



**Meeting Minutes – Approved at 11/26/12 Meeting**

<b>Meeting Title:</b>	<b>WMS Local Advisory Panel (LAP)</b>
<b>Date &amp; Time:</b>	<b>4:30-6:30 pm, Mon., Oct. 29, 2012 – K-04</b>
<b>Members Present:</b>	<p><b>Community Reps:</b> Dr. Kamana Beamer (Chair), Dr. Guy Kaulukukui  <b>Family Reps:</b> Lori Bergin, Bernie Marsh  <b>Student Reps:</b> Jeren Soriano (7<sup>th</sup>), Kiara Lorenzo-Rodrigues (8<sup>th</sup>)  <b>Student Advisor:</b> Jade Bowman  <b>Certificated Teachers:</b> Erica Owens (6<sup>th</sup>), Eunice "Laz" Lazarus (7<sup>th</sup>)  <b>Classified Reps:</b> Kiki Kihoi  <b>WMS :</b> Matt Horne (Principal), Patti Cook (Community Liaison)</p> <p><b>Ho'okako'o Rep:</b> Dr. Megan McCorriston (Executive Director - LSB)</p>
	<p><b><u>Guests:</u></b> Sam Murray (Mala'ai Board Member), Tisha Gusman (7<sup>th</sup> grade teacher) representing Accreditation – School's Philosophy/Purpose Focus Group), Students Dane Francis &amp; Anthony Beetem (both 8<sup>th</sup> grade) representing Robotics Club.</p> <p><b><u>Excused:</u></b>  <b>Community Reps:</b> Pete Hendricks, Dr. Christian Veillet, Robert Witt  <b>Certificated Teachers:</b> Nau'i Murphy (8<sup>th</sup>)  <b>Student Alternates:</b> Holi Bergin (8<sup>th</sup>)</p> <p><b><u>Absent:</u></b>  <b>Family Reps:</b> Melissa Mahi Lindsey  <b>Student Reps:</b> Serenidy (DeeDee) Delos Santos (6<sup>th</sup>)  <b>Student Alternates:</b> Hailey Mae Witcraft (6<sup>th</sup>) &amp; McKella Spencer (7<sup>th</sup>)</p>

<b>Topic:</b>	<b>Discussion:</b>	<b>Action:</b>
<p><b>1. Welcome &amp; Introductions (5 min)</b> – Dr. Kamana Beamer</p> <p><b>1. Confirm Quorum</b>  <b>2. Review &amp; Approve Minutes from Sept. 24</b>  <b>3. Preview Agenda</b></p> <p><b>2. Public &amp; LAP Member Comments (5 mins) – Dr. Kamana Beamer</b></p> <p><b>3. Report from Students: Robotics Club (10 mins) – Introduced by Jade Bowman</b></p>	<p>Dr. Guy Kaulukukui introduced as an HC Board Member serving on LAP. Home is in Volcano – here on weekends. Has new job (4<sup>th</sup> since joining HC Board) as leader of Biological Capitol, a land development and conservation organization – involved in possibly purchasing Hana Ranch w/ plans to initiate grass fed beef operation and organic farming.</p> <p>Students Dane Francis &amp; Anthony Beetem briefed group on the recent Robotics VEX Challenge – how the competition worked,</p>	<p>Meeting started at 4:40 p.m. Opening pule by Dr. Beamer.</p> <p>1. Quorum Confirmed  2. 9/24/12 Meeting Minutes Approved as submitted &amp; will be posted on WMS website.  3. No changes/additions to agenda.</p> <p>No comments</p>

