

# Lanikai School

## Minutes of Board Meeting, August 24, 2016

### Board Members present:

Phil Whitesell, Vice President  
Ed Noh - School Director  
Oz Stender  
Espie Chapman  
David Root  
Ella Chapman, StuCo Representative  
Eun Strawser - absent  
Judy Farnham-Pao, Secretary  
Kim Hanson, Treasurer  
Todd Cullison – President

### Community members present:

Callie Lewis, Scribe  
Janny Gibson, LSO President  
Natalie Nimmer, WASC Consultant  
Hillary Radovich, WASC Coordinator  
Shelly Ciano, Teacher  
Vicky Villegas, Teacher

### 1. Call to Order and Approval of Minutes of July 27, 2016.

- Meeting was called to order at 6:34pm by Mr. Cullison.
- Approval of July minutes was moved by Dr. Whitesell and seconded by Ms. Farnham-Pao. Motion approved unanimously.

### 2. Community Input:

- Mr. Noh introduced Ms. Natalie Nimmer, who is consulting with the school during our WASC accreditation.
- Ms. Nimmer said that she has been working with charter school accreditation for the last 4-5 years, and has a history in education prior to that. She congratulated the school's staff for finishing a major part of our self-study.

### 3. Student Council Report: Judy Farnham-Pao, Sponsor

- During the 1st week of August, classes in grades 4-6 held elections for class representatives. Two representatives from each class were elected to Student Council. On Tuesday, August 9th they held their first full council meeting and assigned students to committees.
- They have a new advisor to assist Mrs. Pao, Mrs. Espie Chapman.
- They already have some important events scheduled that we will be participating in. On September 16, we will help with "Love of Reading Night" by dressing up as Roald Dahl characters and reading to younger students; September 17, Kailua Beach clean-up; September 20-21, Leadership Camp at Camp Erdman.
- In addition, they are organizing a school team for the Komen Race for the Cure on October 16. They hope to have school-wide participation with donations and/or race participation. They will be issuing a Director's Challenge to the school, if we raise \$2000, Mr. Noh will dye his hair pink.

### 4. Lanikai School 'Ohana Report: Janny Gibson, President LSO

- Ms. Gibson said that the LSO is doing well on their membership drive, closing in on 50%. Providing teachers with snacks during the start of school was very rewarding.

- The campus campout and movie night was a great success. The LSO grossed \$1357, and spent about \$500.
- Tomorrow the LSO will be meeting with each room parent, and they will be kick-starting the Harvest Moon Festival and Auction volunteer drive. The Harvest Moon Festival date may be changing, but was originally set for Oct 22.
- The LSO also cleaned out the storage shed, and they are looking for help installing shelves to help with organization.

**5. Teacher Presentation:** Vicky Villegas and Shelly Ciano, 1<sup>st</sup> Grade Teachers

- The first grade teaching team presented a video showcasing the 1<sup>st</sup> grade performance, which takes place each spring.
- Mr. Cullison recalled attending 2 years ago, and said it was one of the top experiences that resonate with him at Lanikai.
- Ms. Gibson noted that watching her kids perform in first grade is life-changing. Mr. Noh said that the amount of work that goes into this is incredible, and the outcome is wonderful.

