

Lanikai Elementary PCS

Minutes of Board Meeting, August 28, 2013

Board Members present:

Phil Whitesell
Ed Noh - School Director
Judy Pao
Todd Cullison, President
Tim Dietrich
Espie Chapman
Liam Gimon
Eun Strawser
Eddie McDonald

Community members present:

Kristin Cleveland
Marnie Ackerman
Callie Lewis

1. Call to Order and Approval of Minutes of July 24, 2013

- Meeting was called to order at 6:35 by Mr. Cullison.
- Approval of July minutes was moved by Dr. Whitesell and seconded by Mr. Dietrich. Motion approved unanimously.

2. Community input:

- Mrs. Cleveland would like the Board to reevaluate locking the back gate policy. Is it helping with dog/intruder abatement? Would like the gates to be open during non-school hours. Thinks increased security may be increasing homeless population.
- Mrs. Cleveland would like to have a smoother notification of events (i.e. Singapore Math night, Open House, etc.). Adding to the issue is the old website not yet directing to the new website. ACTION – clear out old site and put link to new site for temporary solution.

3. Student Council Report:

- Student Council Class representatives for school year 2013-2014, were elected during the 2nd week of school.
- The representatives are:
6th Grade: Maile Walton, Evan Johnson, Maleah Marcus, Sophie Hawpe
5th Grade: Isabella Marcom, Phoebe Wallace, Hannah Urbano, Kaden Wolfley
4th Grade: Cameron Allen, Anela Kerber, Bellami Bellizzi, Noah Allen
- Student Council Leadership Camp will be held September 24th-25th at Camp Erdman on the North Shore. Camp is usually held in August but had to be postponed this year due to other obligations for Kalaheo High School's Leadership Team.
- Student Council is moving ahead using the goal guidelines that last year's council developed. We will again sponsor activities that have either a global, community or school focus. We have already begun planning for one of our first projects which will have a global focus.
- We have also been working on a plan to increase the number of Boxtops turned in.
- Student Council has purchased a tangerine tree which was won by the 6th grade class when they were in 4th Grade. The tree was a prize for winning the canned food drive. The tree's new location has yet to be determined.

- Student Council would like to move ahead with the purchase and installation of the 2 cold water drinking fountains, but we are unsure of the next step. We have spoken to the custodians regarding installation but not gotten a report back as yet. A selection of fountains needs to be made and purchased.
- We look forward to next Board meeting when we can reveal more of our plans and updates from camp.

4. Lanikai School 'Ohana Report: Marnie Ackerman, President LSO

- LSO 2013-14 Keywords: Enhance & Sustain - Extra efforts to ensure proper procedure/channels to ensure foundation holds. Make choices/decisions with sustainability in mind.
- New LSO website at www.LanikaiSchoolOhana.Shutterfly.com.
- **Been there, done that...**
- Created intranet classroom sites that are password protected & invitation-only. Room Parents will manage & update the site as a more efficient, accurate & accessible means of communication.
- Campus Campout on Saturday, August 17-18 was a great success - good weather, no surprises, increased turnout - a wonderful community-building experience especially for new families. Raised nearly \$2,000.
- Purchased umbrellas for picnic tables. Obtaining estimates for a more permanent solution to sun exposure during lunch, recess & PE.
- Purchased recess kits with color coded, age appropriate balls & equipment for each classroom to encourage active play. Coordinated with Ms. Lowe to determine needs & then rollout the program/equipment during PE.
- **Act Now...**
- Vote for Lanikai at www.givewith.target.com every week until September 21 (or until \$5 million has been awarded nationwide, whichever occurs first. Each vote = \$1 for Lanikai!
- 100% = \$100 for your classroom!! Every classroom that achieves 100% LSO membership will earn \$100 for classroom funds. An additional \$100 for 100% applies to eScrip registration as well.
- **Coming soon...**
- Ice machine being donated by Pacific Beach Hotel.
- Assist Student Council in selecting, funding & installing 2 cold water drinking fountains.
- Pursuing issues pertaining to biking/walking to school: safety issues (widening/repairing bike path, crossing guard at intersection, crosswalk at boat ramp) & researching the purchase of additional bike racks.
- Ready to launch logo store with Lanikai gear.

