

**FINAL**



**Local Advisory Panel Virtual Mtg MINUTES – Tues., Nov. 17, 2020 4:30 – 5:30PM**

| Time   | Activity   | Facilitator    | Notes  |
|--------|--|----------------|--|
| 4:30pm | <ul style="list-style-type: none"><li>● Call Meeting To Order - Welcome, Quorum, Check-In</li><li>● Review Oct. 20, 2020 WMS LAP Meeting Minutes</li></ul>   | Jand Sherwood  | All thanked for participating. Quorum confirmed. Minutes approved w/ correction.   |
| 4:35pm | <p>Budget Update –</p> <ul style="list-style-type: none"><li>● Per Pupil Status: Enrollment (234), Additional Cuts/Expenses</li><li>● New Partnerships:<br/><br/>Keiki Desks – Mahalo to:<ul style="list-style-type: none"><li>● Mrs. Noe Wong – Parent</li><li>● Mr. Chad Buck - Hawaii Foodservice Alliance, LLC<br/>2720 Waiwai Loop, Honolulu, HI 96819</li><li>● Deborah Zysman - Executive Director &amp; Trung Lam<br/>Hawai'i Children's Action Network</li></ul></li></ul> <p>GENYOUth COVID-19 Emergency School Nutrition Funding Requested \$3,000 to deliver WES cafeteria meals to two housing areas – Noelani Apartments and Ouli Subdivision. Equipment only.</p> <p>No Kid Hungry Grant - \$15,000+ - also for meals deliveries; can include manpower &amp; fuel reimbursement</p> <ul style="list-style-type: none"><li>● WMS Family &amp; Friends Network: Direct mailer follow-up</li></ul> | Janice English | <p>See Principal's Report PPT attached - includes Budget and items below. Expect update on Per Pupil during Commission meeting tomorrow (11/18/20)</p> <p>Staff will build Keiki Desks during Thanksgiving week &amp; virtual teacher-family conferences.</p> <p>Pending</p> <p>Pending</p> <p>Response to date has more than paid for cost to print &amp; mail.</p> |
| 4:50pm | <p>Principal Report:</p> <ul style="list-style-type: none"><li>● Covid safety review</li><li>● 2<sup>nd</sup> Quarter –<ul style="list-style-type: none"><li>○ Attendance</li><li>○ Distance Learning Contracts</li></ul></li></ul>  | Janice English | <p>Reviewed Covid protocols – cont. P2.</p> <p>See PPT-PDF attached.</p>   |

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|        | <ul style="list-style-type: none"><li>● 3<sup>rd</sup> Quarter plans</li><li>● Student-Family Virtual Conferences – 11/23-25/2020</li><li>● Exploring revising Charter to accommodate virtual option</li><li>● Enrollment 2021 – Plan for 240</li></ul> |               | JEnglish explained we may need to request an amendment to our charter so that distance learning can continue to be an option once Governor's Proclamation expires. |
| 5:10pm | New Business<br>Community Input (2 minutes each)<br><br>Next meeting: Tues., January 19, 2021 - 4:30-6 pm<br><br>Future meetings: Feb. 16, March 16, April 20, May 18 (final meeting).  | Jane Sherwood | Agreed to cancel March meeting due to conflict w/ Spring Break.  |

**Attachments: WMS LAP Principal's Report (PPT – PDF)**

**Attendance: 11/17/20**

**Community Reps:** Jane Sherwood, Pete Hendricks, Phyllis Kanekuni, Andrew Odell, Suzi Herhold  
**Family Reps:** Jennifer Brown  
**Certificated Reps:** Jennifer Fischer, Jami Mareko, Kara Onaka Winters  
**Classified Reps:** None  
**HC Staff:** David Gibson  
**WMS Admin:** Janice English  
**WMS Staff:** Patti Cook  
**Guests:** Pat Rice (Title I & Grant Coordinator), Tammy Muranaka

**Covid Safety Review Continued:** Reviewed on-campus procedures for small cohort of students. Includes weekly fogging schedule of classrooms and keeping families informed; daily safety reminders to faculty-staff. Will be adding more arrows for uni-directional movement on campus; will be sending more reminders to student and also reminding families about wellness checks for students coming to campus. Students on campus must wear masks and are “very distanced” – not much social interaction with other students.

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**JSherwood shared concern – must be vigilant about masks; it’s her observation that some Parker students off campus take off masks; urged all to be mindful.**

**TMuranaka shared that this whole experience is “tougher for SPED students” but all miss social interaction. Her “talking tree” is very empty which is sad but understandable.**

**AO’Dell commented about his experience as Board Chair for Waimea Country School: There is “no playbook on how to do it right” – “gotta take little steps to make it incrementally better – make the best of a bad situation.”**

**PKanekuni shared the library’s experience with “baby steps” of re-opening and acknowledged how much effort/time the coordination and cleaning take. Also said they have two 3D Printers and an apprentice to help with 3D projects. Anyone interested, please email [Waimea3D@gmail.com](mailto:Waimea3D@gmail.com). Ashley Spencer available for trainings which can be via Zoom or in small groups of up to 5.**

**JHirayama said teachers are doing “an awesome job.” Her daughter would rather be on campus but given the circumstances, this is a best case scenario.**

**Janice English shared that school will be changing method of recording attendance at the recommendation of our Student Care PLC. Beginning 11/30/20, students must log in for every class, not just once daily and will be considered absent if they don’t check in for every synchronous class. Students and families are being informed of this change, which is intended to increase accountability. KOnaka w/ the Student Care PLC: “There is a huge correlation between attendance and grades/completing assignments – hence this shift being implemented.”**

**Meeting concluded at 5:20 p.m. Jane Sherwood thanked everyone for participating and wished all a happy, safe holiday season.**

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