

Lanikai Elementary PCS

Minutes of Board Meeting, May 22, 2013

Board Members present:

Phil Whitesell
Ed Noh - School Director
Judy Pao
Todd Cullison, President
Tim Dietrich
Espie Chapman

Community members present:

Kristin Cleveland
Cj Baehr
Marnie Ackerman
Liam Gimon
Eun Strawser
Art Behnke

1. Call to Order and Approval of Minutes of April 17, 2013

- Meeting was called to order at 6:42 by Mr. Cullison.
- Approval of April minutes was moved by Dr. Whitesell and seconded by Mr. Dietrich. Motion approved unanimously.

2. Community input -

- Three Lanikai School parents who have expressed interest in becoming members of the Governing board attended the meeting: Art Behnke, Eun Strawser, and Liam Gimon. Each gave a brief informal statement describing background and reason for interest in board membership.
- The school's STEM program will be featured on the front page of tomorrow's Star Advertiser.

3. Student Council Report: Judy Pao, the Council faculty sponsor, presented the report.

- Student Council officers for the 2013-14 year were elected on May 8:
President - Eddie McDonald Secretary - Cella Sawyer Historian - Malia Johnson
VP - Macy Carroll Treasurer - Justus Biegel
- On May 10, both Student Council members and JPOs were treated to an afternoon at the Water Park as a reward for the hard work they have done this year.

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

- Mrs. Ackerman presented and the GB members signed the agreement between the LSO and the GB finalizing the fiscal sponsorship of the LSO by the school.
- The LSO will support the Student Council fundraising efforts so that two water fountains will be installed.

5. Development Committee: Kristin Cleveland, Chair

Mrs. Cleveland presented several charts showing material relevant to the committee's work:

- Minutes from committee's May 13 meeting including
 - drafts of responsibilities of and recruitment email for participation in the *ad hoc* 50th anniversary committee
 - link to the master fundraising chart for 2012-13 (actuals) and 2013-14 (projected):
<https://docs.google.com/spreadsheets/ccc?key=0As-65B2xYcx7dFVqNFR1Uk1RM1UtMERlQUdVUDVoN2c&usp=sharing>

- Committee Report Card noting degree of progress in six items
- Statistics chart listing results of 19 fundraising events carried out in Y 2012-13 and projections for 2013-14.

Mrs. Cleveland also led a discussion of the state of the school's PayPal account, after which Mr. Dietrich moved and Dr. Whitesell seconded a motion to the effect that

- the school's PayPal account administrator shall be the School Director (currently Ed Noh). The school's Business Manager (currently Callie Lewis) shall have full administrative rights, with authorization to provide to volunteers certain rights as needed excepting the right to withdraw funds, and that
- the Business Manager is allowed to maintain funds in the PayPal account as part of the school's various accounts, so long as all such funds are accounted for in the profit and loss statements.

GB members approved the motion unanimously.

6. Charter School Performance Contract: Dr. Whitesell

Dr. Whitesell moved and Mr. Dietrich seconded that in keeping with the requirements of Act 130, Session Laws of Hawaii 2012, HRS 302D, Todd Cullison, President of the Governing Board of Lanikai School, is hereby authorized to execute and deliver the Charter Contract with the State Public Charter School Commission on behalf of the Governing Board. The resolution was passed unanimously and signed by members. Mr. Noh will transmit the resolution and performance contract to the Charter School Commission.

7. Director's Report

- Mr. Noh thanked the prospective board members for joining the meeting and being willing to take a bigger role at the school.
- The recent 4th Grade Big Island trip was a great success. Mr. Noh participated for the first time. This was Kumu Peter Lonoae'a's last trip as our Hawaiian Studies teacher. Consistently, students were given compliments by park rangers and museum docents for their high engagement and knowledge of Hawaiian history and culture.
- The WASC preliminary report from their April 3rd year visit found the school to be "poised and ready to go from good to great." The visiting committee commented on seeing high student engagement, self-directed learners, and teachers as facilitators.
- Preliminary HSA scores exceed 2012 scores with a majority of students meeting or exceeding proficiency in both Reading and Math.
 - While scores must still be vetted through the State assessment office, unofficial scores are encouraging: Reading - 91% Proficient, Math - 87% Proficient, Science (4th grade) - 89% Proficiency.
 - There was a 4% increase in Reading and 3% increase in Math. Fourth Grade Science scores have consistently been almost 90% proficiency over the last several years. This is significant as the State has only averaged 40-45% proficiency.
- The new 2013 AYP benchmarks are Reading - 86% proficiency and Math - 82%.
- Curriculum Coordinator Hillary Radovich targeted students during the school day instead of offering after school help. This resulted in a higher attendance rate and made it easier to address students by grade levels.
- Our school lunch program contract with the DOE officially ended this year as all charter

