

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

Minutes of the Governing Board Meeting Held on August 25, 2020 at 4:30PM

Virtual Meeting (via Google Meets)

**PRESENT:** Denise Yoshimori-Yamamoto, Edward Aquino, Everett Ohta, Aaron Levine, Preet Nijjar, Melvina Nakao, Kara Suzuka, Travis Palmeira, Tina Keane, Keoni Jeremiah

**ABSENT:** Bradley Kai Fox, Karyn Yoshioka,

**GUESTS:** None.

**CALL TO ORDER:** Meeting was called to order by Chair Denise Yoshimori-Yamamoto at 4:32 PM.

**MINUTES OF PREVIOUS MEETING:** Motion to Accept the Minutes of the July 14, 2020 meeting was made by Kara Suzuka, seconded by Travis Palmeira. Motion carried unanimously.

Motion to Accept the Minutes of the August 3, 2020 meeting was made by Melvina Nakao, seconded by Everett Ohta. Motion carried, with Aaron Levine abstained.

**ORDER OF BUSINESS:**

**I. GUESTS**

A. None

**II. REPORT**

A. Treasurer's Report:

Copies of the financial balance sheet and profit and loss statement were submitted online. Reports were reviewed. ULS received the entire balance of the first per pupil allocation. Principal Keoni Jeremiah clarified that approx. \$75k was received in federal CARES Act funding, which was directed toward PPE, training, and learning technology expenses. ULS is also exploring options for PPE reimbursement through HI-EMA. ULS just received an information request from the Senate on the school's spending of CARES funding, with a report due Friday.

B. Principal's Report:

Principal Jeremiah shared that ULS has a full enrollment of 450 students, including 83 new

students. WASC accreditation is upcoming, but preparation time at the beginning of the school year was instead focused on COVID-19 response. ULS plans to do its write-up this school year (Year 5 of accreditation) and plans to be ready to present its report to the accreditation committee by the start of next school year. Next school year will also be ULS's year for charter renewal with the Charter School Commission, with a decision in early 2022. UH renovation projects have been completed (parking lot repairs and Metcalf retaining wall), with the Castle renovation beginning soon (will account for school calendar).

### C. Committee Updates:

Finance Committee (Preet Nijjar): No updates.

Academic Committee (Aaron Levine): No updates.

HR Committee (Edward Aquino): No updates.

Governance Committee (Everett Ohta): No updates.

Chair Yoshimori-Yamamoto emphasized the need for Committees to meet, recognizing that COVID-19 was placing demands on everyone's schedule.

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

### A. COVID-19:

After the August 3rd GB meeting, Governor Ige ordered all schools to shift to distance learning for the first 4 weeks of school. ULS accordingly pivoted to distance learning. Some connectivity issues notwithstanding, the school experienced an overall good adoption of distance learning format in grades 6-12. Attendance issues are minimal and students have been reaching out to school resources for assistance. K-5 in-person learning was also moved online.

The Return to Campus Plan was updated to conform to the Governor's orders. ULS is aware of the HSTA request for first quarter distance learning and expects that the Sept. 7th distance learning order will be extended. ULS has flexibility with the Charter Commission to determine when to resume in-person learning.

The Governing Board discussed the possibility of extending the distance learning period beyond Sept. 7th sooner rather than later to allow for planning by students, teachers, and parents. The Board agreed that the ULS Administration had already received Board approval of the school calendar and the Return to Campus Plan and was empowered to make a decision to extend the distance learning period when deemed appropriate.

CRDG technology support was also discussed. ULS-assigned staff person from CRDG was retiring and the ULS education technology specialist resigned shortly before the school year began in distance-learning. CRDG provided the necessary support to get everyone to start the

year. Chromebooks were issued to all K-8 students and as-needed for 9-12, with others students using their own devices. Teachers' devices are being re-evaluated.

**B. Admissions:**

New admissions policy draft is being prepared. Principal Jeremiah contacted Charter Commission staff to confirm the process--approval by GB, then to Charter Commission. ULS will be following the admissions law and holding a lottery. Principal Jeremiah will work with the Admissions Coordinator and Governance Committee on a draft policy. In other schools, preferences have been approved for continuing students, but also for siblings, children of staff, and children of Governing Board members. ULS will also need to look at other operational decisions. Draft policy will be presented at the Sept. 15th Board meeting, with the Governance committee to meet beforehand.

**C. Budget:**

The Per Pupil Allocation Budget was received (60%), but is only a tentative number based on last year's allocation amounts. A true-up of this year's per pupil allocation was expected after Oct. 15 because the \$7,285 per pupil amount was not accurate as to the actual student population and the per pupil allocation may be different when approved this year. The Governor's office also sent a memo to DOE that asked for budget cuts by all state departments. Principal Jeremiah noted that the ULS-approved tentative budget was already lean. ULS Foundation already provided a \$25k grant and was told that additional funds are needed this year to support basic operational funding, not special projects.

**NEXT MEETING: September 15, 2020 at 4:30PM**

**ADJOURNED:** Meeting was adjourned at 5:29 PM with a motion by Preet Nijjar, seconded by Mel Nakao. Motion carried unanimously.

**APPROVED 9/15/2020**