



Noelani School PTA MONTHLY MEETING
AGENDA
Thursday, 10-13-22, 6:00p via Zoom



1. Meeting Opening

- a. Call to order – President Stanford Togashi at _____ p.m.
- b. Approval of September 2022 Meeting Minutes – Michelle Isa-Atta

2. Principal's Report – Principal Gusman

3. Treasurer's Report – Lisa Imai

4. Old Business

- a. Membership – All families are invited to become members of the Noelani Elementary School PTA. There is no cost for families with children attending Noelani Elementary School. Please register one parent per family at <http://bit.ly/noelaniPTA> . Registration can be completed in a minute or two. Information for Noelani sponsored PTA activities will be sent out primarily through the email address registered.
- b. Foodland Give Aloha - \$1,105 donated to Noelani PTA + match Foodland decides to make (unknown amount, but probably a small percentage of what people donated). Thank you to all those who participated as every dollar donated helps make a difference! Next year, fliers will be sent home to help spread the word.
- c. Chair positions – see list for volunteer opportunities. We are thankful to have a new chair from last month's meeting and a few new chairs from the start of this term.
- d. Budget – Work in progress. As we get closer to Craft and Children's Fair, we are getting a better idea as to our expenses, but revenue from it is still too early to tell. Past budgets were based on historical expenses and revenue. There is nothing to base this year's budget on due to a reboot of fundraising activities with new chairs, prioritization of restarting the activities over making \$, and large expenses built up over the covid years (ex. Big Island field trips for two grade levels).
- e. Room Parents – Thank you to all of the Noelani room parents for helping to communicate PTA information amongst your classes along with all of the other duties you perform. A special thank you to Dana Senaha, our PTA room parent liaison!

OUR MISSION – Through transparent communication and collaboration, the PTA will forge a strong alliance among and between the families of the Noelani PTA and school administration that will lead to enhanced educational opportunities for students across all areas of academics, extra-curricular activities and health and wellness.



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5. New Business

- a. Craft and Children's Fair – Leanne Kojima and Lauren Young
- b. Trunk-or-Treat – Rebecca Dayhuff
- c. Social Media – Secretary Michelle Isa-Atta has been updating the Facebook and Instagram accounts.
- d. Open discussion – Feel free to share anything that could be useful to other members, ask questions about the PTA, etc.

6. Adjournment - _____ pm

7. Next Meeting – Thursday, November 10, 2022 at 6 pm.



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Filled and Vacant PTA Chair Positions

- ▶ **After School Enrichment: Ai Yamane**
- ▶ **Audit: Catherine Pfeffer**
- ▶ **BoxTops: ***Lisa Imai***Needs Chair*****
- ▶ **Boy Scout Liaison: Bonnie Tung**
- ▶ **Bylaws: ***Stanford Togashi***Needs Chair*****
- ▶ **Craft Fair: Leanne Kojima and Lauren Young**
- ▶ **Facebook and Instagram: ***Michelle Isa-Atta***Needs Chair*****
- ▶ **Family Events: Trunk or Treat: Rebecca Dayhuff**
 - ▶ **Movie Night: ***Needs Chair*****
- ▶ **Jogathon: Stanford Togashi**
- ▶ **Logistics/Storage Containers: Weylin Hokutan**
- ▶ **May Fair: ***Needs Chair*****
- ▶ **Membership/Alumni Database: Meejoo Kim**
- ▶ **New Parent Orientation: ***Kristen Brummel***Needs Chair*****
- ▶ **Nominations: ***Needs Chair*****
- ▶ **Parking: ***Needs Chair*****
- ▶ **Room Parent Liaison: Dana Senaha**
- ▶ **School Community Council: Matthew Kanemura**
- ▶ **Staff Appreciation Week: ***Kristen Brummel***Needs Chair*****
- ▶ **T-shirts: Stanford Togashi and Ai Yamane**
- ▶ **Volunteers: ***Needs Chair*****
- ▶ **Website: Lisa Imai**

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NOELANI SCHOOL PTA September 8, 2022 Meeting Minutes

Meeting (via Zoom) called to order by President Stanford Togashi at 6:02pm.

PRESENT: The following officers and members, constituting a quorum, were present:

Officers: Stanford Togashi, President
 Kristen Brummel, Vice President
 Lisa Imai, Treasurer
 Michelle Isa-Atta, Secretary

Members: Approximately 34 members online; 8 in-person attendees at IDEA Center. First hybrid meeting held since the beginning of the pandemic.
Principal Gusman

August 11, 2022 MEETING MINUTES were shared and approved.

PRINCIPAL'S REPORT made by Principal Gusman:

1. Thank you to the volunteers for the assistance with the campus beautification day.
2. Moved PTA stuff out of loft into storage container.
3. Recap of the August 29, 2022 Roosevelt Complex Professional Collaboration Day – workshop on English language learners; social emotional learning.
4. Students have been in school for 6 weeks; 3 weeks left until end of first quarter.
5. Fall Break is scheduled for October 3-7, 2022
6. Parent Teacher Conference Forms went home with students; asking for parent preference for dates and if virtual/in-person is preferred. Parent teacher conference is set for October 20-28, 2022; early release of students on these dates.
7. School Community Council recently met – discussed the decrease in enrollment for Honolulu elementary schools. Noelani didn't hit enrollment target for this academic year. Projected enrollment was 407; actual is 397. If you know people who are in the district, please have them register students for school.

