



MEETING MINUTES - Alaka'i O Kaua'i

Meeting

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| Date | Monday, March 20, 2023 |
| Started | 5:11 PM |
| Ended | 7:06 PM (HST) |
| Location | Address: 2-4035 Kaumualii Hwy, Koloa, HI 96756 Zoom Meeting: https://us06web.zoom.us/j/81175539022?pwd=SThPVFVFfa1A1Zm9HamJidXhyVkNldz09 Meeting ID: 811 7553 9022 Passcode: FhEaB0 |
| Purpose | Regular scheduled meeting |
| Chaired by | Board Chair Nicola Sherrill |
| Recorder | Member 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 5:11 pm and read the Alaka'i O Kaua'i 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, and Leia Makaneole.

Status: Completed

1.3. Adoption of Agenda

The Agenda was brought forward for consideration. Upon Motion by Member Tapia to Approve Agenda for March 20, 2023 Alakai O Kauai Public Board Meeting with added action to ratify Member Term Renewal Ending from 2029 to 2026, seconded by Member Town, the Motion passed by unanimous vote.

Status: Completed

1.4. Approval of Minutes - February 13, 2023

The Minutes were brought forward for consideration. Upon Motion by Member Town to Approve Minutes for Alaka'i o Kaua'i Charter Feb. 13, 2023 Public Board Meeting, seconded by Member Duffy, the Motion passed by Unanimous vote.

Status: Completed

Documents

- Minutes-2023-02-13-v1.pdf

2. Public Comment

2.1. Comments from Guests

No Guest Comments at this Time.

Status: Completed

3. Curriculum Moment

3.1. Facilitator Presentation

Kupu Po'o(Director) Dj

Introduced our Fifth Grade Facilitator Ms. Collette, noted as the driving force for the Annual Project Christmas Craft fair.

Member Sherill, brought forward the topic of what the thought process is with connecting the project based elements and aligning the required curriculum. Member Town commented on the benefit of the effort of laying out those project based elements matching up the standards.

Status: Completed

Documents

- Ms. Collette Introduction-March, 2023.pdf
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4. Service Provider

4.1. Service Provider Presentation

Presentation opened up with a prospective review of MLN's presence on the Alakai O Kauai Charter School.

Those featured today included several MLN members such as Brian with Outreach, Sean with IT, and Julie with Board Support.

Status: Completed

Documents

- MLN Presentation - Feb 23, 2023.pdf
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5. Administrative Reports

5.1. School Director Report

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

Education and Curriculum:



To recap the Commissioners did ask a series of question and then unanimously approved the addition of Grade Seven (2023-2024) and Grade Eight (2024-2025). Cheerfully the work continues in this exciting new endeavor.

Mahalo to Kumu Nouveau who will be teaching physical education for our learners in Kindergarten to Grade Six in preparation for the Mayor's Track Meets on Saturday, April 1st (no fooling) and Sunday, April 2nd.

Facilities:

The garden area continues to be improved and the learners are now selling lettuce to our school pickup ohana every several weeks. Mahalo to Jon and Adam for their contributions to mitigate the muddy issues in the garden area by adding additional drainage.

Bee Hive Project has been is installed on the south end of the Gym.

Have commenced the planning of summer improvement projects. We are pleased to share that Adam will be joining Jon on July 1st so that we have two people working together on the upcoming projects.

Enrollment:

Current Enrollment: 199 learners as of March 18th

Projected Enrollment: 210 learners as of now for SY2023-2024.

Requested the Estimated Date Families will get the confirmation about who is enrolled with the school.

Fundraising/PTN:

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

Next Meeting will be held .

Personnel:

Kumu Kali has been moved to facilitating Hawaiiiana class.

Kumu Chris has been moved to be the Educational Assistant of the Fourth Grade

Ms. Emily who was teaching the Grade Three/Four class will continue in that role for the remainder of the 2022-2023 school year.

Kumu Nouveau has been added to teach Physical Education to all of our learners in Kindergarten to Grade Six in a pilot project on March 20th and March 31st.

