

**The Education Laboratory**  
**A Hawai'i New Century Public Charter School**  
Regular Scheduled Local School Board Meeting  
Thursday, August 18, 2011, 4:00 p.m.  
Castle Memorial Hall 103  
Approved September 15, 2011

**PRESENT**

Michelle Au, Doug Doi (Chair), Gabriella Gualano, A. Keoni Jeremiah, Melanie Ishihara, Frank Pottenger, Greg Ravizza, Jennifer Seki, Jim Shon, Dwight Takeno, Tracy Teixeira, Linda Venenciano, Myrtle Yamada, Karyn Yoshioka

**ABSENT**

Lui Faleafine, Jr., David Oride, Verlie Ann Malina-Wright

**GUESTS**

None

**I. CALL TO ORDER**

Chair Doi called the meeting to order at 4:04 p.m.

**II. MINUTES OF PREVIOUS MEETING: July 21, 2011**

Corrections to the minutes were shared. Ravizza moved to approve minutes as corrected. Pottenger seconded. 13 in favor, 1 abstained, 0 opposed. Motion passed.

**III. REPORTS**

A. CRDG Director's Report (Young)  
N/A

B. Treasurer's Report (Jeremiah for Oride)  
See attached document *Checking Acct Report (July11)*  
Expect next month's report of expenses will be higher due to routine start of the school year expenses.  
Principal Jeremiah was just informed that most of the 5% cut imposed by the State will be restored to the school's budget. That will reduce the cut to 0.65%.  
The first allocation will be reflected in next month's report.  
Question (Shon): What is the new per pupil allocation?  
Response: Approximately \$5800, from approximately \$5454 last year.

C. Principal's Report (Jeremiah)  
Great start to the school year. Back to school dance tonight in the MPB.  
Just completed 5 Open Houses. Topics discussed in the Open House sessions focused on recent changes—dress code, school hours, and the meal program and change in provider. Copies of the new Student/Parent Handbook were shared. This year the Handbook is being primarily distributed via the school's new web site with hard copies available upon request.  
Meal program—count is up, about 100 more lunches served, breakfast double from what was before. Gualano indicated that the students liked the new lunch but not

how it was being paid for. Food orders are taken on a monthly basis, whereas students preferred to order by the week or so.

Question (Shon): Is there a dietary profile with the lunches being served?

Answer: It is USDA approved. Company (Sodexo) serves other schools as well; some are private schools that have different dietary guidelines

Question (Shon): Is it better? Healthy?

Answer: Some requests would increase the cost. Teixeira commented that not as much food was being wasted and the students seemed happier.

Other topics shared at the Open House sessions: Current enrollment at the start of the school year is 448. The projection was at 450. Will be sending out Friends of Lab School letter at the end of the month; the new school web site will be used for communication (e.g., the Handbook); parents' can check Powerschool for attendance, grades, daily bulletin; Powerschool access letters were passed out during Open House to parents who attended, others will have theirs mailed home; College and Career site to post timely and relevant information; will hold a College and Career night for parents to assist them through the application process, in January another meeting for scholarships, Math night is being organized for September

#### D. Committee Reports

##### 1. Labor Negotiations

- a. 11 HGEA bargaining unit members in the school, including security officer and school administrators
- b. The concern is that these employees were hired by the LSB in the transfer over from UH, but no offer letter accompanied their employment
- c. To make it equitable it was suggested that we develop an agreement, something similar to what HGEA used for Unit 8 employees. A draft agreement was shared for discussion.
  1. See attached document, *ULS Lab School Employment Agreement*
  2. Some these items will need revising, (e.g., # 12)
- d. Employees have been receiving Personnel Notification Forms detailing the conditions of hire, like wage rate, start date, and other official information, but this agreement will be more along the lines of what we are also establishing for the teachers.
- e. Suggestion that the agreement include some recognition for long-time employees, in the employment agreement
- f. This type of employment agreement can then be used for negotiation purposes.
- g. Suggestion to develop a mechanism to measure performance and make merit based compensation possible. Need to articulate in the document.

Next steps: Review the shared document, attend to the relevant edits and produce a draft to take forward for negotiation with the HGEA members.

