

The Education Laboratory
A Hawai'i New Century Public Charter School
Regular Scheduled Local School Board Meeting
Thursday, July 21, 2011, 4:00 p.m.
Castle Memorial Hall 103

PRESENT

Michelle Au, Doug Doi (Chair), David Oride, Lui Faleafine, Jr., A. Keoni Jeremiah, Verlie Ann Malina-Wright, Frank Pottenger, Greg Ravizza, Jennifer Seki, Jim Shon, Dwight Takeno, Tracy Teixeira, Bill Teter, Myrtle Yamada

ABSENT

Gabriella Gualano, Linda Venenciano, Karyn Yoshioka

GUESTS

Donald Young

I. CALL TO ORDER

Chair Doi called the meeting to order at 4:05 p.m.

II. MINUTES OF PREVIOUS MEETING: MAY 26, 2011

Malina-Wright moved to approve minutes as corrected. Yamada seconded. Motion passed unanimously (3 abstained).

Note: Corrections to be made to minutes (May 26 minutes):

- Page 2 – item g – change “15-snack” to “15-minute break”
- Page 3 – Tracy’s last name misspelled. Correct spelling is “Teixeira”

III. REPORTS

A. CRDG Director’s Report (Young)

1. Grant Reviews: Two proposals were submitted and declined: math and the makery
2. CRDG and ULS Administration want to provide better orientations for new employees, to build unity through shared values.
 - a. A History and Foundations booklet was produced by Don Young and Keoni Jeremiah and will be given to all current faculty and staff ULS/CRDG.

B. Treasurer’s Report (Oride)

1. Financial Report (checking)
 - a. May 2011 Checking Account Report is on file electronically.
 - b. June 2011 Total Cash on Hand figure includes cash to cover August expenses.
 - c. Booster Club donations totaled approximately \$40,000 including Honolulu 5K Fun Run.

See attached document: Checking Account Report Local School Board (June 2011)

- d.
2. ULS Annual Budget For Fiscal Year July 1, 2011 through June 30, 2012
 - a. Budget was submitted in June 2011 with projected student enrollment of 450.
 - b. Budget will be updated in October 2011.
 - c. On June 16, 2011, Governor announced a 5% decrease in budget for all state agencies and asked for reports from charter schools.
 - d. CSAO has requested meetings with Governor to discuss this matter.
 - e. CSAO – 1st allocation will be adjusted with a 5% decrease (the amount will go into escrow until a date TBD).
 - f. Per pupil allocation for Charter Schools has decreased from \$5867 to \$5454; and from \$228 to \$212 for facilities.
 - g. See attached document: Education Laboratory: A Hawaii NC-PCS Annual Budget For Fiscal Year July 1, 2011 through June 30, 2012

Teter requested that the DIP and By-law Committee report be moved up in the agenda. Motion made by Malina-Wright. Shon seconded. Motion passed unanimously.

C. Committee Reports

1. DIP and By-laws (Teter)

a. DIP

1. DIP final draft is finished, but has not been sent for review yet by the full board.
2. Two types of changes were made:
 - a. Change in language from proposal to working document.
 - b. Operations changes due to separation from CRDG and the University.
3. Question posed by Malina-Wright about whether we need to file a copy of DIP with the Charter School office.
 - a. Jeremiah informed LSB that if any significant changes were made, something would need to be filed with CSAO and the CSRRP.
4. Doi will send revised DIP to LSB members this week to review/mark-up for approval at next meeting.

b. By-laws

1. Changes previously reviewed and approved by LSB that had not been added were incorporated with minimal changes to wording.
2. Suggestions made by committee for items that should be added were identified in cover memo.
3. Jeremiah asked that LSB send feedback on the DIP and By-laws so that they can be voted on at the next meeting.

D. Principal's Report (Jeremiah)

1. New school website – www.universitylaboratoryschool.org is operational.
2. First day of 2011-2012 SY for teachers is 8/5/2011; students 8/11/2011
 - a. School hours have changed slightly for 6-12 grades, 15 minutes added to lunch
 1. Monday-Thursday, 7:45-3:15
 2. Friday 7:45-2:35
 - b. There are twelve new faculty/staff members
 1. Retirements: Peter Estomago (V.P.), Sally Murchinson
 2. New Teachers: Math (2), Science (3), Art (2), French P/T (1), Hawaiian (1)
 - c. Restructuring administrative team
 1. Principal
 2. Dean of Students (V.P.) – focus on students: Tracy Teixeira
 3. Dean of Curriculum and Instruction (V.P.) – focus on teachers and administrative tasks such as reauthorization and accreditation: Miki Tomita
 4. Business Manager – Shareef Wang
3. NCLB Report – See attached document: Education Lab NCLB School Report SY 2010-11
 - a. Did not meet AYP
 1. Reading 85% (decreased slightly) –(AYP 72%)
 2. Math 59% (increased 5 % but did not meet AYP 64%)
 - a. Note: only 4 high schools in Hawaii met AYP
 3. School Status AYP: In good standing, pending
4. New Meal Program
 1. Vendor: Sodexo (1 year contract)
 2. Student representatives met with company and sampled lunches.
5. Open Houses
 1. First two weeks of school
 2. Technology PD Plan
 - a. In-service days twice a month on Fridays
 - b. Working on a 1:1 initiative for school computers, but updates to infrastructure will need to be done first
6. Self-evaluation report due 10/15/2011
 - a. WASC School Description report due
 - b. Reauthorization for 6 years

