

**2021–2022**  
**University Laboratory School Governing Board**  
**Governance Committee - Meeting Minutes (APPROVED 1/11/22)**

Link to Meeting or Meeting Location: <https://meet.google.com/mfb-ojha-oty>

Dial-in: (US) +1 316-789-6413, then PIN: 897 824 239#

Chair's contact information: Everett Ohta - gb@universitylaboratoryschool.org

Date and time: Tuesday, November 2, 2021 at 12:00 pm

Attendance: Everett Ohta, Denise Yoshimori-Yamamoto, Melvina Nakao, and Keoni Jeremiah.

Absent: None.

Meeting convened at 12:04pm.

Topics for Discussion:

1. Approval of September 7, 2021 Governance Committee meeting minutes

*Meeting minutes approved unanimously. Everett to transmit to ULS for posting.*

2. Review of ULS Conflict of Interests Policy

*The Committee reviewed a draft of a revised Conflict of Interests (COI) Policy. After reviewing the other charter school COI policies gathered by Aimee and reviewing the prior basis for the current policy through old emails received from the Charter School Commission, it was determined that the ULS COI Policy was based on a 2010 sample policy that was provided by the Commission's predecessor organization. Given that the main purpose of the COI Policy was to ensure compliance with the state Ethics Code, the draft COI policy was revised to be shorter and handled as an annual requirement for online training through the State Ethics Commission, rather than an extensive policy that went beyond the requirements and interpretations of the state Ethics Code.*

*Given the short turnaround for review of the draft document, the Committee decided to revisit the policy for recommendation to the GB in January.*

3. New Business

*None.*

To Do: Submit committee report

Announcement/Reminders: Next meeting on Tuesday, January 11, 2021 at 12:00pm.

Resources: none

Meeting adjourned at 12:30 pm.