

**Kamaile Academy PCS
Local Advisory Panel (LAP) Meeting
Sign-In Sheet**

	Name	8/12	9/9	10/14	11/18	1/13	2/10	3/10	4/15	5/5
HC Executive Designee	Joseph Uno	X	X	X	X	X	X			X
KA Principal	Anna Winslow	X	X	X	X	X	X	X	X	X
KA Vice Principal	Paul Kepka		X			X	X		X	X
Certified KA teachers	Valerie Manoa		X		X	X	X			X
Certified KA teachers	Rosie Carpenter	X					X			
Certified KA teachers	Bethanie Coone						X		X	X
Certified KA teachers	Kendra Singletary						X			
Certified KA teachers	Chase Cabana						X	X	X	X
Classified KA staff	Mele Cordeiro	X	X	X	X	X	X	X		X
Classified KA staff	Lisa Castro	X	X	X	X	X	X	X		X
Classified KA staff	Lovelyn Ampeloquio		X	X	X			X	X	X
Community Member	Denise Della		X	X	X	X	X	X	X	X
Community Member	Jo Jordan			X						
Community Member	Kawika Nahoopii	X	X	X	X	X	X	X	X	X
Community Member	Scotty	X					X		X	X
Community Member	Christian		X	X	X	X	X		X	X

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Kamaile Academy Local Advisory Panel Meeting Agenda/Notes

Date: **May 5, 2015** Time: **5:00-6:30 p.m**

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	Looking back at your year, what is one thing you are most proud of?	
2 min	Review Norms	Denise	Facilitator - Denise Time Checker - Anna Process Checker - Kawika Note Taker - Chase	
20 min	Review Action Items from Last Meeting	Denise/Anna	<ul style="list-style-type: none"> • Fundraising for next year for AC <ul style="list-style-type: none"> ○ Updates from Meeting • Dates for next year at 4pm on Monday <ul style="list-style-type: none"> ○ August 3 ○ September 8 (Tuesday) ○ October 12 (2nd of the month) ○ November 2 ○ December 7 ○ January 4 	<p>Fundraising goal of \$50,000. This is a whole school project. Will start with phases. Priority for portables 1-9. The parent council has also been meeting. Example of fundraising events:</p> <ul style="list-style-type: none"> • Golf Tournament • Ohana Fun Fair <p>Currently working with the DOE to increase</p>

			<ul style="list-style-type: none"> ○ February 1 ○ March 7 ○ April 4 ○ May 2 ● Expulsion Committee 	<p>the AC capacity. for the electrical upgrade. Will be done in September. Bottom line the AC will take time. Improving the structures before putting AC in the school.</p> <p>There is also PV project in the project.</p> <p>Next Meeting: Coming up</p> <p>DOE will be helping with the Whole School Project.</p> <p>No expulsion committee due to privacy rights</p>
20 min	Update of Eurus Energy Project	Paul /Joe	<ul style="list-style-type: none"> ● Update on letter writing at Kamaile & in the schools ● May Neighborhood Board Meeting ● Health Risk Update from Denise 	<p>Many students wrote letters. Positives are that students are writing and expressing their opinions.</p> <p>Several other states have gone through the same issues.</p> <p>Talking points for neighborhood board:</p> <ol style="list-style-type: none"> 1. Request for a hearing despite the minor project classification 3. Request that an Environmental Impact Study be done 4. As a community, we deserve to be

				informed on a “minor project” that will affect THOUSANDS of children
15 min	Proposed Project	Mike	<i>Presentation done</i>	
10 min	Meeting our Accreditation Goals	Anna	<ul style="list-style-type: none"> • <i>Met one goal: Elected LAP Chair</i> • <i>Former Goals</i> <ul style="list-style-type: none"> ◦ <i>Articulate what is the LAP</i> ◦ <i>November 2015: Evaluation Tool of LAP</i> ◦ <i>December 215: Conduct Analysis</i> 	<ul style="list-style-type: none"> • LAP will come during the PD days during the summer
5 min	School-Wide Updates	Anna	<p>May Day - next year, do we want to tie in student attendance with performing as suggested by one teacher?</p> <p>June 3 the White House will announce the 5 schools with the art school program - 2 year program. Hawaii is the only western schools.</p> <p>May 20th is a Faculty Meeting Day 1:30 - 2:30 pm</p> <p>June 3 buzz created about the art project.</p>	<ul style="list-style-type: none"> • Agenda for next meeting is Baby College
2 min	Wrap Up	Denise	See you all next year!	

