



Local Advisory Panel In-Person Mtg MINUTES – Tues., Sept. 20, 2022 4:30 – 6 PM

In Keaoākea - the STEAM Learning Center – Z105

Time	Activity	Facilitator	Notes
4:30pm	<ul style="list-style-type: none"> Call Meeting To Order – Welcome, Quorum, Check-In WMS Family Rep Election In Progress 	PKanekuni & JEnglish	Quorum confirmed.
4:40pm	Guest: Nikki Montenegro – HPA 9 th grade student re: Capstone project w/ Keahole Center for Sustainability – bringing FloWater refill stations to WMS & WES campuses to improve academic focus and health, and reduce use of plastics and environmental impacts	JEnglish	See P.3
4:46pm	Review/Approve August 16, 2022 WMS LAP Meeting Minutes	PKanekuni	Approved as submitted.
4:50pm	Ho'okako'o Update	DGibson	See P. 4
4:55pm	Principal Report: Financial Update - School Budget: <ul style="list-style-type: none">Title I Budget	JEnglish PRice	See P.4
5:05pm	Family Representatives Input <ul style="list-style-type: none">Reflections/Concerns/Suggestions/Questions		See P.5
5:10pm	Teacher-Staff Representatives Input <ul style="list-style-type: none">Reflections/Concerns/Suggestions/Questions		See P.5-6
5:15pm	Community Representatives Input <ul style="list-style-type: none">Reflections/Concerns/Suggestions/Questions		See P.6-7
5:20pm	WMS LAP Bylaws – Review Proposed Amendments	Patti Cook, Pat Rice	See P.7
5:40pm	New Business Community Input (2 minutes each) Next Meeting: Tuesday, October 11, 2022 – 4:30-6PM – Z105	PKanekuni	No new business and no community input.

ATTACHMENTS: [WMS 22-23SY BOD Budget Summary \(8/11/22\)](#), [State Library System Survey flyer](#).



Local Advisory Panel In-Person Mtg MINUTES – Tues., Sept. 20, 2022 4:30 – 6 PM

In Keaoākea - the STEAM Learning Center – Z105

GENERAL UPDATE:

Recruiting:

- [Para Professional Tutor - Direct Instructional Support](#)
- [Casual CDL Bus](#) and [Casual Van Driver](#)
- [Substitute Teachers](#)
- [Humanities Teacher Position](#)

Accomplishments:

- Open House/Title I Annual Meeting/Family Talk Story Series - #1 - 8/31/22
- Hiring OHA-funded 'Ohana Engagement Facilitator
- Mentoring – Trainings In Progress; Restarting Boys 2 Men; Continuing to Recruit
- OHA filming of Grant-Funded Program (9/13/22)
- Facilities – UXO Clearance – Sundays

Coming Events:

- IKAIR Day – Last Day of 1st Qtr – Early Release (9/30/22)
- Family Talk Story Series - #2 – Active Listening (10/26/22 – 4:45-5:30PM)
- Virtual Student-Teacher-Family Conferences (11/22-23)

Attendance: 9/20/22

Community Reps:	Phyllis Kanekuni, Midge Jambor Excused: Pete Hendricks, Andrew Odell, Tammy Muranaka
Family Reps:	0 (Elections in progress)
Certificated Reps:	Barbara Haight (6 th), Kara Onaka Winters (8 th)
Classified Reps:	Kalae Kawamura
HC Board:	Pualani Akaka (v), Susan Maddox
HC Staff:	0
WMS Admin:	Janice English
WMS Staff:	Patti Cook
Guests:	Pat Rice (School Improvement Specialist/Title I & Grant Coordinator), Lori Ching (Counseling Intern), Rachele “Elle” Phillips (6 th Grade Parent), Nikki Montenegro (v)

MEETING CALLED TO ORDER & INTRODUCTIONS:

All welcomed by Chair. Brief introduction of Kalae Kawamura, who has joined school staff as of 9/15/22 as the new 'Ohana Engagement Facilitator thanks to a new 2-year OHA grant secured by Pat Rice. Pat thanked Kalae for patience in waiting for grant funding to come thru. Janice English shared that Kalae has been a part of the school staff thru the pandemic and we are grateful for her help and flexibility during challenging times. Kalae shared that she's excited to



Local Advisory Panel In-Person Mtg MINUTES – Tues., Sept. 20, 2022 4:30 – 6 PM

In Keaoākea - the STEAM Learning Center – Z105

be here to help reach out and better engage families to support students academically and social-emotionally. The grant has a high level of accountability built into it – tracking student and family contacts, services, outcomes, per Pat including a detailed student support plan for each child to include options of tutoring, counseling and/or outreach services.

LAP members were asked to please share information with her that they might come across re: programs/services/supports for students and/or families – such as food, housing, utility, internet assistance, job training/workforce development opportunities, etc. Please send directly to Kalae_Kawamura@wmpccs.org.

