



MEETING MINUTES - Alaka'i O Kaua'i

Meeting

Date	Monday, September 20, 2021
Started	5:04 PM
Ended	6:57 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 meeting
Chaired by	Chair Nicola Sherrill
Recorder	Secretary Leia Makaneole

Minutes

1. Opening Items

1.1. Meeting Called To Order - Welcome

- Board Chair Sherrill called the meeting to order at 5:04 p.m. and read the Alaka'i O Kaua'i Mission Statement.

Status: Completed

1.2. Roll Call

- Board Chair Sherill noted a quorum was present. Roll call was taken-Board Members Present: Nicola Sherill, Rafael Tapia, Leia Makaneole, Ben Sand, and Chris Town

Status: Completed

1.3. Adoption of Agenda

- The agenda was brought forward for consideration. Upon Motion by Member Town to approve the Agenda, seconded by Member Tapia, the Motion passed by unanimous vote.

Status: Completed

1.4. Approval of 8/16/21 Board Meeting Minutes

- The Minutes were brought forward for consideration. Upon Motion by Member Sand to approve Minutes from the 8/16/21 Board Meeting, seconded by Member Tapia, the Motion passed by unanimous vote.

Status: Completed

Documents

- Minutes-2021-08-16-v6.pdf
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2. Public Comment

2.1. Comments from Guests

- No Public Comments were made.

Status: Completed

3. Curriculum Moment

3.1. Facilitator Presentation

- School Director Adams introduced Art Facilitator Ms. Nicole Goncalves to the Board. She talked about how she has been collaborating with the school facilitators to help support their projects through art.

Status: Completed

Documents

- Ms. Nicole Introduction-Sept, 2021.pdf
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4. Service Provider

4.1. Service Provider Presentation By Nicole Huguenin & Kendra Scalon

- Service Provider MLN-Makers Nicole and Kendra gave a presentation to the Board and explained the support they have provided and continue to provide to the School Facilitators.

Status: Completed

5. Administrative Reports

5.1. School Director Report

School Director Adams gave the Director's Report and reported on the following:

- Education and Curriculum - Our character trait focus for the month of September is RESPONSIBILITY.
- Facilities - We are also pleased to share that we finally have the phone system "All Call" system working so we can make a school wide announcement.
- Enrollment - Alaka'i O Kaua'i Charter School was funded for 180 student learners as submitted to the Hawai'i Charter Commission in April, 2021.
- Current Enrolment - As of September 13th, 2021 Alaka'i O Kaua'i Charter School currently has 175 confirmed learners for the 2021-2022 school year. We have addressed those on the waiting list and have officially closed the wait list.
- Fundraising / PTN - Meeting was held on Wednesday, September 1st at 5pm virtually. The next meeting will be on Wednesday, October 6th and will be held virtually
- Personnel - We have been able to expand our substitute teacher list to four people. Thus far this year due to cautious and deliberate recess plus lunch schedules we have not had to hire any substitute Education Assistant. Welcome to Ben Porter who has officially been added to Substitute Teacher.
- COVID Update - As of September 13, 2021, at the time of this upload we have had zero COVID cases that would require a quarantine of a classroom, learners, or staff and Alaka'i O Kaua'i Charter School was 100% in compliance with the requirements of the Governor's Proclamations.

Status: Completed

Documents

- Director Board Report -September 20th, 2021.pdf
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5.2. Financial Report

- Board Treasurer Ben Sands gave the Financial Report and noted they all looked good and thanked MLN, Patricia McCallister for her excellent work.

August General Ledger Beginning Balance: 1,033,458.04

Ending Balance : 937,101.69

August Reconciled Beginning Balance: 1,033,458.04

Ending Balance: 911,384.41

Status: Completed

Documents

- Budget Report August 2021.pdf
 - Fundraising Reports August 2021.pdf
 - Financials August 2021.pdf
 - Bank Reconciliation August 2021.pdf
 - FHB August 2021.pdf
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5.3. Board Committee Reports

- Education and Curriculum - Member Town had nothing to report at this time.
- Facilities and Maintenance - Member Tapia reported that he will continue to work with School Director Adams and Jon Mcallister on creating a time line and action plan on the floor replacement.
- Human Resources Oversight - Rescheduled Hawaiiiana Review Wed Sept. 29th
- Finance and Audit: It was noted that Member Sand gave the financial report in 5.2 above.
- Chairperson Report: Board Chair Sherrill reported that they should receive the Strategic Plan from MLN, Amer Kuric next week. She asked service provider, MLN to provide a financial picture of what Alakai costs are and noted she reached out to MLN for help with creating a Board Oversight Calendar and with Board Recruitment.

Status: Completed

6. Action Items

6.1. Action Items

- There were no Action Items to address at this time.

Status: Completed

7. Executive Session (as and if needed)

7.1. Executive Session

The Board entered Executive Session at 6:43pm and returned to regular session at 6:56p.m.

Status: Completed

8. Closing Items

8.1. Next Meeting Date



The next Regular Meeting of the Board is scheduled for October 18, 2021.

Status: Completed

8.2. Adjourn

There being no further business, the meeting was adjourned by Board Chair Sherrill at 6:57p.m..

Status: Completed

October 18, 2021

Date: _____

Rafael Tapia

Motion to Approve the Minutes made by: _____

Seconded by: **Chris Town** _____

Board Secretary, Leia Makaneole