

Alaka'i O Kaua'i Charter School
Governing Board Meeting Minutes
July 18, 2018

Date/Time: Wednesday, July 18, 5-7 PM

Location: Kahili School

I. Meeting Called to Order – Welcome – Procedures

5:14 PM

II. Adoption of Agenda

Adopted

III. Approval of Minutes from the Governing Board Meeting on June 20, 2018

Approved

IV. Officers Reports

a. Chair

b. Treasurer

7:02 PM - 4 purchases made since last board meeting.

\$3,061.00 to Home Depot.com.

\$3,230.00 to Puukumu School purchased

\$11,000 to iLEAD for container of furniture

\$2,500 to Matson for shipping container from Long Beach (\$6,700 grant)

\$3,427.00 to Drb for receipts disbursement

c. Others as needed

a. Technology/Website To Do's

V. Administrative Reports

a. Executive Director

5:58 PM – See official directors report

VI. Committee Reports

a. Education/Curriculum

b. Facilities

1. Building

See official directors report

2. Fence

Fence has been constructed

3. Bussing

12 -15 people interested in participating in bussing

Denise to check with Attorney Gregg on carpooling guidelines

c. Enrollment

164 enrolled – 36 on the waitlist

Proposed work party for container unloading – container comes in 6/23/18

d. Fundraising

Local business owner's monthly contribution, board to set up portal

1. Review of fundraising materials

e. Board Development

Nicola to follow up with request from Parent John for application

f. Public Relations

Newsletter needs review, "Monday Message" something we will soon implement; increase communications to parents as the start date approaches

g. Administration

1. Review of procurement and financial controls

Further discussion next month

VII. New Business

2. School equipment and supply purchase

Motions to pay invoices to:

\$800.00 Lords Electric

\$2,514.64 Matson Shipping,

\$4108.32 Kauai Fire Department

\$3,427.00 Drb's expenses

Indy motions to pay invoices, Mark seconds - Passed

\$3061.00, total for June Vendor's

Indy motions, Mark seconds - Passed

3. Employment offers to Principal, Office Manager, Facilitators and Facilities Manager

4. Other

VIII. Executive Session (as and if needed)

Board moves into executive session 7:40 PM

Board moves out of executive session 8:05 PM

Motion to give Denise a contract at 90k per year including on site housing with conditions to be determined in regards to pets and preparation of the building for planned use during tenancy.

Indy motions, Nicola seconds - Passed

Motion to authorize Denise to extend offer of employment to facilitators and office staff.

Indy motions, Mark seconds - Passed

IX. Next meeting

a. Acknowledgment of August 15 as the next regular Board meeting

X. Adjournment 9:05 PM