Kamaile Academy Local Advisory Panel Meeting Agenda/Notes

Date: April 14, 2015 Time: 5:30-7:00 p.m

Room: Navigators' Center

Meeting Norms:

- Be present - mentally & physically committed to the task
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- Be on time - stay on time, on task, and know your role
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Time	What	How	Notes	Action Items
5 min	Warm-Up	Denise	What is one goal you have accomplished this year that you have set out to do at the beginning of the year (personally or professionally)?	
2 min	Review Norms	Denise	Facilitator - Anna Time Checker - Kawika Process Checker - Paul Note Taker - Chase	
15 min	Review Action Items from Last Meeting	Denise	Paul: Screen doors at every exit of the cafeteria - hopefully get new air blowers. Adult meals started this week.	
20 min	Update of Eurus Energy Project	Paul /Joe	<ul style="list-style-type: none"> • Eurus generated a benefit package for Waianae tha Kamile just found out about 2 weeks ago while other found out about benefits months 	<ul style="list-style-type: none"> • Find out if there are any health risks (perhaps contact HECO's consumer rep?)

			<p>ago.</p> <ul style="list-style-type: none"> ○ Contains benefits, but not definite ○ Joe, Anna, and Paul sent a email a Mitch (Eurus Energy) ○ A response was sent back saying there will be a 1 acre park that will not belong to Kamaile, but for the general public. Nothing has been done in terms of actionable plans ○ Eurus' current plan requires Kamaile to directly fund the potential expansion of Kamaile's land 	<ul style="list-style-type: none"> - Denise will look up research articles. ● Attend the May Neighborhood Board Meeting ● Anna will send an email to the teachers to rally our kids to write letters to our City/State representatives concerned about the human impacts ● Can we reach out to Inter and High School to have them write letters as well? ● ActiveHI might be another good company to contact? ● Since Denise sits on the Kamehameha School 96792 Alignment Health & Wellness Committee & Amy Asselbaye, Director of Strategic Planning for Waianae Coast Comp, she will mention the potential health risk of this
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				<p>project. She will also talk to Cedric Gates, CEO of Active HI</p> <ul style="list-style-type: none"> • Problem: Many are aware of this project, but there is no one main lead group. Possibly Neighborhood board?
15 min	AC recommendation	Paul	<p>Capital Projects - Electrical Upgrade \$55,000?</p> <p>This would enable us to have the capacity to air condition the entire school. (8-10 years)</p> <p>1st Step: Electrical Upgrade 2nd Step: Campus Renovations (sealing windows) 3rd Step: Installing AC</p> <p>To AC Portables 1-9 would be \$3,800 per unit. Trying to negotiate with the DOE to maintain our AC regularly as long as we install according to specs. Maintain would cost about \$1,500 a year.</p> <p>Motion was called and it standesd :</p> <p>The LAP will commit to start fundraising for portable AC at \$45,000 for next year.</p> <p>Next Steps</p> <ol style="list-style-type: none"> 1) Get a leadership group 2) Start Planning 	<ul style="list-style-type: none"> • LAP start the movement/planning for fundraising to start on Phase I of this campus upgrade • Ideas for fundraising - car wash, golf tournaments, huli huli chicken, lu'au • Once we have a good idea, bring in volunteer parents • Think of two things for fundraising • Send out a survey flyer based off of the potential fundraiser ideas that they would be most interested in

