

## UNIVERSITY LABORATORY SCHOOL – HAWAI’I PUBLIC CHARTER SCHOOL

Minutes of the Governing Board Meeting Held on September 17, 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, Travis Palmeira, Aron Dote, Miki Tomita Okamoto, Karyn Yoshioka, and Saori Doi. Also attending is Principal Keoni Jeremiah.

**GUEST:** None.

**EXCUSED:** Melvina Nakao

**ABSENT:** Preet Nijjar

**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 July 16, 2024, Governing Board Meeting. Motion to approve the minutes by Travis Palmeira and seconded by Everett Ohta. The motion was approved unanimously with Karyn Yoshioka abstaining.

### ORDER OF BUSINESS:

I. **GUESTS:** None

### II. ON-GOING AND NEW BUSINESS

- A. Start of School Update. Student Enrollment is 450. Projected per pupil amount for the 2024-2025 school/fiscal year based on the first disbursement; the projected per pupil amount is \$10,352. Recruiting at the Club Fair! - 13 school clubs

School Visits: Chonnam University (South Korea) Visit to ULS; Hiroshima Hibakusha and Youth Program- Peace Visit to ULS; Hakuoh University Visit; Akita University - virtual intercultural exchange and research; Nihon University High school; Sister School Exchange Partnership with Osaka Gakuin Senior High School, October 2024; ULS Choir New Zealand Tour opportunity, June 2025

Research: UHM ICS Computer science project (Two students from ICS participating in the Undergraduate Research Opportunity Program; Mixed methods study on K-12 students' perceptions about what a computer programmer looks like; Giving back: A.I. Presentation); Transforming Ecosocial Leadership Research Project

School Website and school publications update - Research tab on website and Research application.

Evaluation and Assessment: Visitor surveys, Student teaching surveys

IALS (Group meetings on Research (Sustainability and Climate Issues), Leadership, Collaborative Conversations; IALS Journals; Japan Tour 2024, Annual conference) ULS will be co-hosting with the COE, the International Justice and Education conference, Dec. 2024.

Continuing with reading and math tutors through the Federal work study/America Reads Program in partnership with the UH Manoa Career Center

### III. REPORTS

- A. Treasurer's Report (Tina Keane). The August 2024 Profit and Loss Statement and September 17, 2024.
- B. Principal's Report.

National Merit Semi-Finalist: Kian Sanchez. Kian's distinguished performance on the 2023 Preliminary SAT/National Merit Scholarship Qualifying Test (PSAT/NMSQT®) qualified him as a Semifinalist in the 2025 National Merit® Scholarship Program. Over 1.3 million juniors in about 21,000 high schools entered the 2025 National Merit Scholarship Program by taking the 2023 Preliminary SAT/National Merit Scholarship Qualifying Test (PSAT/NMSQT®), which served as an initial screen of program entrants. The nationwide pool of approximately 16,000 Semifinalists includes the highest-scoring entrants in each state, which represents about one percent of U.S. high school seniors.

Charter Contract Update. Charter Contract 4.0 (July 1, 2023- June 30, 2028); Charter Commission Frameworks Team visit #1 for SY2024-25 with a focus on Organizational and Financial Frameworks occurred on July 30, 2024; Frameworks Team Informational Zoom Schedule for SY 2024-2025 (Spring Site Visit (mission in teaching and learning); Summer Site Visit (organizational and financial); Focused session on the APF in January); Submitted the Indicator 1A: self-rated and qualitative and Indicator 1B: Analysis; Indicator 2, When data is available, Performance Reports are finalized and sent to schools; Indicator 3 (optional), Select comparative group in October 2024 for Cohort 2 (Options: 1) Complex Area, Complex, Charter schools. ULS is planning to use the Complex Area as the comparative group).

Mission Statement. Proposed changes to update mission statement after discussion with and feedback from faculty and staff for consideration and inclusion to the agenda for the next governing board meeting.

Charter application (2001): The mission of the University Laboratory School is to provide the best possible education to its students while supporting the creation, evaluation, and dissemination of quality educational programs for all students and teachers, Kindergarten through Grade 12.

Current: The school serves two interlocking missions: to design and deliver the best possible education to its students, and to serve the educational research and development community as an inventing and testing ground for high quality educational programs.

Draft: The school serves two interlocking missions: to design and deliver the best possible education to its students, and to serve as a seedbed for educational research and development.

Should the governing board consider the changes to the mission statement, it would require a contract amendment. The process for contract amendment for a mission statement change request: 1) bring your revised mission to your governing board; 2) ensure your governing board minutes are approved and include this decision; 3) complete the contract amendment form to amend your mission statement, and attach the governing board approved minutes; 4) submit your request to the commission; and, 5) submissions for consideration need to be received no later than one week prior to a Commission meeting (Commission meetings generally occur on the second and fourth Thursdays of each month).

Updates. 2024 Strive HI reports and ESSA data school-level reports will be released on September 19, 2024, at 4:30 p.m.; Assessment results report will be shared at the October meeting; 2024 1st Quarter report cards will be mailed the week of October 23; SBA and HSA access codes to the parent portal for the SY23-24 student reports (students in gr 3-8, 11) will be mailed the week of October 23; PSAT will be administered to our gr 10 and 11 students on October 17; Panorama School Quality Survey will be administered in November.

2024-25 Tasks & Deadlines- up to 1/10/2025: 1st Quarter Financial Statement FY2024-2025 due October 31, 2024; Annual Financial Audit FY 2023-2024- due November 1, 2024; and School Year Calendar (SY2025-26)- due January 10, 2025

Admission Timeline for 2025-2026. December 1, 2024 - Announcement of Admissions Information on school website and office; January 6, 2025 - Opening of admissions application period and applications made available beginning at 8:00 a.m.; February 28, 2025 - Closing of admissions application period with deadline at 4:00pm for admissions applications; March 19, 2025 – Lottery; March 21, 2025 - Communicate results to families; March 30, 2025 - Required informational meeting for selected students and parents; April 4, 2025 - Deadline for acceptance of selection and enrollment forms; April-July 2025 - Manage waitlists and seated lists; and, early August 2025 - Deliver student data to SIS and welcome students

Supporting ULS. ULS Booster Club: General Meeting, Zippy's Fundraiser, Panda Night and, Save the date-ULS Pa'ina on March 8, 2025; ULS Foundation: Parent letter

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 early September to continue work on reviewing and updating various governing board policies.
3. Academic Committee (Miki Tomita). Academic Committee met earlier in the month to discuss what was previously reported by the principal.
4. Human Resources (Edward Aquino). Did not meet formally but have been in discussions with the principal regarding teacher evaluations; awaiting faculty feedback.

**NEXT MEETING:** October 15, 2024

**ADJOURNED:** Meeting was adjourned with a motion by Everett Ohta and seconded by Tina Keane 5:04 PM. The motion was approved unanimously.