



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

### Meeting

<b>Date</b>	Monday, February 13, 2023
<b>Started</b>	5:09 PM
<b>Ended</b>	6:47 PM (HST)
<b>Location</b>	Topic: Alaka'i O Kaua'i Charter School Board of Directors Meeting Time: Feb 13, 2023 05:00 PM Hawaii
	Join Zoom Meeting <a href="https://us06web.zoom.us/j/88970753126?pwd=NTBaVGdrd0xyNTV0T1Fnem9ZZUJpQT09">https://us06web.zoom.us/j/88970753126?</a> pwd=NTBaVGdrd0xyNTV0T1Fnem9ZZUJpQT09
	Meeting ID: 889 7075 3126 Passcode: dfgN9K
<b>Purpose</b>	Regular scheduled Board of Directors public 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 Sherill Called the meeting to order at 5:09 pm and read the Alaka'i O Kaua'i Mission Statement.

**Status:** Completed

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### 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, and Leia Makaneole

**Status:** Completed

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### 1.3. Adoption of Agenda

The Agenda 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 - 1/23/2023 Board Meeting

The Minutes were brought forward for consideration. Upon Motion by Member Tapia to Approve Minutes for Alaka'i o Kaua'i Charter Jan. 23, 2023 Public Board Meeting, seconded by Member Town , the Motion passed by Unanimous vote.

**Status:** Completed

Documents

- Minutes-2023-01-23-v1.pdf
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## 2. Public Comment

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### 2.1. Comments from Guests

No Guest Comments at this Time

**Status:** Completed

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## 3. Curriculum Moment

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### 3.1. Facilitator Presentation

Kumu Po'o (Director ) DJ introduced Kumu Miss Kate.

Miss Kate shared the success of their visits to Alakoko Fishpond and their work with Malama Huleia project

**Status:** Completed

Documents

- Ms. Kate Introduction-February, 2023.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:**

The Hawaii Charter Commission received the Scope and Sequence and have deferred the decision to remove the condition until March Meeting and have requested an educational plan for the school.

Chris who was present at the meeting on Jan. 9th, 2023 commented that they are requesting an instructional model.

Currently running a pilot project in student planners. Involvement that builds communication through daily signatures by the director and the 'ohana. Intentions are to implement the student planners school wide 2023-2024 school year.

#### **Facilities:**

Jon worked around the clock getting the internet system operational working after the thunder storms.

Jon and Adam installed the exterior turf to help secure the safety of our learners around the tetherball courts.



One of the areas going forward in 2023 will be the next phases in the approved Bee Grant.

**Enrollment:**

Current Enrollment SY22-23: 200 Learners as of Feb. 06th 2023

Projected Enrollment SY23-24: 210 Learners

**Fundraising/PTN:**

The last "No Hoa O! Alaka'i, Friends of Alaka'i" Meeting of the 2022-2023 school year was held on Wednesday, February 8th, 2023 at 5pm virtually.

Jog-a-thon Jan 27, 2023, successfully raised almost \$14,000

Charity Walk hosted a "Kick Off Breakfast", Nicola spoke on the experience with the brief presentation on behalf of our charter school's success and her opportunity to work on networking. Requested to promote the goal of finding "Corporate Sponsor" for this year.

**Personnel:**

New Hire : Nouveau Naumu Substitute Facilitator

Marcella EA: Resigned

**Status:** Completed

Documents

- Director Board Report- February, 2023.pdf
- January 2023 Monthly Personnel Report.pdf

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4.2. Financial Report

January Beginning Balance : \$1,164,508.29

Cleared Transactions : \$280,023.97

Cleared Ending Balance: \$1,016,421.44

Uncleared Transactions : \$ 22,729.31

January Ending Register Balance : \$993,692.13

**Status:** Completed

Documents

- F - Fundraising Report - Jan 2023.pdf
- F - P&L & Balance Sheet - Jan 2023.pdf
- F - Bank Recon - Jan 2023.pdf
- F - Statement of Cash Flows - Jan 2023.png
- F - FHB Bank Stmt - Jan 2023.pdf

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4.3. Board Committee Reports

Board Chair Sherill Called for Sub-Committee Reports.

Member Chris Town : Education Committee

Commented that the Board needs to evaluate creating a position that can assist with regulating Daily Priorities needed from Leadership roles and Supporting the Director to stay in the Responsibilities of the Director. Proposed a structure that would involve a potential Co- Director.



Status: Completed

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## 5. Action Items

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### 5.1. School Academic Calendar 2023-2024

Proposed Academic Calendar SY2023-2024 was brought forward for consideration. Upon Member Tapia made a Motion to Approve Proposed Academic Calendar SY2023-2024. Member Town seconded, Motion Passed with Unanimous vote.

Status: Completed

#### Documents

- Alaka'i O Kua'i 2023-24-Official-School-Calendar-Template.xlsx - Google SheetsV2.pdf
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## 6. Executive Session (as and if needed)

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### 6.1. Session

No Executive session needed.

Status: Completed

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## 7. Closing Items

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### 7.1. Next Meeting Date - March 20, 2023

Next Committee Meeting: March 6th , 2023.

Next Public Board Meeting: March 20th, 2023.

Status: Completed

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### 7.2. Adjourn

Meeting adjourned at 6:47pm.

Status: Completed

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Date: 02/13/23

Motion to Approve the Minutes made by: Member Town  
Seconded by: Member Duffy

Board Secretary, Leia Makaneole