

SCC Minutes

September 29, 2015

October 28, 2015

November 18, 2015

December 09, 2015

January 13, 2016

February 17, 2016

March 08, 2016

April 20, 2016

KEAAU MIDDLE SCHOOL
SCHOOL COMMUNITY COUNCIL MINUTES
September 29, 2015

1. INTRODUCTIONS:

Present were: Stan Gapol, Jeanine Acia, Alex Cyran, Ann Holmlund, Alwin Baldua, Amalie Dorn, Elna Gomes, Tiare Liacuna, Randi Saplan, Tanya Baybayan, Nellie Walker, Michele Coughran.

2. SECRETARY'S REPORT –

a. MEETING

- i. April 2015 Meeting Minutes –Motion by Aldwin Badua to accept as presented – Jeanine Acia 2nd.

3. Principal's Report

- a. Summary of OSSR (On Site School Review) team. They are here from various locations and interviewed every staff person. Surveys were completed by students and parents. Classroom observations are part of the review. This is the last Synergy (turnaround partner) but having learned what the system is the complex can perform them for each other.

4. Old Business

- a. Security Camera System Update: A system has been installed in the Science Building and effectiveness will be measured. By policy can't review tapes to look for problems. The tapes are used only to investigate an incident. It is also a tool for deterring inappropriate behaviors. To install a quality system in the entire school it could cost \$50,000. Just installed recently so results in effectiveness are not available at this time. Report on effectiveness will be shared as appropriate in upcoming meetings.
- b. SBAC results next meeting. SBAC replaced English and Math. The SBAC is a nationwide test. Drops in scores expected. Science still using the HSA. Nationwide KMS places somewhere in the middle for test results.

5. NEW BUSINESS

- a. Title One Report – Randi Saplan. Title 1 is required every year to share information. The program was created to help disadvantaged students by the Federal Government. We get funds based on number of students on free and reduced. Minimum number is 40% we have 85%. We received approximately \$200,000. Some funds are used for a teacher coach, professional development, to purchase curriculum, (reading – Springboard), assessment program in reading and math standards to see how they perform on SBAC. All things are used to help students achieve academically. Some money is set aside for parent involvement. Studies

have found that parent involvement is much needed in schools where high number of disadvantaged. Feedback welcome on how to use funds for next year – by end of calendar year. Academic plan is used as the Title 1 plan. Elna will be sharing updates at our meeting as part of the requirements in Title 1.

- b. Review Bylaws – Jeanine Acia due to time constraints – tabled to next meeting
- c. Review Timeline – Jeanine Acia due to time constraints – tabled to next meeting
- d. New members: New Parent & Community members welcomed and voted into the SCC: Amalie Dorn, Tiare Liacuna, Tanya Baybayan, Nellie Walker, Michele Coughran.
- e. Board Vacancies – Amalie Dorn elected as new Chairperson replacing outgoing Terry Gresswell. Stan Gapol will continue as Vice Chair and Jeanine Acia as Secretary.
- f. Abusive language - Parent Concern – Some students voiced a concern that the amount of language was extreme on campus. It was concluded that students mostly use inappropriate language when adults are not around. It occurs primarily at recess. Ideas to correct it include peer pressure and use of current “Greenwave Bucks” program. Suggest the school target it for a month using tactics such as taking pride in good language and asking the question, “what do you want to be how do we get there?”.

NEXT MEETING DATE: Wednesday, October 28, 2015 3:30.

