



Local Advisory Panel Meeting MINUTES – Tues., Jan 7, 2020 4:30 - 6:30 PM FINAL
Keaoākea STEAM Learning Center Demonstration Lab (Z105)

Time	Activity	Facilitator	Notes
4:30pm	<ul style="list-style-type: none"> ● Call Meeting To Order - Pule, Welcome, Introductions, Quorum ● Review November 2019 LAP Meeting Minutes 	Jane Sherwood Approved w/ revisions & posted.	Called to order 4:35 p.m. Confirmed quorum. November 2019 minutes approved with two corrections & posted.
4:40pm	<p>Principal Report:</p> <p><u>Congratulations:</u> Pete Hendricks - confirmed by HC</p> <ul style="list-style-type: none"> ● Budget Update - Leadership will meet Jan 27 for 2020-21 first pass ● Charter Renewal Presentation to Commission Jan 13 ● Attendance Update ● \$ for SBA testing Grab 'N Go Breakfasts from Hawai'i Community Foundation ● Testing days and LAP support - Kokua please (W105): <ul style="list-style-type: none"> ❖ Monday, 4/20 for SBA-Math CAT (April 20-24) ❖ Monday, 4/27 for SBA-ELA CAT (April 27-May 1) ❖ Monday, 5/4 for SBA-ELA PT (May 4-8) 	Janice English	See notes beginning P-2.
5:00pm	Ho'okako'o Update	David Gibson	See P-3.
5:20pm	LAP Community Rep Membership: Update	Jane Sherwood	Introduced Phyllis Kanekuni – agreed to recommend her to HC Board as a new community rep. See bio P-5
5:30pm	<p>Accreditation update</p> <ul style="list-style-type: none"> ● Change LAP Meeting to Mon., April 6 – 4:30-6:30 p.m. 	Pat Rice	See P-4.
5:35pm	“We Are Community” update	Patti Cook	See P-4.



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5:40pm	New Business Community Input (2 minutes each) Future LAP Meetings: Feb. 18, March 10, April 6, June 2, 2020	Jane Sherwood	No community input.
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- Attendance:** 1/7/20
- Community Reps:** Jane Sherwood & Pete Hendricks
- Family Reps:** Marvalee Carvalho & Jennifer Hirayama
- Certificated Reps:** Barbara Haight (6th), Ivan Threlkeld (7th), Catherine Shafer (8th)
- Classified Reps:** Jessica Morgenstein
- HC Staff:** David Gibson
- WMS Admin:** Janice English
- WMS Staff:** Patti Cook
- Guests:** Pat Rice (Title 1 & Grant Coordinator), Kasem Nithipatikom, Dr. Roger Gremminger, Phyllis Kanekuni

JEnglish: Principal’s Report:

HC Board has approved Pete Hendricks as a LAP Board Member.

LAP will review the 20-21 SY budget at the February or March meeting. WMS on good footing for next year – no change in schedule and teachers know lines. Working on draft w/ Leadership Team.

Charter Renewal: Janice will attend Charter Commission meeting 1/9/20 to observe process, questions, etc. to prep for our WMS meeting re: Charter Renewal on 1/13/20. Expects a 5-year renewal providing Notice of Concern re: \$75,000 lawsuit does not create a problem. However, she thinks this will be resolved, at least for now. LAP members expressed appreciation for HC Board Chair Joe Uno having taken a strong position opposing school paying this, that it is a DOE facility and should be covered by DOE/Risk Management. Mr. Uno has done a good job clarifying issues –including in news media – that this is a serious concern for all public charter schools, not just WMS.

Comment made that between DOE Risk Management and AGs handling the lawsuit incident, they are not “standing up” for public charter schools. JEnglish said the commission staff have been helpful. In addition, House Finance Chair Rep. Sylvia Luke has said when approached about this that when the legislature changed procedures and determined that individual state agencies had to become responsible for funding their own liability issues – it was intended to motivate agencies to work harder at preventing injuries and lawsuits. It was meant as a deterrent. It was never the legislature’s intent to penalize schools.

Further LAP comment that the charter school commission is not intended to do advocacy, only compliance – this is



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how the law was revised by the legislature in about 2014. Since that time, public charter schools have been on their own and subsequently, the former Hawaii Public Charter School Network dissolved. There is some effort within the charter school community to re-establish an advocacy group such as the Network but it would need the schools to contribute financially and this is challenging for all. Also, the “needs” of various charters differ, which complicates advocacy priorities.

Attendance: A variety of incentives in place including – seeing slight improvement.

- **Free Dress:** Students who attend school Monday through Thursday will receive a Free Dress stamp for Friday. Students must receive this stamp from their Advisory teacher on Thursday to participate. Must be in school every day on time.
- **Friday Aloha Snack Shop:** 1st and 3rd Fridays. Next Snack Shop Fri., Feb. 21.
- **Terrific Tuesday:** Morning Recess on the last Tuesday of the month – Feb. 25. Dorito Salad planned.
- **Positive Redemption - Campus Cash:** Every other Friday (2nd and 4th Friday)
- **2nd Semester Principal’s Challenge:** 6th & 7th – 95%+ - earn a “water slide” party end of May.
8th – 1 free guest ticket to Exit (Value \$35)

SBA testing Grab ‘N Go Breakfasts from Hawai’i Community Foundation – Mahalo Pat Rice for securing \$6,000 grant to support this. Have asked The Food Basket for support again, too.

Asking LAP members to assist with Grab ‘N Go Breakfast prep prior to critical testing days and also possibly on the approx. 9 morning of actual testing.

