**C4 Monthly MEETING DOCUMENTATION Meeting Date: 12/20/16 WDO**

*Shared Responsibility Leveraged/Aligned Resources Community/Family Partnerships Collaborative Process PreK-20 Continuum*

*Visit the C4 Weebly Website:* [*http://castlecomplexcommunitycouncil.weebly.com/*](http://castlecomplexcommunitycouncil.weebly.com/)

**DESIRED MEETING OUTCOMES**

* State and Complex Matters - Gain familiarity with the DOE Strategic Plan; know of bright spots, challenges and other matters
* Work of the C4-Planning for the Year – Have information re the 2017 C4 Election activities; make progress on work group activities.

**Education News We Can Use**

* Hawaii DOE Updated Strategic Plan – The Hawaii State Board of Education voted unanimously to adopt the update and extension of the Strategic Plan with amendments. The plan will be used to guide the Department and its schools from 2017-20 with implementation starting next year. The plan can be found on the DOE website.

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| **Item: State and Complex Matters****Outcomes:** Know about the bright spots, challenges and other matters |
| **ACTION/AGREEMENT** | **PERSON(S) RESPONSIBLE** | **DEADLINE** |
| None |  |  |
| **INFORMATION SHARED/DISCUSSION**Updated DOE Strategic Plan, 2017-2020CAS Ho shared highlights from the updated strategic plan which was approved on 12/6 with recommendations.* Document guides the DOE. It is the broad stroke for the system. It gets more narrow at the school level.
* Section II. Our Journey – Promotes early college. Over the next few years the HKL Castle Foundation and Kamehameha School are heavily investing in early college at three Windward District high schools.
* Section VI. Na Hopena A’o – CAS Ho participated in a session with the developers of the Na Hopena A’o framework. The framework addresses our unique values, sense of place and strong community relationships with a foundation in Hawaiian values, language, culture and history.
* Section VIII. Goals and Objectives for Achieving Student Aspirations – Each school will tailor its Academic-Financial Plan to address its needs. The DOE is in process of vetting the templated for a 3-year Academic Plan
* Goal 1 Student Success – Goal 1 objectives and the Castle-Kahuku Complex Area focuses are in alignment. The complex area has been focusing on the whole child, relevancy, and project-based learning.
* Goal 2 Staff Success – Castle-Kahuku Complex Area has principals who are not nearing retirement as in other complex areas. Work is occurring on building capacity of our vice-principals.
* Goal 3 Successful Systems of Support – Principals share and discuss how to scaffold “Bright Spots” at monthly principal’s meetings. District staff also do the same. Schools and district staff will be able to request “field trip” funds to visit schools on other islands. Castle Complex has many partnerships. CAS Ho is looking at how to expand partnerships in Kahuku Complex. There is a question about how state level will assist schools who desire partnerships.
* Section X. Statewide Indicators for Equity and Excellence – There are 14 indicators. Number 14 is Family and Community Engagement. It was added as an amendment at the 12/6/16 BOE Meeting. Its 2016 Base and 2020 Target is to be announced.

Discussion* HEE Advocacy – Offers a parent and community voice to the DOE, BOE and Legislature. Cheri sees an appreciation of the whole child and partnering with families and community in the strategic plan. BOE seems to be focused on equity, achievement gap, helping struggling students, Special Education, English Language Learners, and chronic absenteeism
* Chronic absenteeism – Is chronic absenteeism a good reflection about a school? There are varying viewpoints from schools, community, and parents
* Indicator number 14 – Will the target be for the system or for schools? What would be a good indicator to use? Maybe use specific items from the School Quality Survey (SQS). Are there other surveys. There is a need for better collaboration. Define community. The Native Hawaiian community and Hawaiian Immersion Schools are doing advocacy work. Hawaiian Immersion schools are concerned about the translation of the SQS. The 3 Castle-Kahuku Complex Area immersion schools did not participate in the SQS.