			Fundraising planning meeting will be on Monday, April 20, 2015 at 2pm.	
30 min	Meeting our Accreditation Goals	Denise & Anna	Tabled for next meeting!	Tabled for next meeting!
30 min	School-wide Updates	Anna	<ul style="list-style-type: none"> • Prom (this Saturday), May Day, Graduations (May last week of May) • Islander Institute (contracted by HC; wants to come to campus and talk to teacher/staff and ask if our vision aligns with HC's vision. Purpose is to take a look at our alignment so that they have some data before they go into their strategic planning. They want to assess their governing board. Do we govern you forever? Do you start to govern yourselves? Islander Institute doesn't want to go through HC; wants the direct feedback) • Career Fair (twas awesome!!) • PLCs for Next SY (hush hush. Kamaile Academy received a turnaround Arts Program - free music instruments, a celebrity musician will adopt us!) • Expulsion Policy (Panel) HPD was called yesterday for fighting - When convened, they would decide whether or not to 	LAP possibly could be the LAP Expulsion for next school year. More discussion to follow

			expel a student based off of their case.	
15 min	Next Year's LAP Dates	Denise	<ul style="list-style-type: none"> • Dates <ul style="list-style-type: none"> ◦ Day of the week? ◦ Times • Fundraising Opportunity 	Next Year's meeting will be every first Monday at 4pm
2 min	Wrap Up	Denise	Next Meeting: Tuesday, May 5, 2015	

Kamaile Academy Local Advisory Panel Meeting Agenda/Notes

Date: March 10, 2015 Time: 5:30-7:00 p.m

Room: Navigators' Center

Meeting Norms:

- Be present - mentally & physically committed to the task
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Facilitator - Denise

Time Checker - Paul

Process Checker - Anna

Note Taker - Chase

Time	What	How	Notes	Action Items
5 min	Warm-Up	Denise	What do you look forward to during spring break?	

2 min	Review Norms	Denise	Facilitator - Denise Time Checker - Anna Process Checker - Note Taker -	
15 min	Review Action Items from Last Meeting	Denise	<p>Mele: Update on which farmer wants our slop we are currently throwing it away.</p> <p>Paul: Screen doors at every exit of the cafeteria</p> <p>Paul: Updates of Sodexo</p> <p>Shar: Suggestion box in the cafeteria</p>	<p>Kepka working on securing equipment grant for new fly blowers.</p> <p>Kepka has requested from DOE to add screen doors to campus school wide renovation</p> <p>Sodexo plates: See sample 7 Cents per plate, 1000 plates per day, 180 days per year. 12K....</p> <p>Questions: Where does our trash go? H power or dump? Styro burns hotter? Is this more eco friendly?- -- need to do more investigation.</p> <p>Suggestions from LAP:</p> <ul style="list-style-type: none"> - Stay with styrofoam. - Currently there is a suggestion box in the Nav Center
15 minu	Update of Eurys Energy Project	Paul	<i>No updates yet</i>	
30	Continue	Denise	Continue exploration of the	Will talk about it later

min	Discussion of Kamaile's Vision		<p>following questions:</p> <p>1) What does Kamaile's status as a "conversion" charter mean and how is that different from a start up school?</p> <p>2) What is the role of accreditation and its ability to galvanize our school around a central vision and goals moving forward?</p> <p>3) What are your thoughts on Kamaile being a Hawaiian-focused charter school?</p> <p>4) What does Kamaile's vision mean to you?</p> <p><u>Vision</u> Where learning leads to endless opportunities and infinite worth</p> <p><u>Mission</u> To prepare self-directed, self-aware, college-ready learners who will embrace the challenges of obstacles, experience</p>	when there is quorum.
15 min	School-wide Updates	Anna	<p>1. SBA testing began today</p> <p>2. 9/22 Seniors accepted into college</p> <p>3. 3 maybe 4 students accepted into College Horizons</p> <ul style="list-style-type: none"> - <i>Only 100 students get accepted across the country.</i> - <i>Students get the opportunity to go to a college boot camp.</i> <p>4. Meeting with Kamehameha Schools Update</p>	LAP will need to talk about fundraising in the next few meetings.

