



# MEETING MINUTES - Alaka'i O Kaua'i

## Meeting

<b>Date</b>	Monday, March 22, 2021
<b>Started</b>	5:05 PM
<b>Ended</b>	6:23 PM (HST)
<b>Location</b>	Due to COVID-19 restrictions this meeting will be held virtually only through Zoom. Zoom Meeting: <a href="https://zoom.us/j/7724665686">https://zoom.us/j/7724665686</a> Meeting ID: 772 466 5686 Dial in Number: 1-669-900-6833
<b>Purpose</b>	Regular scheduled meeting
<b>Chaired by</b>	Chair Nicola Sherrill
<b>Recorder</b>	Secretary Leia Makaneole

## Minutes

### 1. Opening Items

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

Meeting Called to Order 5:06p.m.

**Status:** Completed

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#### 1.2. Roll

Quorum present.

Board Member Ben Late

**Status:** Completed

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#### 1.3. Adoption of Agenda

Rafael motions to adopt Alaka'i 'O Kaua'i Public Board Meeting Agenda for 03/22/21

Chris Seconds.

Unanimously Approved

**Status:** Completed

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#### 1.4. Approval of Minutes

February 22, 2021 Meeting Minutes

Rafael Motions to approve Alaka'i O Kaua'i Public Board Meeting Minutes for 02/ 22/21.

Chris Seconds.

Unanimously Approved.

**Status:** Completed

#### Documents

- Minutes-2021-02-22-v3.pdf

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## 2. Comments From Guests

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### 2.1. Comments

No guest comments at this time.

**Status:** Completed

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## 3. Service Provider Presentation

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### 3.1. IT Department

Sean shared what Technology Assistance is available.

**Status:** Completed

Documents

- Technology Support Services (1).pdf
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## 4. Curriculum Moment

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### 4.1. Curriculum Moment

6th Grade Facilitator Donna

Topic of Choice : World History

Described the production and presentation of a museum featuring Golden Age Civilizations that the 6th grade learners are working on for their PBL projects.

**Status:** Completed

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## 5. Administrative Reports

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### 5.1. School Director Report

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

\*\*\* (Ben Arrived 5:33p.m.)

#### **Education/Curriculum**

Began the process of the SBAC testing. Malissa Phillips is beginning to host the preparation sessions to get ready.

"Dream Up" Space project

#### **Facilities**

Septic system is affecting the Main Campus and Lower Campus.



## Enrollment

Current Enrollment 155

Siblings are priority with returning learners

## Fundraising/PTO

Jog A Thon was a success money has been collected as of today

## Personnel

Hired A Facilitator for SYR2021-2022

**Status:** Completed

### Documents

- MAR 21 Personnel Report\_Alakai.pdf
  - MAR 21 Director Board Report\_Alakai.pdf
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## 5.2. Financial Report

**Status:** Completed

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### 5.2.1. Monthly Financials - January, 2021

January Beginning Balance : \$855,683.68

January Ending Balance : \$818,236.66

Ben motions to Approve Alaka'i O Kaula'i Financial Report for January 2021.

Rafael Seconds.

Unanimously Approved.

**Status:** Completed

### Documents

- JAN 21 General Ledger (1).pdf
  - JAN 21 Alakai Board Report - FY20-21 YB (1) (2) (1).pdf
  - JAN 21 Balance Sheet.pdf
  - Revised Jan 2021 Recon.pdf
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### 5.2.2. Monthly Financials - February, 2021

February Beginning Balance :\$ 818,236.66

February General Ending Balance : \$471,237.64

Ben motions to Approve Alaka'i O Kaula'i Financial Report for February 2021

Rafael Seconds.

Unanimously Approved.

**Status:** Completed

### Documents

- FEB 21 Board Report\_Alakai.pdf
  - FEB 21 Balance Sheet.pdf
  - Revised Feb 2021 Recon.pdf
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### 5.2.3. Fundraising Report

Funds Received: \$ 26,394.72

Expenses : \$ 2,376.87

Balance: \$ 24,017.85

**Status:** Completed

#### Documents

- MAR 21 Fundraising Detail Report.pdf
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### 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

Rafael - Facilities: Wanted to make a note that we are in meetings with Knudsen Trust about Kahili Road use and Bus/ Shuttle Services for Y2021-22

**Status:** Completed

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## 6. Action Items

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### 6.1. Service Provider Agreement 2020-21

Service Provider Agreement 2020-2021 needs to have adjustments put in writing.

Until those have been adjusted, board decided to table this Action Item.

**Status:** Deferred until 4/19/2021

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## 7. Closing Items

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### 7.1. Next Meeting Date

April 19, 2021 at 5:00 p.m.

Next Public Board Meeting April 19, 2021 5:00 p.m.

Committee Board Working meeting April 5, 2021 3:00 p.m.

**Status:** Completed

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

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### 8.1. No Executive Session

**Status:** Completed

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## 9. Adjournment

9.1. Meeting Adjourned 6:23 p.m.

**Status:** Completed

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