Status: Completed

Documents

- Director Board Report -March 20th, 2023.pdf
- HR - Personnel Report - Feb 2023.png

5.2. Financial Report

Beginning Balance : \$1,016,421.44

Cleared Transactions : -56,273.99

Cleared Balance: \$960,147.45

Uncleared Transactions : 46,647.67

Ending Register Balance : \$913,499.78

Status: Completed

Documents

- F - February 2023 Fundraising Report.pdf
- F - February 2023 - Financial.pdf
- F - FHB - Feb 2023 - Redacted.pdf

5.3. Board Committee Reports

Chair Sherill called for Committee Reports :

None at this time.

Status: Completed

6. Action Items

6.1. Board Membership - Term Renewals Members Sherrill, Tapia & Town

- Discussion/Decision regarding approval of the renewal of Nicola Sherrill's Board Membership for an additional 3 year term, beginning 6/30/2021 and ending 6/30/2024.
- Discussion/Decision regarding approval of the renewal of Rafael Tapia's Board Membership for an additional 3 yr term, beginning 10/21/2022 and ending 10/21/2025.
- Discussion/Decision regarding approval of the renewal of Chris Town's Board Membership for an additional 3 yr term, beginning 1/27/2023 and ending 1/27/2026.

Approval for Member Chair Nicola Sherill Term Renewal 6/30/2023-06/30/2026 was brought forward for consideration. Upon Member Duffy made a Motion to approve Member Chair Nicola Term Renewal 6/30/2023-06/30/2026. Member Tapia Seconded. Motion Passed with Unanimous vote.

Approval for Member Vice Chair Rafael Tapia Term Renewal 10/21/22-10/21/2025 was brought forward for consideration. Upon Member Duffy made a motion to Approve Member Vice Chair Rafael Tapia Term Renewal 10/21/22-10/21/2025 . Member Town Seconded. Motion Passed with Unanimous vote.

Approval for Member Chris Town Term Renewal 1/27/23- 1/27/26 Upon Member Duffy mad a motion to Approve Member Chris Town Term Renewal 1/27/23 - 1/27/26. Member Tapia Seconded. Motion Passed with Unanimous vote.

Status: Completed

6.2. School Education Plan for the Middle School Program

- Discussion/Decision regarding the approval of the School Education Plan for the Middle School Program with Grade 7 to open in SY2023-2024 and Grade 8 to open in SY2024-2025.

Approval Grade 7 -SY2023- 2024 and Grade 8 - SY2024- 2025 . was brought forward for consideration. Upon Member Tapia made a Motion to Approve Approval Grade 7 -SY2023- 2024 and Grade 8 - SY2024- 2025. Member Town seconded, Motion Passed with Unanimous vote.

Status: Completed

6.3. School Finances - First Hawaiian Bank Signatories

- Discussion/Decision regarding the approval of adding Board Member Chris Town as the second signatory on checks over \$5,000.00.

Approval of adding Member Robert Christopher Town as the Additional Signatory on the First Hawaiian Bank Account was brought forward for consideration. Upon Member Tapia made a Motion to Approve adding Member



Robert Christopher Town as the Additional Signatory on the First Hawaiian Bank Account. Member Duffy seconded, Motion Passed with Unanimous vote.

The current Signatories Nicola Sherill, Leia Makaneole, David Adams will remain on First Hawaiian Bank Account and will resign documents during the addition Robert Christopher Town.

Status: Completed

7. Executive Session (as and if needed)

7.1. Executive Session

Not needed at this time.

Status: Completed

8. Closing Items

8.1. Next Meeting Date

Committee Meeting: April 3rd, 2023

Public Board Meeting: April 17th, 2023

Status: Completed

8.2. Adjourn

Meeting Adjourned 7:06pm.

Status: Completed

Date: 04/17/23

Motion to Approve the Minutes made by: Member Tapia

Seconded by: Member Town

Board Secretary, Leia Makaneole