

University Laboratory School
A Hawaii Public Charter School
Regular Scheduled Governing Board Meeting
May 14, 2015 4:30p.m.
Castle Memorial Hawaii Conference Room (CM 103)

Approved July 9, 2015

Present: Mislyn Alensonorin, Matt Claybaugh, Doug Doi, Michelle Hobus, Wade Nishimura, Carrie Ogami, David Oride, Frank Pottenger, Ted Rachlin, Dwight Takeno, Linda Venenciano, Myrtle Yamada, Denise Yoshimori-Yamamoto, and A. Keoni Jeremiah

Excused: Melvina Chang Nakao and Karyn Yoshioka

Call to Order: Chair Oride called meeting to order at 4:39 p.m.

Minutes of Previous Meetings:

March 12, 2015 - Motion made to accept minutes by Doi, seconded by Hobus. Motion carried unanimously.

April 6, 2015 - Motion made to accept minutes by Venenciano, seconded by Yoshimori-Yamamoto. Motion carried with two abstentions.

Order of Business:

I. Reports

A. Treasurer's report:

1. March and April checking account reports distributed.

B. Principal's report:

1. Announcement of upcoming school events (Performing Arts concerts, Senior Aloha, Graduation)
2. ULS recognized with Bronze Award in U.S. News Report and placed 4th in the High School Division in Honolulu Magazine as Best Public School
3. Speech team recognized at the City Council
4. Third quarter financial reports were submitted to the Commission
5. Projected enrollment for SY15-16 is 450
6. Employment agreements issued to teachers, due back on May 29, 2015
7. Accreditation visit will be on October 19-22, 2015
8. Discussed technology plans for SY15-16

C. Committee updates

1. Board Development
 - a. Board retreat will be held on June 20, 2015
 - b. WASC report has a section that the GB needs to complete
2. Finance
 - a. Deferred to later in the meeting
3. Human Resources
 - a. Deferred to our next meeting

4. Fundraising
 - a. Mrs. Kunioka's cookbook on hold
 - b. "Gotta be Lab School" t-shirts are being made for the school reunion
 - c. Thank you video for the Paina shown to the GB; it will be posted to the school website
 5. Facilities
 - a. MPB - windows installed, hallway and stage painted; still working with UH on the fan installation
 - b. Castle building - renovation plan on hold
 - c. College's master plan – no progress
 - d. FROGS - will be done in three phases (pave, site work, installation)
 - e. Retaining wall along Metcalf will be rebuilt, but will encroach on new field
 - f. Bottle Refill Station – will get installed in MPB and Building #3
 - g. Goal is to have most things completed by the end of summer
- D. Add SY15-16 budget to agenda for discussion and approval
1. Motion to add SY15-16 budget to the agenda made by Alensonorin, seconded by Hobus. Motion carried unanimously.

II. On Going and New Business

- A. Legislative Update
 1. HB832, HD1, SD2, CD1 passed. Awaiting Governor's signature
 2. CRDG will provide support with reporting requirements
- B. Arbitration Update – Arbitrator's decision expected on May 23, 2015
- C. Election of New GB Members
 1. Five (5) seats open
 2. Election results: Matt Claybaugh, Melvina Chang-Nakao, Bradley Fox, Melanie Ishihara, and Frank Pottenger elected for 3 year terms
- D. Executive Session
 1. Motion by Alensonorin to enter into Executive Session, seconded by Yoshimori-Yamamoto. Motion carried.
 2. Motion by Alensonorin to exit Executive Session, seconded by Ogami. Motion carried.
- E. Budget for School Year 2015-16
 1. Motion by Pottenger to accept and approve the school's 2015-16 budget, seconded by Takeno. Motion carried.
- F. Principal's Employment Agreement
 1. Motion to add Principal's Employment Agreement to the agenda made by Ogami, seconded by Doi. Motion carried unanimously.
 2. Motion to accept the Principal's Employment Agreement as prepared by the Human Resources committee made by Ogami, seconded by Doi. Motion carried unanimously.

III. Announcements

- A. Graduation on May 22, 2015
- B. Governing Board Retreat on June 20, 2015, starts at 8:30am in the MPB

IV. Adjournment

Motion made to adjourn by Pottenger, second by Hobus. Motion carried unanimously.
Meeting adjourned at 6:19 p.m.