD performance indicators measure academics, cultural learning and community.</p> <p>Was discussion about how KS' funding cycle is different from school year calendar, so always playing catch-up; KS money often comes in late and looks like "surplus" to DOE/Legislative auditors. JSherwood commented that this seems to set the schools up to fail.</p> <p>Conclusion: Tremendous procedural changes in the works at KS. Will know more when complete KS SP is released but there also are many personnel changes in progress so will be some time before it's all sorted out.</p> <p>HC reps – MMcCorriston &amp; JUno apologize for having to leave to catch a plane, but before doing so, JUno congratulated WMS for "most amazing fundraising here – count your blessings – other HC schools struggling."</p> <p>See fundraising notes at the end as printed in Agenda. No further discussion.</p> <p>CMiura said from past discussions we know our teachers are requesting help with improving family /community support. We need to come up with ways to do this.</p> <p>MHorne said there are ways to do this -- get an active committee to call parents and use School Connects too, to call parents to get them more involved and excited and supportive re: school attendance; help with homework or double checking homework; helping in the classroom to help teachers, etc. Also, WMS has some important family nigh events coming up soon – annual Incoming 6<sup>th</sup> Grade Orientation as an example.</p> <p>CMiura suggested beginning with a core group and then asking each to bring two more. The purpose is to discuss what's working and also challenges, concerns. Also may take on projects.</p> <p>CMiura asked: What do teachers want these parents to do? Suggestions included:</p> <ul style="list-style-type: none"> <li>• Help with homework</li> <li>• Support teachers in the classroom</li> <li>• Check Planner daily</li> </ul>	<p>CMiura proposed forming a Family Outreach Subcommittee and asked for volunteers: OWilcox, CMundon, MHorne, JSherwood, PCook committed and PC will ask elected family reps not present.</p>
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<p>• <b>Recruit Reading Specialist – Reopened posting thru 2/25/15</b></p> <p>• <b>Career Day – Faculty-staff agreed to postpone to 2015-'16; focus now on SBAC test prep</b></p> <p>• <b>Funding LAP Secretary</b></p> <p>• <b>Evidence of Progress - targets &amp; measurements?</b></p>	<ul style="list-style-type: none"> <li>• MHorne mentioned how Mrs. Neubecker works with her son on TeenBiz and Jupiter Grades – share that with othe parents.</li> <li>• Maybe revamp beginning of the year Open House – ask parents what they think or want</li> <li>• JBowman suggested parents visiting “every class.”</li> <li>• Someone said: create a back to school day where parents do what kids do – preview a day in the life of a student.</li> <li>• Let families know how to volunteer – get a wish list together for volunteer projects</li> </ul> <p>CMundon said 6<sup>th</sup>-8<sup>th</sup> graders frankly don’t want to get parents involved...a unique age group.</p> <p>Someone suggested looking for people outside of the LAP who might have an hour or two to spare.</p> <p>Faculty-staff have talked since Career Day discussion occurred at last LAP and have agreed they prefer deferring this until next SY; so much focus and time needed to prep for new Smarter Balanced testing and want to have time to plan a Career Day appropriately. Must start early. In the meantime, CFS will be taking students on a site visit March 10 to the Hilton (Mahalo OWilcox) and will be taking 8<sup>th</sup> graders to UH Hilo to get a sense of dorm life, vocational options, community college atmosphere and culture; must go when UH in session.</p> <p>CMiura asked teachers about obstacles that have caused trust issues. Said “bear with me Matt but I have heard concerns about the way we brought up wanting to improve academic scores. JEnglish Sommerville said some of the concerns centered around reading and math growth scores that were published when not all kids were tested. She also said there was concern that this age of students specifically has its own set of issues. Problem specifically centered around the 7<sup>th</sup> grade anomaly making it look like teachers not doing their jobs; they were distressed that data was shared.</p> <p>What is protocol for sharing data? Teachers very offended – asked MHorne to “let us know so not caught off guard.”</p>	<p>CMiura agreed he’ll work w/ CMundon and PCook to set date/time for first meeting.</p> <p>Position reposted.</p>
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	<p>CMiura said “we gotta post scores.”</p> <p>JBowman said “it’s not the whole picture. Faculty should know first; shouldn’t be last.”</p> <p>JSherwood: How does sharing of info happen?</p> <p>JBowman explained Leadership Team takes it back to Grade Levels to disseminate. Need a realistic timetable for sharing internally. Need at least a week though longer time frames mentioned by some.</p> <p>Someone said everyone recognizes that 7<sup>th</sup> grade is struggling – we need to be more supportive.</p> <p>CMiura asked teachers about other types of measurement besides STAR – what weekly or monthly could be shared and reported to LAP and shared in the ‘Ohana News? CMundon said every teacher uses measurement notations and that they are routine. MNeubecker said all teachers do informal assessments that could be shared.</p> <p>JBowman expressed concerned that there is not sufficient time to include issues such as this on Leadership Team agendas for discussion. Sometimes things aren’t gotten to during meetings. MHorne said that Leadership sets priorities for agendas.</p> <p>There was a discussion regarding “timing” of STAR assessments. – that until recently, many teachers didn’t know they could take the timer off; MHorne said that all teachers should have read the manual.</p> <p>CMiura said as a leader, “I don’t know what my guys don’t know – so if unsure, ask. Communication is both ways; Matt has committed to try to do better.”</p> <p>CMiura said he wanted to bring all this up to clear the air and move forward; wanted to generate a list to cover the expectations on both sides to be helpful to all. Asked again what measurements teachers would like to share weekly, monthly, quarterly? Informal unit tests? TeenBiz? ALEKS?</p> <p>KVredenburg observed teachers talk together - collaborate. This was the first time he heard about a “Leadership Team.” Said LAP needs to know about school protocols. PRice said that all protocols are in writing – in the Accreditation self-study.</p> <p>JSherwood said she feels HC has low expectation of LAP. She wants to know how everyone functions...she feels clueless about school protocols and procedures.</p> <p>CMiura said he has clearly told HC that we need to</p>	<p>Seemed to be consensus (though no vote) that Leadership Team should be the way information gets disseminated. Also need to be very clear as to what the information is based on; what the numbers truly represent.</p>
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