

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

Approved November 18, 2015

Present: Mislyn Alensonorin, Melvina Chang Nakao, Melanie Ishihara, Wade Nishimura, David Oride, Frank Pottenger, Dwight Takeno, Linda Venenciano, Denise Yoshimori-Yamamoto, Karyn Yoshioka, and A. Keoni Jeremiah

Excused: Matt Claybaugh, Bradley Fox, Michelle Hobus, Carrie Ogami, and Myrtle Yamada

Call to Order: Chair Oride called meeting to order at 4:42 p.m.

Minutes of Previous Meetings: August 19, 2015 - Motion made to accept minutes by Yoshimori-Yamamoto, seconded by Pottenger. Motion carried.

Order of Business:

I. On Going and New Business

A. Presentation of Annual Audit

1. Terry Fujii (Audit Partner) and Mark Miura (Audit Engagement Manager) from C.W. Associates presented the findings of the audit; no material weaknesses found
2. Auditors found no deficiencies in the School's internal control over financial reporting nor did they identify any areas of concern
3. Auditors awaiting a response from the Attorney General's Office regarding pending or threatening litigation against the school (status of the ongoing Arbitration with HSTA)
4. Overall, audit was "clean"
5. Motion made by Takeno to accept the audit dated October 8, 2015, contingent on no significant or material changes are needed (based on the AG's response), seconded by Yoshimori-Yamamoto. Motion carried unanimously.

B. WASC Visit

1. WASC Accreditation team will be on campus October 19-22 (Monday-Thursday).
2. Full visit schedule distributed; WASC team will meet with the Governing Board members on October 20th at 5:30pm in CM 103. Chair Oride encouraged all Board members to attend if they can make it.
3. Principal Jeremiah provided information on the accreditation process (purpose, self-study, intent of the site visit, background of visiting team members, overall goal).

II. Reports

A. Treasurer's report:

1. Bank of Hawaii checking account reports for August and September distributed

B. Principal's report:

1. Admissions announcement for next school year to be posted on the ULS website tonight; need to get word out to expand the demographic range of the applicant pool; looking to post announcement in the newspaper and public libraries
2. Current student enrollment is 439
3. Admissions report due to the Commission before the next Legislative session; will work on this after the Accreditation visit
4. Thanked those who came out to help with the campus beautification event on October 3rd

C. Committee updates

1. Fundraising
 - a. Need to develop long-term plans
 - b. ULS Foundation is asking for support from all Governing Board members
 - c. Discussion taking place of possibly having the senior class take charge of organizing the Paina (with adult help)
2. Finance
 - a. Deferred to our next meeting
3. Human Resources
 - a. Still working with HSTA as directed by the Arbitrator
4. Board Development
 - a. Deferred to our next meeting
5. Facilities
 - a. Provided an update on current projects and shared completed projects

III. Announcements

- A. No new announcements

IV. Adjournment

Motion made to adjourn by Pottenger, seconded Yoshimori-Yamamoto. Motion carried unanimously. Meeting adjourned at 6:40p.m.