



MEETING MINUTES- Alaka'i O Kauai

Date: Monday, January 22, 2024
Started: 5:05 pm
Ended: 7:52 pm
Location Address: 2-4035 Kaumuali'i Hwy, Koloa, HI 96756
ZOOM :
Join Zoom Meeting

<https://us06web.zoom.us/j/84066436529?pwd=j6aCDvLadaruHEMBjLUmwfUUAhZ0B1.1>

Meeting ID: 840 6643 6529

Passcode: 3y0sjb

Purpose Regular scheduled meeting

Chaired by Chair Nicola Sherill

Recorder Kelly Anne Hensley

Minutes

1. Opening Items

1.1 Meeting Called To Order- Welcome

Board Chair Sherill called the meeting to order at 5:05 pm and read the Alakai 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, Bob Wu.
Late Arrival: 5:09 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 January 22, 2024, seconded by Member Town, the Motion passed by unanimous vote.

Status: Completed

1.4 Approval of Minutes - December 11, 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 December 11, 2023 Public Board Meeting, seconded by Member Wu, the Motion passed by Unanimous vote.

Status: Completed

2 Public Comments

2.1 Comments from the public and community members.

No public Comments at this time.

Status :Completed

3. Curriculum Moment

3.1 Facilitator Presentation

DJ introduced Ms.Chelsea Chalk, a returning facilitator for grade 3 at Alaka'i.

She shared about what her class routines are and projects using the math and language skills they learn. Projects such as their "blueprint dream house" practicing math skills in measuring area and the creation of a magazine practicing language arts.

POL are projected to be held in Feb.

Status: Completed

4. Service Provider Presentation

4.1 No Service provider Presentation at this time

5. Administrative Reports

5.1 School Director Report Update

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

Education and Curriculum:

HIDOE Satisfaction Survey says Alaka'i grades 3-5 and middle school ranks in the top nationally, above all Kauai's Charter Schools and DOE schools in 3 out of 5 categories for grades 3-5 and above all the Kaua'i Charter Schools and DOE schools in all 5 categories for middle school. With staff examining results, modifications will soon follow to the continuous improvement of our school.

Holiday Hampers were a great success, giving to those families less fortunate.

National Choice Spirit Week is this week and hot lunch is this Friday with the annual Jog-A-Thon as well.

Facilities:

Appreciation of great work of Jon & Adam. They added another garden area on campus with a worm area, and Mrs. Joanne will be growing food in the garden as part of project based learning. Jon & Adam are currently constructing a storage box for musical instruments, and also planning the new spaces for our classrooms for school next year - Rafael has helped and they will ensure good from Knudsen Trust. They also replaced the doors on the gym as the old ones were rusted. The fish tank for the calm room was replaced with artificial as upkeep was too much and now it's clean. Also Kaenon is currently fixing the dirt road to the gym, their plan for the rest of the road is to pave half in the future.

Enrollment:

Current Enrollment: 225 Learners for SY23-24 Oct Tru-up. Learner count 221 as of January 9, 2024. Enrollment for next year has begun and there is a long waiting list. It looks like most of our learners will be returning next year. We can accept a total of 250 learners as our maximum enrollment and SY24-25 is projected to reach that number.

Fundraising/PTN:

The last meeting was held on December 8th, 2023 at 3pm. The PTN did a great job at the annual Lights on Rice event and we even had a realistic Santa on the float. The next hot lunch is this Friday along with our annual Jog-A-Thon. Brainstorm how we can get more parents involved with PTN. Ideas: Video, educate parents, offer incentives, hold a food event/mixer, tell people we need them. Etc.

Elected Executives are:

President- Ms. Kalina

Vice President- Ms. Kelly Ann

Secretary- Ms. Jackie

Treasurer- Ms. Giselle

The next PTN Meeting will be held virtually on January 26, 2024 at 3pm.

Personnel

Currently advertises for employees to join our team for this year and next year. We are seeking a middle school teacher and have had an interview with a prospective candidate on the island.

New Hire/ Status Change: Kelly Ann Hensley changed to salary from hourly.

Resignations/ Terminations: Resigned: Andra Drake & Chasa Weston as of December 31, 2023.

Other

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

5.2 Financial Report

December Beginning Balance : \$1,028,832.28

Cleared Transactions : \$ 694,502.88

Cleared Balance: \$1,723,335.16

Uncleared Transactions : \$ -2,021.88

Register Balance as of 12/31/23 : \$1,721,313.28

New Transactions: \$-31,856.01
December Ending Balance : \$ 1,689,457.27

*Second Pupil Allotment was received.

Status Completed

5.3 Board Committee Reports

Board Chair called for Sub-Committee Reports. None at this time.

Status: Completed

6. Action Items

No Action Items at this time

Status: Completed

7. Executive Session

7.1 Executive Session

Entered Executive Session: 6:43 pm
Exited Executive Session: 7:52 pm

Status: Completed

8. Closing Items

8.1. Next Meeting Date

Committee Meeting: Feb. 5th, 2024 (in person @ 5:00 pm Location TBD)

Public Board Meeting : Feb. 12th, 2024

Status: Completed

8.2. Adjournment

Meeting Adjourned 7:52 pm

Status: Completed

Date: _____

Motion to Approve the minutes made by: _____

Seconded by _____

Board Secretary, Leia Makaneole