



Local Advisory Panel Virtual Mtg MINUTES – Tues., April 20, 2021 4:30 – 5:30PM

Time	Activity	Facilitator	Notes
4:30pm	<p>Google Meeting Link: Link emailed Tuesday morning 4/20</p> <ul style="list-style-type: none"> ● Call Meeting To Order - Welcome, Quorum, Check-In ● Introductions & Leadership Transition ● Review/Approve February 16, 2021 WMS LAP Meeting Minutes 	JSherwood & JEnglish	<p>Quorum confirmed.</p> <p>2/16/21 Meeting minutes approved as submitted.</p> <p>See Page 2 re: Introductions etc.</p>
4:45pm	Ho’okako’o Update – HC Leadership transition	DGibson	See Page 3
4:55pm	<p>Budget Update –</p> <ul style="list-style-type: none"> ● 2021 Legislature: <ul style="list-style-type: none"> ○ Per Pupil status ○ Budget provisos suggested by charters: <ul style="list-style-type: none"> ▪ Equitable per-pupil allocation of all federal funds ▪ Designation of charter school per-pupil that the legislature wants allocated during Covid subject to the Governors restrictions ▪ Require DOE to provide equitable per-pupil distribution of all COVID related funds for public education to charter schools ○ \$1.2M CIP for parking lot construction/paving ● OHA Grant – PPrice requested \$60,000 to support Covid-exacerbated Student Care needs with a 1.0FTE Trauma-Informed Art Teacher/Counselor for 21-22SY; would work closely with teachers, YIS Lori Ching and Mala’ai school garden. Required school match: \$6,000 plus program management. ● Cummings Foundation ● WMS Faculty-Staff Internal Fundraising Goal – 100%; 76% to date ● Student Recruitment <ul style="list-style-type: none"> ○ Incoming 6th Grade Transition Night (4/8/21) ○ Intent To Return survey and calls 	JEnglish, DGibson, PCook	<p>See Page 3-4</p> <p>Position posted but pending receipt of grant funding</p>

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5:05pm	Principal Report: <ul style="list-style-type: none">● Update on Q4 return-to-campus plan● Gym Wi-Fi installation completed● Commission extension for Charter Contract-required facilities use MOA w/ HIDEOE● Year-end Assessments (SBA, etc.)● Accreditation Action Plan will be submitted to WASC● 21-22SY Theme: TRANSITION● Title I Update	JEnglish	See Page 4-5 See Page 5
5:20pm	New Business Community Input (2 minutes each) Next meeting: Tues., May 18 (final meeting)	JSherwood	

Attachments: Principal’s Report (PPT)
WMS Title I Comprehensive Academic Plan
CVs for Susan Maddox, Phyllis Kanekuni and Midge Jambor

Attendance: 4/20/21

Community Reps: Jane Sherwood, Pete Hendricks, Phyllis Kanekuni, Andrew O’Dell, Tammy Muranaka
Family Reps: Jennifer Brown, Jennifer Hirayama
Certificated Reps: Jami Mareko (6th), Tina Yohon (6th), Nicci Roy(7th), Kara Onaka-Winters (8th)
HC Board: Dr. Paul Nakayama (phone)
HC Staff: David Gibson
WMS Admin: Janice English
WMS Staff: Patti Cook
Guests: Pat Rice (Title I & Grant Coordinator), Susan Maddox, Colin Miura, Midge Jambor, Maya Lin Green (parent of 8th grader), PJ Foehr (Hawaii State Public Charter School Commission)

INTRODUCTIONS & LEADERSHIP TRANSITION: JSherwood thanked all for attending and welcomed WMS parent Maya Lin Green - new to the school.

Introduced/welcomed Susan Maddox – most know her well from her long time leadership of Friends of the Future/Tutu’s House and frequent partnerships with WMS.

Midge Jambor introduced – also known to several LAP members as the former Principal of HPA’s lower school and also former principal of a public conversion charter school in San Jose. Midge

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recommended to LAP by Phyllis Kanekuni.

Colin Miura, former LAP Chair, welcomed to the meeting; decided to sit in to catch up on WMS and LAP. Son will be entering WMS 6th grade in the fall.

All present briefly introduced themselves.

PJ Foehr joined meeting and was welcomed by JEnglish. He is now Interim Deputy Director of the Hawai'i Public Charter School Commission staff and serves on the Executive Team and Chairs their Achievement Team. PJ has attended several previous LAP meetings.

JSherwood and JEnglish updated group on anticipated leadership changes:

Dr. Paul Nakayama will be retiring from HC Board at the end of June and Susan Maddox has agreed to serve on the HC Board representing Waimea and WMS. LAP agreed to recommend her to the HC Board for this position. (CV attached.)

Jane retiring as LAP Chair at end of school year and Phyllis Kanekuni has agreed to serve as Interim Chair. LAP agreed to recommend her to the HC Board for this position. (CV attached.)

Midge Jambor is also willing to serve on LAP and the group agreed to recommend her to the HC Board to serve as a community rep. (CV attached.)

Everyone thanked Paul and Jane for their service and also thanked Susan, Phyllis and Midge for agreeing to serve going forward. JEnglish will submit these recommendations to the HC Board via David Gibson. DGibson reminded group there's still one more open seat on the board for a Waimea representative.

