

Lanikai Elementary PCS

Minutes of Board Meeting, August 18, 2010

Board Members present:

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

Community members present:

Shawna Ramos, Kim Simunovich,
Cj Baehr, Cindy Smith, Janny Gibson,
Crystal Dori, Espie Chapman

1. **Call to Order:** The meeting was convened by President Louis Saint-Cyr at 6:37 PM.
2. **Approval of Minutes:** Jake Hinz moved approval of the May 19 minutes. Phil Whitesell seconded. Minutes approved unanimously.
3. **Student Council Report:** None
4. **Community Input:** None
5. **Principal's Report:**
 - WASC Accreditation: Mr. Saucedo showed a certificate that had been sent from WASC proclaiming the school's 3-year accreditation. He also reported that MidWeek magazine called for more information for a brief article in a future issue.
 - Enrollment as of today is 357.
 - 3Rs Grant - The school has received \$50,000 for playground equipment that must be installed by December 30. A portion of the grant calls for a community/parent contribution, which has been designated as providing labor for pouring cement for the footing.
 - Professional Development -
 - Mr. Saucedo attended the National Charter School Conference where Bill Gates was the opening speaker. Mr. Saucedo arranged a 3-month pilot for two SmartBoards to be used at the school. One will be installed in the computer lab and another in a 5/6 classroom. He added that Momilani Elementary has one in each classroom.
 - Stimulus funding allowed Mr. Saucedo to attend the 9-day Leadership Conference at Harvard in July. Primary focus was on supporting teachers in the classroom by training principals and others in how better to evaluate what is happening in the classroom. The system suggested in the course, "instructional rounds," is one used by the Synergy staff, who are currently engaged in training our faculty members in this method.
 - School uniforms, limited to tee shirts, is a topic under consideration. Mr. Saucedo suggests the school conduct an open discussion forum for parents to help the board make a decision.

- HSA scores for all public schools were reported in a recent edition of the Star Advertiser. Mr. Saucedo listed the percent of students who met or exceeded the reading and math standards as measured by the HSA over the past 4 years.

Year	2006-2007		2007-2008		2008-2009		2009-2010	
Discipline	Read	Math	Read	Math	Read	Math	Read	Math
Average % Met or Exceeded	85%	67%	84%	68%	81%	67%	85%	68%

6. Enrollment Committee: No report

7. Facilities Committee:

- Photovoltaic: The CIP documents for the solar system were submitted to CSAO to request release of the solar system construction funds by the Governor’s office.
- Shade covers: Still awaiting approval. Janny Gibson suggested a temporary cover for the eating areas.

8. Health & Safety Committee: No report

9. Policy Committee: No report

10. Strategic Planning Committee: no report

11. Finance Committee:

Jake Hinz noted items in report previously submitted to board members:

- Meetings were held on July 20 and August 10.
- The past school year ended with a \$40,000 surplus, mostly due to stimulus funding.
- Utilities were about 25% higher than expected.
- The portable SPED trailer was purchased for \$24,000, terminating lease payments and saving the school more than \$110,000 long term.
- The Committee has resubmitted paperwork to Governor’s office and is waiting for Lingle to release the \$500,000 for our photovoltaic system.
- The Committee recommends that budget development be based on “known” items/amounts instead of estimates.
- Audit of 2009-2019 begins next week and will be completed by January 2011.

Provision of funds to refurbish classrooms was discussed. Jake Hinz moved to authorize the school administration to fund up to \$2500 per classroom for educational and facility upgrades and improvements. Mrs. Villegas seconded. The motion was tabled pending discussion in closed session.

12. Board Liaison Committee: Chair Janny Gibson read a memo to the board proposing a new way to involve room parents, to structure the committee’s communication with parents, and to boost parent participation at board meetings.

Board members reminded Mrs. Gibson, who served on the 2009-2010 PTSA board, of their request for PTSA budgets and fiscal accounting. Mr. Saint-Cyr repeated his statement from

previous meetings that the PTSA will do no fundraising for the school until requests of the LEPCS Board of Directors for PTSA fiscal information have been met. The information requested includes a reconciliation of the past year's revenue and expenses and projected revenue and expenses for the 2010-2011 year.

The LEPCS Board asked Mrs. Gibson to invite PTSA officers to attend the LEPCS September 15 board meeting.

Board members also reminded Mrs. Gibson to provide members a written report via email prior to the day of each monthly meeting.

Addenda:

Reminder of the August 28 whole-school community event to celebrate our accreditation and unveil the new logo.

13. Adjournment to closed session: The board adjourned to closed session at 7:30 to discuss a finance issue related to personnel in order to assess the financial feasibility.

14. Return to Open Session and Approval of Motion: Upon return to open session, the board voted unanimously to approve the measure (see below) subject to submission of a prioritized project/purchase list for approval by the school administration.

15. Adjournment

The next meeting will be held on Wednesday, September 15, 2010.

Be it resolved that:

the school administration may fund up to \$2500 per classroom for educational and facility upgrades and improvements subject to submission of a prioritized project/purchase list for approval by the school administration.

Attachment: Finance Committee Report

Respectfully Submitted by Cj Baehr, scribe; Ann Pederson, secretary

Finance Committee Report for Lanikai Elementary Local School Board Meeting of August 18, 2010

1. Meetings of the Finance Committee were held on July 20, 2010 and August 10, 2010.
2. The committee discussed the end of year (SY09-10, ending June 30, 2010) budget execution:
 - a. The final month of the year (June) had no significant or unexpected expenditures.
 - b. School Year 2009-2010 budget was executed with a \$40,000 surplus, mostly due to stimulus (ARRA) funds.
 - c. Utilities were approximately 25% higher than expected overall, which underscores the need to move forward with the Legislature-approved CIP money for the Photovoltaic System.
3. The committee discussed the end of month (as of July 31, 2010) budget execution:
 - a. No unexpected or significant items were noted.
 - b. Portable was purchased for ~\$24,000. With a 10-year projected remaining useful life, this purchase pays for itself in 2 years and saves Lanikai School more than \$110,000 long term.
4. Discussion of CIP and PV System Contract Negotiations
 - a. Lanikai School is processing and submitting paperwork to the Governor's Office, through the CSAO, requesting release of the \$500,000 CIP funding identified for Lanikai School for installation of a Solar Photovoltaic System.
5. Discussion of Updated SY 2010-2011 Budget
 - a. Finance Committee began the process of updating the school budget based on projected enrollment and new expense information to be reported to the board for approval in OCT.
 - b. Suggestions were made to allow for "known" items based on SY2009-2010 budgets and projected contractual obligations rather than estimates. Recommendations were made to the principal to consider additional funds for school refurbishment during the summer months.
6. Discussion of Budget Audit Scheduling:
 - a. School Year 2009-2010 will be audited starting this fall as scheduled and will be delivered by January 2011.