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<p><b>4. Update on Accreditation Process (5 mins) – Tisha Gusman &amp; Matt Horne</b></p>	<p>expectations, what WMS has done in the past and doing this year. Team placed 25 of 26 but learned a great deal. Had a problem w/ motors/gears not working and control was inverted/completely backwards. Onward!</p> <p>Jade reviewed WMS Robotics history – started in 2003 as the first NASA Explorer School in the state – how this provided initial mentoring, developed connections to NASA via Art Kimura, all of which has led to many opportunities for WMS students in the ensuing years. Includes some of our students getting good grounding to go on to Honoka’a Robotics team which went to Alabama to compete in national championships. Also has included gifts of tech equipment (cameras, laptop, etc.)</p> <p>Very little funding provided by the school so teachers and students actively fundraise – ie, Mauna Lani Resort’s Annual Charity Trees event, Charity Walk for Onizuka Space Center, May Day Ho’olaulea, dinners for WMS family nights, and even Christmas tree decorating for community member who then contributes to the club. Also teachers write for grants – such as UH School of Engineering.</p> <p>This is first year for VEX program – recommended by Art Kimura as “cheaper” and he could give WMS 2 kits. Turns out parts are more expensive.</p> <p>Fundraising ideas welcome. Laz commented that Robotics has always had to “beg” – program not adequately recognized, stipended (ie, no stipend for off-island travel, snacks).</p> <p>Tisha shared revised 1-page Draft of Vision, Beliefs &amp; School Wide Learning Results (attached) reflecting the Focus Group’s current draft. She explained that most of the suggestions - recommendations made by LAP members at the last meeting have been incorporated.</p>	<p><b><u>Coming Events for VEX League:</u></b></p> <p>Dec. 1: Kohala School Qualifier Dec. 15: Waiakea School Qualifier 2/8-10/13: Pan Pacific Championship on Oahu.</p>
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<p><b>5. LAP Bylaws and Charter Subcommittee Report &amp; Further Discussion (20 mins) – Pete Hendricks, Eunice (Laz) Lazarus, Patti Cook, &amp; Matt Horne</b></p>	<p>Discussion began with brief history of LAP – school had SCBM model when w/ DOE. When became a charter, SCBM became LAP to provide opportunity for school-community involvement and input. However, LAP degenerated = limited participation and seemed that school-community input was not given much consideration by HC Board. However, in the beginning, LAP members and others from school regularly attended HC Board meetings in Honolulu to report and discuss issues, concerns, opportunities. This stopped – in retrospect – due to numerous school leadership changes and also funding became an issue.</p> <p>Guy Kaulukukui commented on ByLaws draft re: agreeing that HC Board members who do not live in Waimea should not occupy community seats on LAP; that he agrees w/ proposed revision that would provide 2 seats on LAP for HC Board members to participate/be more involved in school but not taking community seats.</p>	<p>General disappointment in LAP meeting attendance discussed at length (some of families and community who have come to recent meetings were absent).</p> <p>Discussed how to build participation:</p> <ul style="list-style-type: none"> <li>• Marquee</li> <li>• Banner (on entry drive)</li> <li>• Handouts/Flyers home</li> <li>• Stories in 'Ohana News</li> <li>• Always include student presentations</li> <li>• Do something to make it exciting</li> <li>• Family “open mike”?</li> <li>• Recall what we did when we first converted to attract families (food, sitting, rewards/door prizes)</li> <li>• Local newspapers &amp; PSAs</li> <li>• Spotlight what faculty is doing</li> <li>• Give students extra credit for their families attending</li> <li>• Use meeting to tell more about what’s happening at WMS – school successes &amp; challenges</li> <li>• Ask Mala’ai to do Farm Stand on LAP day</li> </ul> <p><b>Agreed that everyone at LAP meeting 10-29-12 would bring a friend to the next meeting!</b></p> <p><b>Briefly reviewed proposed draft Charter &amp; ByLaws but because they were only circulated for the first time at the meeting, group agreed to defer to the next LAP meeting for further review/discussion/action. Group reminded that LAP will be <u>recommending</u> Charter amendments to HC Board – this is really their decision to revise; our kuleana is directly related to the ByLaws.</b></p>
<p><b>6. Spring, 2012 Q-Mark Survey Review &amp; Discussion (20 mins) – Dr. Kamana Beamer &amp; Matt Horne</b></p> <p>1. Reviewing the Q-Mark survey conclusions and recommendations ahead of the LAP meeting:</p> <ol style="list-style-type: none"> <li>i. What themes or specific ideas jump out at you as you review the results?</li> <li>ii. As a LAP, what are some</li> </ol>	<p>Sam Murray shared her comments/views after reading QMark Survey summary (see attached notes).</p> <p>Lori Bergin (LAP parent and also a WES teacher) briefly explained how Common Core training has because and how it’s beginning to be rolled into K-2; that WES has started PD for this.</p> <p>Jade Bowman &amp; Tisha Gusman shared that both WMS Math and Language Arts have started PD related to Common Core;</p>	<p>After Sam, Lori &amp; Jade’s comments, group realized we were running out of time so discussion cut short; agreed to defer further discussion including looking specifically at “actionable items” to tackle.</p>

