



Local Advisory Panel – MEETING MINUTES – FINAL
Tuesday, March 14, 2017 – 4:30-6:30 PM

Time	Activity	Facilitator	Notes
4:30pm	Pule	Mahealani Yamashita	4:35 pm meeting started.
4:33pm	Welcome, Introductions, Quorum, Agenda Review, Approved 1/17/17 Minutes	Jane Sherwood	Jane Sherwood chaired meeting in Colin's absence for jury duty. Jane welcomed all; Quorum confirmed. Minutes of 1/17/17 meeting approved – no revisions.
4:36pm	School-community input (2 mins/person)	Jane	No input
4:40m	<p>Important Annual Assessments:</p> <p><u>NAEP</u> – 8th Grade Only – March 9</p> <p><u>HSA Science Assessment</u> – 8th Grade Only Round 1 – March 13-16; Round 2 – May 8-11</p> <p><u>SBAC Testing</u> – Schoolwide</p> <ul style="list-style-type: none"> • ELA: 4/18-19 & 5/2-4 – 8:30-9:40 am • Math: 4/25-27 – 8:30-9:40 am 	Amy, Pat Rice	<p>NAEP: Nau'i reported this assessment only for 8th grade completed; they determined who took the test – was a range of our students including ELL, MEP, FRL, etc. – a reasonable representation of the school's demographics.</p> <p>Pat: Star 3rd Quarter assessments almost pau.</p> <p>Re: HSA Science – can be taken up to 3x but most only 2x</p> <p>Amy expressed hope for good attendance throughout testing windows; asked all to support this.</p>
4:44pm	<p>Accreditation Visiting Committee here – Mon.-Tues., April 10-11 – Dr. Steve Shiraki & Susie Osborne. Feedback from Natalie Nimmer re: possible visit outcomes. LAP Participation:</p> <ul style="list-style-type: none"> • 3:30-4:20 p.m. Meet & Greet & Tour STEAM building • 4:30-6:30 Attend LAP Meeting 	Amy, Pat	<p>Visiting Committee will meet w/ LAP but may not stay for entire 4/10/17 meeting. Will focus their time on meetings w/ Accreditation Implementation Groups and classroom visits.</p> <p>At the end of visit, Cmte will report overview of their findings to WMS Leadership Team but will not tell us term – rather, will recommend to WASC, which will then report their decision to the school.</p> <p>Possibilities:</p> <ol style="list-style-type: none"> 1. Great! You're on target, keep working & Visiting Cmte will be back in 3 years 2. Doing pretty good but need to add new goals 3. Not doing well – Visiting Cmte back in 1 year

			<p>4. Doing poorly – lose Accreditation.</p> <p>Even though Visiting Cmte may not stay long at LAP, everyone urged to please attend 4/10 meeting to continue demonstrating strong school-community stakeholder involvement.</p>
4:50pm	Title I – New Requirement: 3-Year Plan due April 13 (must be signed by HC Board Chair); Also Title IIA grant approved	Pat	<p>Title I: Will be finalized and to HC Board in time for review/approval & Joe Uno signature in time for 4/13/17 submittal deadline. Involves a much more comprehensive process that requires a 3-year plan (can be revised annually) – based on new BOE/DOE Strategic Plan, which Pat reviewed with the group. (WMS must comply even though we are a public charter – we fall under the DOE.) WMS has already identified <u>needs</u> and must now identify <u>root causes</u> (something new), and then must link these very specifically to proposed actions and budget. This is entirely new process & criteria – just found out about it a week ago.</p> <p>Amy and Pat and Leadership work group will tackle this during Spring Break; will share goals at next LAP meeting.</p> <p>Detailed review of newly adopted BOE/DOE Strategic Plan. Group really liked format & content – easy to understand. Jane: “This is a great guide – can see how it connects to Charter Contract, Accreditation and our school’s ongoing Strategic Planning.”</p> <p>Reaffirmed WMS SP needed that ties all these documents, expectations, goals together w/ clear goals/targets and is connected to school budget and leadership decisions.</p> <p>Paul asked if Title I Plan addresses changes in teaching methodologies; Pat explained it now must include changes in programs, teacher trainings, who responsible and funding sources – very detailed and ambitious accountability built into new 3-year plan.</p> <p>Paul commented that WMS has no control over incoming students’ preparedness. Jane asked about measuring “growth” – yes</p>