TREASURER'S REPORT – shared by Treasurer Lisa Imai

1. **Income/Expenses:**
 - a. No expenditures or income for month of August; some checks cleared.
2. **Bank Account Balance as of 8/31/22 bank statement**
\$60,159.71 – Checking (Operating)
\$161,791.33 – Savings
\$13,223.27 – Free Business Checking
\$235,174.31 – Total

OLD BUSINESS

1. **Bylaws** – Michelle Isa-Atta attended a virtual State PTSA meeting, and they are committed to helping the Noelani PTA pass the bylaws once we submit for review.

2. **Membership** – every family will be a member; NoelaniPTA will cover the Hawai'i State PTSA fees.
 - a. Asking parents to complete the online form to join the PTA; designate one parent.
 - b. No cost to parents/families; Noelani PTA will cover the Hawaii State PTSA fee that we need to pay
 - c. Reaching out to room parents to do outreach.
 - d. Register at <http://bit.ly/noelaniPTA>

3. **Noelani Day of Service** –
 - a. August 19 – it was a successful event with a lot of participation. Thank you to all those that attended and volunteered.
 - b. Accomplished everything that Principal Gusman set forth for the beautification day which included: clearing the admin parking lot, repainting safety and hopscotch lines, and clearing out the PTA loft and moving the items into the storage container.
 - c. Boys scout and cub scouts cleared the parking lot of debris.
 - d. Principal Gusman would like to have this event during the Fall and Spring.
 - e. Drinks and snacks for volunteers were provided for by the PTA.

4. **Noelani Boy Scouts** –
 - a. Thanks and appreciation to the Noelani Scouts for repainting the lines in the admin parking lot after the Noelani Day of Service.

NEW BUSINESS

1. **Craft Fair** – Leanne Kojima and Lauren Young
 - a. Sold 54 booths: 49 craft vendors; 5 food vendors – also received verbal commitments from a few more vendors.
 - b. If you know food vendors, please let them know about craft fair by directing them to the PTA website: www.noelanipta.org and/or have them contact: president@noelani.org; noelanicraftfair@gmail.com
 - c. Looking for donations for lucky draw during the fair, and need ideas for donations.
 - d. Children's activity area with games/prizes; bouncy houses; educational booths like UH Institute for Astronomy (IfA); UH School of Ocean and Earth Science and Technology (SOEST); UH Na Pua Noeau; Honolulu Theater for Youth, etc.
 - e. McDonald's donated 500 coupons for a scavenger hunt during the craft fair.

2. **Trunk-or-Treat** – Rebecca Dayhuff
 - a. Event scheduled for Friday, October 28, 2022; 5:30 – 7:30pm
 - b. Bentos and shave ice fundraiser for 4th and 5th graders.
 - c. Combination of car trunks and tents will be handing out treats for students.
 - d. Looking for volunteers to help with set up or clean up.
 - e. Also looking for donations to pass out to children (eg, candies, snacks, other children friendly items)
 - f. Flyer and RSVP forms will be sent out via email through the room parents.
 - g. First in-person PTA supported event since the beginning of the pandemic.

3. **Give Aloha**
 - a. Foodland's way of giving back to the community – provides matching funds to schools.
 - b. Go online or in-person to a Foodland store and assign your donation to Noelani Elementary School PTA (code: 77669) from now through September 30, 2022.
 - c. Usual amount of donation that the Noelani PTA has received from the Give Aloha program is about \$5,000.
 - d. Give Aloha link: <https://www.foodland.com/our-community/give-aloha>

4. **Budget**
 - a. Unsure of revenue generation by the PTA this year – estimated forecast is a budget deficit of \$70,000 for this current academic year.
 - b. Currently working on final estimates.
 - c. PTA will be exploring ways to lower the amount of expenses, but most of the large expenses (eg, teaching positions, grade level trips, staff appreciation, and major events) are standard commitments that the Noelani PTA funds every year.

5. **Chair Positions**
 - a. See attached list for volunteer opportunities.
 - b. We are thankful to have a couple new chairs from last month's PTA meeting and a few new chairs from the start of this term.
 - c. The PTA encourages parents to participate. Parents will not be alone if they decide to take on a Chair position. There will be assistance from other PTA members.

6. **PTA Gmail Status**
 - a. The PTA received a nonprofit status from Google allowing us to have our email accounts along with other web tools available for our use at no cost to the PTA. As we move forward, email addresses will be standardized using the noelanipta.org address.
 - b. Currently, there are email accounts that are not part of this address format and it creates difficulty in administering accounts that are stand alone.
 - c. PTA officers will create Gmail standardized email accounts.

7. **Open Discussion**
 - a. Thank you to everyone attending online and in-person.
 - b. Mrs. Lum (P.E. teacher) asked if any parents/students are good at sewing since she needs some items made for the P.E. classes she teaches.
 - c. Next meeting may be in person at the IDEA Center. More information will be sent out regarding the next meeting.
 - d. Please reach out for any questions regarding the Noelani PTA via email at president@noelani.org.

MEETING ADJOURNED at 6:52pm. Next Meeting scheduled for Thursday, October 13, 2022 at 6:00pm.



TRUNK OR TREAT

FRIDAY, OCTOBER 28TH

FOOD, FUN, AND TREATS

5:30PM - 7:30PM

NOELANI ELEMENTARY SCHOOL

5:30 - 6:30 - BENTOS & SHAVE ICE

6:30 - 7:30 TRUNK OR TREAT

(DON'T FORGET TO BRING YOUR OWN BAG/BUCKET)



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