schools lost their school lunch partnership with neighboring DOE schools. Maria Gomes, Registrar/Lunch Program Coordinator, and GB member Espie Chapman created a lunch review committee and sought competitive quotes from several vendors. Specifications included National School Lunch Program guidelines, \$5.25/lunch (same as DOE), certain healthy features and locally grown products, delivery, and special dietary requests. Four vendors were considered and one fulfilled all the above specifications. We are currently awaiting an official “contract bid” for the board to review and sign prior to the first day of school.

- An official SY 2013-14 calendar was submitted to the board; however, in light of recent negotiations with the HSTA, two professional development days must be added. The first official student day is Monday, August 5, 2013.

8. Finance Committee: Tim Dietrich, Chair

After reviewing and discussing the first draft of the 2013-14 budget, GB members agreed that Board approval is not needed at this time. The budget will be submitted as required by June 15th and later reviewed for approval when the final budget becomes available.

9. Director Evaluation Process: Dr. Whitesell

The *ad hoc* evaluation committee presented the results of its evaluation of Mr. Noh’s performance as School Director, which resulted in a rating of “Exceeds Expectations.” Dr. Whitesell moved the board’s acceptance of the evaluation report. Mr. Dietrich seconded. Approval was unanimous.

10. Continuation of Director’s Contract: Dr. Whitesell moved and Mrs. Chapman seconded that the GB of LS continue Ed Noh’s contract as School Director for the 2013-14 school year, July 1, 2013 through June 30, 2014. Approval was unanimous.

11. Nominating Committee: Espie Chapman, Chair

The nominating committee has received CVs and letters of interest for board membership from Art Behnke, Liam Gimon and Eun Strawer. The Committee met with Mr. Gimon on May 20. The Governing Board will decide on further action in closed session or via email.

Mrs. Chapman also informed the GB members that 50 Lanikai School students will participate in the Kailua 4th of July Parade, and she demonstrated how, under Mr. Sawyer’s engaging leadership, members of the Student Council and the Green Team and their families are developing a splendid walking float filled with a huge honu and many jellyfish swimming in undulating waves of crepe paper. Keep Kailua Clean is their theme for the parade.

12. Approval of school calendar for 2013-14: The calendar was distributed. Dr. Whitesell moved and Mrs. Pao seconded. After discussion and explanation of particular items, the calendar was approved unanimously.

11. Adjournment: Members adjourned to closed session at 9:05 PM.

Next Meeting TENTATIVELY scheduled for 6:30 in the school library on June 19

Be it resolved that:

- the school's PayPal account administrator shall be the School Director (currently Ed Noh). The school's Business Manager (currently Callie Lewis) shall have full administrative rights, with authorization to provide to volunteers certain rights as needed excepting the right to withdraw funds, and that
- the Business Manager is allowed to maintain funds in the PayPal account as part of the school's various accounts, so long as all such funds are accounted for in the profit and loss statements.
- in keeping with the requirements of Act 130, Session Laws of Hawaii 2012, HRS 302D, Todd Cullison, President of the Governing Board of Lanikai School, is hereby authorized to execute and deliver the Charter Contract with the State Public Charter School Commission on behalf of the Governing Board. In witness thereof, the undersigned members of the Board have duly executed this resolution on May 22, 2013.
Todd Cullison, Espie Chapman, Tim Dietrich, Judy Pao, Philip Whitesell
- the school calendar for 2013-14 is approved.
- the Governing Board accepts the evaluation report of the School Director, Mr. Ed Noh.
- the GB_of LS continue Ed Noh's contract as School Director for the 2013-14 school year, July 1, 2013 through June 30, 2014.