

UNIVERSITY LABORATORY SCHOOL – HAWAII PUBLIC CHARTER SCHOOL  
Minutes of the Governing Board Meeting Held on May 14, 2019 at 4:30PM  
Castle Memorial Conference Room 130  
Approved 7/23/2019

PRESENT: Karyn Yoshioka, Keoni Jeremiah, Denise Yoshimori-Yamamoto, Preet Nijjar, David Oride, Aaron Levine, Bradley Kai Fox, Everett Ohta, and Misyln Alensonorin

ABSENT: Edward Aquino, Linda Venenciano, Melvina Nakao

GUESTS: Barbara Dougherty, Shareef Wang, Kara Suzuka

CALL TO ORDER: Meeting was called to order by Chair Denise Yoshimori-Yamamoto at 4:33pm.

**ORDER OF BUSINESS:**

I. Approval of previous meeting minutes.

Motion to approve the March 12, 2019 meeting minutes was made by David Oride, Kai Fox seconded.

Motion carried and minutes were approved.

Motion to approve the March 30, 2019 meeting minutes was made by David Oride, Karyn Yoshioka seconded. Motion carried and minutes were approved.

Two corrections to the April 16 meeting minutes were made by Barbara Dougherty - The mainland conference will be held on January 2020 and not June 2020; and ULS if invited to the professional as well as the social event during that conference. Motion to approve the April 16, 2019 meeting minutes with corrections noted was made by Aaron Levine, David Oride seconded. Motion carried and minutes were approved.

**Guests**

A. CRDG Barbara Dougherty

CRDG has been very busy lately and the year has been a good one. CRDG is working on new contracts with P-20 and HIDOE. Additionally, looking into new CTE collaboration with HIDOE as well. CRDG is not sure how this will affect ULS, but Barbara suggested ULS to explore the use of CTE perhaps.

A new science education faculty member is joining CRDG with a focus on middle school, Lori Andersen. This faculty member will collaborate with ULS and will start as an assistant specialist.

Castle Memorial construction update: all work has been deferred, so no work during the summer.

Barbara is looking at plans for next year with Keoni and will update the GB on that as plans firm up.

Mathematics program is developing as well.

David Oride asked about the schedule for opening of the portables. Barbara assured the GB that everything is on schedule barring major storms, and the units will be available in the Fall.

**II. Reports**

A. Treasurer's Report: Preet Nijjar

SY18-19 Budget Update, Profit and Loss Statement, Checking Account Statements were distributed to GB members. Preet is asking GB members to weigh in on the best way to view financial information between profit/loss, balance sheet, and/or checking account reports. The Balance Sheet was not shared and will be shared in the future. David Oride suggests that Profit/Loss Statement and checking balance are appropriate. Chair Denise Yoshimori-Yamamoto suggests that moving forward the checking account report will be provided to the Finance Committee and Treasurer who will bring it to the full GB for discussion if need be. Additionally, the Profit/Loss Statement will be provided monthly to the GB, while the Budget Update report will be provided to the GB quarterly. Preet will provide a Balance Sheet for the GB at the next meeting for a decision about if the GB will require it at meetings moving forward.

## B. Principal's Report: Keoni Jeremiah

Keoni presented a slide show with data regarding standardized testing results from ULS students, and comparisons with State and National figures.

Keoni reminded the GB that the 69<sup>th</sup> graduating class of ULS will graduate on Friday 5/17/2019, congratulations! 5/15/2019 is rehearsal and senior breakfast hosted by 9<sup>th</sup> graders. Awards program is 5/16/2019 at 6pm in the MPB.

Honolulu Magazine ranked ULS as #1 and ULS also received high ranking from Great Schools College Success Awards.

The Manoa Academy will be in effect this coming semester wherein students can take summer or fall classes for separate additional college credits. The classes will be taught by UHM professors and sophomores/juniors will participate. Keoni highlighted new ULS media including video and website which will address some accreditation goals.

Facilities updates: New portables will be shared use. Hopefully UH construction projects will be done by the Fall so access to the campus will be improved. Other on-going ULS projects include new lockers, ceiling fans (16 classrooms), air conditioning (4 classrooms), and painting which will be funded with assistance from ULSCF.

Class of 1969 held an event with the seniors to talk story.

John Komeiji (CEO of Hawaiian TelCom) presented a \$5,000 donation to ULS on behalf of the Hawaii Public Schools Foundation

WASC accreditation is confirmed.

