

University Laboratory School  
A Hawaii Public Charter School  
Regular Scheduled Governing Board Meeting  
May 9, 2018 at 4:30 pm  
Castle Memorial Hawaii Conference Room (CM 103)

Approved July 11, 2018

**Present:** Edward Aquino, Bradley Fox, A. Keoni Jeremiah, Preet Nijjar (via phone), Melvina Nakao, Carrie Ogami, Everett Ohta, David Oride, Linda Venenciano, Denise Yoshimori-Yamamoto, and Karyn Yoshioka

**Excused:** Mislyn Alenonorin, Aaron Levine, Dwight Takeno,

**Guest:** Barbara Dougherty, Michal Nowicki

**Call to Order:** Chair Yoshimori-Yamamoto called meeting to order at 4:35 p.m.

**Guest Presentation**

Michal Nowicki, ULS mathematics teacher, did a presentation to the Governing Board and presented a multipage document containing teachers' (anonymous) comments.

**Minutes of Previous Meeting:** Oride moved to accept the minutes. Nakao seconded. Eight in favor, one abstention. Motion carried.

Order of Business:

I. External Reports

A. CRDG Director

- Meeting with Jeremiah to discuss the potential for more significant and collaborative interactions between CRDG-ULS. Reviewed the COE Senate data about the interaction. Currently, there is a lack of a significant R&D efforts.
- Potential for new projects. Vital first step to more significant work between the ULS and COE.
- Demolition for Buildings 1 and 2, start date May 29. Need to empty the container located between Wist Annex I and the portable.

B. ULS Foundation

- Upcoming ULSF events:
  - a) Senior Day ULSF Alumni welcome event - May, 4th
  - b) ULS Golf Tournament - Friday, July 6th
  - c) ULS Alumni Dinner - Saturday, July 7th
- Parent appeal impact statement is being developed
- ULSF Board, will be filling open seats

## II. Reports

### A. Treasurer's report

Distributed April 2018 Checking Account report. No questions or discussions.

### B. Principal's report

- Diploma waiver, first school to receive waiver from the BOE. We were operating as though we had approval beyond the year. Once a class begins as freshmen, the waiver is in place. BOE Chair put forward a motion to make the diploma waiver perpetual. Does not affect past graduates through incoming Freshmen.
- Removal of the unprotected crosswalk on University Ave between Metcalf Ave and Dole
- Gym improvements limited ULS access this past year.
- Demolition of Buildings 1 and 2. Footprint of Building 2, will have four modular classrooms. No access to LSPs 1–4 through August 20. This will affect the beginning of the school year.
- Teacher Appreciation Day, Booster Club provided lunch for teachers
- Colleen Hanabusa's office will display award-winning artwork.
- One debate winner, two speech and debate winners will be going on to nationals
- Class of 2018 preparing for graduation. Nearly all will be going on the college. Awards program on the 24th. In the evening, 6pm will be the Senior Awards and the Senior Aloha.
- Accreditation, implementation guide, check for inputs

### C. Committee Updates

- Board Development - Bylaws and GB elections will be reviewed in the New Business
- Human Resources - The supplemental agreement has been ratified by the teachers. Joint committee will be formed for teacher evaluation system for the school.
- Fundraising - no updates
- Finance - no updates
- Facilities - Removal for Buildings 1 and 2. Plan to put in A/C in classrooms.

## III. On-going and New Business

### A. Budget for 2017-2018, third quarter.

- Question about difference between the projected and actual revenue -- can this information be used to inform the 2018–2019 budget?
- Yoshioka moved to approve the 2018–2019 budget. Seconded by Oride. Motion carried unanimously.

- B. GB Bylaws edits. Ohta drafted changes and edits to confirm to new charter school laws, sent out drafts, received responses from 8 of 13 Board members about edits and if any additional comments. Ohta incorporated changes and distributed next version to the GB.
  - Ogami moved to accept Bylaws, Venenciano seconded. Question about what skill sets needed for the current demands on the Board
- C. GB elections for three seats. Voted in were Kai Fox, Melvina Nakao, and Ed Aquino.
- D. ULS Department Chairs meeting--projecting 450 for next year. This year we have 437. Discuss challenges with maintaining the enrollment at the higher grade levels.
  - Considering an increase in enrollment of class size to 30, grades 6–10. Department chairs discussing with their department faculty. Feedback requested.
- E. Governing Board Retreat, June 23rd, Saturday 8:30–2:30
- F. Working group will develop a draft principal's evaluation for the Board to review and comment

IV. Announcements

ULS Foundations Board meeting moving to 5:30, June 1st.

Next meeting is scheduled for July 11, 2018.

V. Adjournment

Motion made to adjourn by Oride. Ogami seconded. Motion carried unanimously.  
Meeting adjourned at 6:31 pm

Respectfully submitted,  
Linda Venenciano  
ULS Governing Board Secretary