Confirmed prep times: 2:30-4:30 p.m. in W105 on:

- ❖ **Monday, 4/20 for SBA-Math CAT (April 20-24)**
- ❖ **Monday, 4/27 for SBA-ELA CAT (April 27-May 1)**
- ❖ **Monday, 5/4 for SBA-ELA PT (May 4-8)**

Ho’okako’o Update: David Gibson reported HC is adjusting to Julie Upton’s departure as key financial officer – she had been with HC since its founding and had become extremely knowledgeable and effective. Dale Abe has taken her place and has a lot to learn even though he has assisted HC with audits and other financial matters for some time as a contracted service provider. HC has shifted payroll for all three HC schools to Altres (as have all Hawai’i public charter schools) but still in transition and requiring a lot of Tanya Malani’s time. The intention is to reduce school-level workload but this remains to be seen. Lots of moving parts with WMS faculty-staff payroll.

Also – re: HC Board makeup: Pua Akaka is now a confirmed Board member representing Moloka’i. Kaipo Ka’awaloa has stepped down from board so they are recruiting new members. Also, they still welcome another board member from Waimea.

LAP Community Rep Membership Update: Jane Sherwood introduced Phyllis Kanekuni, who is willing to serve on LAP, replacing Keawe Vredenburg. She introduced herself briefly – would bring extensive community involvement and school-community communications experience to LAP and the school. LAP agreed to recommend her to the HC



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Board for appointment as a community rep. See bio attached. In addition, due to resignation of Kasem Nithipatikom, school has reached out to community members Andrew O'Dell and Margaret Tilini about possible participation. Have invited both to next LAP meeting.

Accreditation: Pat Rice briefly reviewed highlights of nearly completed Self-Study. She shared final four focus areas the school is recommending to the Accreditation visiting team for moving forward. These were agreed to by Leadership Team and teachers-staff and reflect input from LAP and many others. She thanked LAP and entire school-community who have participated in what has been a challenging, nearly 18-month journey to prepare the Self-Study. The final document is 124+ pages long; both Janice and Pat and teachers present agreed it reflects deep study of where the school is at today (much more rigorous than last time around), and evaluation of what's working and where improvement is needed. Also, considerable effort has gone into aligning these focus areas with our Charter Contract process, Title I CAN and Kamehameha School's expectations. Therefore, we hope the Accreditation visit will result in both a new 6-year period of WASC Accreditation for the school and that the visiting team and WASC agree to our recommended focus areas for "continuous improvement" work for the next 6 years.

IMPORTANT: Re: LAP meeting with the Accreditation team in April – need to change date from Tuesday, April 7, to Mon., April 6, 2020 - 4:15-6:30 p.m. – Z105. All urged to please attend this meeting and feel free to bring along friends – especially school family members, and also others that may already "partner" with WMS. We hope to have the Accreditation team experience the widespread community partnerships that support our school and children. All welcome – very informal.

The FINAL WMS Self Study dated January 2020 will be shared with LAP and anyone else interested. Please review if possible before the April 6 meeting. Feedback from many across the school is that it was challenging but that we all learned a great deal about the school in the process and it sparked valuable conversation and insight.

2nd "We Are Community" Keiki-to-Kupuna Resource Fair – Dec. 4, 2019 - Recap: Good participation by more than 20 community resources but very small family and community participation. Disappointing and re-evaluating. Much improved outreach/pre-event publicity, flyers, banner, outreach to most Waimea churches, Waimea Seniors, social media, etc. However, neither families nor community in general participated - why?

Generated good discussion and suggestions:

- (1) Include student performances; does not have to be just WMS students – could be local halau or dance/music groups;
- (2) Use bus/vans to provide families with transportation (we did this many years ago and it made a big impact);
- (3) Make it more of a family "fun" event with games, activities – not pushing that it is about "fixing problems" or "inferring families have problems;"
- (4) Relocate to more "public" setting such as Parker Ranch Center Food Court;



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- (5) Pair up with existing event such as the new but pretty well attended Back-To-School Family Day at Waimea District Park;
- (6) Make it a family-community potluck – have had success with this in the past with MEP/ELL families;
- (7) Combine with other school activities such as an existing Ho'ike family nights.
- (8) Invite other schools to participate (did invite WES families this year but not others)

This last idea generated discussion about improved communications in general with other Waimea Schools. At one time, a cooperative Waimea schools group met about once a quarter, but stopped due to changes in various school's leadership. (This was separate from the Waimea Education Hui which still functions albeit modestly, but is more focused on supporting cultural learning experiences for students, families and wider community.)

Briefly talked about restarting communications between schools and Phyllis Kanekuni offered to help invited new HPA head to come meet with us when he's in place. Also new heads of Parker School and Kanu o Ka 'Aina for the 2020-21 SY.

No Community Input.

Meeting adjourned at 6:15 p.m.

Phyllis Kanekuni Bio: Phyllis currently is a consultant with The Jane Group, a global crisis communications firm based in the Chicago area with a focus on schools. She also works at Thelma Parker Memorial Public and School Library where she is developing community partnerships and outreach programs as part of the state library system's community initiative, and as part of Thelma Parker Memorial Library's NASA@My Library grant to encourage STEM learning in the community. She promotes library events and administers the NASA@My Library grant, ensuring the library meets all programming, evaluation, advertising/publicity, and reporting requirements. She also is a volunteer with the annual Waimea Fall Festival, handling media relations/communications.

Phyllis previously was director of marketing and communications at Hawaii Preparatory Academy (HPA) for 17 years. She is a graduate of the University of Oregon, where she majored in journalism, and is accredited by the Public Relations Society of America.