



MEETING MINUTES - Alaka`i O Kaua`i

Meeting

Date	Monday, February 22, 2021
Started	5:03 PM
Ended	6:55 PM (HST)
Location	Due to COVID-19 restrictions this meeting will be held virtually only through Zoom. Zoom Meeting: https://zoom.us/j/7724665686 Meeting ID: 772 466 5686 Dial in Number: 1-669-900-6833
Purpose	Regular scheduled meeting
Chaired by	Chair Nicola Sherrill
Recorder	Secretary Leia Makaneole

Minutes

1. Opening Items

1.1. Meeting Called To Order - Welcome - Procedures

Quorum Present

Meeting called to order 5:03 pm

Status: Completed

1.2. Roll

All Board Members Present

Status: Completed

1.3. Adoption of Agenda

Ben Motions to adopt the agenda for Alaka'i O Kaua'i Public Board Meeting 2/22/21.

Rafael Seconds.

Unanimously Approved

Status: Completed

1.4. Approval of Minutes

January 25, 2021 Meeting Minutes

Rafael Motions to Approve minutes from Alaka'i O Kaua'i Board meeting 1/25/21.

Ben Seconds.

Unanimously Approved.

Status: Completed

Documents

- Minutes-2021-01-25-v3.pdf

2. Comments From Guests

2.1. Comments

Status: Completed

3. Service Provider Presentation

3.1. Marketing Recap - Julie King

Julie King presented on the potential packages towards Advertising and Marketing to create " Brand Awareness"

Status: Completed

Documents

- Alaka'i O Kaua'i Board Marketing Recap 2.22.21.pdf
-

4. Curriculum Moment

4.1. Curriculum Moment

Fifth Grade Facilitator

Ms. Collette Oguin

Shared her Project engaging the 5th Grade Learners in the roots of music influenced by the "black" community as part of February celebrating "Black History" month.

Nurturing an understanding of the Civil Rights Movement based on the biographies they uncovered through the musicians they researched.

Status: Completed

Documents

- Ms. Collette Introduction.docx
 - IMG_7291.jpg
-

5. Administrative Reports

5.1. School Director Report

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

Education -

Held first sister school zoom meeting with iLEAD Agua Dulce and was a success with creating connections to enhance the quality of education that we deliver here at Alaka'i O Kaua'i.

Facilities -



As of today, Feb 22, the lower campus bathrooms and sinks are working.

Though the septic system tank was successfully pumped, with in that repair it was discovered that the leech system has a blockage and will eventually need to be addressed.

Enrollment -

Current Enrollment as of Feb. 16th is 156 learners.

Projected enrollment is at 182. Currently Waiting to project a budget whether there is a need for hiring more facilitators for the up coming year.

Fundraising/ PTO -

Moving forward with planning the Jog-A-Thon on March 12th,2021

Personnel -

One new Substitute Added to our Personnel

On-going advertisement for quality candidates to join our team at Alaka'i O Kaula'i and interviewing process.

Other:

Everything is Up to Date with the Charter Commission

Status: Completed

Documents

- Director Board Report -February 22nd, 2021.pdf
- Personnel Report_Alakai 2.16.21 - Google Docs (1).pdf

5.2. Financial Report

Ben Motions to Approve Account Reconciliation for October 2020

Rafael seconds.

Unanimously Approved

Ben Motions to Approve Account Reconciliation for November 2020

Rafael seconds

Unanimously Approved

Ben Requested: The Rent Credit to be properly placed on the tracking sheet for the Budget Board Report.

Board Tabled the Approval for Account Reconciliation for January 2021

Status: Completed

Documents

- CARES ACT Report YTD (3).pdf
- 2020-21 Monthly Fundraising Report - July thru December (3).pdf
- JAN 21 General Ledger.pdf
- JAN 21 Alakai Board Report - FY20-21 YB (1) (2).pdf
- JAN 21 Account Reconciliation.pdf
- NOV 20 Alakai Board Report - FY20-21 (3) (2).pdf
- November 2020 (3).pdf
- OCT 20 Alakai Board Report - FY20-21.pdf
- OCT 20 Account Reconciliation October 2020 (3).pdf
- NOV 20 Account Reconciliation November 2020.pdf

5.3. Board Committee Reports

- Chairperson report
- Education and Curriculum: Chris
- Human Resources Oversight: Leia
- Facilities and Maintenance: Rafael
- Board development and Governance: Nicola
- Finance and Audit: Ben

Nicola

Chairperson Report:

None at this time.

Chris

Education and Curriculum:

None at this time.

Leia

Human Resource Over Sight:

1. Suggested a Digital Survey to Properly Document the Transition of the Human Resource Service from being off-site to having on-site at the school.

Rafael

Facilities:

1. Tree Removal near Gymnasium will be organized promptly.

Status: Completed

6. Action Items

6.1. Approve Board Meeting Calendar SY 2021-2022

Ben Motions to Approve Board Meeting Calendar SY 2021- 2022

Rafael Seconds

Unanimously Approved.

Status: Completed

Documents

- SY21-22 Board Meeting Calendar.pdf
-

7. Closing Items

7.1. Next Meeting Date

March 22, 2021 @ 5:00 pm

Next Board Work Session Monday March 8th, at 3pm , in person.

Next Public Board Meeting Monday March 22nd at 5pm, virtual.



Status: Completed

8. Executive Session (as and if needed)

8.1. EXECUTIVE SESSION

Executive session not needed

Status: Completed

9. Adjournment

9.1. Meeting Adjourned 6:55pm

Status: Completed