Janice English introduced virtual guest Nikki Montenegro, who is currently a 9th grade student at HPA, and who for her 8th grade capstone project tackled her concern about single-use plastics harming the environment and people's health. She did extensive research about plastics and possible ways to reduce use to keep single-use plastics out of landfills, cluttering the environment and out of the ocean. Working in partnership with The Keahole Center for Sustainability she learned about a high-tech water dispenser system by FloWater that was being installed around the country and getting very high marks for helping provide healthy drinking water to refill reusable containers and thereby reduce HI-5 waste. The Keahole Center has been fundraising to purchase and install these systems in Hawai'i schools. Nikki met Janice English thru WMS teacher Leesa Robertson; Janice has wanted these kinds of water refill systems for campus for several years – both because hydration is a key component to student health and learning and because it would reduce waste. Nikki and Keahole Center committed to donating two systems to WMS and one to WES, and the first two were installed Sept. 2. The second one for WMS will be installed in the school cafeteria after some work is done to accommodate the installation.

Each stand-alone unit not only runs water thru 7 filters, but also tracks how many HI-5 bottles it is keeping out of the landfill or ocean, and it communicates with the manufacturer to alert them when filters need replacing.

LAP members thanked Nikki for the two systems which are valued at \$15,000 including installation.

Teacher Barbara Haight commented on what a huge hit the water refill station in K Courtyard is with students including the fact the water is chilled, but many 6th grade students are using paper cups – don't have recyclable bottles. Counselor Intern Lori Ching later shared that she is working on PBIS redemptions for students including a choice of recycled bottles.

Patti Cook reported that the WMS LAP Family Rep elections are in progress with four candidates for three seats; grateful that 4 family members stepped forward. Ballots due back to Advisors today (9/20); will have results in the next several days.



Local Advisory Panel In-Person Mtg MINUTES – Tues., Sept. 20, 2022 4:30 – 6 PM

In Keaoākea - the STEAM Learning Center – Z105

HO'OKAKO'O UPDATE:

HC Board Chair Pualani Akaka explained David Gibson's absence due to illness, and briefly shared that HC is now working as a Committee of the Whole due to the recent departure of two board members and until more board positions can be filled. She again urged WMS to identify another person to serve on the board representing Waimea.

Pualani also reported that progress is being made with board visits to each of the schools – WMS and Kamaile completed. The board is holding 2-day Committee of the Whole meetings this coming Friday and Monday and Board members are looking forward to additional Board trainings in the coming months to better serve the needs of the schools. The HC Board is also working on revising its Bylaws.

It was explained that HC has a unique governing structure as there is a Nonprofit Board and a Governing Board. The LAP is a committee of the Nonprofit Board and answers to the Nonprofit Board. The Nonprofit Board approves LAP membership, LAP Bylaws, policies and procedures. It was suggested WMS put its Bylaws revision project on hold until HC completes revision of its Bylaws so there is appropriate alignment and members present at WMS LAP agreed.

Pualani also mentioned that the board is beginning to plan HC's 20th anniversary celebration.

PRINCIPAL'S REPORT:

Reviewed [WMS 22-23SY budget](#) dated 8/11/22 and submitted 9/1/22 by HC to the Public Charter School Commission. Good news: School appears to be "in the black" because of hard work by many and some difficult decisions/choices that have had to be made, plus federal ESSER III funds that must be expended by 9/24. Explained that it seems that Per Pupil might be as high as \$9,100 due to DOE's smaller enrollment.

Janice and Pat Rice reviewed all line items in detail – both income and expenses including the challenges involved in writing multiple grants concurrently and not knowing which might materialize, and then what's required to make adjustments and manage the funding. It's very complicated but very good work in terms of trying to fill the funding shortfall caused by reduced enrollment and reduced funding from several long-time partners.

Conversation included how charter school funding differs from regular DOE schools – regular DOE schools receive separate allocations for utilities, food service, transportation, etc. Public charter schools must pay for these expenses out of Per Pupil. However, both Janice and Pat reiterated WMS being a "conversion charter" is fortunate not to have to pay for use of facilities – only some of the maintenance. Also reviewed separate funding received for SPED programming including for 3 teacher positions, 3 Educational Assistant positions and 1.5 Article VI teachers.



Local Advisory Panel In-Person Mtg MINUTES – Tues., Sept. 20, 2022 4:30 – 6 PM

In Keaoākea - the STEAM Learning Center – Z105

Also discussed EDN 612 – the line item in state budget that funds collective bargaining raises as well as (1) Hard to Staff differentials which WMS is now eligible for, (2) 21 hours of professional development for every certificated teacher, and possibly National Board Certification stipends (not sure about this).

Also reviewed Impact Aid, COFA funds and food service expense – “a heavy lift.” Janice explained that WMS is a CEP school so all students receive free breakfast and lunch daily because of high eligibility for Free/Reduced Lunch and family food insecurity, but each meal served comes with a direct unreimbursed cost to the school – not fully funded by USDA. We believe this is the right thing to do but really concerning when students throw food away.)

Pat Rice updated group on Title I funding; school received an additional \$15,775 so Janice and Pat are working w/ Leadership Team to prioritize and budget items that support academic progress.

