

The Education Laboratory
A Hawai‘i New Century Public Charter School
Regular Scheduled Governing Board Meeting
Thursday, October 18, 2012, 4:30 p.m.
Castle Memorial Hall 103

Approved November 15, 2012

Present: Michelle Au, Heidi Cortez, Doug Doi, Carrie Ogami Fuller, Keoni Jeremiah, Melanie Ishihara, Kevin Mann, David Oride, Frank Pottenger, Ted Rachlin, Dwight Takeno, Tracy Teixeira, Linda Venenciano, Myrtle Yamada, Karyn Yoshioka

Excused: Verlie-Ann Malina-Wright, Lui Faleafine

Guest: Mareva Anderson, Kathleen Berg

Meeting called to order 4:33 p.m.

Minutes of Previous Meeting: September 20, 2012

Corrections to minutes were made. Doi moved to accept the minutes as corrected. Mann seconded. The motion carried unanimously.

I. Reports

A. CRDG Director’s Report—Berg

- The October 5th joint meeting between CRDG and ULS was deemed a raging success. About 34 posters were shared in total. This was an opportunity for all to share their work and philosophy behind their programs. Progress of the accreditation work were shared. Attendees shared exclamations of delight. The meeting was also an opportunity to build new project collaborations—social studies and science.

B. Treasurer’s Report—Yoshioka

The September checking account report was previously shared via email. Yoshioka reported that there was nothing out of the ordinary to report. No questions, no comments.

C. Principal’s Report—Jeremiah

- Echoed the great success of the joint retreat.
- The charter school enrollment count was due on October 15. ULS reported an enrollment of 446 students.
- Student admission for the 2013–2014 school year is now open. One public information meeting was held on October 13. The next public meeting will be on December 1. Application information is posted on the school’s web site.
- School accreditation status is determined under the Western Association of Schools & Colleges (WASC) procedures. It is recommended that we use the HAIS manual.

- CSAO hosted a town hall meeting at ULS on October 10th. Yamada and Oride attended with Jeremiah. The impact of the new charter school law was discussed, with particular focus on the changes of the constitution of the Governing Board. Upcoming deadlines in December and January for compliance with the new law.
- Charter School leaders' training will be held on October 30. The ULS GSB are all invited to register. The training will be held at the Pearl Country Club.

II. On Going and New Business

A. The nominations committee is working on a short timeline. We would like to hold the election of the new Board members at our November 15 meeting. The nominations committee needs to organize the election—solicit and determine the nominees, prepare the ballots, and have the election.

- Board terms will be for three years, but in order to establish the initial Governing Board membership we will stagger the terms (1, 2 or 3 year terms)
- After the by-laws are approved, the committee will proceed with calls for nominations from the public including CRDG, ULS, and ULS families. The call will be accompanied with an explanation of the new procedure, as determined by the by-laws, consistent with the new law. The by-laws call for 15 members on the Board. There will be three ballots used to determine five positions each at the 3-year, 2-year, and 1-year terms.
- All current Board members are asked to notify the Nominations Committee, *via Jeremiah*, of our intent to be considered for continued service on the Board. This can be followed with the formal statement later but the committee requests a quick decision as to whether each current Board member will be considering returning to the Board under the new structure.
- Doi stressed a need for continuity of Board work/membership to have the readiness to address upcoming critical operations.
- Nominations Committee: Jeremiah, Rachlin, Pottenger, Doi, Ishihara

B. The Board will need to schedule a special meeting in December to vote on auditor's report and submit by the December deadline to the Commission. Suggestion for this meeting was December 6.

- Can we move Board elections to this meeting in order to give the nominations committee more time to prepare for the election?
- Discussion: Combining the businesses will make for a long special meeting.
- Question: How flexible is the committee's timeline for selecting candidates for the election?
- Recommend that we keep elections on the November 15th agenda and keep the December meeting as an option for the election if it is needed.
- Agreement to hold **a special meeting on December 6, 4:30pm** to discuss the audit and to continue any business that may be carried over regarding the elections.

- With the new law and our re-negotiating our charter contract we have an opportunity to change our official school name. Can we officially use University Laboratory School?
- Question: What is the history of changing the school name to the Education Laboratory School? At the time there was another school with the word “Laboratory” in its name. The political arena made it strategic for us to change the name in order to maintain our school operations. With current changes in the laws, there is general support for making changes.
- Question: Would we need to change the school name in the by-laws? Or should we change the name with the Commission first?
- Pottenger moved to reinstate the name to “University Laboratory School” and the motion was seconded by Teixeira. Motion was amended to support the intent to reinstate the name to “University Laboratory School”
- Motion passed unanimously. We will need to clarify the process with the Commission.

C. Draft of by-laws were previously sent via email for review. Discussion and clarification—

- Clarification about the inclusion of “virtual education” in the narrative under Article II. This is language from the charter as to the responsibilities of the Board, not a presently something offered at ULS.
- Typo corrected, double periods at the end of Article I Purpose, and Article IV. Membership, Section A, last paragraph, to “thirty percent.”
- Clarification to voting procedures discussed in Article IV. Membership, Sections I and J. Section I. #3 was clarified to, “All voting shall be by secret ballot.”
- Correction to Article IV. Membership, Section H. Reference to HRS Section was changed from 25-35.5 to 26-35.5 (b) and 26-35.5 (c)
- Yamada moved to accept the by-laws as corrected. Doi seconded. Motion carried unanimously.

III. Announcements

- Midweek recognized ULS student Chris Pascua for his accomplishments as a climate-change crusader
- Next meeting November 15 at 4:30.

IV. Adjournment

Pottenger moved to adjourn. Yoshioka seconded. Meeting adjourned at 5:30 p.m.

Respectfully submitted by,

Linda Venenciano

Governing Board Secretary for the Education Laboratory School