

Lanikai Elementary PCS Minutes of Board Meeting, September 16, 2009

Board Members present:

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

Community members present:

Janny Gibson	Zina Sohaney
Julie Swartz	Tonya Taylor
Jaime Higgins	Ceisha Judd
Karina Straub	Stephanie Taylor
Madison Sohaney	Scott Ritchie
Jessica Perry	
Karen Frato-Hildebrant	

1. **Call to Order:** The meeting was convened at 6:30 PM.

2. **Approval of Minutes:** August 19 meeting were approved.

3. Student Council Report:

- Nora Viarnes, Chair, presented a display of pictures of the problems the Council hopes to rectify in the two student bathrooms in A Building. They recommended as the first step painting the girls' bathroom on the first floor. The council has also discussed ways to raise money to pay for paint.
- Principal Saucedo reminded us that the DOE Maintenance Branch has added the Lanikai bathrooms to its maintenance list and will eventually come to replace broken fixtures and do complete bathroom renovations. In the meantime, he will direct school's maintenance staff to replace latches on stall doors and affix plywood to make doors taller in order to ensure privacy.
- **Action Item:** A motion was made that the board accept the Student Council proposal to paint and decorate the girls' bathroom. The motion was seconded and passed unanimously.

4. Community Input:

- Parent Julie Swartz described the efforts of a group of Alala Road neighbors who are concerned about traffic safety. The group would like for the board to support their petition to establish a speed abatement system - a school zone and/or speed bumps along Alala. Discussion ranged over observations of neighbors, presence of police checking the situation, and the possibility of introducing a school-zone speed limit and speed bumps. Final disposition of such actions will be decided by DOT of the City & County of Honolulu.

Action Item: The chair entertained a motion that the Board of Lanikai Elementary Public Charter School support the petition of Alala Road residents to establish a school zone for Lanikai School and/or a speed abatement system for Alala Road.

- Scott Ritchie described Math Fun Night to be held at school on October 2. The object is to engage JK - 6th grade students in math games and contests to bring focus to the basic skills and the value of understanding math. Activities will be based on skill levels rather than on grade levels. The class that has the highest percentage of incentive points for student and parent attendance will earn a party of their choice.

5. Principal's Report

- Bathroom repairs -Mr. Saucedo thanked the Student Council for its recommendations/suggestions on the bathroom privacy issues and the graffiti on the playground. Additionally, soap more dispensers have been installed in both A building bathrooms, graffiti has been removed from playground equipment, and he has reminded the custodians to monitor the supply of toilet paper in all bathrooms.
- JK Playground Equipment: At the August 19 board meeting, the board agreed that JK parents would set up the new playground structure. This was done with the understanding that the board would pursue a Memorandum of Understanding with the DOE regarding use of the new equipment, and parents would sign a waiver of liability for a child's injury. The following day, Mr. Saucedo met with DOE Facilities Management personnel who viewed the pieces of the new playground structure and advised Mr. Saucedo to contact Ms. Monica Baron of DOE Auxiliary Services, the state's expert on playground equipment. Ms. Baron visited the campus the following week after the new equipment had been set up by JK parents. She met with Mr. Saucedo, Alexis VanGorder, Mary Crawford, and Jeff Mizuno. She pointed out that the surface under the equipment does not meet standards and that the equipment is residential grade, not commercial grade, as required at a school. The issue is liability. She advised that a parent's waiver of liability statement would not be sufficient to protect the state in a court of law, and that pursuing an MOU with the DOE would probably not benefit our purpose since the playground structure is only to be "temporary."

The following recommendations from the DOE were to:

- Modify the "temporary" structure to meet compliance (i.e., lower playground structure to be less than three feet from the ground) and address "soft landing" to meet compliance requirements, or
- Remove the structure altogether to eliminate any/all existing liability to the state and Lanikai PCS.

After some discussion, the Chair noted that a process for donating services or equipment for the physical plant is in place and begins with a review and recommendation from the Facilities Committee, but that the board did not follow that process in this instance as the Facilities Committee was not currently functioning.