5. Development Committee: Kristin Cleveland, Chair

- The DC did not meet in August as several of its agenda items were awaiting actions from the Board or the Administration to move forward. We will have a meeting in September,

as those issues should be resolved at the August 2013 Board Meeting. The DC did exchange email, and submits the following:

- Action Item Request: The DC requests that the Board or the Strategic Planning C’ee provide the LSO Auction C’ee and DC with at least 2, but preferably 3 options to select from for the Special Appeal of the 2014 Vintage Lanikai Auction/Wine Tasting Event, by no later than 9/23/2013.
- Report of Action: With the LSO and Administration, the DC will publish the “Fundraiser Approval Form” and implement procedures for distribution and approval process.

6. Director’s Report: Ed Noh, Director

- **School Opening**

Staff and I agree that this year’s opening was one of the best ever. We felt like the students came prepared and that parent support is very positive. Many new families joining our school are excited to be a part of our school community and ready to serve. The service that the Governing Board and LSO models is an incredible example to our whole school and every event from last year to this has yielded great results.

The recent Open House was a success and there were many positive remarks about the event and especially towards the staff. We are off to a great start of the year!

- **Enrollment**

Related to the excitement of our new families is our growing enrollment numbers. We were projected at 348 students, had as many as 354 students the first week and are currently sitting at 349 students this week. In comparison, our enrollment projections were 340 and 343 students for the past two years, respectively.

The final enrollment count for Charter Schools is October 15, 2013. Historically, the enrollment data does fluctuate in the first few months of school. The difficulty is that our budget is based on the enrollment projections set in the Spring. All other Department of Education schools lock in their enrollment in mid-August. This year’s Per Pupil Allocation is \$5,995/student. This is a slight increase from last year (\$5,950) and almost \$300 more than the 2011-12 SY. Still, one can see how precarious our budget is based on enrollment projections and the enrollment count date of Oct. 15.

There is still a wait list in JK-2nd grade and class sizes in 3rd-6th grades are reaching “optimum size”. IF EVERY class were at optimum size, our school would be at 362 students. Currently, there is a wait list for grades JK-2 grade. Optimum class sizes:

JK	18
K-1	22
2	24
3-6	26

- **Strive HI**

This year marks the first year for the DOE’s new accountability measure called “Strive HI” as part of the ESEA Flexibility Waiver that the State applied for, connected to Race to the

Top monies received. Basically, the Elementary Secondary Education Act allowed states to apply for a waiver to the US DOE in response to the nearly impossible goal of every student performing at 100% proficiency in Reading and Math by the 2014-15 SY. Hawaii, along with 46 other states, developed an alternative measure of student performance other than achievement alone.

More information can be found at:

ESEA Flexibility Waiver www2.ed.gov/policy/elsec/guid/esea-flexibility/index.html

Strive HI

www.hawaiipublicschools.org/VisionForSuccess/AdvancingEducation/StriveHIPerformanceSystem/Pages/home.aspx

In addition to the Strive HI report, every HI DOE school was “ranked” and given an Index Score based on the following indicators: Achievement, Growth, Readiness and Achievement Gap. However, a different measure was applied for Charter Schools. For our Readiness indicator (Chronic Absenteeism) and Achievement Gap, there was no data included. While the Strive HI department reported that they have “adjusted” weights and measures to the other indicators, there is no clear rationale on how the weights were counted and as a result we were “awarded” 251 points out of a possible 400. This is a major issue that both The Commission and HPCSN (Hawaii Public Charter School Network) are trying to resolve.

What this means for us is that we are being compared with other schools, but using a different form of measurement. While we can celebrate our students for their continuous achievement, I feel as though we are poorly reflected overall as a school because of missing data points. By August 28, every school is REQUIRED to inform families about the new STRIVE HI Performance System and current school status. While we are in the Continuous Improvement category (Majority of 85% of schools are), I am preparing an addendum to the form letter provided by the HI DOE, offering an explanation to our stakeholders about the data discrepancies.

