

University Laboratory School  
A Hawaii Public Charter School  
Regular Scheduled Governing Board Meeting  
August 16, 2016 4:30p.m.  
Castle Memorial Hawaii Conference Room (CM 103)

Approved September 20, 2016

**Present:** Mislyn Alenonorin, Melvina Chang Nakao, Bradley Fox, Michelle Hobus, Melanie Ishihara, Everett Ohta, David Oride, Dwight Takeno, Linda Venenciano, Denise Yoshimori-Yamamoto, Karyn Yoshioka, and A. Keoni Jeremiah

**Excused:** Matt Claybaugh, Wade Nishimura, Carrie Ogami, and Frank Pottenger

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

**Minutes of Previous Meeting: July 20, 2016** - Motion made by Fox to accept minutes, seconded by Alenonorin. Motion carried with five abstentions.

Order of Business:

**I. On Going and New Business**

A. Election of Governing Board Officers

1. Chair: David Oride
2. Vice-Chair: Denise Yoshimori-Yamamoto
3. Treasurer: Karyn Yoshioka
  - a. Motion to vote my acclamation for the positions of Chair, Vice-Chair, and Treasurer made by Alenonorin, seconded by Takeno. Motion carried unanimously.
4. Secretary
  - a. Candidates:
    - i. Mislyn Alenonorin
    - ii. Melvina Chang Nakao
    - iii. Melanie Ishihara
  - b. Melanie Ishihara elected by majority vote

B. Committee Assignments

1. Board Development: Linda Venenciano – Chair; Michelle Hobus, Melanie Ishihara, Frank Pottenger and Everett Ohta
2. Human Resources: Dwight Takeno – Chair; Mislyn Alenonorin, Matt Claybaugh, Karyn Yoshioka and David Oride
3. Fundraising: Mislyn Alenonorin-Chair; Melvina Chang-Nakao, Matt Claybaugh, Kai Fox, Michelle Hobus, Wade Nishimura, Carrie Ogami
  - a. Facilities (sub-committee of Fundraising): Denise Yoshimori-Yamamoto
4. Finance: Karyn Yoshioka-Chair; Carrie Ogami, David Oride and Shareef Wang
5. Partnership Coordinating Council (PCC): David Oride, Denise Yoshimori-Yamamoto, and A. Keoni Jeremiah

- C. Meeting Dates for SY 2016-17 Revised
  - 1. Motion made by Yoshimori-Yamamoto to change the GB meeting dates to the 3<sup>rd</sup> Tuesday (currently, meetings are held on the 3<sup>rd</sup> Thursday), seconded by Ishihara. Motion carried unanimously.

## II. Reports

- A. Treasurer's report
  - 1. Bank of Hawai'i checking account reports for July 2016 were distributed
  - 2. First per pupil allocation (60% of total) was received on July 19<sup>th</sup>, based on 450 students @ \$6,800/student; adjustment will be made since current enrollment is 441
- B. Principal's report
  - 1. Auditors from CW & Associates will be on campus next Monday (Aug 22<sup>nd</sup>). Audit report is scheduled to be completed by October 1<sup>st</sup> and is due to the Commission on November 15<sup>th</sup>.
  - 2. Update given on faculty and staff (new and departures)
  - 3. Update given on school lunch program; more discussion needed
  - 4. New leadership at the Hawai'i Charter School Network; need to assess the value of remaining a member of the Network
  - 4. Commission Updates:
    - a. Sione Thompson is the new Executive Director, former Principal at St. Louis High School
- C. CRDG Director's Report
  - 1. Deferred to next month
- D. Committee Updates
  - 1. Board Development
    - a. Shared the result of the GB survey that was conducted in June
  - 2. Human Resources
    - a. Inquired with HSTA about negotiating a supplemental agreement for the current 2013-2017 master agreement.
    - b. All checks were distributed to the teachers impacted by the arbitrator's decision.
  - 3. Fundraising
    - a. Nothing to report
  - 4. Finance
    - a. Nothing to report
  - 5. Facilities
    - a. See attached

### **III. Announcements**

- A. Alumni dinner to honor all classes that graduated in the 1960's will be held on September 18<sup>th</sup> from 4:00pm to 7:00pm in the MPB

### **IV. Adjournment**

Motion made to adjourn by Takeno, seconded by Chang Nakao. Motion carried unanimously. Meeting adjourned at 5:30p.m.