

Student Rep	Brittney Chong	X									
Community Member	Stirling					X			X		
Community						X					

Kamaile Academy Local Advisory Panel Meeting Agenda/Notes

Date: **May 2, 2016** Time: **4:00 pm - 5:30 pm**

Room: **Nav Center**

Meeting Norms:

- Be present - mentally & physically committed to the task
- Be clear - objectives for meeting are specific and relevant
- Be on time - stay on time, on task, and know your role
- Be practical - think deeply about school issues in a way that allows you to create a solution or action plan in the meeting
- Be visionary - do not lose sight of "Yes, and ..." mindset
- Be student-focused - deliberate use of the word "student"

Outcomes:

- *I will know our WASC goals (main overarching).*
- *I will know my role and who I will be working with to achieve goal(s).*
- *I will understand the kuleana of our team.*
- *I can answer the driving question: How are we supporting KA to improve teaching and learning?*

Time	What	How	Notes	Action Items
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5 min	Warm-Up		<p>What are you most proud of this school year? Proud to have E Ho Mai school-wide. Proud to be able to accept and connect w/ Mr. Wyand (trust the process - trust him at his word. Can fully support him.) Proud of the collaboration when transferring from one teacher to another. I was able to help him. Proud that I get up every day and happy at work. God gives me another day to walk. Proud of my school community!</p>	
2 min	Review Norms			
10 min	Housekeeping	HC	<ul style="list-style-type: none"> ● <i>Children's Internet Protection Act ("CIPA"). CIPA compliance means that schools and libraries are filtering their Internet services and have implemented formal Internet Safety Policies (also frequently known as Acceptable Use Policies).</i> ● ● 	
15 min	Review of School Action Plan		<ul style="list-style-type: none"> ● Need Wai`anae governing board member who has a marketing/communications background - Let's ask Maralyn Kurshals ● Create a survey re: LAP effectiveness and needs 	
45	How do we build trust?		<ol style="list-style-type: none"> 1. Have board members take turns with attending events so it's not a hardship with scheduling 2. Create a list of events to 	<p>Next staff meeting: temperature check on 4 issues w/ HC board: Use the wording in the</p>

			<p>attend</p> <p>3. Are governing board meetings open to all?</p> <p>4. HC e-newsletter should be posted on kamaileacademy.org website</p>	<p>response to the report; If concern is valid, what solutions are there? HC wants to know how to fix these issues.</p>
1 min	School Wide Updates	Anna	Read weekly bulletin	
10 min	Wrap Up		Meeting Dates: June 6 at 8:30am	

Kamaile Academy Local Advisory Panel Meeting Agenda/Notes
Date: April 4, 2016 Time: 4:00 pm - 5:30 pm Room: Nav Center

Meeting Norms:

- Be present - mentally & physically committed to the task
- Be clear - objectives for meeting are specific and relevant
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- Be practical - think deeply about school issues in a way that allows you to create a solution or action plan in the meeting
- Be visionary - do not lose sight of “Yes, and ...” mindset
- Be student-focused - deliberate use of the word “student”

Outcomes:

- I will know our WASC goals (main overarching).
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- I will understand the kuleana of our team.
- I can answer the driving question: How are we supporting KA to improve

teaching and learning?

Time	What	How	Notes	Action Items
5 min	Warm-Up	NA		
2 min	Review Norms	NA		
70 min	HC Report	HC	<p>Aloha, Val, Paul, and Anna were present for the meeting.</p> <p>Discussed item 1 in the report regarding lack of trust.</p> <ul style="list-style-type: none"> ● LAP should be a working group to address each finding. ● LAP come up with ideas to build trust with HC ● Objective: HC vs Us (school) becomes HC/Us: we are the same ● What does support look like? <ul style="list-style-type: none"> ○ Defining what classroom teachers want from the board: e.g. classroom visits ○ Defining what parents want from the board. ○ Defining what EAs/Clerks/Custodians want from the board. <p>Discussion lead to: What does the board actually do?</p> <p>Acknowledged that HC/board</p>	

			<p>supports administration: e.g. with the Charter Commission, compliance, budgeting, etc. Board sets policies and vision (6 core principles)</p> <p>Acknowledged that a report or a piece of paper is not enough to engage school community (staff, parents, students, etc.)</p>	
15 min	Review of Action Plan		<ul style="list-style-type: none"> • Next meeting: LAP work on ideas on how to build trust. • Take ideas to HC and get feedback. • As HC works on their response to ideas, LAP will work on 2nd item on the report. Repeat for next items. • Once we've addressed all items in the report with HC and HC gives their feedback, we (HC/school) comes up with a plan to share with the school community: e.g. a gathering where we have food, have as many board members present, having a small group breakouts, etc. 	
1 min	School Wide Update	Anna	<p>All school updates will be in the weekly bulletins. Last 3 bulletins were shared.</p>	

5 min	Wrap Up			
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Kamaile Academy Local Advisory Panel Meeting Agenda/Notes

Date: **March 7, 2016** Time: **4:00 pm - 5:30 pm**

Room: **Library**

Meeting Norms:

- Be present - mentally & physically committed to the task
- Be clear - objectives for meeting are specific and relevant
- Be on time - stay on time, on task, and know your role
- Be practical - think deeply about school issues in a way that allows you to create a solution or action plan in the meeting
- Be visionary - do not lose sight of “Yes, and ...” mindset
- Be student-focused - deliberate use of the word “student”

Outcomes:

- *I will know our WASC goals (main overarching).*
- *I will know my role and who I will be working with to achieve goal(s).*
- *I will understand the kuleana of our team.*
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Time	What	How	Notes	Action Items
5 min	Warm-Up	Denise	State your name. If you could improve one thing in education what would it be?	National testing needs to improve. Equal access to education. Free college for

