**C4 Monthly MEETING DOCUMENTATION Meeting Date: 9/20/16 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 - Learn about the Complex Area brand and process to develop vision and mission; be updated on Governor’s ESSA Task Force work on the “Blueprint for Hawaii’s Public Education”
* Work of the C4-Planning for the Year – Confirm Phyllis Ida’s reappointment to the Early Childhood Partner seat on the C4; make progress on work group activities

**Education News We Can Use**

* States to Partner on Social Emotional Standards – Education Week article is about eight (8 )states partnering to create social-emotional standards. The collaborative will build upon existing work and develop for schools tools to measure. Article was distributed at tonight’s meeting.

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| **Item: State and Complex Matters****Outcomes:** Learn about the Complex Area brand and process to develop vision and mission; be updated on Governor’s ESSA Task Force work on the “Blueprint for Hawaii’s Public Education” |
| **ACTION/AGREEMENT** | **PERSON(S) RESPONSIBLE** | **DEADLINE** |
| None |  |  |
| **INFORMATION SHARED/DISCUSSION**Updates* + Hep A
* At Ben Parker substitute worker tested positive. King cafeteria stepped in to provide food for Parker; On Saturday and Sunday cafeteria was sanitized.
* Kapunahala Ohana Night – School notified a parent tested positive for Hep A. School identified 80 students not immunized; letter was sent home today.
* Complex/District very supportive of each other, our people and values are hard to replace
* Commens:
	+ Matt’s presentation was very reassuring. Consider being on facebook/uTube…to be out there for community

Castle Complex Area “Brand”* As a result of the School Turn Around movement school brand is becoming very popular. Examples:

Laie – We are Laie: Leadership, Achievement, Integrity, Excellence Kahuku Elementary – Be a Champion! Make Excellence a Habit! King – SAM, Student Achievement Matters* Matt and the principals considered In developing Castle-Kahuku Complex Area brand – student centered always, always about students, learning, growth, and achievement. Have developed the following for students as well as staff.

**We do what’s right for students** **Always Learning, Growing, Achieving*** Comments
	+ Like that the focus is on students
	+ A suggested tweak**:** Whatever it takes, let’s do what’s right for students: Always Learning, Always Growing, Always Achieving

ESSA Task ForceMatt and Susan shared information presented at the Governor’s ESSA Team Town Hall Meeting held at Castle High School on September 7. Cheri who has been attending various meetings for the Blueprint and the Strategic Plan also provided additional information. They also shared some of their observations.* The Blueprint and Strategic Plan are complementary efforts.
* Blueprint + Strategic Plan + ESSA Plan to feds = Coherent plan
	+ Different groups are working to gather input from all sectors of the community. At the end of the process there should be one cohesive plan.
	+ At gatherings there has been confusion about which group was gathering input for what purpose. The Town Hall meeting at Castle High was for the ESSA Team to gather input for the Blueprint. The recent BOE meeting at Kailua High gathered input for the update of the DOE Strategic Plan.
	+ It has been confusing about the purposes of the Blueprint and the Strategic Plan, especially because work on both is occurring simultaneously. The Blueprint is aspirational and the Strategic Plan details who is responsible for goals and outcomes.
	+ The ESSA law:
		- Requires community input – Everyone should be commended for good efforts to get community voice. Governor’s ESSA Team will do another round of community meetings.
		- Requires changes in accountability system – States have opportunity to pilot assessments. Application is due on Sept. 22. Do not think HIDOE is submitting an application. HI DOE leadership is examining its current testing requirements, amount and types of tests
		- Eliminates requirement to notify parents when child’s class is not taught by a “highly qualified teacher”.
	+ The ESSA Plan is due March 17, 2017 with implementation in SY 2017-18. The DOE is updating the 2011-18 Strategic Plan. DOE is currently transitioning.
	+ December 2 is the deadline for the updated Strategic Plan to the BOE.
	+ Comments/questions
		- When will discussion on implementation and action begin?
		- Who approves and submits the ESSA Plan, the Governor and/or the BOE?
		- Law requires input.
		- This shows positive action by the Governor, emphasizing education
		- Why are we doing two processes simultaneously?
		- What happens if the ESSA Plan is not completed by deadline to the USDOE?
		- Collaboration is messy. Lots of people participating in process
		- Presidential election will not change the ESSA Law process requirements.
		- Lots of participation at the Castle High School Town Hall Meeting. Hawaiian Immersion families couldn’t see themselves in the plan.
	+ Distributed handout listing the ESSA Team Design Ideas which falls into 6 buckets.
	+ Contact ESSA team for more information. Our own Steve is part of the ESSA team.

