

Lanikai Elementary PCS Minutes of Board Meeting, March 12, 2008

Board Members present:

Zac Stankovitz, Chair
Kathleen Thomas
David Saucedo, Principal
Mona Gardella, Vice Chair
Kristin Garcia
Roni Willkie
Joyce Schwendimann
Loius Saint Cyr
Mari Ligsay
Paul Vierling
Phil Whitesell

Board absent:

Darraghlynn Lee

Community/Staff present:

Jennifer Stogner
Cj Baehr
Shelly Sunahara
Sherri Fessler
Juliann King
Ilan Noy
Kimo Todd

1. Call to order by Vice-Chair: 6:40 p.m.

2. Community Input:

Julianne King, mother of two Lanikai students, presented the Board with five DVDs of her film, *Beautiful Son*, to make available to the staff. An edited version of the film will be shown on PBS. Ms. King also showed a brief video clip of Lanikai's autistic students at work and play in the larger classroom they occupied previously. In particular she called attention to the degree of social interaction possible for the children in a room of that size and urged the Board to do everything possible to provide such space again.

Ilan Noy, father of two Lanikai students, expressed concern about ineffective communication between the Board and the parents of Lanikai students. Acknowledging that most parents do not make the effort to discover what issues are before the Board, he suggested that because Lanikai is truly a community-based school, the Board has a responsibility to be more pro-active in soliciting parent attention and input about changes being considered.

Chair Zac Stankovits thanked Mr. Noy and responded that the school is seeking ways to improve communication with parents and noted several opportunities offered to parents in a variety of ways. These included voting for Board representatives, the recent Parent Forum, participation in Board committees, and reminders of dates for Board meetings in every issue of the school newsletter, on the web site, and on the signboard by the drop-off/pick-up location in the parking lot.

3. Student Government Report - none

4. Approval of February Minutes: Approved unanimously.

5. Comments from Board Chairperson: Deferred until later in the meeting

6. Principal's Report:

- For budget purposes, we are projecting 315 as the expected enrollment for next year.
- Work on curriculum alignment will continue with Michael Moody's Insight Education Group, with Quantum Learning, and with Rubicon Atlas.
- Three positions are available for next year: Kindergarten and third and sixth grades.
- Jan Campbell, our capable Office Manager, will leave on March 30 for a new position, and that spot is open for applications.
- The Grants Committee has secured funding for several Robotics kits. This year no teachers applied for Good Idea Grants, probably (teachers said) because they are so busy implementing new PD programs.
- We are currently consulting with parents and staff who can participate in leading after-school activities next year. We are considering including such activities as iMovie, podcasting, band, ceramics, foreign language (Japanese, Mandarin, Spanish), reading/math enrichment, drama, Mad Science, robotics, and introduction to Photoshop.
- We will also be keeping A+ next year.
- Beginning in April we will pilot Mad Science, a 6-weeks-long, high-level NASA science program. The program is age-appropriate for grades K-6.
- All but lower elementary teachers have already begun a pilot of an anti-bullying/conflict resolution curriculum. Lower elementary will implement the appropriate curriculum after the spring break. All classes will conduct a safety/anti-bullying survey on Friday of this week. All classes will review the character education lessons built into both Responsive Classroom and Quantum Learning.
- Lanikai was one of twenty-two schools named a Hawaii Distinguished School, for which we received a check for \$500. We also have been named recipient of a School Improvement Award based on performance on NCLB standards.

A discussion followed of what constitutes "optimum numbers" for students in a classroom. Using a document describing the school in the year 2000 when the school was preparing for charter status, a board member cited numbers of students enrolled in individual classes that year.

