

Lanikai Elementary PCS

Minutes of Board Meeting, April 21, 2010

Board Members present:

Louis Saint-Cyr, President
Jake Hinz, Treasurer, Parent
David Saucedo - Principal
Phil Whitesell - Vice-Pres, Community
Paul Vierling, Community
Ann Pederson, Secretary, Staff
Vicky Villegas - Teacher

Community members present:

Melissa Hughes
Katie Morton
Mark Ferri
Janny Gibson
Crystal Dori
Shawna Ramos
Cj Baehr
April Taylor
Lorna Gomes
Shelly Ciano
Kerri Glenn
Carol Healy
Mark Ferri
Shawna Brizaa
Cliff Shafer
Tehani Ebalei
John Turner
Kanoelani Turner
Kim Simunovich

- 1. Call to Order:** The meeting was convened by President Louis Saint-Cyr at 6:40 PM.
- 2. Approval of Minutes:** Minutes of March 24 meeting were approved. Louis Saint Cyr abstained as he had come late to the March meeting. Vicky Villegas and Ann Pederson abstained as they had not attended the March meeting.
- 3. Student Council Report:** Not present to report, but Mr. Saucedo reported that the Student Council will be painting the boys' and girls' bathrooms in A building on Saturdays, May 8 and 15.
- 4. Community Input:** None
- 5. Principal's Report:**
 - **School Action Plan as final requirement for WASC accreditation**

Mr. Saucedo asked Dr. April Taylor to brief the board on progress in developing the school's action plan. Copies were distributed and Dr. Taylor pointed out that the four major goals are student-centered and that strategies listed will lead to accomplishing goals over the next three years. They include a broad variety of actions such as professional development, collecting data, using consistent evaluation strategies, reorganizing the school day, etc. Training for all teachers in Insight Education's strategies will be the basis for instructional practices. In order of priority, the major goals are:

 - 1) To improve math performance of all students;
 - 2) Improve writing performance of all students
 - 3) Improve student performance through positive school climate
 - 4) Improve reading performance of all students

The new Action Plan will be submitted to the WASC commissioners by May 10.
 - **Stimulus Funding:** Mr. Saucedo added that funds are available for WASC accreditation and professional development through ARRA Stimulus funding. He is pursuing funds in both of those categories.

- **Kindergarten Enrollment for 2010-2011:** In response to the charge of the board at the March meeting for “the real numbers and long-term implications” of adding a third kindergarten class next year, Mr. Saucedo opened a discussion of that possibility. Such a move, he said, would boost enrollment by 22 students and generate \$121,000 for the budget. The discussion that followed assumed the legislature will settle on \$5,500 per child. Saucedo said that the Enrollment Committee has held several meetings to explore this option and recommends against it. His own recommendation at this time is for enrolling a third kindergarten class. He pointed out that high achieving public elementary schools lose students to private schools in the upper grades as students are accepted at Kamehameha or are presented with scholarship opportunities. We can ensure increased enrollment with one additional class that will be depleted over time.

Saucedo said that we have already enrolled 350 students for next year and 58 are still wait-listed (32 are waiting for kindergarten). Of the K-6 students who have been accepted, 22 applied (according to parents’ answers on the application form) to escape furlough Fridays at their home schools. He pointed out that if the DOE eliminates furloughs, the risk factor for losing those students is also \$121,000.

The board agreed that the final decision is operational and will be Mr. Saucedo’s responsibility. They are willing, however, to make a recommendation once they have written information to support both views. Jake Hinz and Louis Saint Cyr noted that twice they have asked the enrollment committee to bring the figures that support a business case for adding or not adding a third class as the board is disadvantaged if it does not have the figures or know what reasons the committee has for its recommendation. The board’s primary responsibility, he said, is to see that the school remains financially sound, and the only reasons he has heard from the committee so far seem to protect jobs and programs or hinge on convenience but do not say that the quality of education has been or would be negatively affected.

Mr. Hinz moved to refer the matter back to the Enrollment Committee. Committee chair would work with the board president and finance committee chair to design a format for a report that provides objective and subjective information the board needs. Mr. Vierling seconded and the motion was passed unanimously.

