



MEETING MINUTES - Alaka'i O Kaua'i

Meeting

Date	Monday, April 19, 2021
Started	5:04 PM
Ended	6:53 PM (HST)
Location	Address: 2-4035 Kaumualii Hwy, Koloa, HI 96756 Zoom Meeting: https://zoom.us/j/7724665686 Meeting ID: 772 466 5686 Dial in Number: 1-669-900-6833
Purpose	Regular scheduled public meeting
Chaired by	Chair Nicola Sherrill
Recorder	Secretary Leia Makaneole

Minutes

1. Opening Items

1.1. Meeting Called To Order - Welcome - Procedures

Meeting called to order at 5:04pm

Status: Completed

1.2. Roll Call

Quorum present.

Chair Nicola- Present

Board Member Chris- Present

Vice Chair- Rafael

Secretary - Leia - Present

Treasurer Ben- Absent

Status: Completed

1.3. Adoption of Agenda

Rafael motions to adopt the Alaka'i O Kaua'i Public Board Meeting Agenda for 4/19/2021.

Chris Seconds.

Unanimously Approved.

Status: Completed

1.4. Approval of Board Meeting Minutes 3-22-21

Rafael motions to approve Alaka'i O Kaua'i Public Board Meeting Minutes for 3/22/21.

Chris Seconds.

Unanimously Approved.

Status: Completed

Documents

- Minutes-2021-03-22-v1.pdf
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2. Comments From Guests

2.1. Comments

Status: Completed

3. Curriculum Moment

3.1. Curriculum Moment

Kindergarten Facilitator

Casey Zoppa

Working with the social/ emotional skills for the kids.

First to participate Office pet program on the island of Kaua'i.

-Teaching how to observe the needs of another, empathy.

Status: Completed

Documents

- April 19th-Ms. Casey Introduction.docx.pdf
-

4. School - Gym Proposal

4.1. Keala Foundation Presentation by Aaron Hoff

Aaron Hoff- Founder Keala Foundation

Sarah- Assistant/ Program Director

Their program is directed to the Youth on Kaua'i

Bringing Focus on Prevention/Recovery of Drug Abuse

Propose to Support the Alaka'i O Kaua'i Charter by being On-site

- Offering a special Program to support our Charter.
- Helping renovate the Gymnasium
- Offer an "After School Program" tother kids / community

Status: Completed

5. Service Provider

5.1. Maker Presentation by Nicole Huguenin

https://www.canva.com/design/DAEcDGi1gGs/lpRU_4PbW-guUtRvq8StBg/edit

- Collaborative efforts between DJ, Linda, and Nicole to bring current Professional Learning to Staff
- Planning for Future Events: DreamUp to Space mission 2021-2022
- Currently scheduled PBL coaching the facilitators weekly

Status: Completed

Documents

- Service Provider Report MAR 21_Alakai.pdf
 - Service Provider Personnel Report Mar 13-Apr 12_Alakai.pdf
-

6. Administrative Reports

6.1. School Director Report

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

Education and Curriculum:

Preparation is going good for SBAC, which will be happening late April. The knowledge of the MAP testing has helped measure each child's strengths and weakness.

Facilities:

Septic Systems are Operational for both upper and lower campus.

No update on the flood damage funding requests

Pest Control Company will be visiting the campus.

Enrollment:

Current Enrollment: 154

Projected Enrollment: 180

Fundraising/PTN:

Host an Appreciation Brunch,

Support the Lei Day

Host a Farewell for Sixth Graders

Personnel:

Patricia is operating in the role of Human Resources and Financials

Status: Completed

Documents

- Director Board Report -April 19th, 2021.docx
 - Transportation Report-April 19th.docx
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6.2. Financial Report

Secretary Leia read aloud Treasurer Ben's report as Follows:

"Alakai O Kauli Board Treasurer's Report On April 7 th I was able to meet with Ms Patricia and DJ to go over current financial status for the 2020-2021 school year. Ms Patricia has done a superb job cleaning up the financial data and setting the stage for DJ to present the board with a budget for the 2021-2022 school year. Please keep in mind that the school has been operating under a financial notice of concern from the State of Hawaii for the last 18 months under which certain financial metrics need to be met. Those metrics are (roughly) 5-10% asset ratio and 60 days cash on hand at the end of the fiscal year. DJ has done a great job in managing the 2020-2021 budget and our expectation is that those financial metrics will be close to or met by the end of the fiscal year. Please also keep in mind that during times of growth in enrollment those metrics should be at the top end of those requirements and be "looking ahead" to the next fiscal year. I have reviewed the reconciliation statement uploaded by Ms Patricia on April 7 th and find it to be in order"

General Ledger for April 2021

Beginning Balance : \$606,709.03

Ending Balance : \$399,221.71

Status: Completed

Documents

- March 2021 Recon Summary.pdf
- March 2021 Fundraising Detail Report.pdf
- Treasurer's Report-April 19, 2021.pdf

6.3. 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

No Committee Reports at this Time.

Status: Completed

7. Action Items

7.1. Financials - 3rd Quarter (Balance Sheet and Profit & Loss Statement)

Rafael Motions

Chris Seconds

Unanimously Approved

Status: Completed

Documents

- 3Q 2021 P&L (1).pdf
- 3Q 2021 Balance Sheet (1).pdf

7.2. Service Provider Agreement 2020-21 - Maker Learning Network



Needed adjustments are going to be made, we will vote on Service Provider Agreement in May at Next Public Board Meeting

Status: Deferred until 5/17/2021

8. Closing Items

8.1. Next Meeting Date

May 17, 2021

Committee Meeting : May 3rd

Public Board Meeting : Zoom session May 17th

Status: Completed

9. Executive Session (as and if needed)

10. Adjournment

10.1. Adjournment Time

Adjourned at 6:53pm

Status: Completed