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<p>actionable items we can glean from this survey to guide our work?</p> <p><b>7. Ho’okāko’o Update (10 mins) – Megan McCorrison</b></p>	<p>will involve more “standards” for 6<sup>th</sup> grade, fewer for 7<sup>th</sup> and 8<sup>th</sup>.</p> <p>Running late so Megan briefly reviewed progress on 2012 Legislative law now signed into law by Governor (Act 130/2012) that significantly changes law related to public charter schools. HC will change from being a Local School Board (LSB) to a Governing Board; will be reflected in revised HC ByLaws – and will be many other significant changes required.</p> <p>HC as a board has just about completed its Strategic Plan and we will be seeing the board “more engaged” in schools, new members (they re looking for a community member for Waimea and Kamaile); Keith Veira will be transitioning off the board; they will be adding a Fundraising Committee and staff position to improve HC’s funding supports for their schools.</p> <p>New law will introduced Performance Contracts come June 2013. Still in development. Will be a legally binding agreement with the Charter Commission (formerly called Charter School Review Panel – CSRP). Will spell out basic expectations and what “quality” performance means.</p> <p>1/3 of Performance Contracts will address Academic Achievement, still following federal benchmarks; 2/3s will be operational/financial viability.</p> <p>Said HC will be looking at ways to be more active at the Legislature to support more equitable funding.</p> <p>Will increase use of data to demonstrate progress. Referenced the Progress Matrix that is part of the new HC Strategic Plan – should revisit this at the next meeting.</p> <p>Briefly mentioned ELT as “a board policy.” Jade Bowman expressed continuing concern about how ELT was introduced to, or imposed on WMS and also that WMS’ ELT study began as part of Charting The Future Work Group, then absorbed</p>	
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<p><b>8. Principal's Update (15 mins) – Matt Horne</b></p> <ol style="list-style-type: none"> <li><b>1. Data Update</b></li> <li><b>2. Strategic Priorities</b></li> <li><b>3. Vice-Principal</b></li> <li><b>4. Tech Resource Teacher</b></li> <li><b>5. ELT Update</b></li> </ol> <p><b>9. Announcements: Coming Events &amp; Opportunities (5 mins) – Patti Cook</b></p> <p><b>10. Concluding Remarks and Next Steps (5 mins) – Dr. Kamana Beamer</b></p> <p><b>Next Meeting: <u>November 26, 2012</u>, 4:30 – 6:30 pm</b></p>	<p>into Accreditation but not much done and not had time to really explore; also that survey that was conducted at the end of the 2011-12 SY only reflected input from 10+/- teachers so faculty/staff have been re-surveyed recently to identify concerns, questions, issues but not a lot of progress.</p> <p>Matt Horne said that he has been doing more research on ELT – planning, process, models, professional development – and is planning to bring consultants from the National Center for Time and Learning to talk to WMS faculty-staff to discuss their research on what makes an effective/academically successful ELT program. Still doing research but should have more info by the next LAP meeting.</p> <p>Megan had to leave to catch a plane so concluded her report.</p>	<p>No time for Matt Horne's update for deferred to next meeting.</p> <p>No announcements – coming months' school-community events, opportunities are listed on agenda.</p> <p>Kamana thanked all for attending and apologized for the time getting away from us – the Robotics presentation was terrific but went longer than anticipated which resulted in not being able to cover entire agenda. Will accept Lori Bergin's offer to serve as timer at future meetings to keep us on track.</p>
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Questions & Items to Be Addressed:

Next LAP Meeting:

- Draft LAP ByLaws & Charter Revisions – LAP members asked to review and come to next meeting prepared to discuss in depth.
- QMark Survey – Suggestion made that we should look at this and WMS' longitudinal family-student-faculty surveys for parallels, gaps – ran out of time so will come back to QMark Survey at another meeting.
- Reminder: Have Lori Bergin serve as timekeeper to keep meeting on track.
- Continue to work on 'Wish List'

Attachments:

Draft 2 – WMS LAP ByLaws & Charter Revisions

Revised DRAFT VISION/BELIEFS/SCHOOL WIDE LEARNING RESULTS STATEMENT provided by Accreditation Focus Group #1: The School's Philosophy/Purpose

Mala'ai Board Member Sam Murray's comments on QMark Survey findings.

Missing: PowerPoint Presentation on Robotics (to come)

Submitted By:

Patti Cook

Date Submitted:

10-20-12

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