Question: Who needs to be involved in signing off on the agreement?

Response: Involve the unions, keep them in the conversation, they could waive their right to sign off but make that their option

Question: Who should work on developing the draft employment agreement? The LSB? The committee?

Suggestion: Have the agreement worked on in committee (as was done with BU5's agreement) then consult with the folks who need to be involved, Committee: Takeno (Chair), Doi, Ravizza, Faleafine committee reviews and then with the union or to the LSB

## 2. Nominations Committee

- a. Need to review deadlines and terms
- b. Election for Faculty positions completed, Doi renewed 2 years, Ishihara voted to replace the faculty position formerly held by Teter (1 year).
- c. Student Representative election coming up
- d. Parents election coming up, Ravizza's term ends
- e. Need to clarify with Young, if he will recommend that the 2 community seats held by CRDG members (Pottenger, and Venenciano) will be renewed, or will he recommend a new slate to the board.
- f. Committee Chair will be appointed

## IV. ON GOING & NEW BUSINESS

### A. HSTA labor Issues Hearing on August 10, Shon and Takeno

1. Shared perspectives about HSTA's on-going disputes with the Governor regarding the merits of the case of the Best and Final Offer, and needing to go before the Labor Relations Board.
2. HSTA trying to compel ULS to resolve dispute over the "salary schedule". LSB took the position that a grievance can't be filed on an interpretation of the new contract. This needs to go before the Labor Board.
3. Law says only HLRB can resolve such a dispute, LSB holding this position
4. HSTA requesting arbitration, and refusing to go before HLRB

### B. DIP, Jeremiah and Yamada

1. See attached document, *The Education Laboratory Detailed Implementation Plan Amended 2011*
2. This reflects the work from the last year, headed by Teter
3. Issues were to update and make it more concise
4. Added a newly created Organization Chart

Question: Should we continue to include the quote that appears at the top of the document (by Robert Travers in Encyclopedia of Educational Research, 1992)?

Discussion: Need a broader statement as this one only references inventors and the school has a more diverse teacher group. Other quotes presented for consideration by the LSB (see attached half-sheet document, no title). What was original purpose of the quote? Suggestion to not use a quote and save them for other venues like the school's web site.

5. Ravizza moved to remove the quote. Pottenger seconded. Motion carried unanimously.

Question (Ravizza): What does it mean for students to not meet standards (in reference to p.14, IV.C.)?

Response: Monthly meetings are held with teachers and Teixeira, all students are reviewed. Suggestion to change the heading to better match what the school actually does.

Question (Ravizza): Do we currently do the audits (p.16)?

Response: This happens with CRDG's annual review, and with the school's report to CSAO

Question (Pottenger): Is there a way to change the "HCPS" to reflect the current set of standards the State uses now and in the future? Response: Caution in changing the headings as we don't want to do revise only make edits

Response (Teixeira): Mismatch between the headers used, as the DIP was originally written under different context.

B. Pottenger moved to take a straw vote, Ravizza seconded. Motion passed unanimously.

C. Need to take official vote next time when we have quorum.

D. Suggestion to change By-laws to ULS to make it consistent with the DIP  
Identified typos in By-Laws, these were corrected

Question: What is the Board Selection of community members, the process wasn't written clearly?

Response: The group was able to clarify it collaboratively, some disagreement about the need to/how to rewrite it.

## **V. ANNOUNCEMENTS**

A. Doi re-elected for another term as faculty representative.

B. Ishihara elected to replace Teter.

C. Gualano's last meeting. The Board acknowledged her dedicated service and wished her well. Teixeira shared that no students have volunteered to run, deadline next Friday. Suggested the Board invite Gualano to stay on until a replacement is found.

## **VI. ADJOURNMENT**

Motion to adjourn made by Gualano, seconded by Pottenger.

Motion passed unanimously.

Meeting adjourned 5:47 p.m.

Respectfully Submitted by,

Linda Venenciano

LSB Secretary

## **Attachments**

1. Checking Acct Report (July11)

2. ULS Lab School Employment Agreement

3. The Education Laboratory Detailed Implementation Plan Amended 2011