

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

Minutes of the Governing Board Meeting Held on September 15, 2020 at 4:30PM  
Virtual Meeting (via Google Meets)

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

**ABSENT:** Bradley Kai Fox

**CALL TO ORDER:** Meeting was called to order by Chair Denise Yoshimori-Yamamoto at 4:34 PM.

**MINUTES OF PREVIOUS MEETING:** Motion to Approve the Minutes of the August 25, 2020 meeting was made by Preet Nijjar, seconded by Melvina Nakao. Motion carried with Edward Aquino and Karyn Yoshioka abstaining.

### **ORDER OF BUSINESS:**

#### **I. I. GUESTS**

A. None

#### **II. REPORTS**

A. Treasurer's Report. A copy of the Treasurer's Report for August 2020 was submitted online via email to all board members on September 13, 2020. Report was reviewed. Audit is also currently ongoing. The draft Audit Report will be shared with the governing board once it is completed.

B. Principal's Report. A copy of the Principal's Report was submitted online via email to all board members on September 15, 2020. ULS 2019-2020 Report was shared. CCRI 2019 was also shared. ULS 2020-2021 Profile was shared (report usually goes out with the transcript reports for students).

Principal Jeremiah also presented updates related to COVID-19. Several faculty members are teleworking. ULS is currently looking at the possibility of implementing a screening App (which the University is currently using). Positive case protocol was discussed. There was one confirmed COVID-19 case involving an employee. Principal Jeremiah outlined the schools' notification process. Next few weeks will focus on preparation for the eventual on-campus learning. Students will return to learning on Monday, October 12, 2020, following the fall break (Oct 5-9). An update will be provided prior to October 2, 2020.

Budget and Finance School submitted budget based on numbers received by B&F. Audit report deadline to the commission is November 15<sup>th</sup>. Governor's Executive Memo re: Program Review (outlook of reductions of 10%, 15% or 20%),

### C. Committee Updates.

1. Finance Committee (Preet Nijjar). Same as Treasurer's Report.
2. Academic Committee (Aaron Levine). Met on September 8, 2020 and reviewed the instructional plan referenced by Principal Jeremiah on his report and the 2019-2020 report. Committee specifically looked at the school's academic performance. Both ACT and SAT composite reports were consistent with ULS year to year trend. ULS was above the Hawaii average and at National average. WASC is moving forward with postponing/delay the visit. Committee looked at goals for 2020-2021 and looking at additional members who may be able to contribute to the academic excellence committee.
3. Human Resources (Edward Aquino). No Report.
4. Governance Committee (Everett Ohta). Met on September 9, 2020 to review the admissions policy prepared by the school. Deferred discussion to agenda item III.A.

### III. ON-GOING AND NEW BUSINESS

- A. Admissions Policy. Expiration of ULS Admission policy. Proposed Admissions Policy reviewed with the Governing Board. Admissions preferences allowed under the law. First preference - All students currently. Second Admissions preference - Siblings of currently enrolled students. First and Second preferences are already allowed under the current charter law. Third Admissions preference - Children of full-time faculty and staff (will need to be approved by the Charter Commission). Lottery - After all preferences are applied, lottery will be held for available spaces. ULS always have more applicants than spaces available. Lottery will be held for all grade levels to establish a wait list. Preferences will also be conducted by random lottery. Notification will be sent out seven days after lottery to seek response from parents for completion of enrollment packet (14 days from the mail out) such as eligibility requirements. Data sought at application packets will be looked at in the enrollment packets. Motion to approve ULS Admissions Policy by Everett Ohta and seconded by Melvina Nakao. Motion carried unanimously.

**NEXT MEETING:** October 20, 2020.

**ADJOURNED:** Meeting was adjourned with a motion by Preet Nijjar and seconded by Aaron Levine at 5:31PM. Motion carried unanimously.

Approved 10/20/2020