

University Laboratory School
A Hawaii Public Charter School
Regular Scheduled Governing Board Meeting
January 20, 2016 4:30p.m.
Castle Memorial Hawaii Conference Room (CM 103)

Approved February 17, 2016

Present: Mislyn Alenonorin, Melvina Chang Nakao, Bradley Fox, Michelle Hobus, Melanie Ishihara, Wade Nishimura, Carrie Ogami, David Oride, Frank Pottenger, Dwight Takeno, Linda Venenciano, Denise Yoshimori-Yamamoto, Karyn Yoshioka, and A. Keoni Jeremiah

Excused: Matt Claybaugh and Myrtle Yamada

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

Minutes of Previous Meetings: November 18, 2015 - Motion made by Hobus to accept minutes with corrections, seconded by Yoshimori-Yamamoto. Motion carried.

Order of Business:

I. Reports

A. Treasurer's report:

1. Bank of Hawai'i checking account reports for November and December distributed

B. Principal's report:

1. Legislative report submitted to the Commission on 12/04/15; Commission submitted report to the Legislature directly.
2. University Laboratory School Study Report hand delivered to Legislature-copy to Senate President and Speaker of the House.
3. Commission asked Charter Schools if wanted to spread out per pupil allocation over 5 periods versus 3. ULS still did not receive Federal Impact Money.
4. ULS received School Status Report from Commission SY2014-15
5. Commission planning Organizational Performance Framework School Site Visits and plan to inspect records and files.
6. SSM (School Specific Measure) discussion group: Two commissioners will facilitate. ULS will learn what the process is.
7. CIP (Capital Improvement Project) Request: Commission submitted ULS' request from the previous year.
8. Board of Education Listening Tour: BOE sent memo on next steps and copy was emailed to Governing Board.
9. WASC Revised School wide Action Plan: Plan due on Friday, 01/29/16. ULS in process of finalizing report. A decision on the term of accreditation should be made by the WASC Commission by our next GB meeting.

10. Other news:
 - a. Charter School Network - Jeanine Souki replaced Lynn Finnegan
 - b. COE Back to School Night Event with State Legislators
 - c. Legislative Session opened 01/20/16
 - d. Homecoming 2016 – souvenir program created and passed out. School wants to replace championship trophies that were lost in the 2006 fire.
 - e. Class of '64 hoping to start a class fund. Effort being headed by David Kanashiro, alumni.
 - f. ULS Campus Clean Up and Beautification work day on Saturday, 02/06/16
 - g. Meal program: Administration reviewing meal program and considering options for next school year, including providing an ala carte menu.

C. Committee updates

1. Facilities
 - a. Passed out flyer to Legislators at College Night
 - b. Goal is to showcase Student Collaboration room to parents and visitors
 - c. Demonstration furniture will be brought in for the Paina
2. Finance
 - a. Deferred to our next meeting
3. Human Resources
 - a. Provided Arbitration update; Oride and Takeno met with the Arbitrator and HSTA representatives on 01/08/16 to discuss discrepancies and financials. Arbitrator requested a report on ULS' financial position by 01/22/16.
4. Board Development
 - a. Reported findings of the ULS GB Self-Evaluation.
 - b. Committee recommends that starting SY16-17, all GB members be required to participate in a school service project
5. Fundraising
 - a. Paina update

II. On Going and New Business

- A. Calendar for SY2016-17.
 1. Only significant change is adding two days for fall break. Motion made by Takeno to approve the SY2016-17 school calendar, seconded by Hobus. Motion carried unanimously.
- B. Crime Related Incidents Reporting Policy
 1. ULS' Policy modeled after the Board of Education's policy. Motion made by Venenciano to accept the Crime Related Incidents Reporting Policy, seconded by Fox. Motion carried unanimously.
- C. Student Information and Confidential Records Policy
 1. ULS' Policy modeled after the Board of Education's policy. Motion made by Hobus to accept the Student Information and Confidential Records Policy, seconded by Ishihara. Motion carried unanimously.

D. ULS Status Report from the Commission

1. Based on the report and ranking with the first two years data, ULS would fall into the 4-5 year contract renewal schedule.

E. Arbitration Update

1. Discussed in HR Committee report

III. Announcements

- A. No new announcements

IV. Adjournment

Motion made to adjourn by Takeno, seconded Hobus. Motion carried unanimously.
Meeting adjourned at 6:08p.m.