

**Lanikai Elementary PCS  
Minutes of Board Meeting, OCTOBER 20, 2010**

**Board Members present:**

Vicky Villegas - Teacher  
Jake Hinz - Treasurer, Parent  
Phil Whitesell - Vice-Pres, Community  
Paul Vierling - Community  
Ann Pederson - Secretary, Staff

**Community members present:**

Cj Baehr                      Janny Gibson  
Espie Chapman              Kim Simunovich  
Lisa Kreitzer                Clark Fremgen  
Jenny Fremgen

**Board Members Absent:**

Louis Saint-Cyr - President

**1. Call to Order - Meeting was called to order at 6:32 by Vice-President Phil Whitesell .**

**2. Approval of September Minutes** - Vierling moved and Villegas seconded approval of September minutes. Motion passed unanimously.

3. Student Council Report - No report.

4. Community Input - No input.

**5. Principal recruitment update - Phil Whitesell reporting:**

A search committee of nine people is being formed to finalize the position description and help the board craft interview questions. Members include the six board members and two members to be selected by the staff. One will be an upper level faculty member and the other an at-large faculty or support staff member. In addition we hope to engage one professional educator outside the Lanikai School community.

**6. Administrator's Report - Ann Pederson reporting:**

- The student count on October 15 was 351. The per-pupil amount for charter schools is \$5,363. The amount for Lanikai is \$1,882,413.
- Ann has met with the School Synergy team and a meeting with staff is planned for Nov. 3. Staff is moving ahead on the WASC action plan. *Ad hoc* committees have been set up for math and school climate to plan implementation activities. They will report to the board at the December meeting regarding what goals and strategies will be implemented and the expected timeline as we implement the action plan. We have also been in touch with Insight Education, which is providing tools for faculty to use in their 90-minute planning blocks.
- Staff did an exercise to determine characteristics they would like to see in the next head of school. Results have been forwarded to the board members.

- Lynelle Thompson's last day as our Business Manager was Friday, October 15. Our new Business Manager, Callie Stevens, trained with Lynelle for three weeks and is doing an excellent job. She has an MBA and significant accounting, finance and HR background. Kallie comes here from Boulder, Colorado.
- The new playground construction is underway. The funding came from a 3R's grant. The dirt has been excavated and the concrete has been poured and is now curing. After 30 days, the next step will be to enlist the help of a great many volunteer workers to put down the top surface and erect the play structure. They hope to repair some rough spots on the older students' playground, as well. Ann sends a huge *mahalo* to the parents who have participated so far.
- Second grade parents have created useful and attractive space outside each of the two second grade rooms by covering the dirt between the stairways with concrete stepping stones (P3) and a wooden deck (P4), and fastening backpack hangers to the outside walls, thus providing more room inside the classrooms for activities.
- Kevin Regan, our new PE teacher, is initiating games and planned activities for recess times. The next step is to determine the rules and provide additional supervision.
- The PTSA is recruiting volunteers for the Haunted House and Fun Fair on the 29<sup>th</sup> and 30<sup>th</sup>. We encourage all parents to sign up for an activity. Contact Janny Gibson.

The Board thanked Mrs. Pederson for her excellent work in taking on the administrative chores during this interim period, and commented on the very positive feedback they are hearing from staff and parents.

### **7. T-shirt /Uniform survey results and discussion**

Results of the survey are in. Parents returned 139 surveys; staff members returned 15; students returned 9. Results were not conclusive. Parent votes were split: 59% in favor of uniforms, 47% against. Responses to other questions were equally inconclusive. A discussion followed about next steps and avoiding misunderstandings by providing information to clarify the issue and the choices. Paul Vierling moved that the issue of T-shirt uniforms be referred to the Policy Committee for further study. Motion seconded and passed unanimously.

8. Enrollment Committee - No report

### **9. Facilities Committee - photo-voltaic update - Paul Vierling reporting:**

An article in the Honolulu Star-Advertiser today announced the release of the \$500,000 appropriated by the Ways & Means Committee for our Photo-Voltaic system. Installation is expected by the end of the school year. The system is expected to cover 85-to-90 percent of our power needs. The next steps are to finalize the contract with the vendor, and then to announce the vendor's name. Letters of thanks will go to Ways & Means Chair and Vice-Chair, Senator Fred Hemmings, and Governor Lingle.

