

UNIVERSITY LABORATORY SCHOOL – HAWAII PUBLIC CHARTER SCHOOL

Minutes of the Governing Board Meeting Held on October 19, 2021, at 4:30PM
Virtual Meeting (via Google Meets)

PRESENT: Denise Yoshimori-Yamamoto, Everett Ohta, Edward Aquino, Preet Nijjar, Kara Suzuka, Aaron Levine, Tina Keane, and Ishita Shah present. Also attending Principal Keoni Jeremiah.

GUEST: Terri Fujii, Brandon, Ogimi, Shareef Wang, PJ Foehr

EXCUSED: Karyn Yoshioka, Travis Palmeira, Melvina Nakao, and Miki Tomita.

ABSENT: None

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

MINUTES OF PREVIOUS MEETING: Motion to Approve the Minutes of the September 21, 2021, meeting was made by Everette Ohta and seconded Preet Nijjar. Approved unanimously with Tina Keane and Kara Suzuka abstaining.

ORDER OF BUSINESS:

I. ON-GOING AND NEW BUSINESS

- A. Financial Audit. Terri Fujii and Brandon Ogimi presented the audit to the Finance Committee for Review and the Finance Committee has no objections to the audit report. Terri Fujii and Brandon Ogimi presented the draft audit report (June 30, 2021) for review by the Governing Board. [Based on the Ratio: 2.6; minimum is 1.1] Debt to Asset Ratio: .38; Cashflow: positive outward trend; Margin: positive margin with upward trend; Actual Revenue to Budget; Higher actual revenue to budget; Based on the audit; Overall School Risk Rating is a 1 (scale of 1 to 5) which means that the school's total Risk Assessment is Low.

Motion to accept the Audit Report made by Preet Nijjar and seconded by Everett Ohta. Approved unanimously.

- B. SY2022-23 School Calendar. Teachers start 7/26; 9 work days prior to students; Students start August 8; 2 in-service days – Fall; Fall, winter, and spring breaks aligned to DOE calendar; 1 in-service -Spring; WASC visit – Spring; 167 student days; 188 teacher days.

Motion to adopt the SY2022-23 School Calendar made by Aaron Levine and seconded by Everette Ohta. Approved unanimously

- C. SY21-22 Update. ULS continues to strive to provide daily in-person teaching and learning in a safe and healthy way.

On the ULS School Website, resource page is provided on Student and Parent Handbook with updated Health and Safety sections:
<https://www.universitylaboratoryschool.org/resources/>

ULS reported Positive COVID 19 cases: September 30, 2021 (2 cases) and October 1, 2021 (1 case). Grades 6-12 were moved to distance learning - October 4-8; All students returned to school on October 18 following the Fall Break from October 11-15. In a recent parent letter (10/7) ULS thanked everyone in the school community for supporting ULS in the school's efforts to provide a safe place for students to learn, socialize, and grow. The letter reminded the school community about the importance especially over fall break, of keeping safe as everyone participates in community activities, family events or travel off island. The letter also shared a few reminders as the school was heading into fall break: health and safety measures, student travel, visitations to campus, Lumisight app, and not staying late on campus.

Collecting proof of vaccinations due to close contacts, out of state travel, other
Preparing for Vaccinations for students aged 5-11. DOH is preparing to share with schools a new online positive COVID-19 case reporting system.

Personnel update. ULS is still looking for a School Health Aide; ULS hired a new Spanish teacher who will be starting on Thursday.

Castle Memorial Hall Project over fall break: Installation of new Bi-folding wood doors for the elementary classrooms and Classroom sink repairs.

Upcoming Calendar of Events: October 8, First Quarter ended. Reports cards to be mailed home the week of Oct 25; October 11-15, Fall Break. No school for students K-12; October 18, all students return to school; October 25-28, K-5 Virtual Parent Conferences (12 pm dismissal); October 26, PSAT Grades 10-11; October 29, School In-Service - No school for students K-12; November 11, Veteran's Day Holiday; November 25-26, Thanksgiving Holiday.

III. REPORTS

- A. Treasurer's Report (Preet Nijjar). A copy of the Treasurer's Report (Profit and Loss Statement and Balance Sheet) for September 2021 was submitted online via email to all board members on October 18, 2021. Finance Committee met to discuss the profit and loss report, as well as to review the CW Draft Audit Report.
- B. Principal's Report.

School Received a Notice of Concern from the Charter Commission: On October 15, 2021, ULS received a notice of concern from the Charter Commission regarding an unsatisfactory annual fire inspection for SY 2021-2022. The school is required to provide a completed passing fire inspection report which was due to the Commission by July 30, 2021, through the Kuleana Portal, the online compliance task management system used by the Commission. As of the date of this letter, the Commission has not received a passing fire inspection from the school.