Meeting adjourned to KMS OSSR Parent / Community Meeting room K102

KEAAU MIDDLE SCHOOL
SCHOOL COMMUNITY COUNCIL MINUTES
October 28, 2015

Meeting called to order at 3:35

1. **INTRODUCTIONS:** Present were: Excused Ann Holmlund, Tanya Baybayan. Present Amalie Dorn, Michele Coughran, Aldwin Badua, Taire Llacuna, Nellie Walker, Alex Cyran, Stan Gapol, Jeanine Acia, Elna Gomes, Chris Ho.
2. **SECRETARY’S REPORT –**
 - a. **MEETING**
 - i. Minutes from previous meeting – Accepted as presented.
3. **Principal’s Report**
 - a. Academic Plan Progress Report (new) – OSSR report is used as AC/FIN needs assessment. Will begin plan review with Leadership in February.
 - b. OSSR Feedback: (Report attached). Full 26 page report be made available in the Parent Center.
 - c. Discipline report (Report Attached) Data is from school ECSSS program. Report figures are skewed as offenses were input with data that wasn’t Vice Principal data. Data will be corrected next month.
 - d. SBAC Results - (Report Attached) Additional results may be viewed on DOE website.
4. **Old Business**
 - a. Handbook & Bylaws Review – electronic copy sent.
5. **NEW BUSINESS**
 - a. In accordance with SCC Timeline:
 1. Community Meeting to share school/student performance data – Meeting took place on September 29, 2015 during Family Movie and OSSR parent and community meeting.
 2. Begin work on SCC Waiver/Exception Requests – n/a
 3. SCC members school orientation session.
 - i. School Mission/Vision
The mission of Kea’au Middle School is to provide diverse and challenging opportunities for a lifetime of success.
Vision: Knowledge Means Success. Kea’au Middle School is a community of active and successful learners who are empowered to become responsible citizens of the future.
 - ii. Self Assessment
 - iii. Survey of Principal

Mrs. Gomes distributed the book, “This We Believe – Keys to Educating Young Adolescents.” Her vision is that the school provide an experience that is targeted toward this unique age and described in the book; “A Middle School Concept”.

NEXT MEETING DATES: Wednesday, November 18 / Wednesday, December 9, 2015
Meeting Adjourned: 5:21

KEAAU MIDDLE SCHOOL
SCHOOL COMMUNITY COUNCIL AGENDA
November 18, 2015

1. **INTRODUCTIONS:** Present were: Amalie Dorn, Stan Gapol, Jeanine Acia, Elna Gomes, Aldwin Badua, Ann Holmlund (excused: Michele Coughran, Tanya Baybayan). Absent: Nellie Walker, Tiare Llacuna

MEETING CALLED TO ORDER: 3:38

2. **SECRETARY'S REPORT –**
 - a. MEETING
 - i. Minutes from previous meeting approved as presented
3. **Principal's Report**
 - a. Discipline report – Updated data supplied / reviewed (see attached)
 - b. Personnel Plan – Principal has begun work with the KMART group.
4. **Committee Reports – Student Report**
5. **Old Business**
 - a. Handbook Review – Overview & Orientation (tabled)
6. **NEW BUSINESS**
 - a. Bell Schedule Discussion: Community & parent concern that it's so short. Students like it. There will be changes next year.

Meeting adjourned: 4:55pm

NEXT MEETING DATE: Wednesday, December 9, 2015

KEAAU MIDDLE SCHOOL
SCHOOL COMMUNITY COUNCIL MINUTES
December 9, 2015

1. SECRETARY'S REPORT –

PRESENT: ALDWIN BADUA, TANYA BAYBAYAN, STAN GAPOL, ALEX CRYAN, NELLIE WALKER, ELNA GOMES, TIARE LLACUNA, MICHELE COUGHRAN, AMALIE DORN, JEANINE ACIA (ABSENT: ANN HOLMLUND)

- a. MEETING – CALLED TO ORDER 3:34
 - i. Minutes from previous meeting – stands as presented

2. Principal's Report

- a. Discipline report - Continue dialog on what's working. Data distributed (hard copy attached) and reviewed for 10/13/15 – 12/8/15 second quarter data. Discussion on class A – 45 day suspension. Students can partake in Twilight afterschool program. Another program will be implemented called Alternative Ed for students that need help students that are failing. Discussion on how to have parents being accountable for students' behavior. Parents of students who have chronic and behavior issues parents are contacted by the school and asked to come in for a meeting.
- b. The OSSR will serve as the Needs Assessment this year Financial Plans. Financial Plan due to OHR and CAS end of December. Draft financial plan distributed for review. (hard copy attachment)
- c. STAR Screening Report – distributed (hard copy attachment) and reviewed. Goal for each area, science, math and ELA 20% over last testing whichever that may be. Projection for math is that we will exceed the goal. Test will be taken in late January and March. STAR test is taken in social studies.

