

**Lanikai Elementary Public Charter School
Board Minutes
April 8, 2009**

Board Members Present:

Phil Whitesell Paul Vierling
Roni Willkie Darraghlynn Lee
David Saucedo

Board Members Absent:

Louis Saint-Cyr Ilan Noy
Griffin Lockette & Brianna Hartner (student council)

Community Members Present:

Jaime Higgins Clark Fremgen
CJ Baehr Laurie Ahlgren
Kim Simunovich

1. **Call to Order:** 6:38 by Phil Whitesell
2. **Approval of Minutes:**
 - Darraghlynn Lee reported that she had received an email from the PTA regarding an amendment to the February minutes. She read the amendment aloud and made a motion to revise the February minutes with the changes read. 2nd by Roni Willkie – unanimously passed.
 - Changes to the minutes were discussed and agreed upon.
 - Roni Willkie motioned to approve the minutes as amended, 2nd by David Saucedo – unanimously passed.
3. **Student Council Report:** No Report
4. **Community Input:**
 - A question was posed regarding how many board seats were up for election. The question led to a discussion addressed in the executive report.
5. **Executive Report:**

Election

 - Phil Whitesell reported that executive committee met on the previous Monday night and discussed the elections. They reviewed the bylaws that were adopted on April 2, 2008 which state that all new members need to be elected every three years.
 - Darraghlynn Lee then mentioned that the board decided to allow each stakeholder group to handle their own election. The recommended format is for each group to call for nominations (self nominations allowed), verify that each nominee would accept the responsibility of elected, compose

election ballots, and as securely as feasibly possible have ballots distributed and returned.

- Aiming to have elections done by May 1, 2009.
 - i. There are 2 parent seats available, 1 teacher seat, and 1 staff seat. One of the parent seats is for a 3 year term, and the second seat is a 2 year term (to finish out Ilan Noy's existing term).
 - ii. Board members can be reelected.
- Laurie Ahlgren suggested that there should be an announcement in the newsletter stating that the board is looking for community members. Note: community members are not defined geographically, but they must have an interest in the school and the local community.
- It was noted that the PTA sent out parent nomination requests today.

School Evaluation Survey

- School evaluation surveys will go home tomorrow for parents in the backpack express. Once completed, the parents are asked to send the survey back to Q Mark in the prepaid envelope. These surveys are based off of the DOE and UH Lab School surveys, but have been amended to focus on Lanikai PCS.

Synergy Evaluation & Survey

- Lanikai PCS is engaged in an agreement with School Synergy, a nationally based school improvement program. They are interested in doing both a survey and a meeting with the teachers and staff. They will have plans for specific school improvement, such as curriculum and instruction. The plan is that they will do the survey this year, and actually come into the classrooms and meet with the teachers this year.

6. Principal Report:

- Enrollment is currently projected at 330, with 289 returning students.
- A lottery for Junior Kindergarten was held last night.
- We are currently looking for a new music teacher, Hawaiiana teacher, and counselor for the next school year.
- Charter School Review Panel is an administrative body, which oversees and supports charter schools. The representative panel is made up of principals, community representatives, and other various representatives. They are loosely responsible for overseeing last year's budget.
 - i. David Saucedo read a letter aloud from March 20, 2009.
- We are still looking into the MAC lease for new school laptops. The lease would be for three or four years. There is no updated info, other than what was discussed at the finance committee meeting.
- The Charter School Administrative Office is projecting that charter schools will receive a \$6,800 per pupil allocation, which will leave us with a \$260,211 shortfall. The number will be solidified in May when the legislative session makes a final decision. This is a critical and pivotal

time and we need to find out how to help the community and parents get involved. This will help us to now have a stronger collective voice.

7. Enrollment Committee:

- Enrollment Committee meets every Thursday at 2:30

8. Facilities Committee:

- There was no meeting this month.
- Jaime Higgins hoped that this would be the month that we would find out if the PTA could move forward with the shade project.

9. Health & Safety Committee:

- C.J. Baehr reported that after the lunch program taste test, there was a unanimous agreement to go with DOE Keolu lunch program. The Health & Safety Committee recommends moving to DOE and canceling the Lunch Bunch Contract.
- Darraghlynn Lee moved that the school change the contract from Lunch Bunch to DOE. 2nd by Roni Willkie, unanimously passed.

10. Policy Committee: No Report

11. Strategic Planning Committee:

- David Saucedo reported that the WASC committee has been on track with the timeline and only has 2 more sessions left to meet as a staff. As a result of these meetings, there is a sense of unification amongst the staff.

12. Finance Committee:

- Discussion and Approval of Procurement Procedures: changes were made in red. See attachment. Phil Whitesell motioned to approve changes. Darraghlynn Lee 2nd, unanimously passed.
- Paul Vierling expressed appreciation to Phil Whitesell for all of his hard work in the crafting of procedures.
- There are 2 budget work sessions: everyone is invited to attend
 - i. Monday, April 27 at 5:30, location TBA.
 - ii. Monday, May 18 at 5:30, location TBA.
- Estimated range of per pupil allocation that Lanikai will receive next year is \$6,100- \$6,800. The State will make the final decision in May.
- This school is better set up for success financially due to planning from last year.

Note: Board members commented that Louis Saint-Cyr has been instrumental in implementing financial accounting methods that have helped clarify where monies are spent; and that Louis started preparing the school for the current and future budget reductions that the school has been facing.

13. AdHoc School Web Site Committee:

- In about a week or so, we are hoping to be able to see the website.

14. Adjournment: motion to adjourn at 7:39 by Darraghlynn Lee, 2nd by Roni Willkie.

15. Closed Session: Reconvened immediately following meeting.