



## MEETING MINUTES- Alaka'i O Kauai

Date: Monday, November 13, 2023  
Started: 5:05 pm  
Ended: 6:39 pm  
Location Address: 2-4035 Kaumuali'i Hwy, Koloa, HI 96756  
ZOOM :

*Join Zoom Meeting*

<https://us06web.zoom.us/j/89125200261?pwd=uqCLEMWUBI88bd1AP0nFCUu0tSBXPM.1>

<https://us06web.zoom.us/j/84066436529?pwd=j6aCDvLadaruHEMBjLUmwfUUAmZ0B1.1>

Meeting ID: 840 6643 6529

Passcode: 3y0sjb

Purpose Regular scheduled meeting

Chaired by Vice Chair Rafael Tapia

Recorder Leia Makaneole

Minutes

### 1. Opening Items

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#### 1.1 Meeting Called To Order- Welcome

Board Vice Chair Tapia called the meeting to order at 5:05pm and read the Alakai O Kauai Mission Statement.

**Status: Completed**

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#### 1.2 Board Roll Call

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

**Status: Completed**

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### **1.3 Adoption of Agenda**

The Agenda was brought forward for consideration. Upon Motion by member Wu to approve Agenda for November 13, 2023 with amendment of additional Action item to update the Board meeting Calendar Alakai O Kauai Public Board Meeting, seconded by Member Duffy, the Motion passed by unanimous vote.

**Status: Completed**

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### **1.4 Approval of Minutes - October 16, 2023 Board Meeting**

The Minutes were brought forward for consideration. Upon Motion by Member Duffy to Approve Minutes for Alaka'i o Kaua'i Charter Oct. 16, 2023 Public Board Meeting, seconded by Member Town, the Motion passed by Unanimous vote.

**Status: Completed**

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## **2 Public Comments**

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### **2.1 Comments from the public and community members.**

No public Comments at this time.

**Status :Completed**

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## **3. Curriculum Moment**

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### **3.1 Facilitator Presentation**

DJ introduced Ms. Emily, a returning facilitator for grade 4 & 5. Sharing how music has been integrated with core concepts and routines. Current projects are putting an emphasis on practical application of Hawaiian culture and the existing ecosystems.

**Status: Completed**

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## **4. Service Provider Presentation**

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**4.1** Brian shared that they are currently auditing the website, updating the twitter icon, integrating social media, and implementing a new system of editing.

Member Duffy requested to organize a “Leave a review” option for the parents to submit on the website- noted a follow up.

## **5. Administrative Reports**

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### **5.1 School Director Report Update**

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

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

Metrics continue to look good for the school year. Having zero major discipline issues, minimal referrals to the counselor for emotional support and minimal bus behavioral issues incident.

Alaka’i o Kaua’i will celebrate Unity Day on campus Wed. Oct. 18th , National Bullying Prevention Month wearing orange

Briefly stated the first ever grade seven trip to Canada in March 2024 is currently in the planning stages with Livingstone Range School District located in south western Alberta. Projected to take place during the Spring Break.

Ms. Miranda has joined our team as a graduate Student working through Chaminade in the morning classroom visits.

Thinking Classroom Hawaii culmination event took place November 4th.

#### **Facilities:**

Dr. John and Mr. Adam constructed an addition of a garden area for the kindergarten class because of garden grant the Ms. Joanne received.

Landscape has been keeping.

#### **Enrollment:**

Current Enrollment: 225 Learners for SY23-24 Oct Tru-up. Learner count 225 as of Nov. 10th

There is a long waiting list. 250 learners our maximum enrollment and SY24-25 is projected to reach that number.

Fundraising/PTN:

PTN Held their meeting on Wed. Oct. 06th at 5pm Virtually. Poorly attended and trying to find a time that accommodates the parent community. Did an Outstanding Trunk or Treat. Lights on Rice Dec. 01st.

Elected Executives are:

President- Ms. Kalina

Vice President- Ms Kelly Ann

Sec - Ms. Jackie

Treasurer- Ms. Giselle

Next Meeting will be held virtually on Friday Nov 17th at 3pm.

## **Personnel**

Currently advertises for employees to join our team and conducted two interviews last month.

### New Hire/ Status Change

Nov. 01-Ms. Breane has rejoined our team to assist in the documentation of student programs

### Resignations/ Terminations

No changes

## **Other**

35 returned sheets for feedback for mission statement

Next sets of required uploads to the Kuleana Portal were completed before their deadlines; we are currently up to date with all our reporting to the Hawaii Charter Commission.

**Status: Completed**

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## **5.2 Financial Report**

October Beginning Balance : \$1,384,742.56  
Cleared Transactions : \$-236,190.39  
Cleared Balance: \$1,148,552.17  
Uncleared Transactions : \$-20,948.69  
October Ending Register Balance : \$1,127,603.48

### **Status Completed**

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### **5.3 Board Committee Reports**

Board Vice Chair Called for Sub- Committee Reports.  
Board Treasurer Duffy - still working on finding a subsidy for the bus.  
Nicola via Rafael acknowledged the parent that was present in the last meeting we will be following up in a letter.

### **Status: Completed**

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### **6. Action Items**

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#### **6.2 Amend March 18th to March 25th, 2024 in Public Board Meeting Calendar SY23-24**

Amend March 18th to March 25th, 2024 in Public Board Meeting Calendar SY23-24 was brought forward for consideration. Upon Member Wu made a Motion to Approve Amend March 18th to March 25th, 2024 in Public Board Meeting Calendar SY23-24 , Member Town seconded, Motion passed with unanimous vote.

### **Status: Completed**

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#### **6.1 Curriculum Vetting Committee Policy**

A Curriculum Vetting Committee Policy was brought forward for consideration. Upon Member Awu made a motion to Table Curriculum Vetting Committee Policy, Member Duffy seconded, Motion passed with unanimous vote.

### **Status: Table**

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**7. Executive Session**

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**6.1 Executive Session**

No

**Status: Completed**

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**8. Closing Items**

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**8.1. Next Meeting Date**

Committee Meeting : Nov. 20th, 2023

Public Board Meeting : Dec. 11th, 2023

**Status: Completed**

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**8.2. Adjournment**

Meeting Adjourned 6:39 pm

**Status: Completed**

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Date: 12/11/23

Motion to Approve the minutes made by: Member Town

Seconded by Member Tapia

Board Secretary, Leia Makaneole