				<p>students. Taking time to roll things out instead of pushing it forward. Lunch for MS- more food! Holding teachers to high standards. Free college, too. Free college, too. Easier access for college-lifelong learning system. Making learning fun and kids can relate. Less layers of bureaucracy and give educators more flexibility. Reintroduction for vocational school. Funding for all students would be equal in HI. Clear communication. Change attitudes the students who come to this school. More FSC classrooms to split levels of performance. More home grown people go into education - better salaries for teachers. Attitude of the po'o to work</p>
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				<p>with partnerships with parents and to support employees.</p> <p>Cultural education- more respect to what our kumu have to offer.</p> <p>Parents involvement - first and best teachers.</p> <p>Unlimited money!</p>
2 min	Review Norms	Denise		
45 min	HC Report	HC	<p><u>Background</u></p> <p>In 2014 HC started working on their new strategic plan. Found issues with communication, transparency, etc amongst HC schools. He suggested surveying the schools. Surveys resulted in HC's Report.</p> <p>Board came up with their response after seeing the Island Assessments and taking time to work out their strategic plan. HC realized that what they did in the past (lots of top down) didn't really work for the three different schools.</p> <p>Uno has asked board members to commit to 3 school years starting in SY 2016-2017. Charter schools are held by the governing board.</p>	

		<p>New strategic plan allows for schools to determine the specifics of what they want to do.</p> <p><u>Feedback from LAP</u></p> <p>Manoa: It's a perspective thing. When I read this I was kind of dissappointed. My perspective on how I'm reading this. One word that really got me was, "our schools is expected.." In every section. Then the thought came to my mind that the reason for the assessment was because there were some challenges regarding HC. So Islander was hired to get feedback from the schools. Lack of trust, Lack of unity, lack of working structure, lack of stability... those four things were lacking in HC, why is it not on the school to understand all those core principles? Who's being assessed on what? Is this meeting it? It seems like the results turned against us as a school...</p> <p>HC: The assessment was that one document that was focused on HC. The full report is HC's response to the results. The question has been raised before at Kamaile and other schools, do we want to be a HC school? The board wanted to make things very general and see how schools wanted to proceed. This is not the final, this is just what we decided</p>	
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			<p>would be our (shared for most; only school or only HC for certain pieces) kuleana moving forward. We need to be all on the same page. So can our schools agree with us on this. We would like your input.</p> <p>Mele: Would you consider our input? Is there room for it to be amended?</p> <p>HC: Absolutely. That is the purpose of this meeting. No guarantee that it is to be changed.</p> <p>Joe: Who is the board's responsibility to?</p> <p>HC: The school, the BOE, the kids, the community. The board has the responsibility to the kids at the end of the day.</p> <p>Shar: Was this report based off of Kamaile only?</p> <p>HC: No. This was from all three schools. The assessment was actually blind too so it wasn't specified who said what. We want to empower schools - allowing and trusting schools.</p> <p>Shar: My only concern is... "without the lack of trust.. It will be impossible to get anything done". I think this finding still comes from the Kila era from the community being let down. It was a really big deal. Trust was lost due to misunderstanding and miscommunication. If HC had reached out <u>before</u> a crisis happened, a lot more have been</p>	
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			<p>understood. It seems like we are gravitating towards whoever we can towards wherever we can find money. Although we know what we want to do, we are letting the holders of money determine the way we are shaping our school. Concerns versus complaining is very different. This report doesn't seem to be covering our most current concerns regarding things like high school. I felt in the last year, my voice has been unheard in terms of LAP. It seems like we are just hearing bulletins every time we meet as a LAP, but I thought this was supposed to be an advising panel - and I haven't been doing much advising. We talk a lot about campus expansion and other things we need to talk about, but still. It is hard to continue the momentum of pushing for parent and community involvement, but we don't know how to do it. If we need to find funding, and we need to find people who are willing... The responses to the challenges seem more legal and robotic - so this going out to the community would continue the lack of support.</p> <p>HC: asked for clarification about the Kila era. Waimea asked the same thing. They wanted board members to be in the classrooms. HC wants to know how they can balance everything. Want to know</p>	
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		<p>if the secondary program is wanted? What should they do with the concerns they are getting from parents, teachers etc.</p> <p>Shar: Ask the advisory to advise. Maybe we need to have more frequent meetings. We may need to go out into the community in order to get them involved so we can create a bond instead of constantly feeling at war with HC.</p> <p>HC: we do look at the advisory board for advisory. LAP was created to represent the community because HC is not from the community and because each school has different needs too. How can HC honor the board's time and use them appropriately.</p> <p>Shar: We have not been given the opportunity to advise the school. What does HC need from board members? How can we be the bridge? Even if it is taking on one item per month and then working on it. We could go through the report and focus on one per month. We can look for concerns and solutions. We can make it informal with food. Pot lucks could work and draw in a crowd. Open house to go over one finding per month per meeting. They could create an agenda about the topics to be discussed so parents can be thoughtful about their responses.</p> <p>Kendra: Based on experience the</p>	
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			<p>parents in the community want to see you here in order to get to know you and trust you.</p> <p>Community was the most connected to the board when Cathy took over and Meghan was on campus. She had an open door policy where everyone could talk to them to express concerns.</p> <p>Established a good rapport with the community. Being on our campus is the best way to reach the community.</p> <p>Jo: What sort of tools and methods would you give to us to use when leadership refuses to listen to the parents? We don't trust a lot of what goes on at our school because the po'o doesn't listen here. Scheduling and other things are concerns for our students.</p> <p>HC: We don't manage the school. They do not want to get involved in the inner workings of the school. They are here to support Anna and the school.</p> <p>Jo: What is your role and what is your part in making our school better?</p> <p>HC: Is that a shared vision?</p> <p>Lynn: We need to work within the school first. We don't only have Hawaiian students we have Micronesia and Marshallese students. How are we helping them. Nav Center isn't reaching out to the entire population. Only</p>	
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			<p>working with a small group of students. School needs to get on the same level as the board before bringing parents in on it. We need to build our relationship with HC and Anna first.</p> <p>HC: LAP is the first step. Need to hear from the LAP first. We want to know what that will look like. HC may have an office here if that's important. Needs to begin with the staff. They do hear complaints about the quality of education offered here and they are trying to address it. How can we help you guys run your school? Looking at the issues and want to hear from the LAP. If you're unhappy try to resolve it at the school level first and then you can bring it to HC and they will bring it to the table and try to resolve it.</p> <p>Chase: Yes you have a report and yes you have things you need to work on. Where's the action plan that comes after? How are our concerns going to be addressed. Likes the idea of opening it up to the community. Now that we have the concerns, we need to work on fixing those things.</p> <p>Yvonne: secondary. New HS counselor, AP and Registrar. Working toward getting secondary on track. We are moving forward and getting better. New teachers and coaches. There is hope that next year will be better. We cannot</p>	
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		<p>go back to the past and are trying to move forward. We need to address it in a respectful way and we will try to make it better. There were problems in the past but we are moving toward being better. We need to be open to finding a solution and stay respectful.</p> <p>Maralyn: Read charter school report. We are one of the biggest schools, but we are on the low end of priority. Lowest 5%.</p> <p>Kamaile is a huge school and we keep growing. HC is a small organization running a big school. We need to also focus on the things that we do well. How do you feel when you are on campus? We keep talking about lack, lack.... Why does HC exist? What are you going to do for our students?</p> <p>HC: Not here to look over your shoulder. Have trust in Anna. She has a big job. Trying to build trust with the school? HC struggled with how to respond to the report. Tried to narrow it down to the most important things. They felt that the things highlighted in the report were the most important. It is somewhat of a living document. The board has certain responsibilities.</p> <p>Kawika: It's all about relationships. Kamaile used to have an ohana relationship with the community. No way Anna and</p>	
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		<p>school can take care of everything on her own, we need to build that relationship with the community. LAP should focus on bringing the ohana back together.</p> <p>HC: We want to support the school and not micromanage the school. We need to come up with questions from a collective of teachers and parents. If the group wants us to be more available to have discussion that are more solutions based the board is open to coming to the LAP.</p> <p>Shar: will we share the surveys completed with Aunty Kathy? They were very blunt answers to questions that the board should hear.</p> <p>Anna: questions asked about the Nav center and the things they should do since they are doing so much already. Want to know what parent engagement at Kamaile should look like. For next meeting we should talk about what the next steps for the LAP should be.</p> <p>Move other agenda items to next week.</p> <p>How do we reach out to the community?</p> <p>HC: does the LAP understand and agree to the report? The report is broad but there are responses as to what they are going to do to</p>	
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			<p>make things better. Also need someone from Waianae to be on the board for HC.</p> <p>Anna: Two different things. Core principles need to include Hawaiian focus. Likes Shar's ideas about focusing on one of the challenges per meeting.</p> <p>Shar: We would like to work to be the bridge between the family and community.</p> <p>HC: Wants to include the school in the next strategic planning steps. Will be at every LAP meeting to give a report. Do we want board members more present on campus? Look at the core principles and how we want to shape them.</p> <p>Val: LAP and board need to have a common understanding before we can bring it to the school community.</p> <p>Kendra: Need to have more meetings to do it quickly.</p> <p>Chase: We need to look at the document first and then decide how to divide it and then decide when we will meet.</p>	
15 min	Review of Action Items	Denise	*CIP/ Heat Abatement (Paul)	
15	School	Anna		

