

UNIVERSITY LABORATORY SCHOOL – HAWAI’I PUBLIC CHARTER SCHOOL

Minutes of the Governing Board Meeting Held on July 16, 2024, at 4:30PM
Meeting was held Virtual via Google Meets and In-Person at the ULS Building 3, Room 113.

PRESENT: Denise Yoshimori-Yamamoto, Everett Ohta, Edward Aquino, Tina Keane, Melvina Nakao, Travis Palmeira, Miki Tomita, Aron Dote, and Preet Nijjar. Also attending is Principal Keoni Jeremiah.

GUEST: None.

EXCUSED: Saori Doi, Karyn Yoshioka.

ABSENT: None.

CALL TO ORDER: Meeting was called to order by Denise Yoshimori-Yamamoto at 4:32 PM.

MINUTES OF PREVIOUS MEETING: Motion to Approve the Minutes of the May 14, 2024, Governing Board Meeting. Motion to approve the minutes by Travis Palmeira and seconded by Melvina Nakao. The motion was approved unanimously.

ORDER OF BUSINESS:

I. **GUESTS:** None

II. ON-GOING AND NEW BUSINESS

- A. Election of Governing Board Officers. The governing board elected the following officers unanimously: Chair, Denise Yoshimori-Yamamoto; Vice-Chair, Everett Ohta; Treasurer, Tina Keane, and Secretary, Edward Aquino.
- B. Committee Assignments. A motion to approve the standing committees as presented to the governing board by Melvina Nakao and seconded by Melvina Nakao. The motion was approved unanimously. The following committees are as follows, Academic Excellence Committee: Saori Doi, Aron Dote and Miki Tomita; Finance Committee: Tina Keane, Preet Nijjar, and Karyn Yoshioka; Governance Committee: Melvina Nakao, Everett Ohta, and Denise Yoshimori-Yamamoto; Human Resources Committee: Edward Aquino, Travis Palmeira and Karyn Yoshioka.
- C. Meeting schedule for Schedule for School year 2024-2025. Governing Board Meetings are scheduled for the 3rd Tuesday of the month; March meeting is scheduled for the 4th Tuesday due to spring break.
- D. Student Enrollment. ULS is near the enrollment projection of 452 (currently at 450).
- E. Charter Contract Update.
 - a. Charter Commission Frameworks Team visit #1 for SY2024-25 scheduled for July 30, 2024. The visit will focus on Organizational and Financial Frameworks.
 - b. 2024-25 Tasks & Deadlines (up to January 10, 2025)

- i. Annual APF: Indicator 1. Mission Aligned Initiative (due July 26, 2024)
- ii. List of Key School Employees/Contacts (due July 26, 2024)
- iii. 4th Quarter Financial Statement FY2023-2024 (due July 31, 2024)
- iv. Act 242, Session Laws 2022 (Title IX compliance reporting) (due August 1, 2024)
- v. CB Non-Salary Data for FYs 26 & 27 Negotiations (due August 2, 2024)
- vi. Annual Budget FY2024-2025 (September 2, 2024)
- vii. CB Salary/HR Data as of 9/1/2024 (due September 3, 2024)
- viii. Governing Board's Membership Roster (due September 3, 2024)
- ix. Certificate of Occupancy (due September 16, 2024)
- x. 1st Quarter Financial Statement FY2024-2025 (due October 31, 2024)
- xi. Annual Financial Audit FY 2023-2024 (due November 1, 2024)
- xii. School Year Calendar (SY2025-26) (due January 10, 2025)

F. School Year 2024-2025 Update. Preparing for the new school year. Teachers will report on August 1; 5 teacher work days; New student orientations - August 7; Students begin August 8; Charter Contract; WASC - School Wide Action Plan; Research and Development.

G. Facility Improvements/Projects Update. Fire alarm upgrade at Castle Memorial; Improvements to the irrigation system of Metcalf Field; Refurbished existing playground equipment and replace playground safety surface; Recarpet elementary school classrooms (3) and portable classrooms (2); Add air conditioning to elementary classrooms; New Audio visual equipment (projector, screen, microphones) in the MPB/cafeteria & Band room; Resurface basketball courts (2); Science chem-safe classroom tables; Classroom Chairs - 5 rooms; Cafeteria Tables- 30 new tables; Canopy Shading Structure; Choir seated risers; Computers

III. REPORTS

A. Treasurer's Report (Tina Keane). The July 2024 Profit and Loss Statement and Balance Sheet was submitted online via email to all board members on July 9, 2024.

B. Principal's Report.

Class of 2024 Graduation. 74th graduating class. Principal Jeremiah listed the colleges/universities that the graduating class was accepted to.

Speech and Debate. In June, ULS sent senior, Lilinoe Stupplebeen, competed in the National Speech Competition held in Des Moines, Iowa. For over a decade, ULS has competed at the national level in speech. She was accompanied by former ULS speech teacher, Bill Teter.

HOSA-Future Health Professionals. This year, four students from University Laboratory School (ULS) qualified to compete at the HOSA-Future Health Professionals International Leadership Conference (ILC) in Houston, Texas. ULS science teacher and HOSA club advisor, Jenny Seki-Wong, accompanied them on this trip. Congratulations to Corina, 9th in Behavioral Health; Joshua, 8th in Pharmacology.

2023-2024 Student Highlights. Kian Sanchez (c/o '25) won first place in the Environmental Engineering category in the Hawaii State Science and Engineering Fair to

which he earned a spot to compete at the International Science and Engineering Fair in California (ISEF); Kian placed 2nd in the Earth and Environmental Science category at ISEF and was awarded a four year presidential scholarship to Long Island University.

2024 Scholastic Awards National Winners. 3 National Art Awards from the University Laboratory School: Kian Sanchez (National Gold Key Award) - Teacher, Doug Doi; Alyna Whitaker (National Silver Key Award) - Teacher, Marci Franklin; and Jayda Guillermo (National Silver Key Award) - Teacher, Marci Franklin. These students represent 3 of the 16 National Art Award winners from Hawai'i.

More than 100,000 students entered nearly 340,000 original works of art and writing to the 2024 Scholastic Awards. National Art Awards winners work was selected by some of the foremost leaders in the visual and literary arts for excellence in originality, skill, and the emergence of a personal voice or vision. Fewer than 2,500 works received a National Medal, which places these students within the top 8% of all submissions.

The Alliance for Young Artists & Writers, the nonprofit organization that presents the Scholastic Awards is proud to publish the artwork of these students in the Online Galleries at artandwriting.org. Their names will also be listed in Yearbook 2024, a companion to our annual art and writing anthologies featuring selections of works by National Medalists.

C. Committee Updates.

1. Finance Committee (Tina Keane). No updates beyond what was previously reported in the Treasurer's Report.
2. Governance Committee (Everett Ohta). Governance Committee met in July. Reminded the GB members of the GB Retreat schedule on July 21, 2024. ULS 25th Year Golf Tournament
3. Academic Committee (Miki Tomita). No updates.
4. Human Resources (Edward Aquino). No updates.

NEXT MEETING: August 20, 2024

ADJOURNED: Meeting was adjourned with a motion by Melvina Nakao and seconded by Preet Nijjar at 4:59PM. The motion was approved unanimously.

APPROVED 9.17.2024