			<p>we do, but when they come in low, it's very hard to catch up. Amy said the new Strive HI has reduced emphasis on "growth" – she is advocating for increasing its importance.</p> <p>Pat explained new Title 1 plan looks at the school's entire budget, not just how school proposes spending Title I funds. Goal is to bring disadvantaged students up on par with non-disadvantaged.</p> <p>Amy said the Commission is aligning their targets w/ BOE SP targets; David Gibson said there is some pushback on this from some Hawaiian focused charters.</p> <p>Title IIA – Pat wrote grant for this for professional development for teachers & admin. Funding allocated is based on number of certificated teachers - \$11,875 received for 16-17SY.</p> <p>Grant approved will fund 6 WMS teachers attending summer training at High Tech High in San Diego; Will focus on 7th and 8th grade teaching teams intention to implement project-based STEAM lessons/integrated curriculum beginning in 2017-18.</p>
5pm	Review student input from meetings & follow-up	Amy	Tabled; ran out of time; Jane asked that this and ByLaws be at the top of the next meeting agenda.
5:10pm	<p>Continued from 2/27 Meeting: STEAM Integrated Teaching & Learning – WMS 8th grade proposal</p> <p>What required to move forward?</p> <ul style="list-style-type: none"> -Decision making – timing & process -Time for planning - During remainder of SY & Summer -Professional development 	Nau'i Murphy, Linda LoBue, Catherine Shafer, Eunice Lazarus, Amy	<p>Amy reviewed construction status: still hoping to open building for Fall 2017 but timing for electrical upgrades for master meter for both campuses not confirmed. Will require complete campus-wide electrical shutdown – hoping to wedge it in between end of SY and Summer Adventure (6/5-23/17 for 6-8th graders) and 21st Century SS (7/5-26/17 for K-8). Also still working on furnishings, fixtures, equipment & technology funding.</p> <p>Re: 8th grade proposal – Amy has approved it – when building completed: 4 core 8th grade classes to be clustered in 2nd floor classrooms; 2 7th grade classes (Science-Math) to be on 1st floor) – to enable STEAM teaching (inquiry-based & project-based). 7th SS & ELA prefer staying where they are in nearby portables. This not confirmed.</p>

			<p>Time will be provided for teachers to plan this new/very different style of teaching during the summer using stipends.</p> <p>Group expressed appreciation to teachers for their integrated approach and stepping up to the challenge.</p> <p>Cherise thanked Amy and Chris for providing an early answer to teachers' proposal re: STEAM building.</p> <p>Will require considerable teacher prep time to introduce new integrated STEAM teaching come fall – teachers will be stipended for summer work in addition to PD training at High Tech Hi.</p>
5:35pm	WMS Strategic Planning: "2017 & Beyond" – Status, Next Steps & Timeline	Amy, Chris Barron, Keawe Vredenburg	<p>Chris, Nau'i & Keawe to meet to coordinate next steps. Chris plans to work with full faculty at 3/1/17 meeting to pull together all the different plans WMS contends with – Charter contract, Title 1, Accreditation, KS, etc.</p> <p>Brief related discussion about intention to integrate both the work done this SY by faculty-staff-LAP and incorporate BOE SP, Accreditation, Title I Plan, Charter Contract, KS expectations.</p> <p>Chris said our completed plan will look more like BOE SP but with specific measures for progress. Emphasized it's a collaborative progress – not written in isolation.</p> <p>Kasem expressed hope that SP will provide a big framework – more important than small parts. Eager to see the plan – need to move faster.</p>
	Hawaii Community Foundation – Connecting For Success grant update	Pat Rice	<p>Celebration! HCF has agreed that WMS may use "accrued fringe" not required for the past 3 years to continue the mentoring portion of the program for the next 2 years! Former Principal Matt Horne had asked Pat in 2014 to advise HCF of "accruing fringe" and they had agreed to consider how/if we might use the funds at the end of the grant. Have agreed now that we may use it to pay for a .75FTE mentoring coordinator plus</p>