**6. WASC Update:** Hillary Radovich, WASC Coordinator and Natalie Nimmer, WASC Consultant

- Accreditation Process – We are already a WASC school, but this time we are using the HAIS protocol to receive a WASC accreditation (we cannot get HAIS accreditation as a public school). It is a Hawaii requirement for public schools to get WASC accreditation, but it is not yet required for charter schools. This is a process of school improvement, where the school goes through a deep self-assessment. There is a standard data dashboard and self-study narrative that allows staff to look at school strengths and weaknesses.
- Role as board – the board can use the self-study to evaluate where the school is going, to identify the goals and monitor progress. The board can empower staff to pursue these goals and make sure that the budget reflects and funds these goals.
- Each chapter describes a WASC standard, and then lists indicators that show what it looks like to meet this standard. There is then a checklist relating to the standard followed by more in-depth questions that require essay responses. Dr. Whitesell noted that he composed the answers to Section 14. Governance. Ms. Nimmer explained that this section is in Google Docs and encouraged Board Members to add comments.
- Assignments – Ms. Nimmer would like each Board Member to read the self-study, and has assigned each board member different chapters to analyze and provide feedback by next Thursday, Sept 1. On September 7, there will be a staff meeting where we focus on the main areas of strength and growth. This summary of strengths and weaknesses will be emailed to the Board on September 2. Please return feedback by September 7.
  - Chapter 1-all, 2-4 Phil, 5-Todd, 8-Espie, 9-10 Kim, 10-Oz/Ed, 11-David, 12-Eun/Judy/Ed, 13-David, 14-Todd/Phil, 15-Phil, 16-Oz
- Oct 17-20 is the accreditation visit. The visiting committee will meet with the Board and ask questions that determine what the Board should be working on over the next 6 years. After that, there are 6 months to build our strategic plan to address those items. Then the Board will check progress annually. In 3 years the WASC committee will do a check-up, and in 6 years we will go through the process again.

## **7. Director's Report:** Ed Noh, Director

- Mr. Noh has been so impressed with the staff and their focus and investment in this process. He believes that this has been time well spent. Ms. Nimmer said that this is her 17<sup>th</sup> school, and she noted that the staff works so well together, and that it was an enjoyable process. Ms. Radovich was great to work with, and this has been a true team-effort.
- Mr. Cullison asked if any of this process can be used with the Commission. Does the Commission recognize schools for this? Mr. Noh said that even though this process is more in-depth than the Commission's framework, this cannot replace any of those framework requirements.
- Mr. Cullison thanked Ms. Radovich and Ms. Nimmer for coming.
- Mr. Noh thanked the board for the new classroom chairs. They have all arrived now and the students and staff are so happy.
- Ka'ohao update – the architect will be at our school to give timeline updates and talk about community events. Friday we will have a working lunch talking about staff wishes and how to honor the culture as we pursue this project.
- His WASC areas for revisit/improvement: uniforms, name change, response to intervention. For RTI, Mr. Noh has been working on program improvement this year, and we hope to see growth in this area. Ms. Darrow will lead the RTI program, while PTTs Ms. Caliri and Ms. Cone will specialize in ELA and math respectively.

## **8. PCNC Report:** Espie Chapman

- Ms. Chapman visited Tim Dietrich to discuss some auction ideas.
- On Sept 10 & 17, the Pali Lions will fix the circular benches around the big tree in front, and build new screens that are attached to the back of the stage.
- Last week she witnessed a community member throwing trash into our dumpster.
- Ms. Chapman and parent Liz Cody have been rewriting some of the Kokua lessons for our students, making them more accurate and applicable to our Zero Waste Program.
- The programs at Lanikai have had a powerful impact on attracting parents to our school.

## **9. Finance Committee Report:** Kim Hanson, Chair

- Ms. Hanson presented the draft of the FY 15/16 income statement. There was an excess of \$214.6K, better than budget by \$220K. The major difference was in revenue that was unplanned. We do this intentionally, maintaining a conservative budget. LSO fundraising is part of this.
- The on-site audit starts September 12, and Ms. Hanson will be looking through the annuity materials to come up with some sort of statement.
- Enrollment is currently at 331, so we hope to maintain this level until the October official enrollment count.

## **10. Adjournment:** Members adjourned at 8:20 PM.

**Next Meeting Scheduled for September 28, 2016, 6:30pm in the Lanikai School Library**

Submitted by Callie Lewis, Scribe

**Be it resolved that:**

- The board approves the minutes of July 27, 2016.

In witness thereof, the undersigned members of the Board have duly executed this resolution on August 24, 2016.

*Todd Cullison, Philip Whitesell, Kim Hansen, Judy Farnham-Pao, Oz Stender, Espie Chapman, David Root, Eun Strawser.*