

UNIVERSITY LABORATORY SCHOOL – HAWAII PUBLIC CHARTER SCHOOL

Minutes of the Governing Board Meeting Held on October 17, 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, Karyn Yoshioka, Tina Keane, Travis Palmeira, Miki Tomita, Preet Nijjar, Aron Dote, Melvina Nakao, and Saori Doi. Also attending is Principal Keoni Jeremiah and ULS Business Manager Shareef Wang.

GUEST: Terri Fujii and Brandon Ogimi.

EXCUSED: None

ABSENT: Ishita Shah

CALL TO ORDER: Meeting was called to order by Denise Yoshimori-Yamamoto at 4:32 PM.

MINUTES OF PREVIOUS MEETING: Motion to Approve the Minutes of the September 19, 2023, Governing Board Meeting. Motion to approve the minutes by Melvina Nakao and seconded by Preet Nijjar. The motion was approved unanimously.

ORDER OF BUSINESS:

I. **GUESTS:** Terri Fujii and Brandon Ogimi from CW Associates present to report on the Financial Audit

II. ON-GOING AND NEW BUSINESS

- A. Financial Audit. Terri Fujii and Brandon Ogimi from CW Associates presented on the draft ULS Financial Statements 2023 and Draft Report to the Governing Board was presented. Motion to approve the audit as reported by CW Associates by Tina Keane and seconded by Preet Nijjar. The motion was approved unanimously with Edward Aquino abstaining.
- B. School Year 2024-2025 Calendar. Teacher work year starts August 1, Students first day of school is August 8; Fall, Winter and Spring Breaks aligned to DOE Calendar, Spring Break aligned to UH spring recess; School in-services days will be on August 30 and April 21; 172 student days; 182 teacher days; 1st Semester – 85 days (Quarter 1, 39 days; Quarter 2, 46 days); 2nd Semester – 87 days (Quarter 3, 46 days; Quarter 4, 41 days). Motion to approve the School Year 2024-2025 by Everett Ohta and seconded by Melvina Nakao. The motion was approved unanimously.

III. REPORTS

- A. Treasurer's Report (Tina Keane). The September 2023 Profit and Loss Statement and Balance Sheet was submitted online via email to all board members on October 11, 2023.

B. Principal's Report.

Enrollment Update. Charter school funding count date was October 14, 2023 with ULS enrollment is 444.

Other updates: 2022-23 STRIVE HI SCHOOL PERFORMANCE REPORT will be released on October 19, 2023; 2023 1st Quarter report cards will be mailed the week of October 23, 2023; SBA and HSA access codes to the parent portal for the SY22-23 student reports (students in gr 3-8, 11) will be mailed the week of October 23, 2023; PSAT will be administered on October 24, 2023 (first year that exam will be digital); Panorama School Quality Survey will be administered in November.

HI-5 Recycling And Campus Beautification. ULS is planning a HI-5 recycling and campus beautification day to be held on Saturday, October 21, 2023, from 9:00am to 12:00pm. ULS will be accepting HI-5 recyclable aluminum, plastic, and glass containers through a drive-thru drop-off area in the school parking lot. Proceeds from recycling go directly to supporting ULS programs. Everyone is encouraged to consider donating recyclables!

ULS Booster Club Zippy's Fall Fundraiser. The first fall fundraiser of the school year started this week with the Zippy's benefit fundraiser! More information on how to place a pre-order and submit payment is available through a distributed flyer and the Booster Zippy's webpage. ULS is so appreciative of all those who continue to support ULS through these fundraisers. The monies raised from events like this go directly to supporting the many student-led programs/clubs, field studies, extracurricular activities, academic teams and our athletics program.

ULS Breast Cancer Awareness Month. October is Breast Cancer Awareness Month and ULS HOSA: Future Health Professionals will be participating in community events and hosting a series of events at school to promote awareness of breast cancer risk factors, statistics, research efforts, and the impact of cancer on families, friends, and caregivers. A letter was sent earlier this week to ULS Parents/Guardians on ways that they can participate and support.

C. Committee Updates.

1. Finance Committee (Tina Keane). No updates beyond what was previously reported.
2. Governance Committee (Everett Ohta). Meeting held on October 3, 2023 to discuss the upcoming Governing Board Retreat which includes possible revision and update of policies.
3. Human Resources (Travis Palmeira). Committee did not meet but has discussed via email the supplemental agreement with the HSTA. HSTA is meeting with ULS teachers and the Committee is waiting for their response.
4. Academic Committee (Miki Tomita). No updates. Committee will be meeting next week. Planning to schedule meetings during the first Monday of each month.

NEXT MEETING: November 21, 2023.

ADJOURNED: Meeting was adjourned with a motion by Preet Nijjar and seconded by Everett Ohta at 5:03 PM. The motion was approved unanimously.

Approved 11/21/2023