			<ul style="list-style-type: none"> - HC asking for the 3 schools for funding - Documentation of needs, funding, timeline, timeline. - 30 pages - Max \$900,000 - World Class Native Hawaiian Education - Envision driving a concept map. - Thinking about community symposium. <p>5. Funding</p> <ul style="list-style-type: none"> - Currently in the process of applying to various grants. - Currently solidifying who we are. 	
5 min	Reschedule May 12 Meeting	Anna	*Rescheduled for May 5, 2015	
2 min	Wrap Up	Denise	Next Meeting: Tuesday, April 14, 2015	

Kamaile Academy Local Advisory Panel Meeting Agenda/Notes

Date: February 10, 2015

Time: 5:30-7:00 p.m

Room: Navigators' Center

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Facilitator - Denise

Time Checker - Paul

Process Checker - Anna

Note Taker - Chase

Present:

Time	What	How	Notes	Action Items
5 min	Warm-Up	Denise	<p>What does excellent education look like to you?</p> <ul style="list-style-type: none">-Collaborating-Critical Thinking-Independent Thinker-Everyone in the school engage in the vision and mission of the school- Always students first- Everyone excited about learning- Kids being successful where they are at and our school providing-Certified Teachers-Students being responsible for their education	

			<ul style="list-style-type: none"> -Quality work -Rigor in the classroom -Building relationships and doing what you need for every child -Spurns curiosity and not being afraid to ask questions -Students, parents, community members, etc can come together and be cooperative learners -When children can venture out into the world, be independent, and then come back and GIVE BACK to their community -Kids not only learning, but also enjoying activities catered to their interest -High expectations, but structured in a fun way -Learning things that are relevant to students' lives -Sparking interest in such a way that they are open to learning things they were once closed off to -Students taking the lead; we have educated them to the point where they can take over the reigns while we are still in the classroom to ensure a safe environment -Taught until they are able to teach; learning is never really ending because once you "finish" the learning then begins the teaching -To have a passion for learning and then give back to the community -A school/community that builds awesome citizens is an excellent education 	
2 min	Review Norms	Denise	Facilitator - Denise Della Time Checker - Paul Kepka	

			Process Checker - Anna Winslow Note Taker - Chase Cabana	
7 min	Review Action Items from Last Meeting	Paul	<ul style="list-style-type: none"> Update on Bio - Kepka called; Sodexo is currently working on numbers Update on teacher lunches - Draft passed out Kamaile will be able to offer <u>all staff</u> lunches via an online 3rd party (cashless); hoping to get started as a trial in Q4 of this school year; high school portion sizes + salad bar; \$4.63 + \$3.00 (one-time transaction fee) 	<p>Mele: Will go find a farmer that wants our compost; we are currently throwing it away</p> <p>Kepka: All cafeterias should have screen doors at every entrance exit</p> <p>Suggestion by Shar: Slotted spoons; higher steps for na keiki; perhaps school service for serving</p> <p>Suggestion box in the cafeteria for even more suggestions</p>
30 min	Recap of January 28 Faculty Meeting	Megan	<p>Recap of January 28 meeting</p> <p>Discuss about the following questions from the last faculty meeting:</p> <p>1) What does Kamaile's status as a "conversion" charter mean and how is that different from a start up school?</p> <p><i>-Conversion begins as a DOE school originally while Start Ups begin as a charter</i></p> <p><i>-As a start up, you are able to make policies about enrollment</i></p> <p><i>-As a conversion, we are only able to limit enrollment from 7th and up.</i></p>	<p>Suggestions for Administration: Use the mission and vision to drive all faculty meetings.</p> <p>Suggestions for LAP: Continue to talk more about these three questions in future LAP meetings.</p>

