

Lanikai Elementary PCS

Minutes of Board Meeting, June 16, 2010

Board Members present:

Louis Saint-Cyr, President
Vicky Villegas - Teacher
Jake Hinz, Treasurer, Parent
David Saucedo - Principal
Phil Whitesell - Vice-Pres, Community

Community members present:

Kristi Petosa-Sigel, Shawna Ramos
Jamie Mather, Cj Baehr
Scott Ritchie, Lynn Soots
Crystal Dori

Board Member absent

Paul Vierling, Community
Ann Pederson, Secretary, Staff

- 1. Call to Order:** The meeting was convened by Louis Saint-Cyr at 6:39 PM.
- 2. Approval of Minutes:** Whitesell moved approval of the May 19 minutes. Hinz seconded. Saint-Cyr abstained as he had not attended the May meeting. Motion passed.
- 3. Student Council Report:** None
- 4. Community Input:** None
- 5. Executive Action:** Regarding an amendment to the Board By-Laws, Phil Whitesell moved that the words "the corporation" be deleted from section 3.06, Treasurer, lines 23 and 24, and replaced with the words "Lanikai School." The resulting clause shall read "...the Treasurer shall see that the funds of Lanikai School are expended as directed by the Board of Directors."
- 6. Principal's Report:**
 - Third Kindergarten class and anticipated per pupil funding: Mr. Saucedo has decided in favor of a third kindergarten and enrollment has begun. The enrollment target of 350 students for 2010-2011 has been surpassed as current enrollment is 370. Income from enrollment of 370 would be \$2,035,000, based upon \$5500 per pupil, an additional \$110,000 over the initial projection of 350 students. (As of May 10 conversation with CSAO, the \$5500 is subject to change. In addition, the total depends upon the October 15 enrollment count.)
 - Stimulus funding: All of Hawaii's charter schools will receive or already have received some funding through the American Recovery and Reinvestment Act of 2009 (ARRA). These funds are expected to help with expenses in four areas: professional development, accreditation, student services planning, and ARRA record keeping. Funding is calculated at \$293 per student in our projection of 350 students.
 - Staffing: Three new teachers have been hired. Mr. Kevin Regan will be the full time PE teacher, Ms. Laura Darrow will take a kindergarten class, and Ms. Leimomi

Dierks will teach Hawaiian Studies. Mrs. Shirley Marks will teach the Junior Kindergarten. One-hundred percent of the core teaching staff is HQT compliant.

➤ Facilities:

- An appropriation of \$500,000 has been granted by the Hawaii State Legislature toward provision of a photovoltaic system for Lanikai School. Governor Lingle may release those funds by November. We send a huge *mahalo* to the members of the Ways and Means Committee for making this possible, in particular to Senator Fred Hemmings, a member of the Committee, and to Senator Donna Mercado Kim, Chair, and Senator Shan S. Tsutsui, Vice Chair. The school will endeavor to implement the legislature's intent as soon as possible once released by the governor.
- Mr. Saucedo will buy out the contract for the SPED trailer for \$20,000 rather than continue to pay \$12,000 annual rent. He explored purchasing another larger used unit but decided the cost is too high and the needed electric capacity is not ready yet and may not be for several more months. Purchase of a larger unit will also necessitate the removal of the berm.

- WASC Accreditation: Mr. Saucedo read the letter from WASC announcing the school's accreditation for a 3-year term through SY 2012-2013. The school will be responsible for progress reports and WASC will send a small Visiting Committee in the third year to determine evidence that the school demonstrates improvement in critical areas and is making appropriate progress on implementing the schoolwide action plan.

- Students return to school on August 2.

7. Enrollment: No report

8. Facilities: Jake Hinz reported.

- Photovoltaic: The solar contract has been approved with some changes by Randy Moore, DOE Assistant Superintendent for Business Services, and has been sent back to the donor. Three other documents are still awaiting approval. This project may be delayed by several months.
- Shade covers: All paperwork has been finished and all papers are awaiting approval.

9. Health & Safety: No report

10. Policy: No report

11. Strategic Planning: Cj Baehr, chair, reminded the board of a memo she has circulated to members of both the board and the committee suggesting that as the board has not called upon the committee to consider any issues in the last two years, the board should consider either eliminating the committee or considering it an *ad hoc* to be convened as needed around specific issues. All responses she has received from board and committee members agree that a change should be made. No discussion or action followed.

12. Finance: Chair Jake Hinz reported that the committee met on June 1 and that there are no significant changes (only expected expenses) and the school is well positioned for the coming year. An auditor has been selected and will begin work in September. We have survived the worst year for education budgets in Hawaii's recent history in spite of some cuts to our programs, no furloughs, and paying \$80,000 for SPED staff.

We may provide the required complicated budget format to CSAO for use with the Legislature but also continue to use our own format for reporting to our stakeholders.

A parent advised the chair that though we are not allowed to raffle items in Hawaii as a fundraising activity, we are allowed to give donated door prizes.

The complete report is attached.

13. Liaison: No report

14. Ad Hoc Solar: Reported above in Facilities Committee Report

15. Principal's Contract: Mr. Saucedo's contract will be up for renewal during the coming school year. The Board is planning an evaluation to be carried out in the fall.

16. Purchase of a portable (covered in Principal's report)

17. Adjournment At close of meeting, the board president and members expressed their thanks and appreciation to Kristi Petosa-Sigal for her work on developing a fresh logo for the school that will be used on school items, including tee shirts. They selected one of four designs and asked for a small change in how the school name appears.

Meeting was adjourned after a brief discussion regarding the July meeting. The members decided informally to cancel the July meeting.

The next meeting will be held on Wednesday, August 18.

No substantive motions were made for action.
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Submitted by Cj Baehr, scribe.

Finance Committee Report for Lanikai Elementary Local School Board Meeting of June 16, 2010

1. A meeting of the Finance Committee was held on June 1, 2010.
2. The committee discussed the end of month (as of May 30, 2010) budget execution:
 - a. No significant changes from previous or expected budget execution.
 - b. Expenses to support upcoming school year classroom start-up expenses were as expected in May.
3. Discussion of Budget Audit Proposals:
 - a. An auditor was selected and expects to get started in September with final delivery by January.
4. Discussion of Portable Purchase versus Lease Renewal:
 - a. Principal Saucedo has not yet completed research and has until June 30 to decide between buying the current trailer or replacing it with another unit.
5. Discussion of Fundraising Identification
 - a. The potential members of an ad hoc committee were identified to help collect all fundraising data.
6. CSAO Budget Reporting Requirement:
 - a. The Committee discussed the submission format and whether to use the new form as our only form for all reporting or just for reporting to CSAO. The new form is much more complicated and would require a significant change in our current bookkeeping. It aligns to more traditional accounting practices, but may be more difficult to understand for the public and the Board for management decisions. Principal Saucedo was charged with submitting the report to the CSAO no later than June 11, 2010.