Assessment data on testing is collected simultaneously as students take the test due to online format. However, State data are not complete yet due to the fact that other schools take tests multiple times while ULS students take tests once. Scores have improved from last year. Strive HI comes out at the beginning of the year and their commission works to establish the academic performance framework. Keoni presented data on a wide range of ULS student test outcomes. Keoni will prepare a breakdown of results per cohort for the next GB meeting. Aaron Levine suggests moving forward perhaps ULS should set performance targets that are achievable such as "meeting the State average for scores" which may be sufficient for the Charter School Commission.

Keoni reminded the GB that the Commission Community Stakeholder Information Gathering Session will be meeting 5/20/2019 at 4:00pm in the MPB if any GB members would like to attend.

## C. Committee Updates

Board Development: Member Denise Yoshimori-Yamamoto

Need to prepare for the retreat.

Finance Committee: Chair Preet Nijjar

Asks that the GB consider the presentation of financial reports and reply with any ideas or thoughts.

HR Committee: Chair David Oride

HGEA concurred with the evaluations the committee developed. A procedural manual was developed by the HR Committee for the evaluation of the Principal. There is a need to determine who will serve on the committee. David suggests the GB Chair, 1 person from HR Committee and 1 person from Finance Committee. No more than 3-4 to make sure the process moves smoothly and quorum is met. The process will start July or August and begins with a meeting with Keoni to review the standards that have been developed.

Fundraising and Facilities Transition Committee: Chair Everett Ohta

Committee had a meeting, discussed relocating and that there is a need to maintain vigilance. Also, a need to cement ties to CRDG and UHM campus, and better understand the ties between CRDG/ULS and how it relates to exemption enrollment. Chair Denise Yoshimori-Yamamoto corrected the committee's minutes to reflect the fact that UHM is still perusing the purchase of St. Francis school campus. David Oride suggests convincing the state legislature to potentially remove the "sunset" law for enrollment exemption as a best option for ULS moving forward.

### III. On-Going and New Business

A. Approval of Budget FY20: Shareef Wang clarified that the per pupil projection is increasing because the collective bargaining allocation has been combined with per pupil allocation. Motion to approve the FY20 budget was made by Misyln Alensonorin, Preet Nijjar seconded. Motion carried and FY20 budget was approved. Motion to accept the Principal Evaluation Tool developed by the HR Committee was made by David Oride, Karyn Yoshioka seconded. Motion carried and Principal Evaluation Tool was accepted.

B. ULSF Grant Request Forms- update: Chair Denise Yoshimori-Yamamoto

Discussion with Ted Rachlin regarding funding request forms from ULSF. ULS will provide quarterly updates to ULSF, and has submitted a request for \$54K representing the year's parent appeal. This represents the first year ULSF has given the parent appeal to ULS since its inception. Payment will be received by June 14, 2019. Second payment is anticipated in July of \$25K is 5% of ULSF earnings.

C. Diploma Waiver request- update: Keoni Jeremiah

No update, calls and emails have been sent but no progress yet.

D. Governing Board Committee Meetings: Chair Denise Yoshimori-Yamamoto

Congratulations as all committees had meetings following last GB meeting. Agenda and minutes will be sent to Keoni to post moving forward in PDF format. The new website will help facilitate this.

E. June Retreat: Chair Denise Yoshimori-Yamamoto

June 29, 2019 was selected as the date for the retreat. The Chair requested suggestions for topics to be discussed at the next retreat. Aaron Levine suggested to review survey data, new board member training, and committee structures as a whole. The Chair also requested that the ULS administration team be present for a period of time at the retreat. The Chair will circulate a list of planned events for the retreat with GB members prior to the date.

F. Election of Governing Board Members: Chair Denise Yoshimori-Yamamoto

There are 5 vacancies with 4 candidates. Three new applicants Tina Keane, Travis Palmeira, and Kara Suzuka and one returning GB member Karyn Yoshioka. Ballots were passed out, completed and collected by the Chair. Results: all 4 candidates were elected. Additionally, certificates of service were given to David Oride and Linda Venenciano for their commitment and years of service to the ULS GB. Due to Linda's absence, the certificate will be presented to her at a later date.

NEXT MEETING: Regular GB Meeting July 2, 2019 (date changed due to ULSF Golf Tournament on July 9)

ADJOURNED: Meeting was adjourned at 6:16PM with a motion by Misyln Alensonorin and seconded by David Oride. Motion carried unanimously.