min	Wide Update			
5 min	Wrap Up		- Next Meeting April 4- we will look e possibility of meeting more often. Possibly every two weeks.	

Kamaile Academy Local Advisory Panel Meeting Agenda/Notes

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Room: Library

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			<p>what would it be?</p>	<p>Equal access to education. Free college for students. Taking time to roll things out instead of pushing it forward. Lunch for MS- more food! Holding teachers to high standards. Free college, too. Free college, too. Easier access for college-lifelong learning system. Making learning fun and kids can relate. Less layers of bureaucracy and give educators more flexibility. Reintroduction for vocational school. Funding for all students would be equal in HI. Clear communication. Change attitudes the students who come to this school. More FSC classrooms to split levels of performance. More home grown people go into education - better</p>
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				<p>salaries for teachers. Attitude of the po'o to work with partnerships with parents and to support employees. Cultural education- more respect to what our kumu have to offer. Parents involvement - first and best teachers. Unlimited money!</p>
2 min	Review Norms	Denise		
45 min	HC Report	HC	<p><u>Background</u> In 2014 HC started working on their new strategic plan. Found issues with communication, transparency, etc amongst HC schools. He suggested surveying the schools. Surveys resulted in HC's Report.</p> <p>Board came up with their response after seeing the Island Assessments and taking time to work out their strategic plan. HC realized that what they did in the past (lots of top down) didn't really work for the three different schools.</p> <p>Uno has asked board members to commit to 3 school years starting</p>	

