

Lanikai Elementary PCS

Minutes of Board Meeting, February 20, 2013

Board Members present:

Phil Whitesell
Ed Noh - School Director
Judy Pao
Todd Cullison
Tim Dietrich
Espie Chapman
Eddie McDonald - Student Council

Community members present:

Nara McDonald
Cj Baehr
Marnie Ackerman
Deborah McDonald
Kristin Cleveland

1. Call to Order and Approval of Minutes of Jan. 16, 2013

- Meeting was called to order at 6:03 by Dr. Whitesell.
- Approval of November minutes was moved by Mrs. Pao and seconded by Mr. Cullison. Motion approved unanimously.

2. Appointment of GB officers. Nominations from the floor.

Mrs. Chapman moved and Mrs. Pao seconded that Mr. Cullison be appointed Governing Board president and Mr. Dietrich be appointed Governing board treasurer. The motion was approved unanimously.

3. Community input - none

4. Student Council Report: Eddie McDonald, Vice President, Student Council

- The Valentine carnation sale netted \$870, which will be used to provide a drinking fountain for building A.
- Pennies for Patients drive (Feb 25-March 15) will collect for children in Hawaii suffering from leukemia.
- School and community projects will benefit from a student dance on March 15.

5. Director's Report: Ed Noh, Director, reporting

- **Mr. Noh extended thanks** to GG Weisenfeld for her leadership as the outgoing GB president, to Kristin Cleveland for excellent work in chairing the Development Committee and leading the auction, and to the LSO for honoring the staff and providing free tickets to the auction event.
- **AED machine** - Kohl Christensen, professional surfer, donated an Automated External Defibrillator (AED) machine to the school on February 7. He was accompanied by Pam Foster, president and CEO of the AED Institute of America.. The donation includes training for both staff and students.
- **Staff letters of intent** to return were received on Feb. 15. Next, letters of intent from families will be collected, an enrollment projection will be sent to the Charter School Commission, and then a proposed budget will go to the GB by May.

- **Strategic Planning Committee Update** - Using a Keynote slideshow, Mr. Noh presented both the new mission statement (attached) approved by the staff in January and preliminary ideas for creating a school-community center for housing the activities that will be generated by the school's direction. The latter would call for a capital improvements funding drive. SPC members—Kristin Garcia, Lorna Gomes, Vicky Villegas and Mr. Noh—met on February 11 to continue the process on the three goal areas:
 - Curriculum, Instruction and Assessment
 - Articulation and Application
 - Community
- **Safety Update** - On February 7, Mark Beherns, Director of Safety and Security for the DOE, met with Mari Ligsay (Health and Safety Chair), Phil Whitesell, Espie Chapman, Hillary Radovich, Jeff Mizuno, and Ed Noh to conduct a risk assessment and evaluate our perimeter. He recommended upgrading our fences and new signage and gave advice on lockdowns and traffic flow. Custodians have already submitted work orders for signage and the fence line. Members discussed other safety needs, including danger to our bike riders at the corner of Alala and Kawaihoa, the need for upgrading the campus-wide electronic communications system, and due diligence and liability as well as safety.
- **A good garden site** is being explored by the Green Team, and the Kokua Foundation will soon bring its Aina in the Schools program and a workshop for students and parents.

6. Lanikai School Ohana Report: Marnie Ackerman, President LSO

- Vintage Lanikai event begins at 6:00 this Saturday at MidPac Country Club.
- Articles of Incorporation for the Lanikai School Ohana have been submitted.
- Plans for 2013-14 SY are underway with naming of officers so planning for the 50th Year celebrations can begin.
- LSO is considering incorporating expectations for volunteer effort from all Lanikai School parents, particularly for GE families. Also hope to increase staff participation.
- Math & Science night has been moved to March 8.
- Concert in the Garden, previously called Concert Under the Stars, will be held on April 27.

7. Development Committee: Kristin Cleveland, Chair

- Committee has finalized goals for funds garnered from the Vintage Lanikai Auction. Primary concern is a special appeal for reintegration of a Hawaiian Studies program.
- Committee recommends that the Governing Board establish an ad hoc committee to begin work to plan for 50th anniversary year (2013-14) events. Further, the committee notes the importance of a collective grant/fundraising strategy and collaboration among Finance and Development Committees, Governing Board, and LSO in planning fundraising and events. A data base of all volunteers and improved communication avenues with all volunteers and school community groups are needed in order to spread the work and avoid volunteer fatigue.

- Committee has set its fundraising goal for 2013-14 at \$49,000 (\$250 per family or \$143 per student).
- Annual campaign: year-to-date: \$5,902 from 17 constituents; Vintage Lanikai tickets to-date: \$5,900; estimated Silent Auction donations to-date: \$18,000.

8. Finance Committee: Todd Cullison, Chair

- The committee met on Feb 19. Mr. Cullison provided a fundraising matrix listing all current fundraising activities, dates, projected cost, projected revenue and the programs targeted. The matrix will allow all board committees and the LSO greater understanding of the fundraising efforts.
- Regarding a second audit as recommended to the GB in 2012, the current auditor believes it is not necessary and will provide that opinion in a letter. GB members discussed whether posting budgets would be useful and suggested posting at the end of the school year would be sufficient. Those interested in a current budget may inquire at the office.
- Re: General Excise Tax (GET): If funds are deposited into the school account, no GET is paid. No GET will be collected at Vintage Lanikai. However, the committee will seek confirmation on the issue before the next school fundraiser or before taxes are due.

9. Charter School Updates: Mr. Noh

- A new Director of the Charter School Commission has been hired and is working on finalizing the Charter School Performance Contract Templates [Finance, Academic, Organizational]. As they are still in development, the Commission is considering using a one-year contract until the templates are finalized.
- The Charter School workshop held on January 23 was excellent, and the Commission is considering providing such trainings for all charters rather than requiring them to create their own.

10. Director Evaluation Process: Dr. Whitesell

All of the staff members and 81 families responded to the survey regarding the School Director evaluation. A student survey on grades 4-6 will be completed.

11. New business: None

12. Adjournment: Members adjourned to closed session at 7:48 PM.

**Next Meeting:
Wednesday, March 27, 6:00 PM, School Library**

Submitted by Cj Baehr, Scribe

Be it resolved that:

Mr. Cullison be appointed governing board president and Mr. Dietrich be appointed governing board treasurer.

Lanikai School Mission Statement

At Lanikai School, our mission, through combined efforts of staff, parents, students and community, is

- To **focus** on the whole child by offering an integrated and challenging curriculum that reaches across the disciplines and includes physical wellness, technology, and an emphasis on the arts.
- To **empower** students to meet academic challenges with enthusiasm and a willingness to solve real-world problems.
- To **create** an atmosphere of cooperation, with respect for individual differences, the community, and cultural values.
- To **develop** children who are confident and creative builders of their future.