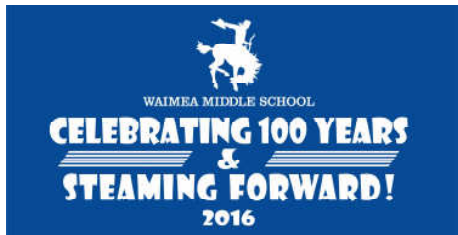


**Local Advisory Panel Meeting MINUTES – APPROVED 1-17-17**  
**Tuesday, December 13, 2016 – 4:30-6:30 PM**

Time	Activity	Facilitator	Notes
4:30pm	Pule	Cherise Mundon	
4:35pm	Welcome, Introductions, Quorum, Agenda Review, Approve 11/15/16 Minutes	Colin Miura	Quorum confirmed; Colin welcomed large turnout that included many long-time friends/partners/contributors to WMS; no agenda revisions; Review of prior meeting minutes deferred to 1/17/17.
4:38pm	School-community input (2 minutes per person)	Colin	No input.
4:45pm	Update on Student Academic Progress relative to Title 1 Goals	Amy Kendziorski	See attachment re: STAR Progress at the end of 1 <sup>st</sup> Quarter and notes on Page 2.
4:50pm Introduction & Strategic Thinking  5:15pm Group work to “operationalize” elements in draft plan. Groups asked to provide input for each of the 11 elements re: (1) Actions (2) Resources (3) Supports (4) Questions	Strategic Planning For WMS: “2017 & Beyond”  <i>Please read separate “2017 &amp; Beyond” document prior to meeting.</i>  SP needed for: <ul style="list-style-type: none"> <li>• WMS Charter Renewal</li> <li>• WMS Accreditation</li> <li>• Development/Fundraising <ul style="list-style-type: none"> <li>- School sustainability &amp; STEAM building</li> </ul> </li> </ul>	Amy, Chris Barron	AK/CB reviewed packet distributed and emailed to participants – the intention for the SP process is to establish goals and clarity on where we’re going as a school, bringing together all the work that’s being done throughout the school. CB said the “enemy” for all schools is getting caught up in the day to day vs. big picture, longer term thinking. Outcome of the process should support academic progress and contribute to the Charter Renewal process, Accreditation and development/fundraising-benefiting all stakeholders.  Reviewed anticipated timeline for SP.
6:20pm	ByLaws Update: Will distribute revised draft prior to Jan. 17 meeting to discuss proposed amendments at the meeting.  Future Meetings: Tuesdays - Jan. 17, Feb. 21, March 14, April 10**, May 16, 2017.  Discuss meeting time – possibly moving from 4:30-6:30 to 4-6 p.m.	Colin	Future dates & times confirmed for now except April 10 when Accreditation Visiting Committee will be here; LAP meeting will be Monday, April 10 but times TBD.

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**Minutes:**

Amy Kendziorski & Pat Rice (our Title 1 Coordinator) reviewed attachment that summarizes STAR results for 1<sup>st</sup> Quarter and progress with meeting our WMS Title 1 Goal of reducing by 10% the number of students performing below the 50<sup>th</sup> percentile in Reading and Math between Spring 2016 and 2017.

STAR assessments were given at the very start of the SY (a “pre-test”) and again at the end of 1<sup>st</sup> Quarter to measure growth. Goal is continuous improvement and was, overall, disappointing. Pat noted that some students are given STAR assessment more frequently; also, there are constantly new students added, students leaving the school - really must look at “trends.” Group briefly discussed what impacts assessment results – attendance, student attitudes (taking the assessment seriously), etc.

Pat will have 2<sup>nd</sup> Quarter STAR results for the next LAP meeting.

**General Updates:**

Charter School Contract Renewal Process: Deadline for submittal is 12/21/16. Commission has stated that no public charter schools will be closed this year but contract renewal period may be short and require interim reports. WMS goes into the renewal process with strong Financial and Organizational Performance assessments (“did very well” on this portion of the review which was completed in the past 2 months); Based on this and school’s Academic Performance, Amy Kendziorski anticipates a 3-year renewal.

Commission has again changed criteria – has increased focus on academic achievement and reduced focus on growth – WMS does better when “growth” is the measure.

Amy is finalizing Renewal application – Essential Terms delineate schoolwide focus – they are “critical characteristics” that define the school’s program and then used to evaluate school’s fidelity to their program.”