		<p>in SY 2016-2017. Charter schools are held by the governing board.</p> <p>New strategic plan allows for schools to determine the specifics of what they want to do.</p> <p><u>Feedback from LAP</u></p> <p>Manoa: It's a perspective thing. When I read this I was kind of dissappointed. My perspective on how I'm reading this. One word that really got me was, "our schools is expected.." In every section. Then the thought came to my mind that the reason for the assessment was because there were some challenges regarding HC. So Islander was hired to get feedback from the schools. Lack of trust, Lack of unity, lack of working structure, lack of stability... those four things were lacking in HC, why is it not on the school to understand all those core principles? Who's being assessed on what? Is this meeting it? It seems like the results turned against us as a school...</p> <p>HC: The assessment was that one document that was focused on HC. The full report is HC's response to the results. The question has been raised before at Kamaile and other schools, do we want to be a HC school? The board wanted to make things very</p>	
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			<p>members to be in the classrooms. HC wants to know how they can balance everything. Want to know if the secondary program is wanted? What should they do with the concerns they are getting from parents, teachers etc.</p> <p>Shar: Ask the advisory to advise. Maybe we need to have more frequent meetings. We may need to go out into the community in order to get them involved so we can create a bond instead of constantly feeling at war with HC.</p> <p>HC: we do look at the advisory board for advisory. LAP was created to represent the community because HC is not from the community and because each school has different needs too. How can HC honor the board's time and use them appropriately.</p> <p>Shar: We have not been given the opportunity to advise the school. What does HC need from board members? How can we be the bridge? Even if it is taking on one item per month and then working on it. We could go through the report and focus on one per month. We can look for concerns and solutions. We can make it informal with food. Pot lucks could work and draw in a crowd. Open house to go over one finding per month per meeting. They could create an agenda about the topics</p>	
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			<p>students. How are we helping them. Nav Center isn't reaching out to the entire population. Only working with a small group of students. School needs to get on the same level as the board before bringing parents in on it. We need to build our relationship with HC and Anna first.</p> <p>HC: LAP is the first step. Need to hear from the LAP first. We want to know what that will look like. HC may have an office here if that's important. Needs to begin with the staff. They do hear complaints about the quality of education offered here and they are trying to address it. How can we help you guys run your school? Looking at the issues and want to hear from the LAP. If you're unhappy try to resolve it at the school level first and then you can bring it to HC and they will bring it to the table and try to resolve it.</p> <p>Chase: Yes you have a report and yes you have things you need to work on. Where's the action plan that comes after? How are our concerns going to be addressed. Likes the idea of opening it up to the community. Now that we have the concerns, we need to work on fixing those things.</p> <p>Yvonne: secondary. New HS counselor, AP and Registrar. Working toward getting secondary on track. We are moving forward</p>	
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			<p>relationships. Kamaile used to have an ohana relationship with the community. No way Anna and school can take care of everything on her own, we need to build that relationship with the community. LAP should focus on bringing the ohana back together.</p> <p>HC: We want to support the school and not micromanage the school. We need to come up with questions from a collective of teachers and parents. If the group wants us to be more available to have discussion that are more solutions based the board is open to coming to the LAP.</p> <p>Shar: will we share the surveys completed with Aunty Kathy? They were very blunt answers to questions that the board should hear.</p> <p>Anna: questions asked about the Nav center and the things they should do since they are doing so much already. Want to know what parent engagement at Kamaile should look like. For next meeting we should talk about what the next steps for the LAP should be.</p> <p>Move other agenda items to next week.</p> <p>How do we reach out to the community?</p> <p>HC: does the LAP understand and</p>	
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			<p>agree to the report? The report is broad but there are responses as to what they are going to do to make things better. Also need someone from Waianae to be on the board for HC.</p> <p>Anna: Two different things. Core principles need to include Hawaiian focus. Likes Shar's ideas about focusing on one of the challenges per meeting.</p> <p>Shar: We would like to work to be the bridge between the family and community.</p> <p>HC: Wants to include the school in the next strategic planning steps. Will be at every LAP meeting to give a report. Do we want board members more present on campus? Look at the core principles and how we want to shape them.</p> <p>Val: LAP and board need to have a common understanding before we can bring it to the school community.</p> <p>Kendra: Need to have more meetings to do it quickly.</p> <p>Chase: We need to look at the document first and then decide how to divide it and then decide when we will meet.</p>	
15	Review of	Denise	*CIP/ Heat Abatement (Paul)	

min	Action Items			
15 min	School Wide Update	Anna		
5 min	Wrap Up		- Next Meeting April 4- we will look e possibility of meeting more often. Possibly every two weeks.	

Kamaile Academy Local Advisory Panel Meeting Agenda/Notes

Date: February 1, 2016 Time: 4:00 pm - 5:30 pm Room: Navigators' Center

Meeting Norms:

- Be present - mentally & physically committed to the task
- Be clear - objectives for meeting are specific and relevant
- Be on time - stay on time, on task, and know your role
- Be practical - think deeply about school issues in a way that allows you to create a solution or action plan in the meeting
- Be visionary - do not lose sight of "Yes, and ..." mindset
- Be student-focused - deliberate use of the word "student"

Outcomes:

- *I will know our WASC goals (main overarching).*
- *I will know my role and who I will be working with to achieve goal(s).*
- *I will understand the kuleana of our team.*
- *I can answer the driving question: How are we supporting KA to improve teaching and learning?*

Time	What	How	Notes	Action Items
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5 min	Warm-Up	Denise		
2 min	Review Norms	Denise		
5 min	Review of Action Items	Denise	<p>- Supplies for EAs (Mele) Anna responded: due to the budget this will not be available. Love: Nav. center can provide Val: Are Sped tchrs using their moneys? Anna: Sped tchrs and EAs should collaborate on what can be purchased on POs Lisa: in the past she could get the POs to pick-up; student supplies should follow the students</p> <p>- PK: Check where trash goes -- HPOWER</p> <p>- Post Nav News Anna: not posted on website because the Nav News need to be scanned</p> <p>-Posting of most recent LAP mins (Val) are not on the KA website</p> <p>- PK: Find out about schedule events available about traffic schedule--</p>	<p>Anna: Post on Kamaile website Lovelyn: Post on Facebook Anna: will post past Lap and post it on community board (Mele reminded)</p>

			Met with Eurus and DOE Facilities-- Schedule is not available yet.	
10 min	CIP/ Heat Abatement	Paul	<p>- Land acquisition, etc.</p> <p>Anna: regarding 2 acres - recommending the land is leveled, sprinklers and grass are in before they turn land over.</p> <p>Question is who will take over that land. If KA, then it needs to go to a non-profit, then an MOA will be made with DOE/ KA regarding repair and maintenance. This may be a service cost.... Then there will be insurance concerns. -- Looks like Risk Management for state of Hawaii will insure regardless of HC or DLNR/ DOE ownership.</p> <p>DLNR looking out for the heiau and ensuring that EURUS is not disturbing the iwi. Love called Glen Kila to assist.</p>	<p>CIP Projects in the hopper:</p> <ul style="list-style-type: none"> • Fencing around cafeteria • Land Acquisition • Electrical Upgrade • Fire Hydrant/ Fire Lane • Heat Abatement • Playground existing - upgrade • PV-- Kamaile Solar- Pacific Solar • G F Settlement • School Wide Renovation • Misc R/M Court • Medical Trailer
15 min	Parking spot	Mele	- Spot for our registration manager	

