

## **UNIVERSITY LABORATORY SCHOOL – HAWAII PUBLIC CHARTER SCHOOL**

Minutes of the Governing Board Meeting Held on September 17, 2019 at 4:30PM  
Castle Memorial Hall Conference Room (CM 130)

APPROVED 10.15.2019

**PRESENT:** Denise Yoshimori-Yamamoto, Edward Aquino, Melvina Nakao (via telephone), Everette Ohta, Kara Suzuka, Aaron Levine, Travis Palmeira, Mislyn Alensonorin, Tina Keane.

**ABSENT:** Preet Nijjar, Karyn Yoshioka, and Bradley Kai Fox.

**GUESTS:** None

**CALL TO ORDER:** Meeting was called to order by Chair Denise Yoshimori-Yamamoto at 4:46PM.

**MINUTES OF PREVIOUS MEETING:** Motion to Accept the Minutes of August 20, 2019 meeting was made by Everett Ohta, seconded by Tina Keane. Motion carried unanimously.

Correction under 1(a) last sentence “I-teach” should be corrected “iTEaCH” (Innovative Teachers Engage and Collaborate-Hawaii).

### **ORDER OF BUSINESS:**

#### **I. REPORTS**

- A. Treasurer’s Report: Profit and Loss, Balance Sheet, and FY19 Year End Reports were submitted via email for review. Discussion was had regarding the Reports. Overall currently under budget.
- B. Principal’s Report: Commission has requested feedback regarding the federal impact aid money; Email was sent regarding the list of 3 independent auditors that the Commission has to approve that the school can choose from; Commission is requesting feedback for online, virtual and blended schools programs; ULS Admissions public information on November 3, 2019 in preparation for the admission application season; currently working on reporting requirements based on last year’s admission class; Panorama Training was had for surveys will be administered (previously Tri-Pod) to students (surveys will be two part – school climate and teacher); Audit is currently ongoing. Auditors will be presenting at the October board meeting; ULS website has been updated; Grant for additional AED Machines; A meeting with the university on future ULS Events on the University Campus in October (new processes and facility use request forms); various school upcoming events: PSAT; Schools of the Future conference; hosting homestays; hosting the Hawaii Speech League in October; Breast Cancer Awareness Walk; and Campus Beautification in November.
- C. Committee Updates:  
  
Academic Committee (Aaron Levine): Reviewed HSA and WASC reports with the committee; overall UHS reports were strong in the last school year; discussion was had on preparing a report for the full board to summarize academic reports.

Board Development/Governance Committee (Everett Ohta): Committee met and discussed the enrollment exemptions; reviewed the existing materials used to support the exemptions; discussion of migration of documents from hawaii.edu to ULS Google suite.

HR Committee (Mislyn Alensonorin): Committee met on August 26<sup>th</sup> to discuss the implementation of the Principal Evaluation; discussed the procedure for evaluating bargaining units 3,4 and 13 – to use the state forms for evaluation. Bargaining Unit 5 – Principal will follow up on process.

Finance Committee (Tina Keane): Committee met and discussed the audit in September; Discussed Central Pacific Bank proposal and will present to the board.

### **III. ON-GOING AND NEW BUSINESS**

- A. Charter Commission – Governing Board Personal Information. Discussion was had regarding the request for personal information (contact number and email) of each governing board.
  
- B. Value Added Measures Update. Commission request a report on Value Added Measures – ULS will submit a report on Education Research (Teacher Research); External Support Research (CRDG and COE); and Dissemination of Best Practices. Report to the commission will be submitted by Friday, September 20, 2019. Discussion was had regarding the report and additional benefits of having such a report for other audiences.

**NEXT MEETING:** October 15, 2019 (there will be a picture taking).

**ADJOURNED:** Meeting was adjourned at 545PM with a motion by Misylen Alensonorin seconded by Everett Ohta. Motion carried unanimously.