



## MEETING MINUTES - Alaka'i O Kaula'i

### Meeting

|                   |  |
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| <b>Date</b>       | Monday, October 19, 2020   |
| <b>Started</b>    | 5:07 PM  |
| <b>Ended</b>      | 8:56 PM (HST)  |
| <b>Location</b>   | Due to COVID-19 restrictions, this meeting will be held virtually only.<br>Address: 2-4035 Kaumualii Hwy, Koloa, HI 96756<br>Zoom Meeting: <a href="https://zoom.us/j/7724665686">https://zoom.us/j/7724665686</a><br>Meeting ID: 772 466 5686<br>Dial in Number: 1-669-900-6833 |
| <b>Purpose</b>    | Regular scheduled meeting  |
| <b>Chaired by</b> | Indy Reeves  |
| <b>Recorder</b>   | Leia Makaneole   |

### Approval

**Minutes approved on:** Not yet approved

### Attendance

|                 |  |
|-----------------|--|
| <b>Present:</b> | DJ Adams, Lynn Boop, Espi Briones, Yvette Brown, April Cauthron, Dawn Evenson, Jonelle Godfrey, Amer Kuric, Kim Lytle, Leia Makaneole, Manuel Ortega, Amber Raskin, Indy Reeves, Nicola Sherrill, Chris Town |
| <b>Regrets:</b> | Rafael Tapia   |
| <b>Absent:</b>  | Ben Sand   |

### Meeting documents

### Minutes

## 1. Opening Items

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### 1.1. Meeting Called To Order - Welcome - Procedures

Meeting Called to order at 5:07pm.

**Status:** Completed

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### 1.2. Roll

Quorum present. Board Treasurer Ben is absent. See attendance for details.

**Status:** Completed

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### 1.3. Adoption of Agenda

Nicola motions to adopt the Alaka'i O Kaula'i Public Board Meeting Agenda for 10/19/21

Rafael Seconds.

Unanimously Approved.

**Status:** Completed

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#### 1.4. Approval of Minutes

Approval of Public Board Meeting Minutes 9/21/20 tabled for corrections.

**Status:** Deferred until 11/16/2020

- Alakai Meeting Minutes-2020-09-21-v1.pdf
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### 2. Curriculum Moment

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#### 2.1. Curriculum Moment

2nd Grade Facilitator Joanne Shared PBL project on Castles.

**Status:** Completed

- IMG-6872.jpg
  - October, 2020 Curriculum Moment.docx
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### 3. Comments From Guests

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#### 3.1. Comments

**Status:** Completed

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### 4. Administrative Reports

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#### 4.1. School Director Report

- Education/Curriculum
- Facilities
- Enrollment
- Fundraising / PTO
- Personnel

DJ highlighted Staff Professional Training with Tom Markham

Teacher Facilitators have completed the ILP meetings

Enrollment 164

Waiting for final amount receiving for True-up

Refer to Director's Report for details.

**Status:** Completed

- Director Board Report October 19th, 2020.docx
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#### 4.2. Treasurer Financial Report

Treasurer is Absent. No report made

**Status:** Completed

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#### 4.3. Board Committee Reports

- Chairperson Report
- Education and Curriculum Committee
- Human Resources Committee
- Facilities and Maintenance Committee
- Board Development Committee
- Finance and Audit Committee
- Public Relations and Communications Committee

**Status:** Completed

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### 5. Action Items

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#### 5.1. Review Standing Committees of the Board

Proposal of Communications and Public Relations committee be removed and that the Board Development committee be changed to Board Development and Communications committee

Rafael Motions to amend Bylaws of Governing Board Alaka'i O Kauai Article 2, Section I.2

Leia seconds

Unanimously Approved

Board Chair Indy appoints Committee Chairs

Education and Curriculum: Chris

Human Resources Oversight: Leia

Facilities and Maintenance: Rafael

Board development and Governance: Nicola

Finance and Audit: Ben

**Status:** Completed

- Alakai\_Bylaws\_8\_19\_19.doc.pdf
  - 10\_20 Proposed Bylaws Amendments.pdf
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#### 5.2. Consider/Approve the Strategic Plan

Nicola Motions to Approve the Alaka'i O Kauai Strategic Planning 2020 Roadmap

Chris seconds

Unanimously Approved

**Status:** Completed

- Alakai\_StrategicPlanning2020\_Roadmap.pdf
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### 6. Closing Items

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#### 6.1. Next Meeting Date

Next Board Meeting Date: November 16 at 5:00pm



Confirmed:

1. Next Public Board Meeting Scheduled Nov. 16th, 2020
2. Site Visit Nov. 2nd, 2020
3. Committee Work Meeting Nov. 9th, 2020

**Status:** Completed

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## 7. Executive Session (as and if needed)

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### 7.1. EXECUTIVE SESSION

Executive Session Began at 7:23pm.

Executive Session adjourned at 8:55pm.

**Status:** Completed

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## 8. Adjournment

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### 8.1. Meeting Adjourned

Meeting Adjourned 8:56 p.m.

**Status:** Completed

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