

University Laboratory School  
A Hawaii Public Charter School  
Regular Scheduled Governing Board Meeting  
August 10, 2017 at 4:30 pm  
Castle Memorial Hawaii Conference Room (CM 103)

Approved 9/14/17

**Present:** Mislyn Alensonorin, Edward Aquino, Melanie Ishihara, A. Keoni Jeremiah, Aaron Levine, Melvina Nakao, David Oride, Preet Nijjar, Dwight Takeno, Linda Venenciano, Denise Yoshimori-Yamamoto, and Karyn Yoshioka

**Excused:** Matt Claybaugh, Bradley Fox, Carrie Ogami, Everett Ohta

**Guests:** Barbara Dougherty (CRDG), Lani Kaaa (ULS Foundation)

**Call to Order:** Chair Yoshimori-Yamamoto called meeting to order at 4:34 p.m.

Introductions and welcome.

**Minutes of Previous Meeting:** Motion made by Alensonorin to accept minutes, seconded by Nakao. Nine in favor, two abstentions. Motion carried.

Order of Business:

I. Reports

A. CRDG Director's report

1. CRDG 10-year productivity report has been completed and bound. Legacy and longevity of projects captured in the book
2. Aug 30, CRDG work day. Focus of work is on R&D discussion. Will be celebrating 50 years in 2019.

B. Treasurer's report -- July Checking Statement distributed via email.

1. Question from the retreat, from the long list of checking account statement, in what category does each item fall?  
This information can be shared on demand. ULS budget projections vs. actual expenditures can be shared on a quarterly basis and more details discussed with the Finance Committee to develop strategies for fundraising.

C. Principal's report

1. Shared a welcome to the new school year and update on the meetings, open house events, visitors to the school, back-to-school activities and training for teachers (on social emotional learning (SEL) curriculum, Toolbox)

2. Shared different guiding documents (charter contract, accreditation) and board memberships of ULS Foundation, Booster Club
  3. Updates on summer facilities improvement activities and upcoming activities
- D. Committee Updates
1. Board Development
    - a) Shared update for what the committee aims to address for the upcoming year
    - b) Suggestion made for GB to distribute all committee reports in advance of the meeting. We will try a new protocol
      - (1) Google Doc will be set up, this will be linked to the agenda
      - (2) All chairs to link their report
      - (3) Monday before the meeting announcement, documents for review.
  2. Finance  
No update
  3. Human Resources
    - a) Follow-up dates with HSTA to negotiate supplemental agreement. Working to find a meeting date
  4. Fundraising
    - a) Bumper stickers distributed to GB members and request that the sticker be posted on folks cars to help promote ULS
    - b) Need to get our name out to government officials to promote the school
  5. Facilities  
No update

## II. On-going and New Business

- A. Committee Assignments
  1. Members confirmed acceptance of their committee assignments
- B. Schoolwide Action Plan Update
  1. Waiting for a few GB committees to review Section 2 of the document, and to consider what input, comments, or additions to share with Jeremiah.
  2. Intent is to keep this document updated to capture our ongoing work and keep us on track to meet our goals for maintaining accreditation
- C. Financial accounts require checks to have two signers.  
Alensonorin moved to have Denise Yoshimori-Yamamoto, David Oride, Keoni Jeremiah, and Sharif Wang as signers. Takeno seconded. Motion carried by unanimous vote.
- D. Hawaii Public Charter Schools Network membership is ~\$8,000 a year. Jeremiah asks if we should continue membership.

1. This is a non-profit that provides technical support to charter schools. 27 charter schools (of 34) have membership. Benefits include information shared across the network and advocacy for charter schools. Cost is high, can we afford it?
2. Concerns over the level of support we receive from the Network about issues specific to ULS
3. Alensorin moved continue membership. Nakao seconded. 10 opposed, 1 abstention. Motion failed.

III. Announcements

Mahalo to officers. Congratulations to Ohta on his new baby boy.

Next meeting September 14, 2017

IV. Adjournment

Motion made to adjourn by Oride and seconded by Alensorin.

Motion carried unanimously.

Meeting adjourned at 6:27.

Respectfully submitted,

Linda Venenciano  
ULS Governing Board Secretary