7. Committee Reports:

- **Health and Safety** - Mari Ligsay reported. **Two policies approved recently by the Board were amended by unanimous vote.**
 - a. **In the General Harassment policy, the following words were added: "Harassment includes bullying. The Lanikai School Board also prohibits sexual harassment, defined in policy VI.2."**
 - b. **The Nutrition and Wellness statement was amended to include implementation, monitoring, and assessment of a plan to measure the impact of the school's nutrition policy.**
- **Enrollment** - No report.
- **Policy** - Phil Whitesell reported. Mona Gardella has agreed to serve on the Committee. A draft policy, emailed to members earlier, was introduced to amend two June 2002 policy statements describing the manner in which teachers were to be hired and to combine them into one policy statement. The new draft clarifies that the principal is

responsible and accountable for hiring all teachers and support staff and that in the case of teachers the principal will establish interview committees to make recommendations. Whitesell moved adoption of the amendments; Stankovits seconded. During a lengthy discussion, two further changes in wording were proposed, discussed, and approved. Saint Cyr proposed that item 6 include words that require the board to approve creation of new positions. Joyce Schwendimann expressed concern that unless the rules for interviewing are maintained as written in 2002, a principal might hire teachers without allowing other appropriate teachers to be part of the process. After further discussion, members agreed to stipulate that at least one teacher from upper elementary and one from lower will be part of each teacher interview committee. Mona Gardella reminded members that a goal of this board is to work at the broad policy level and refrain from micromanaging the principal's administration of day-to-day and other routine operations.

Members briefly discussed the legal requirement and definition of "highly qualified" as it might pertain to charter schools. The board was informed by Kimo Todd that any charter school has the authority to hire outside the definition of "highly qualified" if the school presents a letter to HSTA stating the reason for hiring that individual. Paul Vierling noted that a school's NCLB status can be impacted if a certain percentage of teachers are not "highly qualified." David Saucedo suggested that the amended draft be accepted and further discussion of the qualification issue be delayed until the Board can collect more information.

The proposed draft, as amended, was approved as Policy II.1. Hiring and Assignment of Teachers and Support Staff.

- **Strategic Planning** - Cj Baehr reported. The Parent Forum attracted only about 25 parents. The three items most immediately important to parents were safety, curriculum alignment, and class size.

Following a meeting with Wendy Lagareta, Principal of Waialae Elementary, the Committee is considering seeking funds for and hiring a planner/facilitator to take the school through the strategic planning process. WASC self-study will be carried out next year by the staff.

On 2/19 the committee submitted a description of its responsibilities to the Executive Committee and received their approval.

Phil Whitesell moved and Mona Gardella seconded acceptance by the Board of the SPC description and responsibilities. The description was approved unanimously.

- **Facilities** - The Committee has planned an additional staff parking lot to be created in the back field between the fire lane and the gate to Alala Road. A space for visitors will be marked in the first row of the current lot and remaining slots will be numbered and randomly assigned for staff use. Some details still need to be worked out.

The Board approved berm removal for the summer.

Two bids have been received for the electrical assessment. Paul Vierling asked to be informed if the company he had recommended had been included in the bid process; his request will be passed on to the Committee Chair.

The Board agreed to allocate funds for the electrical assessment bids but asked the Committee to negotiate the lowest price possible, including deducting the cost of the appraisal from the amount of the bid.

- **Finance** - Louis Saint Cyr distributed and reviewed the current financial statement. He noted that this month we came in under budget for two reasons: payroll and some other expenses are reduced because the month is short, and the annual Federal Impact Aid, based on the numbers of military dependents we serve, was deposited to the school's account. That amount is \$145,000. Though the forecast looks good now, we still have to include March, April, May, and June actuals/budget. He is cautiously optimistic that we might finish the year with about \$100,000 in reserve. He recommends that we keep working toward the freeze.

8. Chairman's Comments - Zac Stankovits gave each Board member a copy of the newest version (3-12-08) of the proposed by-laws vetted by the Attorney General. As a vote is needed by the April meeting, the Board reached the following agreement:

- An executive session will meet on Monday, March 17th at 6:00 pm in the library. Board members should submit their bylaw comments and concerns to Zac via email by Monday the 17th, so they can be included in the bylaws discussion at the Executive Meeting.

An open meeting of the full board is scheduled for Wednesday, April 2 in the school library to vote on the By-laws.

9. Meeting adjourned at 8:45.

Minutes submitted by Cj Baehr