			<p>- Val brought up issue that may come under APC (teacher union) regarding locking gates in the morning. Parking spots are for teachers and no where in the contract has locking of gates. Mele noted teachers who come in when bell rings or at 8am after school has already started. Anna stated that locking or unlocking of gates is not in the contract and can be open to interpretation.</p>	
20 min	Community Concerns	Denise		
	<p>What is it that the LAP is advising the school (or the governing board) on or we should be advising them?</p>	Val		<p>Anna: shared the HC reset document. Kamaile as well as the other HC schools are the ones making the decisions for the school and getting approval from the board if needed. Shar: it's been that the direction had been one way. For example: if parents have concerns they will tell Shar and she will bring them to the LAP</p>

	Can we get some kind of awing from the buildings to the cafe	Lisa	<p>Lisa: walking students to the cafe and class with umbrella</p> <p>Paul: not sure if we could get this on the list</p> <p>Mele: this might be a good parent project</p> <p>Other: discussion regarding school improvement</p>	
15 min	School Wide Update	Anna	<p>Tsunami drill (Eric) plan is being created. Need to quickly move students and staff up the mountain. Plan for water, food, medical, and sanitation needs.</p> <p>BERC is here to conduct focus groups and classroom observations. They will have a report to us by April.</p> <p>Mana Mele recording studio is here for the week. Thursday will be scheduled and overflow will be on Friday.</p> <p>PBL nights 2/11 and 2/18</p> <p>Golf tournament. Need people to man holes.</p>	

			<p>Coffee hour: parents did not attend this morning.</p> <p>Should we start school later or end earlier?</p> <p>-Jamie: a school she was at did a traffic study and ended starting late to make sure that there would not be traffic jam</p> <p>Need to choose a governing board member from Wai`anae with experience in community and marketing</p>	
5 min	Wrap Up		- Next Meeting March 7	

Kamaile Academy Local Advisory Panel Meeting Agenda/Notes

Date: **January 11, 2016** Time: **4:00 pm - 5:30 pm**

Room: Navigators' Center

Meeting Norms:

- Be present - mentally & physically committed to the task
- Be clear - objectives for meeting are specific and relevant
- Be on time - stay on time, on task, and know your role
- Be practical - think deeply about school issues in a way that allows you to create a solution or action plan in the meeting
- Be visionary - do not lose sight of "Yes, and ..." mindset
- Be student-focused - deliberate use of the word "student"

Outcomes:

- *I will know our WASC goals (main overarching).*
- *I will know my role and who I will be working with to achieve goal(s).*
- *I will understand the kuleana of our team.*
- *I can answer the driving question: How are we supporting KA to improve teaching and learning?*

Time	What	How	Notes	Action Items
5 min	Warm-Up	Denise	What is one of your new year resolution?	
2 min	Review Norms	Denise		
5 min	Review of Action Items	Denise	Follow up - Need for supplies for EAs	Need for supplies for EAs
20 min	Community Concerns	Anna	1) SUGGESTION BOX in the Nav & the office	<ul style="list-style-type: none"> ● PK: Check where trash

			<p>2) Rubbish Bins</p> <ul style="list-style-type: none"> - All trash goes to H Power - Picked up by a private organization <p>3) Solar Farm</p> <ul style="list-style-type: none"> - Need to be done December 2016 because tax credit expires - Still working on an MOA on getting 2 acres. - Eurus energy found a wall and proposed to give it to Kamaile - There is grayness but still moving forward. - Parent Concern: How will parents drop off their kids? What kind of tree should they plant? 	<p>goes</p> <ul style="list-style-type: none"> ● Post Nav News ● PK: Find out about schedule events about traffic schedule
15	School Wide Update	Anna	<ul style="list-style-type: none"> ● Winter Fest was a success; It was a community type feel; Kids did excellent on their performance ● 1/5/16 - Budget Exercise was conducted; Only 7 million dollar based 920 students; This factored in Title I and few other grants; ● Proposed Budget to 	

			<p>run a school did not include</p> <ul style="list-style-type: none">○ No Expanded learning time○ No 1 hour○ No EA positions <ul style="list-style-type: none">● Will take the proposed budget to Julie.● 1/18 Service Day; Meet at 730 am; Provide bags and water● 1/15 Focus Statement - Want to include staff, parents, and community members<ul style="list-style-type: none">○ Meeting will outline what we will do.○ Mid 4th quarter to have a skeleton.● 1/16 - Ohana Garden 10am -11:30 am● 2/14 - Ukulele Picnic<ul style="list-style-type: none">○ 1 of 10 schools chosen from DOE○ 10 students will receive a free ukulele for 4-6; students will be chosen	
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			<p>based on an essay.</p> <ul style="list-style-type: none"> ● 2/19 K-1 Prince and princess ball ● 2/11-2/18 Exhibition Nights ● 3/11 - 4th & 5th grade dance ● 4/8 - Sunset of Kamaile <ul style="list-style-type: none"> ○ Kids will be completely involved ○ Benefit concert ○ Food Trucks ● 4/30 1st Annual Kamaile Golf Tournament <ul style="list-style-type: none"> ○ 120 golfers ○ \$125 registration ○ Makaha Valley Country Club ● Na Alakai Hoi continues to paddle at Keahi Lagoon <ul style="list-style-type: none"> ○ Younger team - 3rd place ○ Older team 7th place ● In the works, father and daughter dance 	
2 min	Wrap Up	Anna	February 1	

Kamaile Academy Local Advisory Panel Meeting Agenda/Notes

Date: **December 7, 2015** Time: **4:00 pm - 5:30 pm**

Room: Navigators' Center

Meeting Norms:

- Be present - mentally & physically committed to the task
- Be clear - objectives for meeting are specific and relevant
- Be on time - stay on time, on task, and know your role
- Be practical - think deeply about school issues in a way that allows you to create a solution or action plan in the meeting
- Be visionary - do not lose sight of "Yes, and ..." mindset
- Be student-focused - deliberate use of the word "student"

Outcomes:

- *I will know our WASC goals (main overarching).*
- *I will know my role and who I will be working with to achieve goal(s).*
- *I will understand the kuleana of our team.*
- *I can answer the driving question: How are we supporting KA to improve teaching and learning?*