			<p><i>-Elementary is NOT a choice school.</i></p> <p><i>-Funding is the same; the only DOE funded employees are in the sped department</i></p> <p><i>-Mandatory parent volunteering for upper grade levels (7th+); each family is required to do 15 hours parent involvement in education</i></p> <p><i>-When this was brought up in the past, we weren't sure if admin was able to create this mandate</i></p> <p><i>-Megan: We do have the ability to do this</i></p> <p><i>-However, we sort of have also had the opposite problem with trying to raise enrollment in the past</i></p> <p><i>-<u>Why did we go conversion?</u> We converted to obtain KS's 4 to 1 match for funding to support ELT and other innovative practices. We also wanted autonomy - getting different curriculum, whole-child instruction (not just reading and math). At the time we were looking at yet another year of restructuring.</i></p> <p>2) What is the role of accreditation and its ability to galvanize our school around a central vision and goals moving forward?</p> <p><i>-Currently working with Dr. Bernhardt about what is it at Kamaile that is done different that is helping our kids learn. Part of that is taking another look at the school's vision and mission and reassessing whether</i></p>	
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		<p><i>or not it is appropriate.</i></p> <p><i>-HS team is also having restructuring meetings to define what it is we do here at Kamaile. A 12th grade Kamaile graduate is what?</i></p> <p><i>-A number of teachers aren't aware of our vision and mission</i></p> <p><i>-Vision and mission needs to start at the interview for ALL STAFF; then in induction/orientation of new staff; then revisited regularly in faculty meetings</i></p> <p><i>-Details are really the thing that needs to be clearly defined; memorization is not enough because interpretations can vary hugely between parties</i></p> <p><i>-Why are parents sending students to Kamaile? They love the idea that they were learning oli and other cultural activities. They feel like it is safe.</i></p> <p>3) What are your thoughts on Kamaile being a Hawaiian-focused charter school?</p> <p><i>-Val: Talked with a small group of parents. Some parents have noticed that the cultural aspect has lessened. Parents have shared their appreciation of Hawaiian culture here at the school.</i></p> <p><i>-Looking at the current Juniors, Seniors, and 1st graduation classes - there is something very different about those kids; Hawaiian culture is something that united them; a lot less bullying; way more ohana feeling</i></p>	
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			<i>-Every single adult on campus is taking care of our kids - instilling values and culture of this place and this school</i>	
15 min	School-wide Updates	Anna	<p>1) Best Case Budget Approved</p> <p>+We still need to get extra funds in addition to our per pupil funds</p> <p>+There is a development effort underway</p> <p>2) Community Dinner: Verizon Innovative Learning Grant & Eurus Solar Project</p> <p>+Yay!</p> <p>3) HECO Hearing on Thursday, the 12th</p> <p>+Kepka: @3:00pm on Thursday. Public Commission Hearing. We are going down to this hearing at Nanaikapono via a bus! Called up the news today; they are coming out tomorrow (Wednesday) at 10ish to help Kamaile's story. Main talking points: environmental assessment done by the state of Hawaii in 2002 and master plan both identified the need of an additional 5 acres of campus space; encourage PUC to ask Eurus to have a conversation with us to use this dump site as a potential property; we get 5 acres and they would get more than 5 acres in return</p> <p>4) HSTA MOU Presentation Wednesday, the 11th</p> <p>-Barbato Memorandum of Understanding dealing with ELT and the budget; shorter 1 hour on Friday; PLC days going from 8 to 4 days; GLC pay is going back</p>	

			to the master contract \$4,800 to \$1,295	
5 min	Reschedule May 12 Meeting	Anna	Will talk about the meeting change at the next meeting.	
2 min	Wrap Up	Denise	Next meeting is on Tuesday, March 10, 2015	