Special Celebration – Cynthia OkazakiThe C4 celebrated Cynthia Okazaki’s recent retirement from PACT Kaneohe Community Family Center. For several decades Cynthia has been a consummate family and community advocate in 96744. Nathan French, John Au, and Susan Young shared highlights of her impact upon the schools and community. Cynthia will continue her advocacy work as a volunteer.Acknowledgement – Nathan FrenchCAS Ho recognized Nathan French for stepping-up to serve as the temporary District Education Specialist for School Based Behavioral Health. Paula Wong who served in the position for more than a decade retired on December 31. |

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| **Item: Work of the C4****Outcomes:** Have information re the 2017 C4 Election activities; make progress on work group activities. |
| **ACTION/AGREEMENT** | **PERSON(S) RESPONSIBLE** | **DEADLINE** |
| Hold a planning meeting for the Jan. 26 PLG prior to Jan. C4 meeting | Ed Valuing Parents Work Group | Meet on Jan. 10 at 3:30, WDO |
| **INFORMATION SHARED/DISCUSSION**2017 C4 ElectionSusan provided information on election activities, timelines, and liaisons to conduct activities at SCC meetings.* Timeline
	+ January – C4 liaisons attend SCC meetings to share info and encourages members to run for election.
	+ February – C4 liaisons attend SCC meetings to conduct nominations at SCC meetings.
	+ March – C4 members contact nominees to encourage participation in April election. Nominees complete on-line survey.
	+ April – C4 liaisons attend SCC meetings to conduct election.
	+ May – Susan informs SCCs of election results via email.
* Eleven Open Seats for Election

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| * + Secondary Administrator (Principal)
	+ Elementary Administrator (Principal)
	+ Intermediate Faculty
	+ Classified Staff (non-Unit 13)
 | * + High School Parent
	+ Intermediate Parent
	+ 2 High School Students
	+ 3 Appointed Members
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* C4 Liaisons to SCC Meetings – Susan Young, Steve Terstegge, Jan Plunkett, Melanie Afualo, Nathan French, John Au, Cynthia Okazaki, and Karen Kimura

C4 Work Group (WG) Time* Education Valuing Parents – Program for the 1/26/17 will include sharing from Kapunahala, Ahuimanu and Ben Parker representatives on organizing a successful fun fair, event planning for muffins for moms and starting-up an Ohana.
* P-14 Character Education – Will be conducting peer mentor training with participating Castle High seniors on Friday, 1/20/17. Seniors will mentor Kaneohe 6th graders on transition into intermediate school.
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**APPRECIATIONS:**

* All for attending and participating in this evening’s meeting
* Sydney and Cynthia for helping set-up
* Many for helping reset furniture
* Cynthia for recording
* Susan for preparing dinner and facilitating

**NEXT MEETING:**

* C4 Meeting: Tuesday, 2/21/17, 4:15-7:00 pm., WDO, Conference Rm 1

**Announcements:**

* Castle Complex Parent Leaders Gathering: Thursday, 1/26/16, 5:45-7:45 PM, Windward District Office

**ATTENDANCE:**

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| **C4 Members Present** (10 of 21)Ayada Bonilla, Unit 13 StaffDerek Minakami, Elementary Administrator John Au, CommunityKaren Kimura, Community Matt Ho, Complex Area Superintendent | Nathan French, Windward District AdministratorPhyllis Ida, Early Childhood Partner Steve Terstegge, High School ParentSydney O’Neal, High School Student Wendy Matsuzaki, Secondary Adminstrator |
| **C4 Members Not Present** (11 of 21)Amy Kawatani, High School Student Angie Hashimoto, Non-Unit 13 Staff Ardis Eschenberg, Higher Education PartnerGeorgene Berinobis, Intermediate ParentIan Kitajima, Business PartnerKaikaina Kekua, Elementary Teacher | Koren Fiefia, High School Faculty Melanie Afualao, Elementary ParentRichard Pettit, Intermediate TeachVacant, Foundation Non-Profit PartnerVacant, Parent for Special Needs |

**Guest:** Cheri Nakamura, Sue Emley

**Facilitator:** Susan Young **Recorder:** Cynthia Okazaki

***MAHALO for your engaged participation!***