WMS’ previous charter contract spelled out 3 Essential Terms – was drafted by previous Principal without input/discussion with faculty. These are being tweaked this time around - AK reviewed revised Essential Terms briefly w/ full faculty. Will also be reviewing w/ HC Board because Joe Uno as the HC Board Chair must sign off on the contract renewal application.

STEAM Building: Faculty-staff working on technology and professional development/staff supports needed and very likely not covered by current Capital Improvement Program (CIP) legislative funding. Will be asking community and Legislature for help.

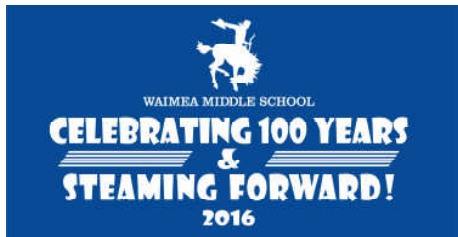
**STRATEGIC PLANNING: “2017 And Beyond”**

Mahealani Yamashita shared her genealogy, academic background and willingness to contribute re: cultural learning and values. Provided several resource documents to consider when developing the SP’s “vision” of a Hawaiian Focused Charter School, including (see attached)

- (1) WMS’ Cultural Professional Development (CPD) program in 2005-06-07 that became a Kamehameha Schools’ “exemplar” of place-based culturally grounded teaching and learning for KS and other Hawaiian focused public charter schools

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- (2) Na Lau Lama research and strategies re: indigenous knowledge and culture-based teaching and learning
- (3) Na Lau Lama Indigenous Assessment (to improve outcomes for Hawaiian students)

Kasem Nithipotikom said he read it 2x; thought a timeline was needed for implementation and to measure outcomes; all agreed – the document shared was intended to start the conversation only.

Keawe Vredenburg (unable to attend due to illness) shared thoughts by email – see attachment. Reiterated that he has been an advocate for Strategic Planning by WMS for more than 3 years – happy to see this happening but expressed concerns based on the initial “2017 and Beyond” document that was circulated by email.

Attendees then split up into mini groups of 2-3-4 and moved from chart to chart (a total of 11) to discuss and recommend/comment on (1) Actions – What & How, (2) Resources (Have & Need, (3) Supports (Now & Ongoing; and (4) Questions (Internal & External) related to each of the 11 identified topics. Spent more than an hour brainstorming in small groups. Very lively discussion and post-it contributions.

**Attendance:**

<b>Community Reps:</b>	<b>Colin Miura, Keawe Vredenburg, Jane Sherwood</b>
<b>Certificated Reps:</b>	<b>Cherise Mundon (6<sup>th</sup>), Tisha Gusman (7<sup>th</sup>), Linda LoBue (8<sup>th</sup>)</b>
<b>Classified Reps:</b>	<b>Amy Kailimai, Angela Pastores</b>
<b>WMS Admin:</b>	<b>Amy Kendziorski, Chris Barron</b>
<b>Ho’okako’o Board:</b>	<b>Dr. Paul Nakayama, Dr. Bob Masuda</b>
<b>Ex Officio:</b>	<b>Patti Cook</b>
<b>Guests:</b>	<b>Pat Rice, Geoffrey Mundon, Pete Hendricks, Mary Beth Laychak (CFHT), Rich Matsuda (Keck), Susan Maddox (Friends of the Future), Melissa Samura (County P&amp;R/Waimea Athletics), Michelle Stevenson (Parent &amp; Starbucks), Mahealani Yamashita (WMS ‘Ike Hawai’i Resource Teacher), Von Scott &amp; Monique Wong (Parents), Alexis Carvalho (Grandparent), Pele &amp; Pili Carvalho-Ojeda (students), Matt Binder (21<sup>st</sup> Century Instructor), Council Member Tim Richards, Karen Caires (WES – MEP Coordinator), Kasem Nithipatikom (volunteer tutor), Roger Gremminger (volunteer tutor)</b>

**Attachments:**

- “2017 and Beyond” Strategic Planning introductory document
- WMS STAR Progress – End of 1<sup>st</sup> Quarter 2016-17 SY
- Email dated 12/13/16 from Keawe Vredenburg (LAP Community Rep) re: Strategic Plan – concerns and recommendations.
- Handout from Mahealani Yamashita about culturally-grounded teacher professional development and the Na Lau Lama Indigenous Assessment findings and recommendations (Successful Practices, Guiding Principles, etc.

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