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 7th.

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.