			<p>mentor training, recognition, criminal background checks. This is great news!</p> <p>CMundon asked if there's any way to fund the counselor position continuing; that the CFS Counselor had "done a great job connecting with our kids – is a significant component of the program." All agreed but funding not available from HCF nor within per pupil allocation.</p> <p>PRice informed group that HCF is sending a videographer 3/31 to interview students for a major gathering of all of the participating schools on 5/4/17 to celebrate the program.</p> <p>Question asked: WHY was it such a success? Answer: grant team did an excellent job of tracking & supporting students and training and supporting mentors.</p> <p>BMasuda said he believes this kind of mentoring program has a place in school's Strategic Plan to ensure funding for the future. Asked what kind of followup is occurring of students who were in the program after they left WMS – Pat Rice said we've not been successful with this. Also concerned that when the wrap-around services cease, "kids crash."</p>
6pm	Ho'okako'o Corp. Update	David Gibson	<p>Expressed gratitude to teachers for meeting with Bob, Paul and himself to discuss concerns w/ HC. He and Joe chose not to attend so faculty would be more free to speak. Next steps are to meet w/ AK and then Joe and David will come to meet w/ FF to continue discussion.</p> <p>Acknowledged APC Climate Survey – positives and negatives; thought it was balanced feedback.</p> <p>Bob said he was inspired by teachers dedication and desire to work together to move forward. Faculty invited he and Paul – Paul offered his home to provide an out of school atmosphere. They heard a collective desire for HC to step up – support admin and faculty.</p>

			<p>Amy said the meeting should have included everyone.</p> <p>David said he wants to support moving forward – if anyone has questions, concerns – call him. Asked for list of all students to help him remember we are here for the students. “I need to look at real kids.”</p>
	<p>Hui ‘Ohana Family Night – Ho’okipa – Wed., March 29 – 5-6:30 p.m. – K-04 – All Invited!</p> <p>May Day 2017 – Fri., May 12, 5:30 p.m. at Kahilu Theatre (Note: new time and location for this important annual schoolwide ho’ike)</p>	<p>Amy Kailimai & Mahealani Yamashita</p>	<p>Reviewed plans – all invited.</p> <p>Will also be 9:30 am “dress rehearsal” at Kahilu on Fri., May 12.</p>

6:15pm	ByLaws - discuss draft distributed at last meeting and by email & vote	Amy Kendziorski, Patti Cook	Tabled – ran out of time.
6:25pm	<p>Future Meetings:</p> <ul style="list-style-type: none"> Mon., April 10 w/ Accreditation Visiting Team - 3:30-6:30 pm; Tuesday, May 16 - 4:30-6:30 p.m. 		<p>Confirmed.</p> <p>Everyone thanked for attending.</p>

Attendance: 3/14/17

Community Reps: Jane Sherwood (Chaired meeting); Keawe Vredenburg

Family Reps: Von Scott & Monique Wong, Michelle Stevenson

Certificated Reps: Cherise Mundon (6th), Tisha Gusman (7th), Linda LoBue (8th)

Classified Reps: Amy Kailimai, Angela Pastores

WMS Admin: Amy Kendziorski, Chris Barron

Ho’okako’o Board: Dr. Paul Nakayama, Dr. Bob Masuda]

Ho’okako’o Staff: David Gibson

Ex Officio: Patti Cook

Guests: Pat Rice, Kasem Nithipatikom (volunteer tutor), Nau’i Murphy, Eunice “Laz” Lazarus, Catherine Shafer, Mahealani Yamashita

Attachments:

- ByLaws (Draft 3)