Time	What	How	Notes	Action Items
5 min	Warm-Up	Denise	If you could have one present in the world, what would it be?	
2 min	Review Norms	Denise		
5 min	Review of Action Items	Denise	None	

15 min	Community Concerns	Anna	<p>Concern #1: EA scheduling</p> <ul style="list-style-type: none"> - Answer: To accommodate SPED resources based on the IEP. - EAs were involved in the discussion. <p>Concern #2: Sub plans</p> <ul style="list-style-type: none"> ● Answer: There are emergency sub in place. <p>Concern #3: Sub EA Plan</p> <ul style="list-style-type: none"> ● Answer: There is a system in place for Sub EAs. Must choose to be EA or Sub EA. <p>Concern #4: Funding for EAs</p> <ul style="list-style-type: none"> ● Answer: There is no way for EAs to get a P.O. ● Pencils, pens, composition books, folders, etc. <p>Concern #5: How much assistance does Ho'okakoo help with charter school?</p> <ul style="list-style-type: none"> ● K-6 is home school ● 7-12 is a conversion charter school ("choice school") ● The board chooses to give each school the ability to design curriculum, etc. The LAP board is designed to advise the Ho'okakoo board. ● When Kamaile started, it opened as a whole child learning. Mr. Kila also wanted this school modeled after Harlem Children Zone & Hawaiian 	<p>Concern #4 - Talk about the need for supplies at the next EAs</p> <p>Concern #5 - Revisit our core values</p>
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			<p>focused. Then an administrative turnover happened.</p> <ul style="list-style-type: none"> ● Since last year, Kamaile for the first time identify themselves as Hawaiian Focused Charter School ● A big concern is respect at this school. Respect starts with the teacher and it starts with collaboration. 	
20 min	Schoolwide Updates	Anna	<ul style="list-style-type: none"> ● 2 Secondary Coaches <ul style="list-style-type: none"> ○ Chase Cabana ○ Nicole Suzuki ● Just hired a social studies and art teacher. ● Needs to hire a math teacher. ● Budget Process via collaborative process <ul style="list-style-type: none"> ○ Dec 16 will be the meeting for the 2016-2017 budget (title I, II, III, State, and Federal gov, etc) about \$7 million ○ Short \$1 million ○ Will be using zero based budgeting to the draft budget ○ Will share with everyone and then take it to HC ● Golf Fundraiser - April 30 at Makaha East 	<p>HC reports to school for next meeting</p> <p>AC report</p>

			(\$155/slot) <ul style="list-style-type: none"> ● Christmas Parade - Dec. 12; Meet at boat harbor at 9am ● Winterfest - Dec. 17 at 430 pm ● Jan. 21 - Scholarship Night in Library (Kawika...) ● Feb. 11 - FAFSA Night in Library (Kawika...) ● TAA and Hawaiian Culture 	
2 min	Wrap Up	Anna	January 11	

Kamaile Academy Local Advisory Panel Meeting Agenda/Notes

Date: **October 12, 2015** Time: **4:00 pm - 5:30 pm** Room: Navigators' Center

Meeting Norms:

- Be present - mentally & physically committed to the task
- Be clear - objectives for meeting are specific and relevant
- Be on time - stay on time, on task, and know your role
- Be practical - think deeply about school issues in a way that allows you to create a solution or action plan in the meeting
- Be visionary - do not lose sight of "Yes, and ..." mindset
- Be student-focused - deliberate use of the word "student"

Outcomes:

- *I will know our WASC goals (main overarching).*
- *I will know my role and who I will be working with to achieve goal(s).*
- *I will understand the kuleana of our team.*
- *I can answer the driving question: How are we supporting KA to improve teaching and learning?*

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Time	What	How	Notes	Action Items
5 min	Warm-Up	Anna	What are you looking forward to during this holiday season?	
2 min	Review Norms	Anna		
5 min	Review of Action Items	Anna	<ol style="list-style-type: none"> 1. Anna sent BERC results to LAP members 2. Paul inquired and Kamaile not on the top 10 for AC projects :(<p>*Print out from today! We are on the list for \$360,000 for playground & basketball area upgrades. Whole school renovation \$1.8 million project starting next summer!</p>	
10 min	Regal Food Fundraising	Anna and Love	We are not going to do Regal Food Fundraising anymore because of the small profit margin.	Val going to look into Zippy's fundraising
15 min	AC	Paul and Joe	What's the best way to go about it? Paul is doing some fact checking. Why not do a pilot for one portable? Portable 8	Paul doing fact checking.
20 min	Schoolwide Updates	Anna	<ol style="list-style-type: none"> 1. KS Trustee Visit on 9/29 <p>*Anna thought it was a success. They really wanted to know about successes and challenges. Biggest impact in in classroom setting. Transiency of teachers is rough.</p>	

			<p>2. NHEP K-3 Literacy Grant *Allows us two secondary coaches!</p> <p>3. Homeless Project Across WHS *Mayor held a press conference about building a Homeless Project in the empty lot across of WHS. Schools got together and shared their concerns and obligations!</p> <p>4. SpEd Redesign *Anna meeting with the interested staff tomorrow morning 7:10-7:45am. Inequity may be a large topic?</p> <p>5. School Based Budgeting *We need to start budgeting for SY 2016-2017. Kamehameha Schools is going to move up their financial calendar so that it matches Kamaile's. October 15th is when the applications are available to partners. Due by December 17th. We will find out in March if we are approved.</p> <p>*Our budget was based off of 980 student enrollment. We are at 920 right now though. Short 60 students. \$6,000 per student. However, we are still okay for this year thanks to all the other approved grants/etc.</p>	
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			*HSTA & HGEA will both be invited to budget planning meetings. Anna will be offering information during a parent coffee hour	
15 min	Community Concerns	Anna		
2 min	Wrap Up	Anna	Nov. 2 meeting - cancel! December 7th! Potluck!!	