Kamaile Academy Local Advisory Panel Meeting Agenda/Notes

Date: January 13, 2015 Time: 5:30-7:00 p.m Room: Navigators' Center

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Facilitator - Anna

Time Checker - Anna

Process Checker - Denise

Note Taker - Denise

Present: Anna, Paul, Denise, Joe, Mele, Lisa, Kawika, Christian, Barbie, Shar

Time	What	How	Notes	Action Items
5 min	Warm-Up	If you have a New Year's resolution, care to share?	<ul style="list-style-type: none"> • Skipped 	
2	Review			

min	Norms			
3 min	Review Action Items from Last Meeting		<ul style="list-style-type: none"> • Review Kamaile By-Laws • January 28, 2015 Introduction to the Board 	
20 min	School-wide Updates		<ul style="list-style-type: none"> • Jan. 9 - Anna shared with HSTA reps draft of budget reductions and received their input. <ul style="list-style-type: none"> ○ There are 4 ways to look at the budget ○ ELT and Nav center are the two biggest things that are important to Kamaile according to staff and parent input. ○ Potential changes with budget: 1 reduction hour once a week for students every Friday & 6 hours of professional development for teachers. ○ Potential of cutting positions. ○ All schools including DOE are conducting positions cuts. • Jan. 15 Site Visit for President's Turnaround Arts Program (PCAH: President's Committee on Arts and Humanities). <ul style="list-style-type: none"> ○ Kamaile is a candidate with another school in this state. ○ Program allows for incorporation of art in curriculum. ○ Only K-5 teachers will 	

			<p>be trained.</p> <ul style="list-style-type: none"> • Jan. 28 Board Meeting/Visit and Dinner <ul style="list-style-type: none"> ○ There will be a meet and greet with the teachers. ○ There will be a pasta dinner from 530 pm - 7 pm. ○ Informational Presentation will be about PV farm development (162 acres) through EURUS energy, the history of the school, and the conversion of charter. ○ Kamaile has the potential to get 5 acres and will present the architectural plans. ○ Since Kamaile started, Kamaile was designated 12 acres, but Kamaile received 7 acres. 	
10 min	Baby College and Harlem Children's Zone	Joe Uno	<ul style="list-style-type: none"> • Question posed: To think about extending education earlier than preschool. • Baby College <ul style="list-style-type: none"> ○ Early childhood learning ○ Perfect place for Nav Center ○ There is a community draft of the Harlem Children's Zone done community members like Valerie Manoa. 	
10 min	School Empowerment Conferenc	Joe Uno	<ul style="list-style-type: none"> • We are moving and making progressing. 	

	e			
5 min	Sodexo Contract (teacher lunches, sustainability, recyclables)	Paul & Anna	<ul style="list-style-type: none"> • Talks about switching to a biodegradable plate. Paul will find about the cost of switching. 	<ul style="list-style-type: none"> • Paul will find out about biodegradable plate • Anna and Paul will sit with Sodexo to manage money collection for teacher lunches.
5 min	Final Review of LAP By Laws	Denise	<ul style="list-style-type: none"> • By Laws are finished 	
1 min	Introduce LAP to faculty and staff on same day as Board Meet & Greet?: January 28		<ul style="list-style-type: none"> • 1:45 pm - 2:15pm LAP will be introduced to the faculty at the meeting. • Ann Botticelli will fill Pauline Bailey's term as Board Chair until August when Joe Uno, who is filling the Vice-Chair will become the Board Chair 	

Dec. 9 Meeting Canceled

Kamaile Academy Local Advisory Panel Meeting Agenda/Notes

Date: November 18, 2014

Time: 5:30-7:00 p.m

Room: Navigators' Center

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Facilitator - Anna

Time Checker - Anna

Process Checker - Denise

Note Taker - Denise

Present: Anna, Denise , Mele, Joe, Val, Love, Kawika, Christian, Lisa C., Shar

Time	What	How	Notes	Action Items
5 min	Warm-Up	What are you looking forward to during the holidays?	Skip due to time	
2 min	Review Norms		Skip due to time	
3 min	Review Action Items from Last Meeting		Denise drafts by laws which includes revisions	Denise - Create Sign up Sheet at every meeting -Will fix bylaws and submit it to the board
15	School-wide		Review responses of Visioning	

