

Lanikai Elementary PCS

Minutes of Board Meeting, January 20, 2010

Board Members present:

Ann Pederson - Secretary, Staff
Vicky Villegas - Teacher
David Saucedo - Principal
Phil Whitesell - Vice-President, Community

Community members present:

Jaime Higgins Scott Ritchie
Clarke Fremgen

Board Members Absent

Lous Saint-Cyr, President
Paul Vierling, Community
Jake Hinz, Treasurer, Parent
Nora Viarnes - Student Council President

1. Call to Order: The meeting was convened by Phil Whitesell.

2. Approval of Minutes: Minutes for the December 15 meeting were approved.

3. Student Council Report: none given

4. Community Input:

- A parent asked if there is anything parents should do to prepare for the WASC visit in February. David Saucedo explained that the official WASC visit to the school will begin on Monday, February 22, and will continue on Tuesday, Wednesday, and Thursday of that week. The school's WASC Leadership Team and the Visiting Committee's leader have created a full schedule to view classes and interview staff members. Parents will be invited to attend a discussion meeting with the WASC visiting committee at 7:00 on Tuesday evening, February 23, after the team meets with the board members at 6:00.

5. Principal's Report:

Enrollment: currently 332 students; In January we lost one student to home schooling and to the mainland. Thirteen students have moved into the district.

Lottery: deadline to be included in lottery for next year is March 1, 2010.

Intent to Return: Survey will be sent to grades JK-5 in February.

Classrooms: Enrollment Committee recommended that 4th graders be divided into two 5th grade classrooms for 2010-2011. They also recommended that Grades K-4 have two classes each, as well.

Staffing: Robin Nolan has been added as an EA in Kindergarten.

Drills: Evacuation of classrooms at last month's fire drill took 3 minutes 49 seconds. A lockdown drill will be held soon.

6. Enrollment Committee Report: David Saucedo reported that Lynelle Thompson, the school's registrar, has been named the new chair of the Enrollment Committee.

7. Facilities Committee: Jaime Higgins, Chair, reported.

- 3Rs grant was submitted for a possible new playground.
- All steps have been taken to get our permit for the new shade cover project. We are waiting for the permit to be approved.
- David Saucedo added that the climbing wall donated by the US Marine Corps Kaneohe is now in use. The Marines also donated the money for the synthetic grass below the climbing wall. Permission slips and helmets are needed for each child before he/she is allowed to use the climbing wall in a PE class. More information is needed on the helmets as no written policy has been sent out the parents.

8. Health & Safety Committee Report: Ann Pederson read the report submitted by the Health & Safety Committee.

- Committee recommended that:
 - * **Drills** - all staff be given a one-week window of notice only, and drills be initiated at random times during that week to keep staff ready for a true emergency situation. (The next drill will be for a lock down.)
 - * **Emergency packets reminder** - teachers be reminded that they must bring student emergency packets at every drill.
 - * **General** - important issues be brought up at Wednesday staff meetings.
 - * **Students waiting to be picked-up after school** - current policy be revised to give the specific time by which all student not enrolled in after-school activities must be off campus.
 - **Animals/dogs on campus** - pet owners / all parents be reminded about our policy and the safety issues behind the policy. The policy (Parent Handbook page 17) is not currently being enforced.
 - **Playground Rules** - Support Staff group be tasked with 1) clarifying playground rules, 2) reminding teachers to go over rules with their students, and 3) posting rules in various locations on campus. In addition, rules for rock climbing wall must be determined (including permission slips signed by parents) and strictly enforced by all PE and yard duty staff.
 - * **Art Room hazards** - sharp-cornered tables be covered with rubber corner covers or corners be rounded, and that the broken sink be reported to custodians with correction to follow.
- A parent asked what the state insurance policy for the DOE covers and indicated that he was concerned that a Lanikai parent brings a dog to school though the dog has bitten a neighborhood child. David Saucedo agreed to research and report back to the Health and Safety Committee.
- A parent inquired about the timeline for sex education for upper elementary students. Mr. Saucedo agreed to talk to the 5th/6th Grade Team about providing

information for parents in a timely manner about when those lessons are to be taught.

12. Policy Committee: No report

13. Strategic Planning Committee Report: No report

14. Finance Committee Report: The current budget is posted on the school website (lanikaielementary.com) under the Board section.

15. Board Liaison Committee: No report

In the absence of the chair, a concerned parent indicated that at the last PTSA Meeting, the PTSA President informed the parents that the state had recently released \$125K to the school. The parent was concerned that the PTSA and the Finance Committee report did not align. Mr. Saucedo suggested that the funds referred to at the PTSA meeting may be the \$169,627 in stimulus funds released to Lanikai by the State. The Board recommended that the chair of the Finance Committee clarify this matter with the PTSA president.

16. Adjournment: The meeting was adjourned at 7:34.

Next meeting on February 17.

No substantive motions on January 20.

Respectfully Submitted: Ann Pederson, Secretary Jaime Higgins & Cj Baehr, Scribes