

University Laboratory School
A Hawaii Public Charter School
Regular Scheduled Governing Board Meeting
November 9, 2017 at 4:30 pm
Castle Memorial Hawaii Conference Room (CM 103)

Approved 1/10/18

Present: Edward Aquino, Bradley Fox, A. Keoni Jeremiah, Aaron Levine, Everett Ohta, David Oride, Dwight Takeno, Linda Venenciano, Denise Yoshimori-Yamamoto,

Excused: Mislyn Alenonorin, Matt Claybaugh, Melanie Ishihara, Melvina Nakao, Preet Nijjar, Carrie Ogami, and Karyn Yoshioka

Guest: Lani Kaaa

Call to Order: Chair Yoshimori-Yamamoto called meeting to order at 4:41 p.m.

Minutes of Previous Meeting: Motion made by Oride to accept minutes, seconded by Ohta. Motion carried unanimously.

Order of Business:

I. External Report

- A. ULS Foundation: Sent out message to parents (parent appeal letter). Donations have come in, reach for recurring donors hit halfway mark of the total goal. \$60,000 goal is based on historical data for ULS Foundation. November 15 final call for support. Alumni relations -- committee to meet and sign-up more alumni for the database.
Working on several avenues for gift giving. Will begin establishing legacy gifts. Former ULS Principal, Dr. Krause, will be the first.

II. Reports

- A. Treasurer's report -- Account for September 30, 2017 distributed by email. Checking account report for October also distributed by email. Auditor's report submitted to the commission.
- B. Principal's report--
1. Applications for next school year are currently being accepted. There was a very large turnout at the informational session.
 2. ULS delivered several presentations at the Schools of the Future Conference. ULS's social-emotional-learning work is among the projects/works being disseminated.
 3. Life of the Lab School video production is underway. Goal to have it completed by Feb.

4. ULS Foundation Paina & Cultural Festival, "Save the Date" flyer and info sheet distributed to board members.
5. Issues at the school--
 - a) memo to parents sent regarding parking in the lot adjacent to the school. It is controlled and monitored by UH, not ULS.
 - b) UH will be renovating their gyms, and that will pose challenges for our athletics. Looking into alternatives at UH and in the community.
 - c) School calendar being decided on. Discussions currently at the faculty level.
6. Elementary class concerns -- proposal about moving to single grade level classes. Different models under consideration, major issue with the facilities.
7. Appreciations to S. Wang for his contributions to helping complete and file several required reports due to the Commission.

C. Committee Updates

1. Human Resources: The ULS Governing Board's Negotiations Team met at the HSTA Oahu Offices on October 16, 2017 and November 7, 2017. The meetings were very productive. A number of tentative agreements were reached that will help facilitate decentralized decision making for the ULS administration. A few remaining issues remain and are still being discussed and considered and the parties have agreed to reconvene again on November 30, 2017.
2. Fundraising: With the ULS Foundation established and assuming efforts previously assumed by the Fundraising Committee, the committee met to discuss their future purpose. They decided that the committee should remain as Fundraising but will clarify their purpose. The committee will be setting up a meeting with the ULS Foundation board to discuss a working relationship for moving forward. The committee requests the GB develop a strategic plan -- the outcome will provide clarity to this committee.
3. Board Development: Please fill out [Mid-year Self-evaluation survey](#) and the ULS GB [Areas of \(Some\) Expertise](#) checklist by Dec 20. Links are forthcoming. We recommend everyone review the [academic targets in Exhibits A and B of the ULS Charter School Contract](#)
4. Finance: Final version of audit was sent to commission. The final audit was sent via email to the ULS GB.
5. Facilities: Will plan to complete the second floor painting of building 3 as well as the painting of all doors and frames in building 3. A/C installed in

Ms. Tracy and Shareef's offices. New fans installed in rooms 217 and 220. CIP requests updated and submitted to Charter School Commission.

III. On-going and New Business

- Admissions report due before the start of the legislative session. Will be submitted to the Charter School Commission.
- Request made to Board members to read the Brief History and College of Education Facilities documents. Need all to be aware of the history and look to strengthen collaborative relationship and connections with UH. Proposal made by UH administration to consider developing our corner of campus for alternate purposes.
- Paina update - Co-chairs Kaaa and Jeremiah. Transition being made over to Kaaa. It is a ULS Foundation event, all other ULS support groups being tapped to volunteer and contribute. Some committee chairs are carrying-over for another year.
- Question about a process for deciding on a principal's and teachers' evaluations. Need to work with the unions. This is a lower priority to contract negotiations.

IV. Announcements

Next meeting in January 2018.

V. Adjournment

Motion made to adjourn by Takeno. Oride seconded. Motion carried unanimously.
Meeting adjourned at 6:01

Respectfully submitted,
Linda Venenciano
ULS Governing Board Secretary