min	Updates		<p>and Planning follow up with staff on November 5, 2014 & with parents on November 13, 2014</p> <ul style="list-style-type: none"> • Jan, 13, 2015 Governing Board at Kamaile; Tour of where our students live, medical trailer, etc. During this day the Governing Board will announce their vision for their 5 acres. • Transiency Rate - 2013-2014 52%, July 2014 - August 28% will be over 56% by then end of the year. • Dec. 13 - Christmas Parade; Almost 100 students walking. Need a chaperone if K-6 . 	
15 min	Article: Empowerment gives schools the ability to put students first		<ul style="list-style-type: none"> • Demension U (Intervention Program) is being looked at as an intervention process. 	
20 min	Review LAP By Laws that Denise Drafted		https://drive.google.com/drive/u/0/#search?q=by%20laws	
5 min	Choose Date to Introduce LAP to faculty and staff		Part of WASC goals	<p>January 28, 2014 - Introduce LAP Faculty & Staff</p> <p>Same day as the governing board</p>
5 min	Wrap-Up		Next Meeting: December 9	

Kamaile Academy Local Advisory Panel Meeting Agenda/Notes

Date: **October 14, 2014**

Time: **5:30-7:00 p.m**

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?*

Facilitator -

Time Checker -

Process Checker -

Note Taker -

Present: Denise, Anna, Kawika, Joe, Vivian, Jo, Shar, Love, Lisa C., Mele, Christian

Time	What	How	Notes	Action Items
5 min	Warm-Up	What is your favorite past time?	Clean and work! Spending time with my kids. Cleaning relaxes me. Working. Read. Playing music. Volunteer and working, HC, Kamaile. Watching movies at a theatre. Watching movies-Netflix.	
2 min	Review Norms			
3 min	Review Action Items from Last Meeting		<ul style="list-style-type: none">• Thank you, Joe, for providing the pizzas (Sept. 13 Campus Beautification/Rooftop Painting)• Anna sent Waimea's and Kualapu'u's By-Laws to KA LAP members	

			<ul style="list-style-type: none"> Denise w/ KA By-Laws on Google Doc 	
5 min	HC Attributes		<ul style="list-style-type: none"> Shared the document created by the 3 HC Schools' principals 	
5 min	KS Strategic Goals		<ul style="list-style-type: none"> Shared the goals 	
15 min	School-wide Updates		<ul style="list-style-type: none"> Safety discussion on how to close our campus during school. HS Redesign <ul style="list-style-type: none"> Focus Group Done Student Focus Group will be coming 	
45 min	Review/ Update LAP By Laws		<ul style="list-style-type: none"> 	Denise will draft up the Kamaile By-Laws. She will include the revisions.
5 min	Wrap-Up			

Kamaile Academy Local Advisory Panel Meeting Agenda/Notes

Date: September 9, 2014

Time: 5:30-7:00 p.m

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 improving teaching and learning?*

Facilitator - Anna
 Time Checker -
 Process Checker -
 Note Taker -

Present: (13 people) Anna, Paul, Denise , Joe, Val, Mele, Love, Christian, Vivian Sua, Kawika, Shar, Lisa C

Time	What	How	Notes	Action Items
5 min	Warm-Up	Share a positive since we last met		
5 min	Review Norms			
5 min	Review Action Items from Last Meeting		<ul style="list-style-type: none"> • PDF notes after the meeting uploaded to website • Denise Della became the LAP Chair 	
5 min	Calendar Review		<ul style="list-style-type: none"> • 9/13 - Campus Beautification from 8 a.m. - 12 p.m. <ul style="list-style-type: none"> ◦ Paint Backboards ◦ Clean Up trash in front of school ◦ Need roller & stick • 9/17-9/19: Admin training continuing w/ observation calibration (w/ BERC) • 9/19: RIF <ul style="list-style-type: none"> ◦ Group of Volunteers to read • 9/22 5:30 p.m.-Kamaile hosting State Public Charter School Commission - Administrative Rules Public Hearing <ul style="list-style-type: none"> ◦ 20 - 30 people in the library ◦ Celebration for accreditation 	Joe Volunteered Lunches, need headcount (70)