HO'OKAKO'O CORP. UPDATE: DGibson updated LAP on HC Board status. Blake Parsons has been serving as the HC Board Chair but he and family are moving to the mainland, so Nancy Barry has taken over as Chair. However Nancy is also moving to the mainland and the board has elected Pualani Akaka as Chair, and Jon Ching as Vice Chair.

HC is actively recruiting new board members – currently at 9, hope to secure 13 including 2 from Waimea so he is grateful that Susan Maddox is being recommended for board membership. Will schedule a virtual coffee for her to meet board members once confirmed.

BUDGET UPDATE: Before addressing budget, JEnglish provided brief explanation of LAP for first-time parent attendee Maya Lin Green – purely advisory but required by Charter and valuable to both the Principal and HC governing board to ensure voices of all stakeholders are heard. Also briefly described HC's role as our not-for-profit local school board.

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JEnglish reviewed tentative 21-22SY Per Pupil allocation of \$7123. Based on a 240-student projected enrollment (80-80-80 per grade level), this is approx. \$1.8M. This is conservative projection but hoping to return to full-time in person instruction and this funding will be very tight financially. Legislature winds down end of April and we will then know better what to expect. Federal funding seems to have allayed potential furloughing. Several in attendance urged full in-person instruction if possible for 21-22SY.

Other updates:

OHA Grant submitted for \$60,000 proposes funding for a 1.0 FTE Trauma-Informed Art Teacher/Counselor in anticipation of high need for SEL/trauma supports for students next school year due to pandemic. Position would complement the work of current Youth Intervention Specialist Lori Ching. This art teacher/counselor position has been posted pending approval of the grant.

JEnglish said school is anticipating a \$15,000 grant from new funder – the Cummings Foundation.

Also pending: HONDA grant to fund Amplify Science curriculum and support Mala'ai's hands-on integrated science programming (total \$47,000).

JEnglish reviewed virtual Incoming 6th Grade Transition Night held April 8, and an Intent To Return survey in progress as well as personal calls to families to stabilize/increase enrollment for 21-22SY.

PRINCIPAL REPORT: JEnglish reviewed 4th Quarter return-to-campus plan and progress (see attached PPT).

Other news:

Parking lot next to gym and library will undergo construction this summer so gym will not be accessible.

WES Cafeteria will undergo renovations this summer so no summer feeding program.

Pat Rice said WMS is asking Kukio Foundation to permit reallocation of its \$6,000 grant for testing snacks to be used in part to feed students on campus this summer for Edmentum/credit recovery and special ASU grant program run by teacher Tina Yohon.

JEnglish reviewed Covid mitigation practices and protocols. HIDEOE/HIEMA gave WMS air purifiers, which improve air circulation as well as sterilization. Parent Jennifer Brown who also works with WES students on campus validated that air purifiers effectively help circulate air in classrooms making them "less stagnant."

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JEnglish reviewed current schedule of students on campus and status of federally mandated SBA assessments – parents given opportunity to decide. Many opted out despite offer of providing nice breakfast and lunch for students during testing. Remote testing conducted by parent/guardian is an option but very involved - quite difficult for parents to undertake.

Teacher Kara Onaka-Winters reviewed 8th Grade Exit plans. WMS will repeat procedure developed last year for caravan/drive-thru on Friday, May 28. Students are making their own kihei using personally designed ohe kapala (stamps) that tell something about where students see themselves in coming years. Students asked to showcase their kihei on the dashboard of their family car when driving thru for exit. Students will come thru in half-hour blocks by homeroom between 9 and 11:30 a.m.

HC will again underwrite Yearbooks as a gift to all exiting 8th graders and school will provide goodie bag for each student as we did last year. Jane shared that while everyone would prefer an in-person celebration at the hotel, the 8th grade drive-thru Exit last year was “quite memorable.”

JEnglish reported that installation of Wi-Fi in the gym was completed and in use – using CARES funds.

Also reported that deadline for Memorandum of Agreement re: Use of Facilities – required by charter school commission – was extended to permit AG, HIDOE and HC governing board time to finalize, review and approve.

Title I: PRice thanked all for having read the draft Comprehensive Academic Plan that she had shared out; it was reviewed/approved by school Leadership Team and LAP, and goes to the HC Board and Commission for approval. WMS’ CAP was based on the Comprehensive Needs Assessment, and the CAP will now be used to build the school’s 21-22SY Title I expenditure plan. The school’s Title I budget for 21-22SY is estimated to be \$119,000 plus a carryover estimated at \$11,000. PRice expects more in the fall. WMS’ Title I Plan, Accreditation plan and Charter are all now aligned focusing on:

- 1) Literacy and Numeracy
- 2) Student Care
- 3) Program Evaluation
- 4) Sustainable budget

ACCREDITATION: PRice shared that only recently did she realize that WMS’ renewed Accreditation is for a full 6 years without a mid-term visit – this is the highest rating a school can receive. Will need to submit a mid-term report. PRice will be finalizing Action Plan soon to submit

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to WASC and will share with LAP.

NEW BUSINESS: JEnglish & teacher Tina Yohon briefly explained tech summer camp planned for small cohort of students on campus; more details to come.

No Community Input.

Next meeting May 18. Everyone thanked for attending.

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