

University Laboratory School  
A Hawaii Public Charter School  
Regular Scheduled Governing Board Meeting  
July 18, 2017 at 4:30 pm  
Castle Memorial Hawaii Conference Room (CM 103)

Approved \_\_\_\_\_ 8/10/2017

**Present:** Mislyn Alensonorin, Edward Aquino, Matt Claybaugh, Bradley Fox, Aaron Levine, Melvina Nakao, Carrie Ogami, Everett Ohta, David Oride, Dwight Takeno, Linda Venenciano, Denise Yoshimori-Yamamoto, and A. Keoni Jeremiah

**Excused:** Melanie Ishihara, Preet Nijjar, and Karyn Yoshioka

**Call to Order:** Chair Oride called meeting to order at 4:32 p.m.

**Minutes of Previous Meeting:** Motion made by Claybaugh to accept minutes, seconded by Nakao. Motion carried unanimously.

Order of Business:

**I. Reports**

A. Treasurer's report – May and June Checking Statements distributed via email.

B. Principal's report

1. School news

- a) Class of 2017: 100% graduated, 98% going on to post-secondary study.
- b) New school year starts Aug 1<sup>st</sup> for Teachers, Aug 7<sup>th</sup> for students.
- c) New teachers in Art, English, Physical Education, and Diverse Learner Needs.
- d) Strive HI data coming soon.
- e) School is investing in Wi-Fi and technology upgrades.
- f) Per Pupil Allocation will be \$7,324 this year and \$7,292 next year (SY18-19).
- g) Student departures in the upper grades (10-12) are causing our enrollment to be lower than normal; filling these openings are harder at the upper grades.
- h) May need to consider adding a few more students at the middle school level to counter the attrition at the upper grades.

C. Committee Updates

1. Human Resources

- a) Employment agreements for HGEA Unit 06 employees (Principal, Dean of Students, Dean of Curriculum, and Athletic Director) are awaiting HGEA approval.
- b) ULS' negotiating team met with HSTA's negotiating team on the Supplemental Agreement. Next meeting scheduled for mid-August.

2. Fundraising

- a) Work on branding for the school. The "U" design logo will be used; stickers will be made and distributed.
- b) Committee is working on a 70<sup>th</sup> anniversary celebration.

3. Board Development

- a) Focus on organization of documents and moving from paper to digital.
- b) Working on organizing an orientation program for new members.

4. Finance – nothing to report
5. Facilities
  - a) Looking to collect feedback on new furniture usage
  - b) Next campus cleanup will be in September
  - c) Reminder that regardless of our needs/wants, we still need to work through UH Manoa facilities office

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

### **A. Election of Governing Board Officers**

1. There were no volunteers; nomination/election will be through affirmation
  - a) Motion made by Alensonorin to nominate Yoshimori-Yamamoto as Chair, seconded by Takeno. Motion carried unanimously.
  - b) Motion made by Yoshimori-Yamamoto to nominate Oride as Vice Chair, seconded by Ogami. Motion carried unanimously.
  - c) Motion made by Oride to nominate Yoshioka as Treasurer, seconded by Takeno. Motion carried unanimously.
  - d) Motion made by Alensonorin to nominate Venenciano as Secretary, seconded by Nakao. Motion carried unanimously.

### **B. Committee Assignments-Committee chairs and members were decided (see attached listing).**

### **C. Setting of SY 2017-18 Meeting Dates**

- a) After discussion, Governing Board meetings will change to the 2<sup>nd</sup> Thursday of each month (except for the months of June and December).

### **D. School Policies**

- a) After meeting the Deputy Attorney General, the DAG recommended that the school's "Student Conduct and Discipline Policy" be clarified; edits were made. Motion made by Takeno to accept the revised "Student Conduct and Discipline Policy", seconded by Yoshimori-Yamamoto. Motion carried unanimously.

## **III. Announcements**

Next meeting will be on August 10, 2017.

## **IV. Adjournment**

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