



## MEETING MINUTES - Alaka'i O Kaua'i

### Meeting

<b>Date</b>	Monday, December 12, 2022
<b>Started</b>	5:07 PM
<b>Ended</b>	7:52 PM (HST)
<b>Location</b>	
	Topic: Alaka'i O Kaua'i Charter School Board of Directors Meeting Time: Dec 12, 2022 05:00 PM Hawaii
	Join Zoom Meeting <a href="https://us06web.zoom.us/j/84409498091?pwd=b0c4SHRudmpXSIRHaDNlaUIXYXNwZz09">https://us06web.zoom.us/j/84409498091?</a> <a href="https://us06web.zoom.us/j/84409498091?pwd=b0c4SHRudmpXSIRHaDNlaUIXYXNwZz09">pwd=b0c4SHRudmpXSIRHaDNlaUIXYXNwZz09</a>
	Meeting ID: 844 0949 8091 Passcode: U1HUQM
<b>Purpose</b>	Regular scheduled Alaka'i O Kaua'i Charter School Board of Directors Meeting
<b>Chaired by</b>	Board Chair Nicola Sherrill
<b>Recorder</b>	Member Leia Makaneole

### Minutes

## 1. Opening Items

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### 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 Nicola Sherill Called the meeting to order at 5:07 pm and read the Alaka'i O Kaua'i Mission Statement

**Status:** Completed

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### 1.2. Board Roll Call

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

**Status:** Completed

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### 1.3. Adoption of Agenda

The Agenda for Alaka'i O Kaua'i Board Meeting 12/12/22 was brought forward for consideration. Upon Motion by Member Tapia to Approve Agenda , seconded by Member Town, the Motion passed by unanimous vote.

**Status:** Completed

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### 1.4. Approval of Minutes - November 14, 2022 Board Meeting

The Minutes for Alaka'i o Kaua'i Public Board Meeting 11/14/22 were brought forward for consideration. Upon Motion by Member Tapia to Approve Minutes for Alaka'i o Kaua'i Charter 11/14/22 Public Board Meeting, seconded

by Member Town , the Motion passed by Unanimous vote.

**Status:** Completed

Documents

- Minutes-2022-11-14-v2.pdf
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## 2. Public Comment

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### 2.1. Comments from Guests

Kumu Lynn shared Approval for the Bee Grant.

PJ - Commented on the delay for the correct information from the D.O.E. upon the Charter Renewal Application.

**Status:** Completed

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## 3. Curriculum Moment

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### 3.1. Facilitator Presentation

Kumu Po'o DJ Introduced Kumu Ms. Chelsea" Lahiki" Chock our Grade 3 Facilitator and shared her recent PBL presentations and their success with increased scores in Reading Recollection Skills.

**Status:** Completed

Documents

- Ms. Chock Introduction-December, 2022.pdf
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## 4. Administrative Reports

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### 4.1. School Director Report

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

#### **Education and Curriculum:**

"Dream Up to Space" Finalist Team Ko went to Florida in November but were not able to witness their experiment head up to the International Space Station due to launch delays. We did watch a video of the launch collectively as a school in a Morning Assembly.

Alaka'i O Kua'i Charter School is happy to share that we held our annual Grade Five project based learning activity which concluded with a Christmas Craft Fair on campus last Friday.

We will be introducing the rubric for Gold Standard project based learning activities to our staff at the January 3rd Staff Meeting to start the new semester.

#### **Facilities:**

Updated on the light fixtures and work on the roof for the ceiling of the Gymnasium.



**Enrollment:**

Current Enrollment: 201 Registered Learners

**Fundraising/PTN:**

Next Meeting will be held next year January 2023 virtually.

Up coming Events :

Santa's Shop 15th & 16th

**Personnel :**

We are fully staffed as outlines in the Budget projections.

We continue to significantly reduce our substitute costs for teachers and Educational Assistants through internal staff shifting each morning at 5:45am. We are currently over our substitute teaching budget for the 2022-2023 school year (\*).

New Hire:

Claire Woolger - Substitute Teacher

Chasa Weston- Educational Assistant

COVID UPDATE-

Mahalo for your support of the School Opening Plan for 2022-2023 by the Board of Directors. We continue to follow the guidance from the Hawai'i Department of Health and the County of Kaula'i as our primary resources.

Other:

The next sets of required uploads to the Kuleana Portal were completed before their deadlines are we are currently up to date with all of our reporting to the Hawai'i Charter Commission.

We will have an opportunity to travel to O'ahu in January 11th, 2023 to present directly to the Hawai'i Charter Commissioners as the last phase of the Charter Renewal.

**Status:** Completed

Documents

- Director Board Report - December 12th, 2022.pdf
- HR - November 2022 Monthly Personnel Report.pdf

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**4.2. Financial Report**

Beginning Balance : \$ 799,439.06

Cleared Transactions : \$ -146,458.38

Cleared Balance: \$ 652,980.68

Uncleared Transactions : \$ -17,319.64

Ending Register Balance : \$ 635,66.04

Ending Balance : \$ 631,698.54

**Status:** Completed

Documents

- F - Recon Summary - November 2022.png
- F - Financials - November 2022.pdf
- F - FHB - November '22 - redacted.pdf
- F - Fundraising Report - November 2022.pdf

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#### 4.3. Board Committee Reports

None at this Time

**Status:** Completed

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### 5. Action Items

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#### 5.1. School Charter Renewal Application - Authorization for Board Chair to Sign

School Chart Renewal Application- Authorization for Board Chair to Sign was brought forward for consideration. Upon Member Tapia made a motion to Approve Authorization for Board Chair to Sign Charter Renewal Application. Member Town Seconded. Motion Passed with Unanimous vote.

**Status:** Completed

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#### 5.2. 2021-2022 Maker Learning Network Service Agreement - Ratify as of 10/24/2022

To Ratify as of 10-24-22 the 2021-2022 Maker Learning Network Service Agreement was brought forward for consideration.

Upon Member Tapia Motioned to ratify as of 10-24-22 the 2021-2022 Maker Learning Network Service Agreement. Member Town Seconded. Motion Passed with Unanimous vote.

**Status:** Completed

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Documents

- 2021-2022 MLN Service Agreement\_Alakai.pdf
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### 6. Executive Session (as and if needed)

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#### 6.1. Executive Session

Entered Executive Session 6:55p.m.

Exited Executive Session 7:52 p.m

**Status:** Completed

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### 7. Closing Items

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#### 7.1. Next Meeting Date - January 23, 2023

Sub-committee Meeting - Jan. 9, 2023

Public Meeting- Jan. 23, 2023

**Status:** Completed

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7.2. Adjourn

Meeting Adjourned: 7:52pm

**Status:** Completed

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Date: \_\_\_\_\_

Motion to Approve the Minutes made by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Board Secretary, Leia Makaneole