

University Laboratory School  
A Hawaii Public Charter School  
Regular Scheduled Governing Board Meeting  
November 18, 2015  
Castle Memorial Hawaii Conference Room (CM 103)

Approved January 20, 2016

**Present:** Mislyn Alensonorin, Matt Claybaugh, Bradley Fox, Michelle Hobus, Melanie Ishihara, Wade Nishimura, Carrie Ogami, David Oride, Frank Pottenger, Dwight Takeno, Linda Venenciano, Denise Yoshimori-Yamamoto, Karyn Yoshioka and A. Keoni Jeremiah

**Guest:** Paul Brandon, CRDG; Romeo Gampong, Alumni

**Excused:** Melvina Chang Nakao and Myrtle Yamada

**Call to Order:** Chair Oride called meeting to order at 4:30 p.m.

**Minutes of Previous Meeting: October 14, 2015** - Motion made to accept minutes by Claybaugh, seconded by Venenciano. Motion carried.

Order of Business:

CRDG Updates presented by Paul Brandon

**I. Reports**

A. Treasurer's report:

1. Bank of Hawaii checking account report for October distributed.

B. Principal's report: Principal Jeremiah reported on the following:

1. Graduation requirement: Charter Commission requested that ULS resubmit the approved waiver it received from the Board of Education
2. Charter School Renewal: Criteria and process discussed; Commission trying to stagger renewal dates and finalize criteria that will be used; Criteria drafted by Commission staff will be presented to the Commission for approval
3. Admissions: ULS Staff preparing report for legislature and Commission as required by law passed earlier this year
4. Reporting of Crime Related Incidents: ULS required to submit its response to Section 6.8 of the Charter School Contract; GB agreed that ULS is covered by language in the Student Handbook and Faculty Handbook as it relates to crime related matters
5. BOE Charter School Listening Tour: ULS will be hosting this Board of Education event on November 19, 2015 from 5-7 p.m. in the MPB.
6. Japan Sister Schools on campus: November 30, 2015 and December 2, 2015

7. Performing Arts Concerts: Concerts for Orchestra, Choir, and Band will be held during the week of December 7<sup>th</sup>.
8. Homecoming Week: January 4-9, 2016; homecoming game on January 9, 2016

C. Committee Reports

1. Human Resources: Defer to later in the meeting
2. Board Development: Committee will be emailing mid-year survey; due by November 30, 2015; Survey is to provide feedback on the performance of Governing Board
  - a. Recommendation was made to establish a sub-committee under Board Development to focus on Government Affairs; Purpose of this sub-committee would be to assist the Principal in monitoring legislative actions during the session and prepare testimony if necessary; also to monitor as County and Federal legislations that could impact the school
3. Fundraising:
  - a. Paina Update: Principal and Dean of Students will have a follow up meeting with the seniors on Tuesday, November 24, 2015
4. Facilities:
  - a. Working on Phase II
    - i. Doors to MPB will be replaced and paid for by UH Manoa
    - ii. Windows in UHS#3, room 220 will be replaced during the Thanksgiving break
    - iii. Started work on the Moonshot classroom; Meeting held with vendors to secure quotes for furniture; Committee chair is working with the students on how to go through the design process
    - iv. Castle Memorial Room 119 will have a new cooling system installed by UH Manoa
  - b. Metcalf Field: ULS will have control of the field in December, except by the batting cage
  - c. MPB stage: Refinishing will be completed by the end of the year
  - d. Retaining Wall: Will need to be completed in the summer due to UH lost funding for project.
  - e. FROGS: Should be completed by the end of the year; Dean Young indicated that ULS will be allowed to use the FROGS
  - f. Furniture: New lunch tables will be purchased
  - g. Science room: ULS and College of Ed will do a joint project to refurbish one of the science classrooms
5. Finance: Nothing to report

### **III. On Going and New Business**

- A. Audit Update: Attorney General responded to the Auditor's request; Audit was uploaded into EpiCenter
- B. WASC Update: ULS received the preliminary report from the WASC Accreditation team; report was distributed to the GB; ULS Staff will review and meet with faculty; terms of the accreditation will be released in January 2016
- C. Arbitration Update: ULS and HSTA met multiple times to discuss a settlement; No settlement was reached; Final decision now lies with the Arbitrator; GB discussed the possible outcomes that may result from the Arbitrator's decision; All scenarios (programmatic changes, increased teacher loads, even closure of school) were discussed and must be considered

### **II. Announcements**

- A. No new announcements

### **III. Adjournment:**

Motion to adjourn by Venenciano, seconded by Takeno. Motion carried unanimously. Meeting adjourned at 6:18 p.m.