

University Laboratory School
A Hawaii Public Charter School
Regular Scheduled Governing Board Meeting
July 18, 2013, 4:30p.m.
Castle Memorial Hawaii Conference Room (CM 103)

Approved August 15, 2013

Present: Mislyn Alensonorin, Paul Brandon, Matt Claybaugh, Doug Doi, Kevin Mann, Carrie Ogami Fuller, David Oride, Frank Pottenger, Ted Rachlin, Dwight Takeno, Linda Venenciano, Myrtle Yamada, Mark Yap, and A. Keoni Jeremiah

Excused: Melvina Chang Nakao and Karyn Yoshioka,

Call to Order: Chair Oride called meeting to order at 4:30 p.m.

Minutes of Previous Meeting: May 23, 2013

Correction made to Section II. On Going and New Business, C. By-Laws; change “we” to “were”. Motion made to accept corrected minutes by Claybaugh, seconded by Doi. Motion carried.

Order of Business:

I. Reports

A. Treasurer’s report:

1. May and June Checking Account reports
Correction made to June report; entire deposit shown was not from the Booster Club. Corrected June Checking Account report will be emailed to GB members.

B. Principal’s report:

1. Distributed awards booklet and Yearbook Supplement.
2. New school year for teachers starts on August 6th and students start on August 12th
3. State Public Charter School Commission (SPCSC) contract starts on 7/1/13
4. ULS received a waiver from BOE Policy 4540 – graduation requirement. ULS graduation requirements exceed those stipulated in the BOE policy. The BOE members commended ULS for their efforts and setting a high bar of achievement for their students.
5. Exhibit A was submitted. NASCA requested ULS to provide more clarification on term #3. This does not change the contract. Due date is August 22.
6. Commission has a new newsletter
7. SPCSC Organizational chart was distributed
8. Next deadline to submit policies and procedures to commission is 11/1/13.

Beginning with the August 2013 Governing Board Meeting, Committee updates will be added to the meeting Agenda. Committee Chairs will be asked to provide an update of their Committee's activities.

II. On Going and New Business

A. Revision to By-Laws - Discussion

1. Propose to change terms for GB members to begin in July rather than January
2. Conduct elections in April and May
3. Hold Board orientation and retreat in the month of June, at which time committee members are determined and a meeting is held so by July all GB members are aligned.
4. Article V. Officers and Terms of Office, Section D.2 – suggest that we list the standing committees
5. Motion to extend current board members by six months made by Yamada and second by Doi. Unanimous vote, motion carried.

B. Statement of Roles and Responsibilities for Fundraising Committee

1. Draft presented. Discussion held.
2. Motion to approve Statement of Roles and Responsibilities contingent on changes made to Section II-Members by Doi, second by Rachlin. Motion carried.

C. ULS Governing Board Meeting Schedule for School Year 2013-2014

1. Presented by Principal Jeremiah
2. Motion to approve by Alensonorin, second by Yamada. Motion carried.

III. Announcements

A. Report on ULS Foundation.

1. Board created and met in April 2013.
2. Application for exemption will be mailed to the IRS on July 19, 2013. Will take approximately 3-6 months to get IRS approval and determination letter.

B. Next meeting on August 15, 2013

IV. Adjournment

Motion made to adjourn by Claybaugh, seconded by Doi. Motion carried. Meeting adjourned at 5:50 p.m.