

UNIVERSITY LABORATORY SCHOOL – HAWAI’I PUBLIC CHARTER SCHOOL

Minutes of the Governing Board Meeting Held on October 15, 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, Melvina Nakao, Travis Palmeira, Miki Tomita Okamoto, Preet Nijjar, and Saori Doi. Also attending is Principal Keoni Jeremiah.

GUEST: Terri and Brandon from CW Associates (auditor)

EXCUSED: Edward Aquino, Karyn Yoshioka, Tina Keane

ABSENT: Aron Dote

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

ORDER OF BUSINESS:

I. **GUESTS:** Terri Fujii and Brandon Ogimi from CW Associates present to report on the Financial Audit

II. ON-GOING AND NEW BUSINESS

A. Financial Audit. Terri Fujii and Brandon Ogimi from CW Associates presented on the draft ULS Financial Statements 2024 and Draft Report to the Governing Board was presented. The ULS Foundation Unaudited Component Unit was not included. ULSF to submit their financials prior to the finalization of the audit. Motion to approve the audit as reported with noted unaudited component pending by Preet Nijjar and seconded by Everett Ohta. The motion was approved unanimously.

MINUTES OF PREVIOUS MEETING: Motion to Approve the Minutes of the September 17, 2024, Governing Board Meeting. Motion to approve the minutes by Everett Ohta and seconded by Melvina Nakao. The motion was approved unanimously.

II. ON-GOING AND NEW BUSINESS

A. SY25-26 Calendar. Teacher work year starts July 31, Students first day of school is August 7; Fall, Winter and Spring Breaks aligned to DOE Calendar, Spring Break aligned to UH spring recess; School in-services days will be on January 6 and April 27; 172 student days; 183 teacher days; 1st Semester – 87 days (Quarter 1, 40 days; Quarter 2, 47 days); 2nd Semester – 85 days (Quarter 3, 45 days; Quarter 4, 40 days). Motion to approve the School Year 2025-2026 by Melvina Nakao and seconded by Preet Nijjar. The motion was approved unanimously.

B. Governance Documents: Responsibilities of the ULS GB. Everett presented the updates to the GB document with minimal changes. “School-wide Action Plan” replaced “Strategic Plan”; any cited “Approval” changed to “Review” or “Establish”; removed statement encouraging board members to make financial contributions to the school. Motion to approve the updated document was made by Travis and seconded by Melvina Nakao.

- C. Governance Documents: ULS GB Member Expectations Agreement. Everett presented the updates to the GB document with minimal changes. Added to item 11 “Ethics Commission, or authorized governmental regulator”. Motion to approve the updated document was made by Melvina Nakao and seconded by Preet Nijjar.
- D. Mission Statement Update. New Mission Statement:
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. Motion to approve updated Mission Statement was made by Travis Palmeira and seconded by Everett Ohta. Next step is to share approved meeting minutes with noted GB approval to the Frameworks staff to get on the agenda of the P&A Committee then to the Charter Commission.
- E. Strive-HI Report. Strive-HI results will be shared with Academics Committee before being discussed in detail with the GB. Some performance indicators were revised from last year. Generally, scores remained fairly consistent with last school year.

III. REPORTS

- A. Treasurer’s Report (Preet Nijjar for Tina Keane). The September 2024 Profit and Loss Statement and September 30, 2024 were shared.

- B. Principal’s Report.

UHM Information and Computer Science Project (K-12): Project was completed.

Research Project. IRB approved for A Case Study of a High School Transformational Leadership Class.

Peace & Pilina Program. Sister School Exchange Partnership with Osaka Gakuin Senior High School - Students leave this Friday.
Stevens World Peace Foundation Grant - 2 year, \$25K each year: SY24-25 Select Choir to New Zealand, SY25-26 Home Stay.
KRS - 2 student teacher placements
Diverse Learner Needs - 3 student teacher placements in Elementary

School News.

Seeking Sustainability with Nihon University High School - 30 hs students visited ULS from Tokyo, Japan. Sustainable Development Goals were presented with small group discussions.

Campus Beautification and HI-5 Recycling Day - September 28 - a lot of student and parent volunteers. Day was run by Campus Beautification Club and Green Planet Infinity Society.

UHM College of Social Sciences, Fall 2024 Newsletter - recognized Corina L for completing 2 summer courses in national intelligence and cybersecurity.

- C. Committee Updates.

- 1. Finance Committee (Preet Nijjar for Tina Keane). No updates beyond what was previously reported in the Treasurer’s Report.

2. Governance Committee (Everett Ohta). Governance No updates beyond policies and documents discussed and approved in On-going Business.
3. Academic Committee (Miki Tomita). No meeting.
4. Human Resources (Travis Palmeira for Edward Aquino). No meeting.

NEXT MEETING: November 19, 2024

ADJOURNED: Meeting was adjourned with a motion by Travis Palmeira and seconded by Melvina Nakao 5:24 PM. The motion was approved unanimously.