10. Health & Safety Committee - No report

11. Policy Committee - No report

**12. Strategic Planning Committee: Storm Water/Pollution Prevention - Cj Baehr reporting:**

Each year in December the school must file a federal report regarding our attempts to prevent water pollution and manage storm water. The board reviewed the federal requirements and discussed what might be done in the future to further educate our families, staff, and students about the DOs and DONTs. A suggestion was made to include pertinent information at a booth at each public event such as the Fun Fair. Vicky Villegas described a new year-long project at the first grade level in association with Hui o Ko'olaupoko, a Windward non-profit dedicated to ocean health. Todd Cullison, 1<sup>st</sup> grade parent, is executive director of the organization. The board asked Janny Gibson to contact PTSA regarding identifying contacts in the community to support this project.

**13. Finance Committee - Jake Hinz reporting**

The committee met on October 12 to review the actuals. Jake Hinz, Chair; Lynelle Thompson, Interim School Administrator; Ann Pedersen, Assistant School Administrator; and Callie Stevens, Business Manager.

- Actual Expenditures as of September 30, 2010: Only two significant deviations from the expected results were noted. First was the significant increase in utilities, which was the result of paying a quarterly bill, and the second was the gracious donations from both Bob's Pizzeria and Aloha Salads. These relationships are long-standing and have proven very beneficial for our shared community.
- Updated Budget: The committee reviewed the updated budget based upon OCT 15<sup>th</sup> enrollment of 351 students. The state is still in a difficult financial position; the per pupil amount from the state is again very low, but no lower than expected (\$5,363). It will most likely be supplemented with \$293 per pupil in Federal stimulus funds. Despite these amounts, Lanikai School again has a projected deficit budget. Four significant events precipitated this deficit budget:
  - A. Reduction in the per pupil amount appropriated by the Legislature and released by the Governor,
  - B. Maintenance of a five-day school-week rather than furloughing staff
  - C. Significant reduction in DOE funding for special education (down to 1 teacher and 1 EA. We have refocused work with general education and "gap" students, and
  - D. Costs incurred due to principal's resignation and School Director search.
- Mitigations to this deficit budget will require community-wide support for our school to be successful:
  - A. (Community of Interest, lead by the Local School Board) Step forward to raise \$100,000 or more to offset operating costs, in addition to current fundraising efforts (field trips, PTSA, etc.).
  - B. Aggressively pursue optimum budget execution, as in 2009-2010, to achieve

- a surplus budget,
- C. Follow through on Capital Improvement Project funding for solar power and other long-term cost-saving measures,
- D. Seek federal stimulus and state reimbursement for initiatives, and
- E. (Local School Board) Agree to fund any deficit balance from current reserves.

Mr. Hinz moved that the updated budget be approved with the above mitigations in place. Approved unanimously.

**14. Board Liaison Committee - Janny Gibson reporting both Committee and PTSA info:**

- Shade Cover issue - Mrs. Gibson has no permit number yet (discussed at September meeting), but does have a reference number that the Facilities Committee will need to get the permit number. She has contacted both Senator Hemmings and the Kailua Neighborhood Board for help in expediting the permit.
- The PTSA has prepared and distributed an information packet for each family. The intent is that the packet envelope be reused through the year to deliver notices back and forth. Discussion followed regarding the difficulty of getting the envelopes returned from parents in timely fashion.
- The PTSA will soon review and rewrite the organization's by-laws.
- Board and Mrs. Gibson discussed whether the Liaison Committee needs to be continued, given the success of a strong group of room parents who work cooperatively with the PCNC, the strengthening of the PTSA operation this year, the reduction in the number and kind of rumors, and the school's enforcement of an administrative policy on addressing parents' concerns about curriculum and instruction. Phil Whitesell moved that the Board Liaison Committee be discontinued. Jake Hinz seconded. The motion passed unanimously. The board thanked Mrs. Gibson for her service to the school as chair of the Committee since its inception.

**15. Adjournment** - Members adjourned to closed session at 7:55 PM.

Be it resolved that:

- The issue of T-shirt uniforms be referred to the Policy Committee for further study.
- The updated budget with mitigations enclosed in report are approved.
- The Board Liaison Committee be discontinued.

October 20, 2010

**Next Meeting: November 17, 6:30, School Library**