

# Lanikai Elementary PCS

## Minutes of Board Meeting, August 8, 2007

### Board Members present:

Zac Stankovitz, Chair  
David Saucedo, Principal  
Kristin Garcia  
Mona Gardella  
Darraghlynn Lee  
Louis Saint-Cyr  
Joyce Schwendimann  
Kathleen Thomas  
Roni Wilkie

### Board absent:

Tehani Ebalei  
Mari Ligsay  
Student reps

### Community guests:

Cj Baehr  
Danielle Clarke  
Ruby Edwards  
Karen Frato-Hildebrant  
Jennifer Stogner  
Tonya Taylor

( called to order at 6:45 by Chair Zac Stankovits.

### Comments from the chair:

Chair Zac Stankovits distributed four documents and asked Board members to read them before the next meeting. They deal with what norms the Principal should expect from the board, ethical guidelines, fair rules, and major duties for members of governing boards.

**Introduction of members:** Zac presented each board member with a kukui-nut lei donated by Karen Hildebrant and asked each member for a brief introduction.

- Louis Saint-Cyr – Elected by parents (07-09, new member), and wife Deidre came from Canada almost four years ago and have two children at Lanikai.
- Mona Gardella – Elected by teachers (07-09, new member), has two girls at Lanikai and is serving as the school librarian this year.
- Roni Wilkie – Elected by support staff (07-09, new member), has worked at the school five years, is our curriculum coordinator, has a son at St. Anthony, and is beginning her second non-consecutive term on the Board.
- Kathleen Thomas – Elected by parents (06-08), has a daughter in 4<sup>th</sup> grade.
- Zachary Stankovits – Elected by parents (06-08), has five children, three of them at Lanikai.
- David Saucedo – Principal, has been in Hawaii for two years and has two children at Lanikai.
- Joyce Schwendimann – Elected by teachers (06-08), has three children who attended Lanikai and works with the youngest SPED children.
- Darraghlynn Lee – Elected by teachers (07-09, new), has been here seven years, is teaching ELL and RTI this year, and has a son here in kindergarten.
- Kristin Garcia – Elected by teachers (06-08), is in her seventh year here and teaches 4<sup>th</sup> grade.

**Community Input:** Tonya Taylor, 2006-2007 PTA president, announced that the PTA vote for new officers will be held at the year's first meeting on August 16 at 8:00 AM. She hopes for improved flow of communication between board and PTA and invites board presence at each PTA meeting.

**Approval of June Minutes:** Minutes were approved with two amendments.

### Committee Reports:

#### Finance committee

Karen Frato-Hildebrant distributed the current budget report.

She reported that she is exploring the possibility of a new lunch plan for our students. It would involve switching from a private catering company to a DOE source. She will have a recommendation for us by the next meeting.

#### **Facilities Committee**

Plans for the new awnings have been submitted to DAGS for approval. Mr. Saucedo is waiting for the DAGS response.

The trees on the berm in the yard are not thriving. Efforts to fertilize them have rendered temporary relief, but a more permanent solution for their viability needs to be found. Note: They are part of a Memorial for 9/11 victims including Christine Snyder.

The new trailer for SPED should be here in October, but room is very difficult to find. The trailers must comply with electrical, bathroom access, and other restrictions. The area behind the library is perfect except that the large dirt mound will not allow access into that area.

The area behind the Library does not drain well and needs to be re-landscaped to provide sufficient drainage.

Tonya Taylor suggested that the trees could be replanted in a place where they would have a greater chance of viability. David Saucedo suggested that the berm could be removed and the drainage issue addressed so that the trailer could fit within the area and remain clear of the Fire Lane. It is noted that the berm was build to be an open amphitheater, but that it is not used as intended.

A plan will be brought before the Board for vote at the next meeting

#### **Strategic Planning**

Cj Baehr distributed a report regarding:

- the committee's exploration so far on the Gifted/Talented issue, and
- the school 's acceptance as a candidate for WASC accreditation.

The SPC will meet soon to plan how we will organize for meeting the WASC recommendations. Copies of the WASC letter of acceptance and recommendations will be provided to each board member within a few days. Applications for voluntary participation in a WASC Visiting Committee to other candidate schools will be provided to staff members.

Karen Hildebrandt, who has participated in several accreditation self-studies and led the study at KIS, explained that the study will be organized so that all staff members will participate.

#### **Enrollment**

Kristin Garcia explained that the main work over the summer has been to follow guidelines, particularly in regard to whether families who say they live in the Lanikai district actually do. Final enrollment is still in flux.

#### **Policy**

Cj reported that Jeff Ryan has agreed to stay on the committee and Bill Monihan will continue to help as needed from time to time. David Saucedo agreed to serve on the committee.

#### **Principal's Report:**

- For the teaching staff, the year started with Quantum Learning, which has been received and is being practiced with great enthusiasm. An opportunity for other staff members to get the same training is in the offing and David is working with QL and other charters to set it up.
- The second professional development opportunity focused on Classroom Instruction that Works. All Teachers and PTTs attended the first day at KIS; the second day was optional for teachers.

- The WASC acceptance was welcome and the self-study process will be an important piece in setting the framework for school improvement.

**Old Business:**

A vote was taken on the appointment to the Board of two new community members, Dr. Phil Whitesell and Paul Vierling. Kristin moved; Kathleen seconded. The vote for acceptance was unanimous.

**New Business:**

The Chair requested a kick-off meeting to discuss elementary school best practices.

The meeting would consist of each member delivering a description of what constitutes a “best” school.

The project would require each member to research best schools, draw from research, personal knowledge and preference, and submit a complete report. The first page should list in bullet format the specific points that make up a best school; subsequent pages should contain the supportive documentation.

The Board would also like to get parent input. Jennifer Stogner volunteered to send a note to the parents requesting them to submit ideas for best schools and best practices. All ideas are to be sent to Zac via email by Aug 16<sup>th</sup>. The data will be consolidated into one report, then distributed to the Board in time to prepare for a group discussion.

To facilitate that discussion, the Board agreed to hold a special meeting as a mini-retreat on Wednesday, August 29, from 3:30 until 9:30, off campus at a place to be arranged. The planned activity will be the groundwork for the review of the vision and mission statements that guide the Board and staff.

Darraghlynn Lee moved to accept the project and Kathleen Thomas seconded it. The motion passed unanimously.

The Board will also elect officers at the August 29<sup>th</sup> meeting.

**Board Retreat** – August 29, 2007

**Next Meeting:** September 12, 2007 – 6:30, School library

**Adjournment:**

The meeting was adjourned at 8:50.