Kamaile Academy Local Advisory Panel Meeting Agenda/Notes

Date: **September 8, 2015** Time: **4:00 pm - 5:30 pm** Room: Navigators' Center

Meeting Norms:

- Be present - mentally & physically committed to the task
- Be clear - objectives for meeting are specific and relevant
- Be on time - stay on time, on task, and know your role
- Be practical - think deeply about school issues in a way that allows you to create a solution or action plan in the meeting
- Be visionary - do not lose sight of "Yes, and ..." mindset
- Be student-focused - deliberate use of the word "student"

- Outcomes:**
- *I will know our WASC goals (main overarching).*
 - *I will know my role and who I will be working with to achieve goal(s).*
 - *I will understand the kuleana of our team.*
 - *I can answer the driving question: How are we supporting KA to improve teaching and learning?*

Time	What	How	Notes	Action Items
5 min	Warm-Up	Anna	<p>If you had a magic stick and could fix one thing in education, what would it be?</p> <p>Chase- sell stick for money. Kendra- agreed. Parent- help teachers Anna- not a one size fits all type of education for all students. Tailor education to each student. Kawika- Have everyone interested in learning Marilyn- get rid of NCLB. Streamline federal money. Val- Have kids realize their worth. Love- Parent involvement and ownership Mele- Teach kids to grow up and develop independence. Lisa- Preschools in every public school. Jamie- get rid of standardized testing.</p>	
2 min	Review Norms	Anna	<p>Facilitator - Anna Time Checker - Kawika Process Checker- Chase Note Taker - Jamie</p>	
15 min	Review of Action Items	Anna	<p>1) Update on TurnAround Arts Program Professional Development calendared out for the year. Time already is teacher's contract. 9/25- Dramatic Strategies. Dan Kellen. Artists in the schools. Working with grades 4-6. Already</p>	

			<p>has ideas from teachers. Needs lesson plans in LA, SS or Sci so he can integrate the arts in the lessons. One teacher in each of the above grade levels will get 8 hours of PD and they will be the go to person for the school. All other teachers in the other grade levels will get 2. Teachers in turnaround arts leadership team got first pick. 10/16- follow up</p> <p>Art Bento- 2nd, 3rd and two 4th grade classrooms. Artists will help with art integration and students will get invited to field trips.</p> <p>PD question- how do we plan to share PD that teachers get sent to on the mainland. In September there will be a day where teachers will be sharing out their information.</p>	
20 min	Fundraising	Anna and Love	<p><u>Kamaile Fundraising Update</u> Cinnamon Bread Chocolate Cookies Banana Bread and Macadamia Nut Loaf</p> <p>-Distribute items September 23rd</p> <p>Shar and Love were here until 7:30 to count tickets.</p> <p>We made around \$20,000 so far. Not all tickets have been counted.</p>	<p>Paul- contact facilities to find out if we are on the list to have ACs or not.</p>

			<p>It's taking a lot of time to count everything.</p> <p>Participation is great! A lot of the participation was from lower elementary. Only 7 students from middle school sold. About 8 from 9-10 and about 8 students from 11-12 grades sold fundraiser tickets. What is the percentage of students who actually participated?</p> <p>Should elementary students get the AC first if they were the ones who were doing the majority of the fundraising? 4 of the portables are for 3rd graders, 5 are secondary. Electrical infrastructure is already in place for the portables. It might not be for the other classrooms.</p> <p>Kamaile is 5th on the list in the DOE for ACs in classrooms. (Article posted online in August does not have our name on it).</p> <p>Love is working with Maile Shimabukuro to find a company to see if they will endorse our school and provide us with ACs.</p> <p>We told the students that we will be using the money to AC the portables. Should we be specific with the purpose of our fundraisers?</p>	
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			<p>Regal foods fundraiser #2.</p> <p>Big Island Candies- Chase will put Love in contact with owner.</p>	
15 min	Eurus Energy	Paul and Joe	<p>Written statement of 2 acres offered by EURUS. Next steps taking it to HC, DOE, etc. along with Waianae Neighborhood Board.</p> <p>Eurus is moving forward. They were approved by the PUC. 2 acres will be gifted on the East side of our campus. City park will mean that it will be open to the public at all times. If we keep or if the the DOE keeps it then we need to maintain it and it will cost us money. A position paper was put out last week so now Ho'okako'o can find out the information they need. They are still interested in giving us the two acres. Our school wants to keep the school but that means that we need to take care of it. As of now we do not know who will own it. Ho'okako'o board will decide what to do with the land after all of the research is done. Ideally Eurus would provide us with all of the infrastructure for us so we can use it. The land that will be given</p>	

			it to us will not be used to build things.	
20 min	Schoolwide Updates	Anna	<p>1) Update progress towards a Hawaiian Focused Public Conversion Charter School</p> <ul style="list-style-type: none"> - Partnership with Kamehameha Schools for possibly bringing in PD? <p>We do not have a partnership with Kamehameha schools for PD. Still waiting for an email back from them.</p> <p>2) BERC Survey results Came in February. 59 staff members completed the survey. ELT- staff members smallest percentage of teachers who supported ELT. Questions were asking how we are using ELT. Not if we want to keep it. If we are going to make decisions based on data and if survey was showing that teachers were not valuing it, then we need to look at it and evaluate how we use ELT. Teachers are not clear how ELT is used. Should be looked at as the entire school day. Parents feel that surveys should go out to teachers to ask them what they think specifically about ELT.</p> <p>We need to clarify what ELT is and then send out a survey. Anna will use the same questions and then add some to it. What would</p>	Anna- Send BERC survey results to the LAP members.

