

**Lanikai Elementary PCS
Minutes of Board Meeting, June 8, 2011**

Board Members present:

Louis Saint-Cyr - President
Jake Hinz - Treasurer, Parent
Phil Whitesell - Vice-Pres, Community
Paul Vierling - Community
Ed Noh - School Administrator
Vicky Villegas - Teacher

Staff/Community members present:

Cj Baehr

- 1. Call to order:** Mr. Saint-Cyr called the meeting to order at 6:36 PM.
- 2. Approval of Minutes:** Moved by Mr. Hinz and seconded by Mr. Vierling. Approved.
- 3. Community input:** None

4, Finance Committee Report: Mr. Hinz reported:

The Lanikai School Finance Committee met on June 07, 2011.

- SY10-11 Actuals. Actual income and expenses were examined with no significant deviation from expected expenses. There were, however, approximately \$20,000 of expected salary reimbursements and expected ARRA reimbursements of \$45,000. In addition, Lanikai received unanticipated per-pupil disbursements from the remaining CSAO ARRA Part B accounts in the amount of \$220,000.

Based on these additional receipts and projected June expenses, the Finance Committee estimates a \$100k deficit budget for the year, which is attributed primarily to the unexpected departure of and subsequent search for a school director and the additional investment toward the solar PV system. This is significantly better than projected at the beginning of the year.

- Summer Schedule. The JUL and AUG finance committee meetings are cancelled. Financial Reports for the end of the year will be prepared and e-mailed to the board in Jul for approval and posting to the school website. Note that the accrual basis is used in this generally accepted accounting format. Members suggested that it would be wise to invite Bob Roberts (CSAO) to come to campus to review the new format with Mr. Noh and with new board members.
- Final Meeting. Mr. Hinz concluded the report with a personal thanks to the members of the board, followed by thanks to members of the community who have attended board meetings to bring issues for discussion or to listen. He said:
To my colleagues: It is with a heavy heart that I formally announce that this will be my final report and final meeting as Finance Committee Chair. I am honored to have had the opportunity to serve the Lanikai Parents and this school community. My goal

was to serve the interests of this school and its students to the best of my ability. I hope that history will report that I was part of a team that did just that.

It has been a pleasure to serve with you and I have learned something from each of you as we worked together to face the many challenges of the past two years. We have come a long way from the day I was installed on the board and I have no doubt that you will keep this school on this same trajectory to greatness. I will watch with anticipation, from a distance, as you continue on your path.

To the community: This school, in this place, has become a permanent part of my life. As such, I have committed many hours to this school in volunteering and serving on the board and finance committee, many times at the sacrifice of my family. But that is why it is called service. It is to serve something greater than individuals or their own family. It is for the betterment of the student body as a whole, and the community that supports, and ultimately benefits, from that effort. It is just this type of service that I encourage all to consider to further this school and the students that grow here, for the benefit of our shared community.

I close by humbly saying Aloha. *A hui hou kakou.*

As Mr. Hinz finished reading his letter, Mrs. Villegas asked for a moment off the agenda to thank Mr. Hinz for his contributions to the school, particularly his no-nonsense approach to each of the issues that has come before the board during his 2-year tenure. "You walked the talk," she said, and thanked him for the time he had spent in the classroom bringing his expertise to students at their level. Mr. Saint Cyr echoed her praise and expressed what great pleasure he has found in working with Mr. Hinz. "It has been a push-and-pull relationship," they agreed, and the lively exchange of ideas and opinions has brought board members to strong consensus with deepening respect for one another. He went on to say that board members should come to this job with the intention of learning and feeling their way alongside other members as they work toward solutions. Other members pointed out that there has been a major increase in the cohesiveness of the board in the last two years and that the board has been strengthened by each member's understanding that they all serve the whole school.

5. Administrator's Report: Mr. Noh reported that he is interviewing for the Physical Education position.

Members discussed Mr. Noh's role in fundraising and clarified that the School Administrator should make day-to-day decisions about small fundraising efforts and contributions but should also devise a long-range structure for fundraising and present it to the board for discussion and approval. A part of this plan may be rental of school facilities with fees set by the DOE. All such uses require that the state Use of Facilities Form be filed in the school office.

6. Enrollment Committee: Enrollment today: 350 students are enrolled for SY 2011-12. Members noted that there is usually an increase over the summer and that a problem we frequently face at the end of summer is balancing student count: some grade levels are already full and others have openings, and typically, new in-district families have children

in several grades.

7. Ad Hoc Election Committee: Phil Whitesell reported.

- New parent representative G.G. Weisenfeld's 3-year term will begin in August 2011.
- Louis Saint-Cyr has one year left to serve as a parent representative.
- Mrs. Villegas moved and Mr. Hinz seconded that Dr. Whitesell be re-appointed to a 3-year term as one of the two community representatives. Members praised the tireless work Dr. Whitesell has done for the school and the board and the value of his wisdom and his balanced perspective on managing a school and working with staff, State, and parents. The motion to continue his role with the board was unanimously approved.
- Members briefly discussed publicizing the opening for another community member and using the notices Dr. Whitesell had prepared. This search may be discussed further in closed session.

8. Facilities Committee: No committee report, however, Mr. Hinz announced that the required inspection by the State Department of Planning and Permitting will be held next week and that the appropriate DOE personnel will participate. He also briefly reviewed the history of the Lowe's grant for shade covers for the primary eating areas and the newest possibility for a simpler awning facility that will not be considered permanent and consequently will not require state/DOE permitting.

Board members charged Mr. Noh with the task of contacting Jaime Higgins, Facilities Chair, to determine what still has to be done to put the coverings in place before the fall semester begins. The grant funds have been put into a CD by the PTSA.

Members also charged Mr. Noh with organizing some sort of celebration/ceremony to mark the official "turn-on" for the photovoltaic system and noted that he should include Representative Chris Lee and Senator Fred Hemmings.

9. Health & Safety: No Report, however a question was raised: do we need to provide emergency preparedness supplies and/or training? Mr. Noh will contact CSAO for an answer.

10. Policy Committee: No report.

11. Strategic Planning: No report. However, a question was raised about whether the Charter School Review Panel (CSRP) will require Lanikai to have a formal Detailed Implementation Plan (DIP) before our charter can be renewed. Some CSAO personnel have suggested to Lanikai staff that it would be a good idea for us to have one. Members decided to charge Mr. Noh with investigating what the requirements might be regarding a DIP. If it appears that we should develop a DIP, then he may choose to turn over that task to the Strategic Planning Committee.

12. Adjournment: Meeting was adjourned at 7:51, and members retired to closed session.

Be it resolved that Dr. Phillip Whitesell is appointed by the members of the LEPCS Board of Directors to serve a second three-year term on the LEPCS board as a representative of the community. This term will begin in August 2011.

No board meeting is scheduled for July.

Next Meeting: Wednesday, August 17, in the school library

Respectfully submitted: Cj Baehr, scribe