- c. State Audit still in progress. There have been written requests for additional information to be provided as recently as 7/20/2011.
 - d. Request for spreadsheet with contact information of all LSB members be completed and maintained.
 - 1. School phone number will be entered as business phone.
 - 2. Email addresses will be entered for LSB officers only.
7. HCSN Retreat held last Friday was attended by Jeremiah, Teixeira, and Shon.
- a. These meetings are to provide a “voice” for Charter Schools, but the feeling is that there may be too many voices.
 - b. Motion made by Shon for Principal Jeremiah to continue attending meetings. Oride seconded. Motion passed unanimously.

IV. ON GOING & NEW BUSINESS

- A. Nomination committee (Action item)
- a. Chair must form committee by 9/15/2011 (nomination committee procedure)
 - b. Motion made by Malina-Wright to give Chair Doi authorization to assemble committee. Takeno seconded. Motion passed unanimously.
- B. LSB Meeting Schedule 2012 (Action item)
- a. See attached document: Proposed Meeting Schedule for 2012
 - b. Motion made to accept meeting schedule by Faleafine, Doi seconded. Motion passed unanimously.
- C. Update on current labor issues (HSTA)
- a. Implications of State and HSTA issues (Dwight Takeno)
 - i. Prohibitive practice complaint was filed by HSTA against the State of Hawaii (Governor/BOE Superintendent/Board of Education) claiming that when the legislature presented a 5% pay cut (1.5% salary, 3.5% furloughs) with 50/50 payment on medical coverage premiums as its “last, best, final offer,” it circumvented the negotiation process.
 - 1. HSTA members were all give a copy of this complaint
 - 2. HSTA claims they still want to negotiate, that they are not at an impasse.
 - ii. As a Charter School, we must wait until this issue is settled before we may discuss a supplemental agreement.
 - b. Health Insurance for teachers (HSTA BU5) was transferred from VEBA EUTF on July 1. As a result, insurance premiums are higher (double).
 - i. Question (Shon): Should LSB inform teachers that we are keeping with the (previous) supplemental agreement?
 - 1. (Takeno) – A statement of some kind should be made

- ii. Doi asked Takeno to draft a statement before the start date for teachers, 8/5, (from the LSB Chair) and send it to the rest of the board for comments.
- iii. In the case that there are phone calls/inquiries, they should be directed to the union (HSTA).
 - 1. Note: ULS has not cut teacher salaries.

D. Principal's contract (Jeremiah recused.)

- a. Letter of appreciation/commendation prepared by Teixeira and Doi signed (three copies) by all LSB members present.
- b. Letter regarding employment status and willingness of LSB to look into the possibility of a multi-year contract.
- c. Question: Does a principal evaluation need to be approved by HGEA?
Answer: Yes.
- d. Possible approach to multi-year contract for principal
 - i. Offer 3-year contract, reopen possibility of extension at the end of the second year.
 - ii. Teixeira stated that the last time they (administration members) met with Lei Deshea, they were asked if they wanted individual contracts or a collective bargaining agreement. They asked to see examples from other schools, but none existed.
 - iii. Takeno will use the HGEA Unit 8 contract and alter to apply to administration members (HGEA Unit 6).

(Jeremiah returned.)

- e. LSB informed Jeremiah he will be rehired as principal for the 2011-2012 SY and presented letter of appreciation.

V. ANNOUNCEMENTS

- A. Malina-Wright proposed that LSB look into partnerships with other schools to take advantage of available additional funding sources (Kamehameha Schools, OHA). Proposes an ad hoc committee be formed to come up with a proposal to look into naming ULS as a Hawaiian-focused Charter School.
 - a. Jeremiah suggested first scheduling a meeting with Malina-Wright to discuss requirements and gather information.
- B. Resignation letter from Bill Teter, effective the day after his replacement for the Faculty Representative seat is named. He will conduct the election.
- C. Doi will run for a Faculty Representative seat again.

VI. ADJOURNMENT

Motion to adjourn made by Faleafine, seconded by Malina-Wright.
 Motion passed unanimously.
 Meeting adjourned 6:47 p.m.

Respectfully submitted by,

Jennifer Seki

Attachments:

1. Checking Acct Report Local School Board (June 2011)
2. Education Laboratory: A Hawaii NC-PCS Annual Budget For Fiscal Year July 1, 2011 through June 30, 2012
3. Education Lab NCLB School Report SY 2010-11
4. Proposed Meeting Schedule for 2012
5. Class of 2011 Colleges Acceptance