Hui for Excellence in Education (HE’E) Testimony* Needed ten (10) C4 members to vote via the Survey Monkey to have quorum. Six (6) members voted so Susan submitted an “abstain” to HE’E. All 6 votes supported the HE’E testimony on the Update of the BOE/DOE Strategic Plan and the Governor’s ESSA Task Force.
* HE’E continues to support Family and Community Engagement in the Strategic Plan.
* The Strategic Plan and Strive HI do not currently align. States will now have the opportunity to include state priorities. Accountability should be combination of Federal and State measures. If family and community engagement is to be part of the accountability system, the School Quality Survey is currently the only system in place to measure it.
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| **Item: Work of the C4****Outcomes:** Confirm Phyllis Ida’s reappointment for the Early Childhood Partner seat on the C4; make progress on work group activities**Decision:** Phyllis Ida is reappointed as the Early Childhood Partner on the C4. **Rationale:** Phyllis has extensive experience and knowledge in the area of early childhood education. She is well regarded by Hawaii professionals in the field. When “fist to five” was called, all “5s” were raised. |
| **ACTION/AGREEMENT** | **PERSON(S) RESPONSIBLE** | **DEADLINE** |
| Complete planning for the Nov. 9 Castle Complex Parent Leaders Gathering | Education Valuing Parents Work Group | Oct. 18 C4 Meeting |
| Communicate with Ian about next steps in the storyboarding/prototyping process | Cheri | Before Oct. 18 Meeting |
| **INFORMATION SHARED/DISCUSSION**Confirm CAS Ho’s Reappointment for the Early Childhood Partner Seat on the C4* Prior to retirement was PreSchool Teacher and Director; 2nd grade teacher in DOE; in special education position developed community partnership with private preschools; developed STEPS team; Kamalapua O Kooalu 5013C; received P-3 grants used for training for teachers, others going into early childhood education, transition conference which is a model for other programs in the State.
* When “fist to five” was called, all “5s” were raised.

C4 Work Group Time* Education Valuing Parents – The work group met on Sept. 19 to plan for Will have 3 more Castle Complex Parent Leaders Gathering this school year. The gatherings will address how to get new parents onto school teams. The November gathering will be Part I and the 2 remaining will be Part 2 and Part 3.
	+ Continued planning for the November 9 Castle Complex Parent Leaders Gathering.
		- Consider having parents role play inviting new parents to join school teams, attend meetings and/or volunteer school activities.
		- Kaikaina shares about the app “Remind” and other strategies which have worked for her to engage parents.
* P-14 Character Education – The work group had met on Sept. 8 to work on prototyping. They completed storyboards for peer coaching. Ian emailed the storyboards to work group members but was not able to attend the meeting.
	+ Amy’s storyboard was chosen.
	+ Identified 2 possible groups at the high school which might pilot the prototype.
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**APPRECIATIONS:**

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

**NEXT MEETING:**

* C4 Meeting: Tuesday, October 18 4:15-7:00 pm., WDO, Conference Rm 1

**Announcements:**

* POSTPONED – October 25 Castle Complex Community Meeting
* Castle Complex Parent Leaders’ Gathering: Wednesday, November 9, 5:45-7:45 PM, Windward District Office, 1st Floor Conference Room
* Next C4 Meeting – Tuesday, November 15, 4:15-7:00 PM, Windward District Office 1st Floor Conference Room

**ATTENDANCE:**

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| **C4 Members Present** (11 of 21)Amy Kawatani, High School Student Angie Hashimoto, Non-Unit 13 Staff Ayada Bonilla, Unit 13 StaffArdis Eschenberg, Higher Education PartnerJohn Au, CommunityKaikaina Kekua, Elementary Teacher | Karen Kimura, Community Matt Ho, Complex Area SuperintendentNathan French, Windward District Administrator Richard Pettit, Intermediate TeacherWendy Matsuzaki, Secondary Administrator |
| C4 Members Not Present (10 of 21)Derek Minakami, Elementary Administrator Georgene Berinobis, Intermediate ParentIan Kitajima, Business PartnerKanani Kilbey, Parent for Special NeedsKoren Fiefia, High School Faculty | Melanie Afualao, Elementary ParentSteve Terstegge, High School ParentSydney O’Neal, High School Student Vacant, Foundation Non-Profit PartnerVacant, Early Childhood Partner  |

**Guests:** Christian Santomauro

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

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