

## UNIVERSITY LABORATORY SCHOOL – HAWAII PUBLIC CHARTER SCHOOL

Minutes of the Governing Board Meeting Held on August 20, 2019 at 4:30PM  
Castle Memorial Hall Conference Room (CM 130)

**PRESENT:** Denise Yoshimori-Yamamoto, Bradley Kai Fox, Edward Aquino, Melvina Nakao (via telephone), Mislyn Alensonorin, Aaron Levine, Everette Ohta, Tina Keane, and Travis Palmeira,

**ABSENT:** Preet Nijjar, Karyn Yoshioka, and Kara Suzuka.

**GUESTS:** Barbara Dougherty (CRDG)

**CALL TO ORDER:** Meeting was called to order by Chair Denise Yoshimori-Yamamoto at 442PM.

**MINUTES OF PREVIOUS MEETING:** Motion to Accept the Minutes of the July 23, 2019 meeting was made by Mislyn Alesonorin, seconded by Travis Palmeira. Motion carried unanimously.

### ORDER OF BUSINESS:

#### I. GUESTS

A. CRDG – Barbara Dougherty reported on the following: Will be commencing the biweekly meeting between CRDG and ULS Principal. Updates on various projects between CRDG and ULS were reported including, but not limited to, Math project with 1<sup>st</sup> grade and Algebra project has commenced; Setting up a meeting with the science department similar to math department to see where CRDG can engage with ULS; CRDG is currently working on a project with DOE that will allow CRDG to do work in curriculum and professional development and CRDG will incorporate some of that project with ULS; and, CRDG just completed a project with DOE called iTeaCH (Innovative Teachers Engage and Collaborate-Hawaii) and will look to incorporate some of that research with ULS also.

#### II. REPORTS

A. Treasurer's Report: Reviewed the profit and loss statement and balance sheet. Will be preparing the September 9-12 Audit; auditors will be onsite during that week. Discussion was had on the auditing process.

B. Principal's Report: Principal Keoni Jeremiah reported on the following:

July Faculty meeting was held just before the commencement of the current school year. Met with the teachers and held a back-to-school assembly. Met with all of the classes and admin time. Also held a back to school barbecue for the faculty and family.

Enrollment for 2019-2020 is at 443 students up from 437 students last year. The next important count date for funding purposes is October 15<sup>th</sup>.

Governance committee has commenced preparation for seeking legislative bill for the upcoming legislative session regarding ULS admissions policy.

Hawaii State Assessment changes were reported to the governing board.

State Charter School Commission Organizational structural changes were also reported to the governing board.

Governing Board Training Opportunity September 14 (9am to 4pm) Aloha Tower and September 19 (9am to 4pm) Aloha Stadium.

ULS Facilities Improvements for Summer 2019: various facilities improvements were reported, including the new student lockers, air conditioners for 4 classrooms, teacher collaboration center, air conditioners for the school office, window blinds and ceiling fans for classrooms in UHS 3, as well as, classroom building painting.

WASC accreditation; ULS is in year 4 of the 6-year cycle. A request for the Committee Chairs to review School Wide Action Plan was made to see whether the Committee's goals comport with the School Wide Action Plan.

Reviewed school projects with CRDG: Grade 1, Measure UP project continuing; Grade 8, X to Why Project continuing; College of Education Research at ULS; ULS partnership with UH Manoa's Department of Kinesiology and Rehabilitation Science facilitate a research project by ULS Athletic Trainer and Master's Degree candidate Kumiko Hashida; Grade 12 Social Studies Curriculum (civics course); Grade 12 English Curriculum Project; COE Placements – Ms. Jessica Oride will be student teaching with Grades 2/3, and, Ms. Hannah Speed will be student teaching with Grades K/1; and, Ms. Christine Miller will be student teaching with ULS Diversity Program.

School visits from Chonnam National University (Korea) and Tsukuba Elementary School (Japan) and Hakuoh University (Japan).

ULS Technology Snapshot. The traffic on Google Education Accounts with ULS Network were reported; 1:1 Laptop Program; Education Suite (500; BYoD (Bring Your Own Device) Program; and, ULS has a newly designed website.

HCAMP (Hawaii Concussion Awareness Management Program). Hawaii has a Concussion Law.

#### C. Committee Updates:

Board Development/Governance Committee (Everett Ohta) – Reported on the availability of online resources for new board members as well as all other board members on the shared Google Drive. All committee documents should be stored on shared Google Drive.

HR Committee (Mislyn Aleonsonorin) – Reported on the upcoming HR Committee Meeting to review the implementation of the Principal Evaluation.

Finance Committee (Preet Nijjar) – No update.

Academic Committee (Aaron Levine) – No update.

### III. ON-GOING AND NEW BUSINESS

A. Governing Board Member Narrative – please review and submit.

B. Governance Committee By-Law. Reviewed for adoption. Motion to approve by-laws by Myslin Alenonorin and seconded by Edward Aquino. Motion carried unanimously.

- C. Academic Excellence Committee By-Laws. Reviewed for adoption. Motion to approve by-laws by Edward Aquino and seconded by Aaron Levine. Motion carried unanimously.
- D. Finance Committee By-Laws. Reviewed for adoption. Motion to approve by-laws by Myslin Alenonorin and seconded by Kai Fox. Motion carried unanimously.
- E. Human Resource Committee By-Laws Reviewed for adoption. Motion to approve by-laws by Edward Aquino and seconded by Myslin Alenonorin. Motion carried unanimously.

**NEXT MEETING:** September 17, 2019

**ADJOURNED:** Meeting was adjourned at 556PM with a motion by Myslin Alenonorin and seconded by Travis Palmeira. Motion carried unanimously.

**APPROVED: SEPTEMBER 17, 2019**