3. Committee Reports

- a. Student Leadership Committee Report (electronic attachment)

4. Old Business

- a. Handbook Review – Overview & Orientation

5. NEW BUSINESS

- a. In accordance with SCC Timeline: December
 1. Monitor Quarterly Progress of Academic & Financial Plan Goals (2nd Quarter) – see above under Principal's Report
 2. Principal Submits Personnel Plan to CAS for review & approval (KMART Group)

Meeting adjourned 5:15pm

NEXT MEETING DATE: January 13, 2016 at 3:30pm

KEAAU MIDDLE SCHOOL
SCHOOL COMMUNITY COUNCIL MINUTES
January 13, 2016

- 1. SECRETARY’S REPORT – PRESENT: ALDWIN BADUA, AMALIE DORN, ANN USUGAWA, TIARE, ELNA GOMES, ALEX CYRAN, STAN GAPOL, JEANINE ACIA (MICHELE COUGHRAN EXCUSED)**
 - a. MEETING – CALLED TO ORDER 3:36
 - i. Minutes from previous meeting – approved as presented.

- 2. Principal’s Report**
 - a. Discipline report – Hard copy of report attached. Total number of incidents has gone down. The contribution on the PBS programs has helped as well as 2nd year of Tuesday guidance lessons.
 - b. KMART Report: Hard copy of Progress Monitoring report distributed (copy attached). The report is reviewed every month.
 - c. Quarterly Progress of Academic & Financial Plan (Goals update non – salary Financial Plan WSF FTEs & Salaries approved in Dec will be locked.)

- 3. Committee Reports**
 - a. Student Leadership Committee Report - Aldwin
 - i. Pull over hoodie proposed in school design ACTION ITEM: Elna to review with KHS Principal and then will check into ordering.
 - ii. Abusive Language – students hearing it at recess.
 - iii. Learning well – they like it.
 - iv. Would prefer free dress on Friday instead of Monday. When “Free Play” Monday is removed we can look into switching “Free Dress” to Friday.
 - v. Students would like Home Economics (Consumer Economics) as an elective. The school doesn’t have funds to re-equip the classrooms with the needed equipment. This topic is not a college and career readiness. Perhaps it can be a part of the after school program.
 - vi. Still like the Ho’okele Center. It would be nice to have more activities: group activities. ACTION ITEM: Aldwin to discuss with Mrs. Stone.
 - vii. Mentor program going strong.
 - viii. More food choices on the lunch menu. Discussion on offering two entrée choices. ACTION ITEM: Elna to discuss this with Cafeteria Manager.
 - ix. They want to have more clubs: ACTION ITEM: Aldwin to find out what kind of clubs they want.
 - x. They want a vocal area – perhaps in the Ho’okele room. A program was purchased and hasn’t been received yet. ACTION:

- Aldwin to discuss with Mrs. Stone. Mr. Cyran will allow students to come in to sing. ACTION ITEM: Mrs. Stone announce this.
- xi. Students leaving campus and returning. Security allowing this. ACTION ITEM: Aldwin to ask Mrs. Stone if this is during school time or after school. If after school Mrs. Gomes working with SRO.

4. Old Business

a.

5. NEW BUSINESS

- a. Action Item: Suggestion box in Ho'okele. Aldwin to work with Mrs. Stone or as an assignment in homeroom.

Meeting adjourned 5:30

NEXT MEETING DATE: Wednesday, February 17, 2016 3:30pm.