Patti Cook advised group that a decision has been made to cancel the school’s virtual auction; while we need and welcome financial support from our school-community to meet academic and social-emotional needs of students, we also recognize that our families and community are financially stretched due to the rising cost of living. If individuals or businesses can help financially, we sincerely welcome the kokua, but we don’t want to put added pressure on anyone at this time.

FAMILY REPRESENTATIVES INPUT:

Parent “Elle” Phillips shared how excited her 6th grade son was to learn about water dispenser on campus – he’s been concerned about how to reduce use of plastics and plastic waste impacting the ocean and environment since he was very young; he’s very excited about bringing his own refillable bottle to school every day.

TEACHER-STAFF REPRESENTATIVE INPUT:

6th Grade Teacher Rep Barbara Haight shared:

6th Grade team planning “sense of place” grade level field trip for end of 1st Quarter - Thurs., Sept. 29 to include hike up Holoholoku (with Parker Ranch’s permission) and visit to Anna Ranch. Also expressed sincere appreciation – a “shout out” –to Ilene Grossman and everyone involved for starting up student mentoring. Said it’s “hugely beneficial for kids” and there are a couple of 6th grade students who have “brightened up” – looking forward to spending time with mentor. (8th Grade Teacher Kara Onaka Winters concurred.)



Local Advisory Panel In-Person Mtg MINUTES – Tues., Sept. 20, 2022 4:30 – 6 PM

In Keaoākea - the STEAM Learning Center – Z105

Pat Rice shared that 6th grade starts each week by checking in with students about how they are feeling. Teacher Shelby Loo shared feedback from one student who drew a Happy Face “because I have my mentor coming.”

Currently we have 34 students w/ 1:1 mentors, and 12 students in Boys 2 Men group mentoring – a total of 46 students. More mentors are “in training” and/or going thru screening process, and we have more students awaiting mentors. Still recruiting mentors if anyone knows of someone who is interested.

Barbara added that Lori Ching/Counseling Intern “does a fabulous job – responds to concerns raised by teachers within 24 hours by talking to student, suggesting services/supports – putting a plan in place.”

8th Grade Teacher Rep Kara Onaka Winters shared:

Shared that teacher Nau’i Murphy, who is also supporting after-school robotics program, is asking for two volunteers to kokua as referee, judges, timers, etc. for full day in-person First Lego League qualifying tournament Sat., Nov. 5, 2022 at Kealakehe High School. Shared out flyer with details. If anyone interested, please contact: Nau_i_Murphy@wmpccs.org. There is some pre-training/orientation required.

Also shared that Hawaii First Federal Credit Union has re-started its SAVE FIRST program for all WMS students to foster an understanding and practice of “saving.” Every penny students contribute is theirs – can be rolled over into a personal savings account or withdrawn at the end of the SY. Goal is to save at least \$30 in the course of the school year. Those who achieve this are awarded \$20. This is entirely a volunteer program; currently only 40 students enrolled; more welcome. Leadership students help with coordinating this.

She added that 8th Grade has decided not to resume Exit festivities at a hotel due to financial challenges families are experiencing, so SAVE FIRST is only doing the \$20 reward for students achieving their savings goal – not purchasing an Exit ticket for 8th graders as in the past.

Lori Ching – Counseling Intern/SEL Programming Shared:

Reported that PBIS (Positive Behavioral Interventions and Supports) program going well. One facet involves rewards for student attendance. The 2nd round award for 95%+ attendance was Kettle Corn – 150+students earned the award indicating students excited about it. Also, a 7th Grade Advisory earned the “punctuality” challenge. Pat Rice said that attendance has improved and attributes some of this to Lori’s working effectively with teacher teams on PBIS rewards.



Local Advisory Panel In-Person Mtg MINUTES – Tues., Sept. 20, 2022 4:30 – 6 PM

In Keaoākea - the STEAM Learning Center – Z105

COMMUNITY REPRESENTATIVES INPUT:

Phyllis Kanekuni shared that the state library system is conducting an online survey to ask the community about its needs, concerns, usage and aspirations for the library looking forward. See attached flyer which was shared out earlier w/ LAP and has been shared out with all WMS faculty, staff and families. Phyllis thanked the school for supporting this survey. She also thanked everyone for supporting recent NASA @ Our Library event spotlighting the James Webb Space Telescope – it was an all-day outdoor event that enjoyed extremely good attendance.

WMS LAP BYLAWS – REVIEW PROPOSED AMENDMENTS

LAP Bylaws Update Subcommittee (Pete Hendricks, Pat Rice, and Patti Cook) provided a draft of proposed Bylaw revisions that included merging previous LAP Charter w/ Bylaws. Considerable discussion followed, most notably the input from HC Board Chair Pualani Akaka that “Charters” are “foundational documents” – not intended to be revised but rather a permanent record once adopted. Also was considerable discussion about complexity of HC governance structure because it is unique in the Hawai’i public charter world and serves the dual purpose of governance/oversight for all three schools, and also as each of the school’s nonprofit board. LAP members decided that more guidance is needed following the training the HC Board will participate in later this week and therefore tabled the discussion.

NEW BUSINESS: None

Phyllis Kanekuni thanked everyone for attending.

Meeting adjourned at 5:40 PM.