

UNIVERSITY LABORATORY SCHOOL – HAWAII PUBLIC CHARTER SCHOOL

Minutes of the Governing Board Meeting Held on October 10, 2018 at 4:30PM
Castle Memorial Hall Conference Room (CM 103)

APPROVED 10/18/2018

PRESENT: Denise Yoshimori-Yamamoto, Preet Nijar (via telephone), David Oride, Karyn Yoshioka, Everett Ohta, Linda Venenciano, Edward Aquino, Misyln Alensonorin, and Keoni Jeremiah

ABSENT: Melvin Nakao, Aaron Levine, Bradley Kai Fox

GUESTS: Barbara Dougherty, Shareef Wang

CALL TO ORDER: Meeting was called to order by Chair Denise Yoshimori-Yamamoto at 4:45PM.

MINUTES OF PREVIOUS MEETING: Motion to Accept the Minutes of the September 19, 2018 meeting was made by Everett Ohta, seconded by David Oride. Motion carried with no abstention and no opposition.

ORDER OF BUSINESS:

I. GUESTS

A. Barbara Dougherty, CRDG Director, reported on the overall goals of CRDG and outlined three issues: 1) Determine the focus CRDG's work and how to evaluate/reevaluate such work, which includes the relationship with ULS- sustainability/sustain the quality of work in Math, Second Language (virtual reality), and "History of Hawaii" project; 2) Determining Effectiveness Data – collecting data, as well as, creating and developing tools for effectiveness (there is no current link /correlational effects with ULS), ULS/CRDG relationship, need to look closely at data to learn positive impact of the relationship; 3) Partnership with Hawaii Department of Education – nothing specific, not sure how such a partnership fits with ULS whether such partnership is for research/DOE responsible for curriculum or arrangement of schools/projects with school infrastructure.

B. Shareef Wang, Business Manager for ULS, gave a report of the ULS financial audit for fiscal year ending June 30, 2018.

Discussion was had on the draft audit report and minor revisions. Since 2014, ULS Foundation was listed as an unaudited entity and discretely noted in the ULS Audit. To date the school has not received the financial statements of the ULS Foundation to include as an unaudited component unit of the schools financial audit. Per, Board Member David Oride, the ratios in which the ULS is being evaluated is exclusive of the foundation. The purpose of ULS Foundation financial statements being included in the audit is to show ULS does have an outside funding source and that the resources held are primarily for the benefit of the school. If ULS Foundation does not provide the financial statements, the audit will be completed with the statement, *"The financial statements of the Foundation were not available as of and for the year ended June 30, 2018."*

Because the ULS Foundation runs a calendar fiscal year, inquiry will also be made if ULS Foundation's previous financial statement that is made public through its website may be used for the audit.

Board reviewed the draft audit and deferred decision to special meeting on October 18, 2018 at 1210PM upon which the ULSF financials will be included or not.

II. REPORTS

- A. Treasurer's Report: August 2018 Checking Statement was distributed for review via email. No questions.
- B. Principal's Report: ULS Principal Keoni Jeremiah reported on the WASC Accreditation Mid-Cycle Review, 10th and 11th graders completed the PSAT on October 15, 2018, and changes in the Charter School Network with the resignation of most of the board members, there is an invitation and discussion from other charter school directors about holding a meeting regarding the direction of a charter school network.
- C. Committee Updates/Proposed Revised Responsibilities and Goals.
 - 1. Development /Committee (Linda Venenciano, Denise Yoshimori-Yamamoto, and Aaron Levine): Board Chair, Denise Yoshimori-Yamamoto reported the resignation of Board Member Carrie Ogami to avoid potential conflicts of interest with the ULS Foundation; Likewise, Board Member Everett Ohta resigned from the ULS Foundation to continue work with the ULS Governing Board. There are board vacancies to fill and the board must consider what types of specialties and expertise will be needed for the board.
 - 2. Finance (Preej Nijjar and Karyn Yoshioka, one more committee member needed): Board member, Preet Nijjar reported that a meeting need to be set up with Principal Keoni Jeremiah to update the forms.
 - 3. Human Resources (David Oride, Misyln Alenonorin and Edward Aquino): Principal evaluation is currently being drafted and a new category will be added: finance.
 - 4. Fundraising (Kai Fox, Everett Ohta, and Melvina Nakao): Board member Everett Ohta reported on closing out the fundraising committee responsibilities with the creation of the MOU with the ULS Foundation; and, transitioning the Fundraising Committee the Facility Transition Committee to begin exploring all options for ULS for the next five and ten years.

III. ON-GOING AND NEW BUSINESS

- A. WASC Mid Cycle Progress Report: ULS Principal Jeremiah reported that the school visit is next week (the week of October 15, 2018). Principal Jeremiah will be meeting with the Dean of the College of Education to discuss critical area regarding working relationship with the college of education, including the use of facilities.
- B. Admissions. Principal Jeremiah reported on the discussion with faculty on the potential shift in the elementary from mixed grade levels to single grade level; the school will continue to have classes from Kindergarten to 12th Grade. To begin this process, the governing board must approve an amendment to Exhibit A of the charter school contract to increase the maximum occupancy of the school from 480 students to 510 students for submission to and

consideration by the charter school commission. There was discussion about maximum class sizes and potential locations for the expanded elementary classes.

Motion was made to request Amendment to Exhibit "A" to increase the occupancy from 480 students to 510 students by board member David Oride, seconded by Everett Ohta. Motion carried with no abstention and no opposition.

Discussion was also had on the ULS Admission policy but any decision is deferred.

NEXT MEETING: October 18, 2018 at 1210pm. Board Chair Denise Yoshimori-Yamamoto requested a special meeting.

ADJOURNED: Meeting was adjourned with a motion by Misyln Alensonorin and seconded by Everett Ohta at 635PM. Motion carried unanimously.