

## UNIVERSITY LABORATORY SCHOOL – HAWAII PUBLIC CHARTER SCHOOL

Minutes of the Governing Board Meeting Held on October 18, 2022, at 4:30PM  
Meeting held Virtual via Google Meets and In-Person at the ULS Building 3, Room 115.

**PRESENT:** Denise Yoshimori-Yamamoto, Everett Ohta, Tina Keane, Edward Aquino, Karyn Yoshioka, Travis Palmeira, Aaron Levine, Ishita Shah, and Miki Tomita. Also attending is Principal Keoni Jeremiah.

**GUEST:** Shareef Wang, Brandon Ogimi.

**EXCUSED:** None.

**ABSENT:** Melvina Nakao, Preet Nijjar.

**CALL TO ORDER:** Meeting was called to order by Chair Denise Yoshimori-Yamamoto at 4:31PM.

**MINUTES OF PREVIOUS MEETING:** Motion to Approve the Minutes of the September 20, 2022 Governing Board Meeting. Motion to approve by Travis Palmeira and seconded by Everett Ohta. The motion was approved unanimously with Tina Keane abstaining.

### ORDER OF BUSINESS:

#### I. ON-GOING AND NEW BUSINESS

- A. Financial Audit. Presentation by Brandon Ogimi from CW Associates' of the 2022 Audit of the University Laboratory School. Motion to approve the audit as presented by Tina Keane and seconded by Everett Ohta. Motion approved unanimously with Edward Aquino abstaining.
- B. WASC Accreditation and Contract Renewal Status. No update on WASC Accreditation from previous meeting.

Charter School Contract Renewal Site Visit No. 2 was held on September 26, 2022. Meeting with ULS Administration and Classroom observation visit with 2 commissioners and staff members. Overall, the impression was that the school visit went well.

ULS received Site Visit No. 2 Follow-Up Letter: The Renewal Application and school performance report will be available to the Governing Board in November 2022, and completed applications are due to the Commission on December 15, 2022. The Commission adopted Renewal Application and Guidance template was approved on May 26, 2022 and available for Governing Board preview. The Renewal Application will be pre-populated for the school's convenience. The form will be fillable, and the school will be able to make necessary changes. The Commission General Business Meetings regarding renewal decisions will take place in January 2023.

Principal Jeremiah noted several modifications including the admissions application will need to be made based on the guidelines and recommendations from the commission.

- C. Retreat. November 20, 2022. Schedule will be distributed to the governing board once it is completed.

### III. REPORTS

- A. Treasurer's Report (Tina Keane). The September 2022 Profit and Loss Statement and Balance Sheet was submitted online via email to all board members on Monday, October 17, 2022.
- B. Principal's Report.

Updates: Charter Commission compliance requirements: Act 242 (Title IX compliance reporting) due October 14, 2022, Annual Audit is due November 1, 2022, 1st Quarter Financials is due November 1, 2022, and School year calendar for 2022-23 is due January 7, 2023. 2022-23 School Year Calendar will be submitted for review and governing board approval for the November 15, 2022 meeting. Discussion was also had on the Act 242 Reporting.

Enrollment update: Charter school funding count date on October 15, 2022. ULS enrollment is 449.

Other updates: Just completed the 2022 1st Quarter and report cards will be sent out shortly; Reminder letters for attendance and tardies; SBA and HSA individual score reports for 21-22 will be sent to the parents; Panorama School Quality Survey letter and declination form will be sent out to the parents as well; Update to after school pick-up zones for Gr. 6-12.

Mask Wearing: Since Monday, October 3, 2022, ULS lifted the requirement for in-door mask wearing on campus. Students, faculty and staff have the option of wearing a mask on campus if they choose to do so. The University Laboratory School reserves the right to reinstate required mask wearing if COVID-19 community levels become problematic for our school community, or if state mandates in regards to mask wearing change.

PCR Testing to Return to School: ULS no longer requires a PCR test from a medical facility or lab for clearance to return to school from an illness. However, ULS will still require a doctor's note to be submitted to the health team in order for a child to be cleared to return to school depending on the situation.

THE 2021-22 STRIVE HI SCHOOL PERFORMANCE REPORT. On October 12, 2022, Strive HI school reports were posted for public access on the [Hawaiipublicschools.org](https://www.hawaiipublicschools.org) website. Principal Jeremiah presented the highlights on the ULS Strive HI report 2021-22. Overall, ULS's performance is consistent with performance in previous years. School is meeting and exceeding academic standards.

2023 National Merit Scholarship Program. Seniors Ethan C. and Kevin D. were named Commended Students in the 2023 National Merit® Scholarship Program. About 34,000 Commended Students throughout the nation are being recognized for their exceptional academic promise. Ethan and Kevin's high Selection Index score places them among the top 50,000 students, which is the top five percent of more than 1.5 million students

who entered the 2023 National Merit Program by taking the 2021 Preliminary SAT/National Merit Scholarship Qualifying Test (PSAT/NMSQT®).

**School Activities:**

**Breast Cancer Letter.** October is Breast Cancer Awareness month. The HOSA Future Health Professionals student group planned a number of school activities and events to bring awareness and to educate students and the community about breast cancer.

**Booster Club Cookie.** October is the kickoff for the ULS Booster Club's fall fundraiser. This year friends and family can be treated to delicious cookies from Cookie Corner! The funds raised will go directly towards activities, supplies and events for the students.

**HI-5 Recycling and Campus Beautification.** The ULS student community service group is planning a HI-5 recycling and campus beautification day to be held on Saturday, October 22, 2022 from 9:00am to 12:00pm. They will be accepting HI-5 recyclable aluminum, plastic, and glass containers. The drive through recycling drop-off will be held in the school parking lot for quickness and ease.

**C. Committee Updates.**

1. Finance Committee (Tina Keane). No report other than what was previously reported on.
2. Governance Committee (Everett Ohta). Met on September 26, 2022 to discuss responses to the WASC draft report and already submitted them.
3. Human Resources (Edward Aquino). September 29, 2022 was canceled and postponed due to a school emergency. Will have a finalized Committee response by the retreat.
4. Academic Committee (Aaron Levine). Met on October 10, 2022. Principal Jeremiah primarily covered the WASC, Strive-Hi and other test scores which are tracking historical trends. More detailed update in upcoming meeting. Further discussed strategic planning for potential partners and stakeholders.

**NEXT MEETING:** November 15, 2022.

**ADJOURNED:** Meeting was adjourned with a motion by Aaron Levine and seconded by Travis Palmeira at 5:14 PM. The motion was approved unanimously.

**APPROVED: NOVEMBER 15, 2022**