

**Lanikai Elementary Public Charter School  
Board of Director's Meeting  
Lanikai School Library, 6:30pm  
Wednesday, August 13, 2008**

**Members Present**

Louis Saint-Cyr  
Ilan Noy  
Paul Vierling  
David Saucedo  
Roni Willkie  
Darraghlynn Lee

**Members Absent**

Phil Whitesell

**Community Attendees**

Kim Simunovich  
Clark Fremgen  
Sara Quitt  
Michelle Flores  
Christine Geilfuss  
Jackie Palmer-Lasky  
Donna Therrien  
CJ Baehr

**Minutes**

**1. Call to Order at 6:45 p.m. by Louis Saint-Cyr.**

**2. Community Input**

Donna Therrien, parent and Facilities Committee member, expressed her appreciation for the leadership's part in the school's testing score achievements. She encouraged the board to ensure that leadership utilizes its resources to help reduce stress and frustration. Her example was the recent move of classrooms over the summer. She was disappointed that she was not aware of the move and was not able to provide service as a part of the facilities committee.

Kim Simunovich, a Lanikai resident, brought to the Board's attention that there has been an increase in traffic in the neighborhood at pick up and drop off times. The board will be passing her observations to appropriate board committees for recommendations to reduce traffic.

**3. Introduce New Board Member**

Ilan Noy, elected by parents, officially joined the board. Ilan and his wife have two boys (1<sup>st</sup> & 4<sup>th</sup>) at Lanikai.

**4. Nomination and Election of New Officers**

<b>Position</b>	<b>Nominee</b>	<b>Nominated/Seconded</b>	<b>Accept/Decline</b>
President	Louis Saint-Cyr	P.Vierling/D. Lee	Accepted
Vice Pres.	Phil Whitesell	L. Saint-Cyr/ P. Vierling	Accepted
Treasurer	Paul Vierling	L. Saint-Cyr/R. Willkie	Accepted
	Louis Saint-Cyr	I. Noy/D. Lee	Declined
Secretary	Darraghlynn Lee	R. Willkie/L. Saint-Cyr	Accepted

Paul Vierling motioned to close the nominations and vote on the slate as presented, Roni Willkie seconded; unanimously passed.

## **5. Principal Report**

- Enrollment is conservatively estimated at 324 students. It was noted that this is due in large part to an increase in students in grades 5 and 6.
- Thank you! Over the summer Lanikai has been undergoing a major clean up. A volunteer crew put together by Servco Inc. painted the walkway ceilings and reapplied safety stripping to the main walkway. Lanikai also had help from the women at the Women's Correctional Center who worked hard to clear the trench that surrounds part of the campus – the ladies hauled about 50 to 60 large bags of debris away.
- Welcome to New Staff – Ms. Katie Morton, Kindergarten; Mrs. Morgan Purtell, grade 2; Ms. Megan Arban, grade 3; Ms. Amber Phillips, grade 4; Hannah Mendez, Speech Language Pathologist; Chere Tetzloff, Special Education.
- Professional Development – The entire staff had the opportunity to attend Quantum Learning training and participate in team building activities at the Winner's Camp Retreat on July 28 and July 29.
- Grants: The Hawaii State Foundation on Culture and the Arts Commission has awarded a \$5,872 grant for Artists in the Schools.
- Technology Update:
  - Webpage Proposal to develop and maintain a school website has been tabled until more proposals can be solicited from outside developers. It is anticipated that the cost will likely fall around \$3,000 to \$5,000. Ilan Noy moved to table the proposal until more information, including multiple development proposals, could be gathered and presented to the board; seconded by Paul Vierling – unanimously passed.
  - The following areas are being explored so that final recommendations can be made to the board in the near future: budgeting for computer upgrades; local and wide area network connectivity; lease options for computers (teacher laptops, portable lab).
- Proposal to terminate our contract with Lunch Bunch and enter into an agreement with Rainbow Food Services. This recommendation was made after investigation into other options including contracting lunch service from DOE, and Sodexo. There will be at least a 60 day transition period. The new lunch plan meets Federal school lunch requirements, does

not require a monthly commitment, and is comparable in price. David Saucedo moved to accept the recommendation, Darraghlynn Lee seconded – unanimously passed.

Note: The board agreed to task the Health and Safety Committee with monitoring and reporting on the new lunch services.

- Proposal to support the Charter School Advocacy Campaign. The school provides \$10 of support per child. In return the Charter School Administrative Office (CSAO) provides a reduction of our annual fees of 2% to the CSAO by .15%. This reduction covers the cost of the proposal. The school also gains the advocacy of the public relations firms that the support fee will hire, increased public awareness of charter school issues, and advocates familiar with the legislative environment. David Saucedo moved to support the campaign, Paul Vierling seconded – unanimously passed.

## **6. Standing Committee Reports**

- Health & Safety Committee – It was noted the committee is considering restructuring into two separate committees due to the volume of differentiated health related and safety related items to attend to.
- Enrollment Committee – no report
- Policy Committee – Noted that the task of differentiating enrollment policies and enrollment procedures is still in process. The committee needs to meet with the enrollment committee to review policy committee recommendations.
- Strategic Planning Committee – Noted that the Castle Foundation has responded positively to the letter of inquiry and will be meeting with Lanikai representatives on August 19, 2008.
- Facilities Committee – The new ramp to the health room was completed at the end of the summer.
- Finance Committee – The school has hired a new bookkeeper, Joanne Walton, and the finance committee is considering conducting an audit.
  - The 2008/2009 budget is based on a student count of 324 students. The document is composed using the 2007/2008 actuals, the budgeted 2008/2009 figures, and includes notes to explain variables and changes. The document is a living document that is more specific than the previously used budget format. The document allows the school to track, manage, and strategically plan finances.

- Paul Vierling moved that the board accept the proposed budget, Darraghlynn Lee seconded. Discussion included identification of any typographical/background calculation errors, identification of areas where additional funds were included in the budget & expenses were reduced, as well as looking for ways to reduce expenditures such as electricity.

The motion to accept the proposed budget passed unanimously.

**Special Thanks:** Prior to closing the meeting Louis Saint-Cyr acknowledged and thanked Zachary Stankovits for his dedication and service to Lanikai Elementary. Louis noted that Zachary carried out his duties as President of the Board with a high level of passion and commitment. Under his leadership the board accomplished much and charted a clear direction for the coming year. Zachary's service was truly appreciated.

**7. Adjournment 8:15pm** Paul Vierling motioned to adjourn the open meeting and to reconvene in closed session, seconded by Darraghlynn Lee – unanimously passed.