

UNIVERSITY LABORATORY SCHOOL – HAWAII PUBLIC CHARTER SCHOOL

Minutes of the Governing Board Meeting Held on August 16, 2022, at 4:30 PM
Meeting held Virtual via Google Meets and In-Person at the ULS Building 3, Room 115A.

PRESENT: Everett Ohta, Edward Aquino, Aaron Levine, Travis Palmeira, Melvina Nakao, Miki Tomita, and Tina Keane. Also attending is Principal Keoni Jeremiah.

GUEST: PJ Foehr.

EXCUSED: Denise Yoshimori-Yamamoto, Preet Nijjar, and Karyn Yoshioka

ABSENT: Ishita Shah

CALL TO ORDER: Meeting was called to order by Vice-Chair Everett Ohta at 4:32 PM.

MINUTES OF PREVIOUS MEETING: Motion to Approve the Minutes of the July 19, 2022 Governing Board Meeting. Motion to approve by Travis Palmeira and seconded by Melvina Nakao. The motion was approved unanimously.

ORDER OF BUSINESS:

I. ON-GOING AND NEW BUSINESS

- A. Start of the School Update. Start of the new school year was on Monday, August 8, 2022; Enrollment as of first day of school is 451 (update will be made in October); Facility improvements: University High School 3 and Multipurpose Building Roof Replacement was completed on August 4th, Multipurpose Building - Roof Replacement coming up (will be done in stages), and UH athletics project - Klum gym use in winter/spring; Traffic issues related to construction at Atherton and start of other schools – looking at alternative drop off and pick up; there are updates to Health and Safety guidelines but no changes needed for school policy; School currently has two busses and school will need to consider purchasing a new school bus due to vandalism damage and the unavailability of repair parts; meeting with support organizations to organize and help with various school projects, e.g., bus, court resurfacing, and elementary school playground.

B. WASC Accreditation and Contract Renewal Status.

WASC: WASC six-year accreditation ends June 2023; Self-study is due; the school needs to prepare for WASC visit. Presentation was made by Principal Jeremiah on WASC Goals for 2022-2023: Departments to complete WASC summary report (Sept 2). First draft WASC self-study write-up (tentative Oct 28), Second draft WASC self-study write-up (tentative Nov 23), Final draft WASC self-study write-up (tentative January 1), Prepare for WASC visit (January through February), and WASC visit (March 6-9).

Principal Jeremiah stated that many of the WASC related tasks will need to be discussed during the next two months of Committee Meetings. Per Vice-Chair Ohta further stated that WASC goals will need to be discussed during the Committee Meetings as each committee had discussed in previous years and prepare a draft contribution to the WASC report. The Board retreat will be utilized to consolidate and discuss the overall

draft sometime in mid-November following the finalization of the draft WASC write-up and release of the charter contract application.

Charter Contract Renewal: Current contract ends June 30, 2023. Informational Meeting to be held on August 18, 2022 and Charter Contract 3.0 Renewal Visit No. 2 on September 26, 2022. Presentation was made by Principal Jeremiah on the Renewal Timeline for 23 School Contracts ending on June 30, 2023.

III. REPORTS

- A. Treasurer's Report (Tina Keane). The July 2022 Profit and Loss Statement and Balance Sheet was submitted online via email to all board members on Monday, August 15, 2022.
- B. Principal's Report.
Given the start of the school year and the earlier update, no new Principal's Report.
- C. Committee Updates.
 - 1. Finance Committee (Tina Keane). No report other than what was previously reported on
 - 2. Governance Committee (Everett Ohta). Did not meet but Chair Yamamoto, Vice-Chair Ohta, and Principal Jeremiah did meet to discuss this meeting, the WASC contributions by the Board, and the timing of the Board Retreat. Vice Chair Ohta also reminded board members to complete the online ethics training for the governing board members and submit the signed Conflict of Interest Policy and Gifts Policy forms to him.
 - 3. Human Resources (Edward Aquino). No updates.
 - 4. Academic Committee (Aaron Levine). Met on August 9, 2022. Discussed the WASC goals, reviewed the charter application process, and the possibility of expanding the committee and bringing someone from outside the board to help with the committee.

NEXT MEETING: September 20, 2022.

ADJOURNED: Meeting was adjourned with a motion by Travis Palmeira and seconded Melvina Nakao by at 5:04 PM. The motion was approved unanimously.

APPROVED: SEPTEMBER 20, 2022