			<p>be the alternative to ELT.</p> <p>Board will not mandate ELT. It will be a school level decision.</p> <p>EAs- Sharon Nakagawa noticed during a visit here that EAs were not being utilized the properly. School needs to make a decision about what we need to keep. EAs or hire more teachers?Anna wants to form a committee to discuss our options.</p> <p>3) School Calendar for next 3 years</p> <p>DOE sent out the draft for the next three years. Staff voted to keep the DOE calendar.</p> <p>4) Preschool Grant</p> <p>Zisko is spearheading this initiative. We will be opening a preschool starting next school year. Cap will be on 20 students. Will be a HSTA teacher. It is a federal grant.</p> <p>5) KS Trustee Visit on 9/29</p> <p>9:00-11:00. Interested in Turn Around Arts, Nav center and homelessness and transient rate. Important visit for cementing our future relationship with the</p>	
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			<p>organization. They may be popping into classrooms.</p> <p>6) Charter Commission and charter contract (Academic, Financial, Performance Frameworks)</p> <p>Financial framework for charter schools is not set up for success. We should be responsible for 20% of our operational budget (about 1 million dollar). We need more money per pupil. Anna will be at meeting on Thursday to testify on our behalf.</p> <p>Focused on Financial and Organizational this year.</p> <p>Proposed contracts will be either 5 year- high performing schools. Financial- Being able to raise our own money and be somewhat financially stable. Academic- SBAC scores etc. (we do not have a lot of details on this aspect). Organizational- depends on how timely we are on submitting information.</p> <p>2 year contract- probably what we will fall under.</p> <p>1 year- schools need to make growth or they will be forced to shut down.</p>	
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			<p>7) Hawaiian culture class after TAA Wednesday meetings.</p> <p>30+ teachers who want to be a part of this.</p> <p>8) Megan McCorriston - Executive Director</p> <p>Moving to California. Last official day is November 6.</p> <p>David may be moved to interim director.</p> <p>Julie will be COO.</p> <p>May create a position for a person who will help to collect data and analyze data which will help us write grants and with fundraising.</p> <p>Want to get more educators on the board of directors.</p>	
15 min	Community Concerns	Anna	<p>Kamaile Navigators.</p> <p>Kamaile Ho'okele.</p> <p>9/24- 5:00-7:00. Emergency Preparedness night. How to be prepared for disasters.</p>	
2 min	Wrap Up	Anna	<p>Next meeting on October 12!</p>	

Kamaile Academy Local Advisory Panel Meeting Agenda/Notes

Date: **August 3, 2015** Time: **4:00 pm - 5:30 pm**

Room: Navigators' Center

Meeting Norms:

- Be present - mentally & physically committed to the task
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Time	What	How	Notes	Action Items
5 min	Warm-Up	Denise	What is one favorite thing you did during the break?	
2 min	Review Norms	Denise	Facilitator - Denise Time Checker - Kawika Hoopii Process Checker - Anna Winslow Note Taker - Chase Cabana	
15 min	Review of the Upcoming Year	Denise	Review Bylaws <ul style="list-style-type: none"> ● Representation ● Attendance Upcoming Meetings	<ul style="list-style-type: none"> ● Will change the Bylaw to put information

			<p>(Mondays 4-530pm)</p> <ul style="list-style-type: none"> • August 3 • September 8 (Tuesday) • October 12 (2nd of the month) • November 2 • December 7 • January 11 (2nd of the month); Changed to 11th because 4th is still winter break • February 1 • March 7 • April 4 • May 2 	<p>regarding fundraising</p> <ul style="list-style-type: none"> • Looking for the following voting members to be on the board <p>4-6 Parent 7-8 Parent 9-12 Parent</p>
20 min	Fundraising	David	<p><u>Development of Fundraising Model @ Kamaile</u></p> <p>-Application for Aloha Stadium vendors would require a steady team of volunteers (holding off on that till possibly next year)</p> <p>-THREE INITIATIVES make up our School Development and Fundraising Plan</p> <p>1: Seek current use funding for immediate budgetary needs (Kat & David)</p> <p>2: Establish core development and fundraising operations designed to build long term support (School leadership & staff)</p>	

			<p>3: Launch major gifts campaign to “energize” giving and secure larger individual gifts (Ho‘okāko‘o)</p> <p>Cinnamon Bread Chocolate Cookies Banana Bread and Macadamia Nut Loaf</p> <p>***Ready to roll out Assembly -August 13th*** Head Chair: Lovelyn A. -Tickets sent home August 14th -Distribute items September 16th - Incentives for highest sellers - kids and classes</p>	
15 min	Eurus Energy	Paul	<p>-After the last meeting, Uno talked to Eurus and we are currently being offered 2 acres. Waiting for the offer to be put in writing so that we can continue along with taking it to HC, DOE, etc.</p> <p>-Wai‘anae Neighborhood Board still in opposition of Eurus being here. Asking for them to come to meeting to help explain details (including health effects of being so close to our community)</p>	<ul style="list-style-type: none"> • Joe will follow up with Eurus Energy

20 min	96792 Alignment	Kawika	<p><u>96972 Alignment Update Meeting</u></p> <ul style="list-style-type: none"> - Having a hard time finding support for this 96792 Alignment initiative -Wai‘anae Coast Rotary Clubs have come together to become a coalition and have adopted Kamaile Academy as a school they want to support; looking to build a Hawaiian Culture Center “across the street” (working with Twinkles) -96792 Alignment are meeting today and they will be letting us know how they can help support Kamaile 	
			<ul style="list-style-type: none"> - Hawaiian Focused Based Classes was brought up. Protocol, Time & Place, etc. <ul style="list-style-type: none"> → First step is starting with teacher buy in protocol. → Truly understanding the purpose of such protocol. PD? - Struggle: How do I teach culture based activities while still being culturally responsible? PD? Need explicit direction 	<p>2nd Thursday of each month - Cultural Learning Activities 6pm</p>
15	Schoolwide	Anna	1) Officially identified	

min	Updates		<p>ourselves as a Hawaiian Focused Public Conversion Charter School based on teacher and parent feedback.</p> <ul style="list-style-type: none"> - Kamaile is working on baby steps to become a Hawaiian focused charter school. - Anna working with Kamehameha Schools for possibly bringing in PD from their supports <p>2) TurnAround Arts Program Update</p> <ul style="list-style-type: none"> - Visual Thinking Strategies (VTS) - Communication, Observational, Evidence/Analysis skills was provided at the meeting for all the teachers. 	
10 min	Community Concerns	Uno	<p>Why are we here?</p> <p>-Be the change agent for the DOE; implementation of Hawaiian culture</p> <p>*2013-2014 52% transiency rate</p> <p>*2014-2015 64.2%</p>	

			transiency rate (mostly in elementary school)	
2 min	Wrap Up	Denise	Next meeting on Sept 8th! Meeting adjourn @ 5:18pm	