Background: The original fire inspection was done on October 9, 2020. Majority of the violations were found to be resolved when the school was re-inspected on December 16, 2020. The only exception was that the Class 2 Wet-standpipe (fire hose cabinet) was not tested yet in the Multi-Purpose Building (cafeteria/kitchen). This standpipe was repaired and is functional according to the UH Fire Safety Office and was scheduled to be tested in early 2021. Unfortunately, the wet-standpipe testing did not happen due to a problem with the bidding process and will take another 2-3 months (from July) to get completed. Although the system has been repaired it must remain UNSAT until a flow test is conducted and is tagged "Satisfactory" by a certified fire protection vendor.

The wet-standpipe testing occurred on October 7, 2021. The wet standpipe testing reports were dropped off on Friday, October 15 to the UH Fire Safety Office. They will review the reports and get back to the school.

Response to the Commission is due October 29, 2021. ULS is hoping to submit the report to HFD to update the fire inspection or write a corrective action plan to the Commission.

Charter Commission compliance requirements: Annual Audit due November 1, 2021; 1st Quarter Financials due November 1, 2021; School year calendar for 2022-23 is due January 7, 2022. Charter Commission funding count as of October 15 is 447 students.

Strive HI. On October 21, 2021, Strive HI school reports will be posted for public access on the Hawaiipublicschools.org website:
<https://www.hawaiipublicschools.org/VisionForSuccess/AdvancingEducation/StriveHIPerformanceSystem/Pages/home.aspx>

Possible Extension of Charter School Contracts by One-year for Charter School Contracts ending on June 30, 2022, June 30, 2023, and June 30, 2024. On September 23, 2021, the Commission held a Performance & Accountability Committee meeting. The Committee approved a recommendation to extend the charter contract by one-year for charter school contracts ending on June 30, 2022, and 2023. The Committee discussed potential alternatives for charter school performance data due to lack of usable data from the State's accountability system. November 12, 2020, ULS Charter contract was extended to June 30, 2023. Originally it was 2022. Under this proposal, if approved by the full Commission, the ULS Charter contract would be extended to June 30, 2024.

National Merit Scholarship Program. Congratulations to University Laboratory School senior Salena Ohta who has been named a Commended Student in the 2022 National Merit® Scholarship Program. About 34,000 Commended Students throughout the nation are being recognized for their exceptional academic promise. Salena Ohta's high Selection Index score places her among the top 50,000 students, which is the top five percent of more than 1.5 million students who entered the 2022 National Merit Program by taking the 2020 Preliminary SAT/National Merit Scholarship Qualifying Test (PSAT/NMSQT®).

ULS received GreatSchools.org's inaugural College Success Award - Gold! The College Success Award recognizes and celebrates public high schools that excel in ensuring

students prepare for college, enroll in college, and succeed once they get there. As a recipient of the College Success Award in 2019, 2020, and 2021, ULS received the first-ever College Success Award - Gold distinction for the school's multiyear track record of preparing students to enroll and succeed in college. ULS is among 1,770 schools in 26 states to receive the Gold Award. Now in its fourth year, the College Success Award program evaluates public schools based on data that show how well our school prepares students to succeed after graduation, including whether they enroll in college, are ready for college-level coursework, and persist into their second year.

ULS Food Drive. Many thanks to all the families that donated food to ULS' Food Drive put on by students in the Global Leadership class. All 967 lbs of food donated was delivered to the Hawai'i Food Bank to support this organization that feeds Hawai'i's needy population.

C. Committee Updates.

1. Governance Committee (Everett Ohta). The Governance Committee did not meet in October. Currently reviewing the conflict-of-interest policy.
2. Finance Committee (Preet Nijjar). Nothing to report.
3. Human Resources (Edward Aquino/Keoni Jeremiah). Human Resource Committee informally met on October 4, 2021. Still waiting on a signature from HSTA of the draft extension of supplemental contract for two additional years.
4. Academic Committee (Aaron Levine). Academic Committee met on October 5, 2021 and discussed the possible charter contract extension; testing update; and upcoming school calendar; ULS Admin went to training recently; Pending for WASC guide that ULS will be adopting; National Association of Professional Development Schools to view next move for ULS.

NEXT MEETING: November 16, 2021

ADJOURNED: Meeting was adjourned with a motion by Aaron Levine and seconded by Preet Nijjar at 527PM. Motion carried unanimously.

APPROVED AS AMENDED NOVEMBER 16, 2021