KEAAU MIDDLE SCHOOL
SCHOOL COMMUNITY COUNCIL MINUTES

February 17, 2016

Meeting called to order 3:36

1. **INTRODUCTIONS:** Present were: Jeanine Acia, Aldwin Badua, Amalie Dorn, Don Lougee, Elna Gomes, Alex Cyran, Stan Gapol, Ann Holmlund – guests: Gregor Illagan and Officer Dustin Sampaga (Nellie Walker and Michele Coughran excused)

2. **SECRETARY’S REPORT –**
 - a. MEETING
 - i. Minutes from previous meeting- accepted as presented.

3. **Principal’s Report**
 - a. Discipline report - Social Behavior Survey & Discipline statistics distributed and attached. Information on the Social Behavior program that is shared during Ho’okele presented by Ann Holmlund. Mrs. Gomes and Don Lougee review discipline statistics.
 - b. KMART Report: no update
 - c. Monitoring Quarterly Progress of Academic & Financial Plan: CNA (Comprehensive Needs Assessment) was just completed. Only small changes to Academic Plan from what was presented to SCC. Changes will be presented next month. An emailed copy will be sent in advance for review. Financial Plan does not have any changes.

4. **Committee Reports**
 - a. Student Leadership Committee Report (hard copy attached)
 - i. Action Items- Pullover one security allowed a student and this was deemed unfair. Principal contacted KHS Principal regarding this topic. KHS students are asked to take them off and if not it’s a “D” offense. Although we could print KMS sweatshirts we would not be aligned with the high school expectations so at this time KMS printed pullover sweatshirts will not be offered.
 - ii. Aldwin shared that AVID students have to go to the back door of the Science Building as other students are sneaking in.
 - iii. Alternate planner shared. It’s \$1000 less expensive. KMS school specific information is not shown in example and this would be recommended. Current HSN is more comprehensive.
 - iv. Only received one suggestion in the box. Will ask Mrs. Stone to remind students that there is a suggestion box. Mrs. Stone is going to make a form to be used for suggestions.
 - v. What clubs do they want? Art Club. ACTION ITEM: Jeanine Acia to flush it out with Mrs. Stone. Can be an Uplink activity. Can ask the art teacher if he would be willing.

- vi. When Aldwin asked students for input on school issues & concerns, students didn't have a lot of input.
- vii. Food choices: - ACTION ITEM; Elna to check with Cafeteria manger for next time.
- viii. Students leaving campus. Principal met with Shipman President. Working with SRO. Stan will bring it to his Neighborhood Watch. Updates on issue to be provided at the next meeting.

5. Old Business

a.

6. NEW BUSINESS

- a. In accordance with SCC Timeline: February
 - 1. Monitor Quarterly Progress of Academic & Financial Plan Goals update non – salary Financial Plan WSF FTEs & Salaries approved in Dec will be locked (as noted above)
 - 2. SCC Plans - waivers or exception requests? none
- b. Public Library – \$800,000 allocated for a new library in Puna. If location selected is Pahoia then KMS library will stay open. Recent community meeting was to assess what community would like in a new library.
- c. Robotics Program (tabled until next meeting)
 - 1. Trophy placement: Science Bldg?
 - 2. Status of KMS robotics program on KMS campus?

Meeting adjourned: Meeting adjourned 5:25

NEXT MEETING DATE: Tuesday, March 8 at 3:30

KEAAU MIDDLE SCHOOL
SCHOOL COMMUNITY COUNCIL MINUTES
March 8, 2016
Meeting called to order 3:37