5 min	WASC Goals		<ul style="list-style-type: none"> ● One Goal Done! We have a LAP Chair: Denise 	
15 min	School-wide Updates		<ul style="list-style-type: none"> ● HS Redesign (Sept 23) <ul style="list-style-type: none"> ○ 125 students out of 200 students for full enrollment (38 9th, 22 12th) ○ High Model adoption (Envision Model - 400 students). ○ Challenge: HSTA Contract; Teachers are bound. Exhibitions are outside the school day & contract. ○ New AP with a few others are trying to find a blend with Kamaile model and & Envision model. ○ 4 teachers, admin, and bob lens. ○ Start with conversation with Elementary teachers tomorrow at faculty meeting. ○ Parents will be invited to focus group for inputs. ○ New Idea: Changing start date at later time at 1130 am. Great for kids too! Kids to stay up late. ● EURUS Update, <ul style="list-style-type: none"> ○ Requesting 5 Acres ○ Next Meeting will be held 9/10/14 ○ Suggestions to bring the whole school involved. ○ 10 in favor for minimum asking of 5 acres ○ 1 abstain ○ History: Purchased by a developer & want to put 	

			<p>800 homes. Bought it with intention of building solar farm. Underground lining will occur. No emergency access route. Positive - We are still on the table.</p> <ul style="list-style-type: none"> • Later Start Time <ul style="list-style-type: none"> ○ Rolled out tomorrow 	
45 min	Review/ Update LAP By Laws		<ul style="list-style-type: none"> • Last updated in 2008 • Started reviewing By-Laws. • By-Laws will be a work in progress. 	<p>Denise will put By-Laws to google docs so everyone can edit (There was too many edits - so will upload later)</p> <p>Anna will ask Waimea & Molakai school for their By- Laws</p>
5 min	Wrap-Up			

Kamaile Academy Local Advisory Panel Meeting Agenda/Notes

Date: August 12, 2014

Time: 5:30-7:00 p.m

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 improving teaching and learning?*

Facilitator - Anna
 Time Checker - Rosie
 Process Checker - Lisa
 Note Taker - Love

Present: Lisa C., Mele, Love, Rosie, Anna, Shar, Joe, Scotty,

Time	What	How	Notes	Action Items
5 min	Warm-Up	Share: Describe yourself in one or two words		
5 min	Review/ Recreate Norms	1.	T- True H I - N - Necessary K- Kind	
5 min	Calendar Review	1. Open House/ Back to School Night 2. Confirm 2nd Tues. of the month as meeting day	-August 14, 5:30-7:30pm -Notes will be available to LAP members -Meet 2nd Tuesday of the month except for November due to Election Day and Veteran's Day. November 18 will be the Tuesday we meet	-Anna-communicate information about meeting 1 week prior to scheduled meeting.
20 min	WASC Goals	1. What's our kuleana? 2. Plan?	-Anna-share notes and agenda with school staff as part of communication. Place link on Kamaile website. -Denise Dellla-Lap Chair? -start thinking about our goals -review/revisit the bylaws	-Anna will place link of LAP Meeting Agenda and Notes on Kamaile Website -Anna will ask Denise.
15 min	Share SY '14-'15 Budget		Possible Funders: Kellogg foundation? Pacific Links? Tony Guerrero Gates Foundation?	

35 min	School-wide Updates		<p>1. Eurys project</p> <p>2. Medical Trailer- We should be up and running by next week Monday. Building permit approved by C and C and DOE auxillary services branch. We still need to pour a small concrete landing, but we are really close :) (Shar has a dude)</p> <p>3. AP for PK-3 and 7-12</p> <p>4. Instructional Strategies- effective feedback</p> <p>5. Enrollment-944, goal is 960</p>	
5 min	Wrap-Up			