

UNIVERSITY LABORATORY SCHOOL – HAWAII PUBLIC CHARTER SCHOOL

Minutes of the Governing Board Meeting Held on August 15, 2023, at 4:30PM
Meeting held Virtual via Google Meets and In-Person at the ULS Building 3, Room 113.

PRESENT: Denise Yoshimori-Yamamoto, Everett Ohta, Edward Aquino, Travis Palmeira, Preet Nijjar, Karyn Yoshioka, Ishita Shah, Aron Dote and Saori Doi. Also attending is Principal Keoni Jeremiah.

GUEST: None.

EXCUSED: Melvina Nakao, Tina Keane and Miki Tomita.

ABSENT: None

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

MINUTES OF PREVIOUS MEETING: Motion to Approve the Minutes of the July 18, 2023, Governing Board Meeting. Motion to approve the minutes by Travis Palmeira and seconded by Preet Nijjar. The motion was approved unanimously.

ORDER OF BUSINESS:

I. GUESTS

II. ON-GOING AND NEW BUSINESS

- A. Back to School Update. Teachers returned to school on August 1, 2023. Students returned to school on August 7, 2023.
- B. Student Enrollment (SY 2023-2024): 446 students enrolled with 79 new students. Principal Jeremiah outlined the breakdown of students per class.
- C. Faculty and Staff (SY 2023-2024): 61 Faculty and Staff; 35 Teachers; 8 DLN (4 Collaborative Teachers and 4 Collaborative Educators); 4 Counselors (increase in 1 from previous year); 9 Support Staff; 5 Administrative Team. Numbers do not include coaches and casual hires.
- D. COE Student Teacher 2023 Update for Fall 2023. Current placement: one (1) social studies placement; one (1) art placement; two (2) science placements; one (1) DLN placement; and one (1) elementary placement.
- E. Construction Update. Basketball Courts were resurfaced and the basketball poles were replaced; awaiting the replacement of the elementary school playground surface and some play equipment; and replacement of outdoor seating by the MPB.

III. REPORTS

A. Treasurer's Report (Ishita Shah). The April 2023 Profit and Loss Statement and Balance Sheet was submitted online via email to all board members on August 9, 2023. Principal Jeremiah informed the governing board that ULS received the per pupil allocation of \$9,242 but subject to October 15, 2023 enrollment count date.

B. Principal's Report.

Charter Commission Updates. Charter Commission has two (2) new commissioners. Roger McGee and Kathy Ikeda.

Updates. Charter Commission 4.0 Contract 1st Site visit has been re-scheduled until later part of August; 4th Quarter Financial Statement FY2022-2023 was due August 4, 2023; Act 242 (Title IX compliance reporting) is due August 16, 2023; Governing Board membership roster is due to the Commission's Kuleana Portal by September 1, 2023; Annual Budget SY2023-2024 is due September 1, 2023; English Learner (EL) Plan is due September 1, 2023; Annual Financial Audit FY 2022-2023 is due November 1, 2023 (Audit field work by CW & Associates is scheduled for the week of September 5 and plan is to present the draft report at the October Governing Board meeting); 1st Quarter Financial Statement SY2023-2024 is due October 31, 2023; Fire Inspection Report- Will be scheduled with HFD in Oct/Nov; School Year Calendar (SY2024-25) is due January 5, 2024.

C. Committee Updates.

1. Finance Committee (Ishita Shah). Finance Committee did not meet. No report other than previously reported in the meeting.
2. Governance Committee (Everett Ohta). Meeting held on August 1, 2023. Oriented Saori Doi and Aron Dote regarding the policies and procedures of the Governing Board. Aron Dote will be joining the Academic Committee and Facilities Planning Committee (which has yet to meet). Motion to add Aron Dote to Academic Committee and Facilities Planning Committee by Everett Ohta and seconded by Preet Nijjar. The motion approved unanimously. Saori Doi was previously added to the Academic Committee.
3. Human Resources (Edward Aquino). No updates.
4. Ad Hoc Facilities Committee (Everett Ohta). No updates as Ad Hoc Committee is still being organized.
5. Academic Committee No updates.

NEXT MEETING: September 19, 2023.

ADJOURNED: Meeting was adjourned with a motion by Everett Ohta and seconded by Preet Nijjar by at 4: 57 PM. The motion was approved unanimously.

APPROVED 9/19/2023