Action Item: A motion was made that the equipment be removed, the school reimburse parents who had donated money to purchase the equipment, and the equipment be auctioned off or otherwise dispensed with to recoup the purchase price. The motion was seconded and approved unanimously.

- Other Playground Equipment:

- Mr. Saucedo, Ms. Baron, and the custodians also did an informal assessment of other playground equipment. They discovered some rusted and broken parts on equipment put in several years ago. Ms. Baron said the DOE will pick up the tab for repairs. The company that installed the equipment is already participating in repairs and replacement.
- Student Council reported that the plan to allow older students to use the large play structure on scheduled days is not working well, and Mr. Saucedo said that money from the state will eventually become available to purchase more equipment.
- Enrollment remains at 333 students. We estimated 330 for charter school budget projections last winter. In recent conversations with other public school principals, Mr. Saucedo found that all the high-performing elementary schools lose students to private schools at about the same time (grades 4,5 and 6). Spaces are still available at Lanikai in grades 4, 5, and 6. The official count day is October 15. We will receive our share of the charter school pie based on our enrollment for that day.

He also suggested that we begin a study of the schools attended by our students who leave Lanikai for private schools in order to explore with those schools the strengths and deficiencies they find in our students whom they enroll.

- A School Synergy meeting with the staff on August 20 reviewed the findings of the Synergy interviews, observations, and surveys and the staff began work on a decision-making matrix for prioritizing school improvement areas, strategies, and accountability.
- Staff Dress Code was suggested by parents via their representative Jake Hinz in August. The staff has begun a discussion of a staff dress code, and Mr. Saucedo hopes it will have been completed and adopted by the October board meeting.
- Future budget cuts were discussed at a recent Charter School Administrative Office (CSAO) meeting. The bad news is that next year we may see an additional ten-to-fifteen percent cut. The good news is that because the total projection for charter school enrollment seems a bit down, the allotment for each child may go up about \$100-150 this year after we get the 9/15 count from all charters.

6. Enrollment Committee: No report

7. Facilities Committee: No report

Board Chair pointed out that we need to name a new Chair for the Facilities Committee.

8. Health and Safety Committee: No report.

9. Policy Committee: No Report.

10. Strategic Planning Committee: No report.

11. Finance Committee:

- Jake Hinz, chair, asked that we expedite the formal proposal process from the two photo-voltaic vendors that have already contacted us (Mercury Solar and Adon Con-

struction). The companies must be given exactly the same set of data for the previous thirteen months. We must set a date for the next meeting of the Facilities Committee to establish the steps in this process.

- The Finance Committee has held four finance forums to look at high priorities in school needs. They examined and compared easy jobs, hard jobs, high return, and low return. In this manner they prioritized a list of preferred items and now must determine how best to execute these items.
- Mr. Hinz explained that “Lanikai School” is recognized as a domestic non-profit corporation in Hawaii and is also listed as a 501[c][3] non-profit corporation under the federal tax code. As far as we know, this corporation has not been used to raise funds for the school. He suggests that the board activate the corporation and investigate how funds raised through this corporation can best be held and used for school improvement. He also suggests that we determine whether the officers of the non-profit corporation must be the same people who are the officers of our local school board. (Members and officers of the Lanikai Elementary PCS Board of Directors are currently listed as the members and officers of the school’s non-profit corporation.)
- Mr. Hinz moved that the budget that had been sent to board members by accountant Joanne Walton be approved and posted on the school website. The motion was seconded and passed with one nay (Mrs. Villegas had not received the budget) and one abstention (Mrs. Pederson had not received the budget).

12. Board Liaison Committee:

- Janny Gibson, chair, reported that the Board Liaison Committee has had no formal meeting but small groups of members have met or talked informally. The first formal meeting will be held in early October.
- The committee is working toward increasing parent involvement with the board and getting at least three parents to attend each board meeting. To this end they have prepared a sign-up sheet that will be passed around at tomorrow’s PTA meeting.
- Ms. Gibson suggested to the board that the best times for parents to attend evening meetings is at 6:30, but no earlier.

15. Adjournment: Public meeting adjourned at 7:55 PM.

Closed Session convened upon adjournment of public session.

Respectfully submitted: Ann Pederson, Secretary

Cj Baehr, Scribe