

University Laboratory School  
A Hawaii Public Charter School  
Regular Scheduled Governing Board Meeting  
May 16, 2017 at 4:30 pm  
Castle Memorial Hawaii Conference Room (CM 103)

Approved July 18, 2017

**Present:** Mislyn Alensonorin, Melvina Chang Nakao, Matt Claybaugh, Bradley Fox, Michelle Hobus, Wade Nishimura, Carrie Ogami, Everett Ohta, David Oride, Dwight Takeno, Linda Venenciano, Denise Yoshimori-Yamamoto, Karyn Yoshioka, and A. Keoni Jeremiah

**Excused:** Melanie Ishihara

**Call to Order:** Vice Chair Yoshimori-Yamamoto called meeting to order at 4:30 p.m.

**Minutes of Previous Meeting:** Motion made by Takeno to accept minutes, seconded by Ogami. Motion carried with three abstentions.

Order of Business:

## **I. Reports**

- A. Treasurer's report - April Checking Statement distributed via email.
- B. Principal's report
  - 1. School news
    - a) Students are coping with the loss of one of their class/schoolmates
    - b) Two teachers are retiring (Matt Miller-20 yrs & Jan Allen-10 yrs)
    - c) School has its first individual state champion: Zachary Bell, Senior, Judo, 161 lb. weight class
    - d) Senior Aloha will be held on Thursday, May 25<sup>th</sup>
    - e) Graduation will be held on Friday, May 26<sup>th</sup>
- C. Committee Updates
  - 1. Board Development- nothing to report
  - 2. Human Resources – defer to later in meeting
  - 3. Fundraising – Financial numbers for the Paina still being calculated
  - 4. Finance – nothing to report
  - 5. Facilities
    - a) More Eagle Scout projects to beautify the school are in the works
    - b) Portable buildings will replace Buildings 1 and 2
    - c) Conversations with Dean Young about ULS using the FROGs next school year

## **II. On-Going and New Business**

- A. Approval of Budget for 2017-2018 School Year
  - 1. Motion made by Alensonorin to approve the budget, seconded by Takeno. Motion carried unanimously.
- B. Governing Board Special Election

1. Two candidates up for election: Aaron Levine and Prett Nijjar.
2. A letter of interest and CV from each candidate was emailed to each GB member.
3. Motion made by Alensonorin to vote by acclamation and elect the two candidates, seconded by Takeno. Motion carried unanimously.

C. Designation of Authorized Contract Signers

1. Our last contract was signed by the Chair and the ULS Principal
2. Motion made by Alensonorin to authorize the Chair and the Principal to sign the Charter School Contract, seconded by Chang Nakao. Motion carried unanimously.

D. Charter School Contract Policies

1. Approval needed for the Attendance Policy (from the Student Handbook) and Payroll Procedures.
2. Motion made by Hobus to approve the Attendance Policy and Payroll Procedures, seconded by Takeno. Motion carried unanimously.
3. Administrative Team working with the Commission staff to come up with an agreeable target range.

E. Executive Session

1. Motion made by Yoshimori-Yamamoto to enter into executive session, seconded by Ogami. Motion carried unanimously.
2. Motion made by Chang Nakao to exit executive session, seconded by Takeno. Motion carried unanimously.
3. Motion made Yoshimori-Yamamoto to offer Principal Jeremiah a 4-year contract, seconded by Venenciano. Motion carried unanimously.

F. Supplemental Agreement with HSTA

1. Takeno familiarized the GB on supplemental agreements; suggested that ULS enter into negotiations with HSTA on a supplemental agreement.
2. Motion made by Alensonorin to authorize the Chair contact HSTA to discuss a supplemental agreement, seconded by Chang Nakao. Motion carried unanimously.

### **III. Announcements**

- A. Chair Oride expressed his thanks and gratitude to GB members Michelle Hobus and Wade Nishimura for their service.
- B. Alumni Golf Tournament will on July 7, 2017 at the Ala Wai Golf Course.
- C. Governing Board retreat scheduled for July 15 or 22. Linda to send out a doodle poll.

### **IV. Adjournment**

Motion made to adjourn by Alensonorin, seconded by Hobus. Motion carried unanimously. Meeting adjourned at 6:06 p.m.