6. Enrollment Committee Report - Covered in previous item

7. Facilities Committee: No report. Still waiting for approval for sun shades.

8. Health & Safety Committee Report: No report

9. Policy Committee: No report.

10. Strategic Planning Committee: No report

11. Finance Committee Report: Jake Hinz covered highlights from the committee report that had been emailed to board members. The report is attached. He distributed a copy of the proposed budget for 2010-2011, emphasizing that this budget is based on an assumption of \$5500 per student and reflects goals, not limits. It does include as income a fundraising goal of \$100,000 from the community or other benefactors and \$115,000 in ARRA (stimulus) funding. We have applied for the ARRA (part B) funding for teacher development and reimbursement of WASC-related expenditures. Three non-classroom positions have already been eliminated. Our surplus is not included in this budget and we will likely finish this current year with very little or no incursion into that cushion.

Mr. Hinz moved approval of the budget, Paul Vierling seconded, and the motion was passed unanimously.

12. Board Liaison Committee: Chair Janny Gibson spoke about the reorganization of the PTSA, the cancellation of the Concert Under the Stars, and the plans for a final Spring Fling fundraiser. Information about this fundraiser is in the school newsletter. Mr. Saint Cyr asked that she tell the PTSA to send him the budget for the Spring Fling and for the entire year, as well. Mrs. Gibson said that she will provide them.

13. Ad hoc Solar Energy Committee Report: Jake Hinz reported that we began this process with five bidders and came down to two for serious consideration for installation of a photo-voltaic system. The final vendor has now been selected (name not given) and a letter of intent has been signed. There will be no charge to the school; the vendor is donating the system and expects to complete installation during the summer break. The vendor will transfer ownership of the system to the school in ten years, which is half the usual term. The system is expected to cover between 75% and 95% of our electrical needs. The system is expandable and our goal is eventual coverage of one hundred percent of the school's electrical needs.

Mr Hinz moved that the board grant Principal Saucedo authority to negotiate a Power Purchase Agreement (PPA) and other necessary documentation pending approval by the Attorney General of all language regarding installation of the system. Paul Vierling seconded. The board asked Mr. Saucedo to move on this as quickly as possible.

14. Adjournment: The meeting was adjourned at 7:40 and the board went into closed session.

Next meeting on May 19, 2010.

Respectfully Submitted: Ann Pederson, Secretary; Cj Baehr, Scribe

See action items and attachments below:

Be it resolved that:

- the matter of whether to enroll a third kindergarten class for 2010-2011 be referred back to the Enrollment Committee. Board requests the Committee chair to work with the board president and finance committee chair to design a reporting format that provides the objective and subjective information the board needs to make a recommendation to the principal.
- the board approves the budget proposed by the finance committee for academic year 2010-2011.
- the board grant Principal Saucedo authority to negotiate a PPA for a photo-voltaic system and any other necessary documentation pending approval by the Attorney General of all language regarding installation of the system.

ATTACHMENT: Finance Committee Report

Finance Committee Report
Lanikai Elementary Local School Board
Meeting of April 21, 2010

1. A meeting of the Finance Committee was held on April 12, 2010.
Present:
 - a. Jake Hinz, Chair
 - b. David Saucedo, Principal
 - c. Lynelle Thompson, Lanikai Elementary School Office Manager
2. No Community Members were in attendance.
3. The committee discussed the end of month (as of March 31, 2010) budget execution:
 - a. The committee reviewed updated actual income and expenses across the budget year and this resulted in a more accurate, and still positive, representation of the schools fiscal health.
 - b. Significant expenses in Program/Classroom are now above the amount included in the board approved budget, but, similar to the accounting change applied to lunch program income and expenses, an accounting change now accounts for all fundraising that flows both into the school as income and out of the school as an expense to pay for things like class field trips.
 - c. The finance committee is considering a new expense line item to separate "class room/teacher development" and "field trip/party"

type expenses.

- d. The finance committee is watch expenditures through the last quarter closely to minimize any unnecessary deficit in budget execution. June is typically a month with lower expenses and may well result in a balanced budget for the year.
4. Finally, the Finance Committee discussed the long-term projections for School Years 10-11, 11-12, and 12-13, with a specific focus on SY10-11. The committee proposes a SY 2010-2011 budget for approval by the board. This proposed budget requires diligent execution and the equivalent of:
- a. \$5500 equivalent per pupil,
 - b. 350 students,
 - c. \$100K of community funds, and
 - d. ARRA funding as requested to fully implement school-wide initiatives.

The proposed deficit budget should be acceptable to the board given our positive "carry-over" situation and given that any additional ARRA (fed stimulus) funds can be used to offset the deficit as well.