

**2019–2020**  
**University Laboratory School Governing Board**  
**Committee Name: Board Development (BD)**

**Link to Meeting or Meeting Location:** <https://coehawaii.zoom.us/j/973943230>

**Chair's contact information:** Aaron Levine, [alevine@hawaii.edu](mailto:alevine@hawaii.edu), 808-956-0726

Please contact the Chair if you plan to attend the meeting and need assistance with access.

**Date and time:** Friday, June 14, 9:00am

**Attendance:**

**Topics for Discussion:**

1. New Board Member Elections
  - a. Results
  
2. Orientation for new Board members - preparation for retreat
  - a. Retreat Date: June 29, 8:30am-2:00pm
  - b. What are the goals for the retreat? Visioning/revisioning? Bring excitement to the GB to launch into the new year?
  - c. Attendees - all current, including new, GB members
  - d. Agenda for the retreat (in no particular order)--
    - ULS Administration to present reflection of SY18-19 and goals for SY19-20
    - Review the evaluation data from the May survey
    - Board Training
      - Fill out and return conflict of interest form
    - Set goals for the upcoming year -- Board level, committee level
    - Committee breakout -- committees work to identify concerns, establish goals and processes with the new members
    - Review and decide on any recommendations for revisions
    - Consider the need for an education committee
  
3. Revise Governing Board handbook
  - a. PCC is established under the ULS-CRDG affiliation agreement. Not recommended to help interpret educational outcomes data for the GB -- need to adjust the By-Laws to reflect PCC's role more clearly. Consider adding a new committee that could serve in the education role for the GB
  - b. Continue at the retreat during committee breakout time, recommendations for revisions come from committee work during the retreat
  
4. Work with Standing Committees to develop committee and Board goals - preparation for retreat

**Announcement/Reminders:**

BD meetings are every first Tuesday of the month, 8:30-9:30 a.m.