1. **INTRODUCTIONS:** Present were: Amalie Dorn, Jeanine Acia, Elna Gomes, Stan Gapol, Ann Holmlund, Alex Cyran Guests: John Kwee and Greggor Illagan, Excused: Michele Coughran, Aldwin Badua.
2. **SECRETARY'S REPORT –**
 - a. Minutes from previous meeting- stands as presented
3. **Principal's Report**
 - a. **STAR Assessment Data Shared (hardcopies distributed)** Students take the tests 3 times during the year. The STAR has replaced the HAS for reading and math but HSA's are still taken for Science. Shows if students are performing at benchmark. Math and Reading tests are Smarter Balance. The gain from Fall to Winter is not significant and actually went down 1% in 6th grade math. Tests were presented in Social Studies classes in Fall and Winter so as not to interrupt ELA and math. However the consequence may have been lower performance. The 3rd exam was presented in subject classes and there was more growth. Next year the assessment may be given in a shorter version on a monthly basis. Strive High compares like schools for measurements.
 - b. Discipline report
 - i. Students Loitering: Officer Sampaga has been making an attempt to go to the store after school until end of his shift at 3pm. This seems to have an impact. Another meeting with community and Principals will be taking place. Greggor will talk to SRO to see if he can stay later on Tues and Wednesday.
 - c. KMART Report- reviewed Academic Plan.
 - d. Monitoring Quarterly Progress of Academic & Financial Plan – Changes from Executive Committee presented (all members reviewed and sought clarification on items) Report attached. Committee members Alex, Ann, Nellie, Jeanine and Amalie approved the Academic Plan as submitted. Stan Gapol would like a little more time and will follow-up with Jeanine on questions and his vot
4. **Committee Reports**
 - a. Student Leadership Committee Report - tabled as Aldwin is absent
 - i. Action Items?
5. **Old Business**
6. **NEW BUSINESS**
 - a. Robotics Team –Placement of trophies in Science Bldg. If we can get an estimate on a case Greggor will see if we can get a donation. Stan will get research a location and get estimates.
 - b. Status of robotics club in KMS next year. Stan will make contact with the Robotics team in Uplink; Leslie Kealamakia and Susan Rupp.

NEXT MEETING DATE: April 20, 2016 at 3:30.
Meeting adjourned 5:15pm.

KEAAU MIDDLE SCHOOL
SCHOOL COMMUNITY COUNCIL MINUTES
April 20, 2016

1. **INTRODUCTIONS:** Present were: Alex Cyran, Stan Gapol, John Kwee, Amalie Dorn, Jeanine Acia, Elna Gomes, Aldwin Badua, Jancy Rapoza, Nellie Walker, Ann Holmlund. (absent: Tanya Baybayan & Michele Coughran)
2. **SECRETARY'S REPORT –**
 - a. MEETING – CALLED TO ORDER AT 3:40PM.
 - i. Minutes from previous meeting -
3. **Principal's Report**
 - a. Discipline report – (report attached). Discussion on loitering at the 7-11. Traffic seems to be reduced. Number of incidents is down significantly from last year.
4. **Committee Reports**
 - a. Student Leadership Committee Report
 - i. Report from students they felt things are going well and they are learning. Cinnamon gum helps for testing! SBA testing is doable and student rep felt better prepared this year than last year. SBA should be improved because students get tired and hot in the afternoon and hard to concentrate. Students feel comfortable with their teachers. Students are gambling – dollar flip. Many students are worried about it. The student reported that the gambling has been going on for a while and other schools have a problem.
5. **Old Business**
 - a. Trophy Case update – Stan Gapol. Mahalo for Mrs. Gomes for her donation to the Robotics team. On the right of the main entrance to the right of the after the lounge. A possible location has been researched and Stan will look into how to get a case.
6. **NEW BUSINESS**
 - a. Academic Plan revision: Title One Coordinator has made changes to plan to be in compliance with Federal guidelines and per district to be more specific. Code in the “Enabling” box shows where the directive came from.
 - b. Survey of Principal meeting to be arranged when form is available.
 - c. Self-Assessment of SCC Board online survey – will send a link information to be reviewed at the beginning of the next meeting.

Meeting adjourned: 5:07

NEXT MEETING DATE: May 11, 2016 – 3:30 in PCNC office for Principal Review.