

UNIVERSITY LABORATORY SCHOOL – HAWAII PUBLIC CHARTER SCHOOL

Minutes of the Governing Board Meeting Held on November 15, 2022, at 4:30PM
Meeting held Virtual via Google Meets and In-Person at the ULS Building 3, Room 115A.

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

GUEST: PJ Foehr.

EXCUSED: Denise Yoshimori-Yamamoto and Karyn Yoshioka.

ABSENT: None

CALL TO ORDER: Meeting was called to order by Tina Keane at 438 PM.

MINUTES OF PREVIOUS MEETING: Motion to Approve the Minutes of the October 18, 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. SY2023-2024 Calendar. Draft Calendar was presented to the governing board by Principal Jeremiah: Teachers work year starts on Tuesday, August 1; Students first day of school is Monday, August 7; Fall, winter, and spring breaks closely aligned to DOE calendar; School In-service days (2) - September 1 and April 29; Total 175 student days; Total 184 teacher days; 1st Semester: 87 student days (Q1: 42 days; Q2: 45 days); 2nd Semester: 88 student days (Q3: 47 days; Q4: 41 days).

Motion to approve the SY2023-2024 Calendar. Motion to approve by Preet Nijjar and seconded by Travis Palmeira. The motion was approved unanimously.

- B. WASC Accreditation Update. Principal Jeremiah presented an overview of the WASC accreditation process and provided updates. First draft WASC self-study write-up was due October 28; Shared with the Faculty and Staff for review and feedback on 10/28/2022; Second draft WASC self-study write-up is tentatively due November 28; Final draft WASC self-study write-up is tentatively due January 6; January to February, ULS will prepare for WASC visit which is expected to be from March 6 to 9, 2023.

WASC visit will be in-person; visiting committee is TBD; ULS Accreditation Coordinator: Leah Tassill.

What is WASC Accreditation? Certifies that we have a good program of teaching and learning; helps us to study ourselves to make improvements to support student learning and celebrate our accomplishments; assists us in establishing our priority improvement areas; helps our school community know that we are doing well and are continuously working to improve ourselves.

Outcomes of WASC Accreditation. clarification of our schoolwide learner outcomes and goals; better collaboration between all stakeholders - ULS 'Ohana - including students, parents, faculty, staff, governing board, COE/CRDG, alumni, community development of a long-range action plan aligned to our school's priority areas that will help us support and improve our school program

C. Designation of Authorized Charter Renewal Application Signer.

Principal Jeremiah discussed Charter Renewal Application and the requirement of designating an authorized Charter Renewal Application Signer – pursuant to the Charter Contract Renewal.

ULS just received the Charter School performance report. Brief overview shows that ULS has met and exceeded last year's performance report.

Question on the contract renewal regarding graduation waiver. For the SY 2023-2024 and the term of the school's next charter contract, ULS will request to continue its current exemption to Board Policy 102-15. ULS's current exemption sets higher requirements in core subject areas than is required by the BOE. At the time of ULS's initial request for a waiver to the BOE graduation requirements, the Commission reviewed and recommended to the BOE the approval of their waiver request. Since the ULS's current charter contract is effective from July 1, 2017, through June 30, 2023, the current exemption applies to the class of 2026 who are freshmen during the school year 2022-2023.

Contract renewal application requires the designation of authorized Charter Renewal Application Signer; Governing Board Chair- Denise Yoshimori-Yamamoto; ULS - Board Resolution Authorizing Signatory.

Motion to approve Chair Denise Yoshimori-Yamamoto as the authorized Charter Renewal Application Signer. Motion to approve by Everett Ohta and seconded by Melvina Nakao. The motion was approved unanimously

D. Retreat. Principal Jeremiah requested Governing Board Members to review the First Draft of the WASC Self-Study and prepare to meet and discuss at the Governing Board Retreat.

III. REPORTS

- A. Treasurer's Report (Tina Keane). The October 2022 Profit and Loss Statement and Balance Sheet was submitted online via email to all board members on Sunday, November 13, 2022.
- B. Principal's Report. Updates: Charter Commission compliance requirements; Annual Audit that was due November 1, 2022, was submitted; First Quarter Financials that was due November 1, 2022 was submitted; School year calendar for 2022-23 is due January 7, 2023.

Other updates: Suicide Awareness Training (ACT 270) and SOS training (November 14-15)

C. Committee Updates.

1. Finance Committee (Tina Keane). No report.
2. Governance Committee (Everett Ohta). Met in the beginning of November to discuss and plan the retreat.
3. Human Resources (Edward Aquino). No report.
4. Academic Committee (Aaron Levine). Met on November 14, 2022. Generally discussed the 2021-2022 Academic Year Test Scores are tracking historical trends; also discussed how the committee can further help with WASC report.

NEXT MEETING: January 17, 2023.

ADJOURNED: Meeting was adjourned with a motion by Preet Nijjar and seconded Melvina Nakao by at 507 PM. The motion was approved unanimously.

APPROVED: JANUARY 17, 2023