Strive HI mandatory letters to parents was posted 8/28/13. Mr. Noh attached a letter explaining the discrepancies between rating charter schools and DOE schools. Mr. Whitesell pointed out that we need to get the word out about the non-test score qualities of our school (atmosphere, curriculum, spirit). Mr. Dietrich brought up the proposed \$10K budget allocated toward this goal. He would like collateral that shows our 50-year history and where we are going (i.e. brochure). Mrs. Cleveland noted that this should be ready to go out with our annual giving campaign in Nov/Dec.

- **Singapore Math**

We have implemented a school wide program this year. The staff received initial use training with a commitment to future training throughout the year. In addition, we hosted a Parent Night yesterday (8/27) to help orient our families to the new program.

- **Enrollment**

JK will officially not be funded for SY 2014-2015, regardless of our charter contract. We are looking into expanding the birthdates that we accept, or doing a pay for JK program.

- **Data, Data, Data**

The school recently teamed up with Renaissance Learning, who provides a variety of on-line programs to support and enrich the learning standards taught in the classrooms. The goal is to screen every student by Sept. 6 in both Reading and Math to gain baseline data. From there, the teachers will be able to differentiate their teaching and offer intervention strategies for the students. Then, the Curriculum Coaches will team up with the classroom teachers to develop learning plans for individual students. It is our intent to establish a progress monitoring system so that we can track student progress throughout the year.

- **Word of the Day**

A new word will be introduced at most of our morning assemblies to promote literacy and especially vocabulary exposure and development.

- **Staffing Updates**

Our library position is temporarily filled by Ms. Jane Hinrichs. Jane has many years of experience in education and holds a teaching credential. She has successfully served as an Educational Assistant for many years at Lanikai School and has had a smooth transition in her new role.

An Educational Assistant position has been posted and we are currently receiving applications. This position supports 4th Grade.

Ms. Jerelyn Watanabe is our Principal Intern for the school year. She is participating in the DOE's Administration Program and has been learning our school culture by visiting classroom and all school wide events. Her duties and role within the school will expand as the school year continues.

The Hawaiian studies position is still being pursued. Connections are being looked into, but it has been very difficult to find the right person.

7. Finance Committee: Tim Dietrich, Chair

- After reviewing and discussing the first draft of the 2013-14 budget, GB members agreed that Callie and Ed have added an explanation document to the budget that highlights significant variances from past budgets as well as new items for easy reference. Callie will be coding the explanations to match the line items they refer to.
- The budget itself will be ready by the Board meeting next week and will be submitted on the 30th to the Commission.
- We have added a new line item for the development of a Strategic Plan piece as well as to assist in funding the 50th anniversary efforts. There is \$10,000 in this line. I believe this item should be thoroughly discussed at the Board meeting.
- I believe Kristen's valid concerns regarding LSO funding repairs and replacement items have been adequately addressed in this new budget.

- We have some salary discussions that belong in closed session. Callie will provide back-up information on Wednesday.
- Mr. Dietrich moved to approve to budget as presented. Mr. Gimon seconded the motion. The motion was approved unanimously.

8. Nominating Committee: Espie Chapman, Chair

- Nothing to Report

9. Other – Strategic Planning Committee Update

- Ka’ohao is still in motion. Community input was received and a community member has joined the SPC. First step is to get approval from the DOE. Second is to get community approval. Then we can start the fundraising process.
- 50th Anniversary Committee – will be a subcommittee of the SPC.

10. Adjournment: Members adjourned to closed session at 8:26 PM.

Next Meeting Scheduled for September 25, 2013

Submitted by Callie Lewis, Scribe

Be it resolved that:

- the budget for SY 2013-2014 be approved for submittal to the HSPCSC on August 30, 2013.

In witness thereof, the undersigned members of the Board have duly executed this resolution on Aug 28, 2013.

Todd Cullison, Espie Chapman, Tim Dietrich, Judy Farnham-Pao, Liam Gimon, Eun Strawser, Philip Whitesell