



MEETING MINUTES - Alaka`i O Kaua`i

Meeting

Date	Monday, July 18, 2022
Started	5:05 PM
Ended	8:14 PM (HST)
Location	Address: 2-4035 Kaumualii Hwy, Koloa, HI 96756 Zoom Meeting: Join Zoom Meeting https://zoom.us/j/96582377502?pwd=dXUwb2ZsRzR2bVRhSzNmakk1dk9aZz09
	Meeting ID: 965 8237 7502 Passcode: a7tX1f
Purpose	Regular scheduled meeting
Chaired by	Board Chair Nicola Sherrill
Recorder	Board Secretary Leia Makaneole

Minutes

1. Opening Items

1.1. Meeting Called To Order - Welcome

Alaka'i O Kaua'i Charter School teaches the whole child by combining academics, project based learning, social emotional learning and the arts. Learners acquire and demonstrate 21st century skills while perpetuating Hawaiian cultural traditions and value so they may become successful and meaning contributors to society.

- Board Chair Sherill called the meeting to order at 5:04pm and read the Alaka'i O Kauai Mission Statement

Status: Completed

1.2. Board Roll Call

Board Chair Sherill noted a quorum was present. Roll call was taken- Board Members present: Nicola Sherill, Rafael Tapia, Chris Town, Daniel Duffy, Leia Makaneole, and Laura Williams.

Status: Completed

1.3. Adoption of Agenda

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

Status: Completed

1.4. Approval of 6/20/22 Board Meeting Minutes

- The Minutes were brought forward for consideration. Upon Motion by Member Tapia to Approve Minutes for June 20, 2022 Public Board Meeting, seconded by Member Duffy, the Motion passed by Unanimous vote.

Status: Completed

Documents

- Minutes-2022-06-20-v4.pdf
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2. Public Comment

2.1. Comments from Guests

- No guest comments were made

Status: Completed

3. Curriculum Moment

3.1. Facilitator Presentation

Director DJ introduced Kumu Nate.

- He will be beginning the SY2022-2023 as the school's Learning Leader.
- He is currently leading the revision of the Student Handbook for SY2022-2023 and shared his progress with updates and adjustments.

Board Suggestions :

- It was asked that school vision statement be removed as the board voted some time ago to eliminate it.
- Address the founding element of the Charter in the handbook with the choice of bringing homework.
- Will be able to review and collaborate

Status: Completed

Documents

- Mr. Nate Introduction-July, 2022.pdf
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4. Administrative Reports

4.1. School Director Report

School Director reported on the following:

- **Education and Curriculum** - Kumu Nate to will work with the original Team Ko Members and Dj will continue to work with the Team Ko Launch Team
- **Facilities** - The creation of the Learning Commons and Counsellor Suite is the key project at the moment. All new Teachers have had their rooms prepared for them in anticipation of upcoming school year. Several new offices have been created including Assessment Coordinator, SPED program, and Learning Leader. Kumu Kali has been moved to another classroom. The carpets and the windows have been professionally cleaned.
- **Enrollment** - Projected Enrollment - 202 learners, Confirmed Enrolled - 195 learners
- **Fundraising/PTN** - Next PTN meeting will be held virtually on Aug. 10th, 2022. Each Classroom will ask for a room representative to join the PTN beginning of SY2022-2023. Aid Station at the Upcoming Charity Walk will be held Aug. 20th.
- **Personnel** - Alaka'i O Kaua'i Charter School is fully staffed as outlined in our budget projections for the 2022-2023 school year. The new hires have been shared with the Board of Directors and will officially come in the Personal Reports once we cross the threshold of the 2022-2023 school year on July 1st.
- **COVID Update** - The School Opening Plan was reviewed by the Board of Directors and continues to follow the guidance from the Hawai'i DOH and County of Kaua'i.
- **Other** - The first set of required uploads to the Kuleana Portal were completed. The Charter Renewal Team has planned to return to campus sometime in August or September.



Status: Completed

Documents

- Director Board Report -July 18th, 2022.pdf
 - Alaka'i O Kaula'i School Opening Plan-August 1st, 2022.pdf
 - HR - Personnel Report - June 2022.png
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4.2. Financial Report

The Financial Report was presented as follows: June 2022

- Beginning Balance: \$566,066.84, Cleared Transactions \$ -145,253.56, Cleared Balance: \$420,813.28, Uncleared Transactions: \$ - 68,021.24, Ending Register Balance: \$ 352,792.04, Ending Balance: \$ 349,998.75

Status: Completed

Documents

- F - Recon June 2022.png
 - F - Stmt of Cash Flows June 2022.png
 - F - FHB June 2022.pdf
 - F - Fundraising June 2022.pdf
 - F - P&L, Balance Sheet June 2022.pdf
 - F - 4Q22 P&L and Balance Sheet.pdf
 - F - FY 22-22 P&L and Balance Sheet.pdf
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4.3. Board Committee Reports

- Board Chair Sherill Called for Sub-Committee Reports, no reports at this time.

Status: Completed

5. Action Items

5.1. School Financial Audit 2021-2022 - Jay Miyaki CPA, Letter of Engagement

- The School Financial Audit, Letter of Engagement was brought forward for consideration. Upon Motion made by Member Tapia to approve the Letter of Engagement for Jay Miyaki for the School Financial Audit 2021-2022, seconded by Member Duffy, the Motion passed by unanimous vote.

Status: Completed

Documents

- Alakai PCS_2021-22 audit engagement letter + peer review report (2).pdf
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6. Executive Session (as and if needed)

6.1. Executive Session

- The Board entered Executive Session @ 7:24 pm. Discussion of the Lease took place. Returned to Regular Session @ 8:13pm

Status: Completed

7. Closing Items



7.1. Next Meeting Date - August 15, 2022

- Committee Meeting : Aug 01, 2022
- Public Board Meeting : Aug 15, 2022

Status: Completed

7.2. Adjourn

- Board Chair Sherrill adjourned 8:14pm

Status: Completed

Date: _____

Motion to Approve the Minutes made by: _____

Seconded by: _____

Board Secretary, Leia Makaneole