



## NOELANI SCHOOL PTA August 12, 2021 Meeting Minutes

Meeting (via Zoom) called to order by President Dani Yafuso at **6:01 pm**.

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

Officers: Danielle Yafuso, President  
Stanford Togashi, Vice President  
Alison Davidson, Secretary  
Chris Shitagi, Treasurer; shadow: Craig Goodell  
Members (approximately 36+ members)

**JULY 8, 2021 MEETING MINUTES** shared on screen by Vice President Stanford Togashi

- Request that since the meeting is virtual (and not in person), if PTA members' names aren't displayed in zoom, please send in name via chat.
- In the future, meeting minutes to be posted on school website prior to next meeting to aid review and approval process by members.

**Minutes APPROVED (motion by Brad, second by Weylin; unanimous approval vote)**

**PRINCIPAL'S REPORT** made by Principal Gusman:

1. **Breakfast** - request that people come for breakfast closer to scheduled (staggered) time
2. **COVID:**
  - a. **Mitigation strategies** (student mask wearing, etc.)
    - i. Kids are getting used to protocols, but still need some reminders
    - ii. Positive COVID case reported today – want to minimize impact/potential spread
    - iii. We all need to work together to keep the greater Noelani school community safe
  - b. **Protocols on when to stay home**
    - i. If student/employee is sick, STAY HOME
    - ii. If someone in your family tests positive for COVID, stay home since you're a close contact
    - iii. If someone in your family is pending COVID test results, good idea to stay home
    - iv. If student gets a COVID test, they need to stay out of school until clear results are obtained
  - c. **HEPA Filter Update:**
    - i. Ordered on Amazon, expected to arrive on 8/16/21.
    - ii. Upon receipt of the HEPA filters, will first test their impact using CO2 gauges (measures CO2 levels in the classroom which indicates ventilation levels). Want classrooms to be safe.
  - d. **Questions Received/Answers:**

Q: If a student or teacher tests positive for COVID, will the entire class be notified?  
A: No, only "close contacts" are notified (direct notification). The rest of the school gets a general notification via email.

Q: Is school still on (since there was a positive COVID case reported today)?  
A: Yes, school continues as normal (other than the affected student and close contacts).
  - e. **Reminders:**

8/20/21 - **Admissions Day** – no school  
8/27/21 - **Professional Collaboration Day** – no school

9/2/21 (5:30 pm) - **virtual Room Parent Orientation**. Currently have 8 room parents for 7 classrooms. If interested in becoming a room parent, contact your student's teacher.

**TREASURER'S REPORT** made by Chris Shitag:

**1. Bank Account Balance as of 7/31/21**

\$198,863.29 Checking (Operating)

\$ 21,745.35 Savings

\$ 12,464.66 Free Business Checking (Amazon/Square Inc)

\$233,073.30 Total

**2. APPROVED Motion to Transfer \$100,000 from checking (operating) account to savings account. Doesn't change overall total balance.**

a. Recommended by Treasurer Chris Shitag

b. Motion made by Ryan Itoman, second by Brad Araki, member approval by vote.

**UNFINISHED BUSINESS FROM JULY MEETING:**

**1. Proposed Change to Board and Budget Term – FROM 7/1 – 6/30 TO 6/1 – 5/30**

a. Reason: Easier transition, gives the incoming Board time to work through the summer

b. Discussion: Noted that election happens at May Fair. From a practical standpoint, budget gets approved at the end of the term, but really impact next school year and board.

c. Resolution: Will vote on issue next month.

**NEW BUSINESS**

**1. General Business -presented by Dani Yafuso:**

**a. Open House and Planning Thank You's – THANK YOU to:**

i. Megan and Eric Johnson and Stanford Togashi for putting together the PTA video

ii. Lisa Imai for revamping the website

iii. Committee members for all your work planning for the upcoming year

**b. Confirmed that Teacher Appreciation Gifts Were Made – in response to a question received, Dani confirmed that the PTA did make the teacher appreciation gifts.**

**c. Welcome Banner for Next Year– suggest that PTA create a welcome back banner that can be displayed at the beginning of the year and share basic website info. Something to work on for next school year.**

**d. APPROVED Motion to Purchase PTA Zoom Account**

i. Suggestion: Dani suggested that PTA have a separate zoom account that PTA pays for

ii. Reason: We've been using Stanford's personal account. Virtual meetings are the way that we can connect to the most people in a convenient way.

iii. Resolution: Motion made by Lorelei Saito for the PTA to fund a zoom account to be used for PTA events, second by Dana, member approval by vote.

iv. Next Steps: Continue to research costs and report back to the PTA.

**e. Email Reconciliation**

i. Issue: Dani noted that there are numerous email accounts, difficult to keep track of all of them, would like to consolidate into one account.

ii. Discussion: Ryan Itoman agreed, suggested that one person be responsible for monitoring.

iii. Resolution: Email accounts to be consolidated into one working account. Dani as President will be responsible for monitoring.

**2. MEMBERSHIP COMMITTEE REPORT- presented by Lorelei Saito**

- a. **Foodland’s Give Aloha Campaign** – if you haven’t joined the PTA, request that you hold off on registering until September and make donation through Foodland’s Give Aloha Campaign. Information will be circulated through Principal Gusman.
- 3. ALUMNI ASSOCIATION COMMITTEE REPORT** – presented by Kristin Brummel
- a. **Brainstorming Stage**- current ideas being considered:
    - i. Outreach to alumni families that were active while at Noelani
    - ii. Logo items for sale to alumni
    - iii. Alumni donation with shared memory of Noelani that can be shared on social media
    - iv. Alumni service project (e.g., car wash)
  - b. Please let PTA Kristin know if you’re interested in joining the committee
- 4. FINANCE COMMITTEE REPORT** – presented by Ryan Itoman
- a. **Survey Results Summary**
    - i. Good response rate - 69 responses received out of 115 possible
    - ii. PTA parents are very supportive of the school. Most support for: (1) enrichment of children and (2) teachers. Support dropped off for capital improvements (physical things) such as Chrome book upgrade, IDEA Center, campus improvements, etc.
    - iii. Strong support for supporting “core” subjects (currently funded): PE, technology and music. Most interest in the following additional enrichment subjects (possibly through A+): Japanese, Chinese, Art.
    - iv. Approximately 90% of responses – in favor of teacher appreciation gifts, many in favor of increasing funding.
    - v. Second survey to be sent out to cover additional enrichment items (Big Island Trip, banquet, etc.). Let Ryan know if you want a particular topic covered on the next survey.
  - b. **Updated Budget:** (1) taking into account survey results; and (2) reflecting COVID-related impacts.
  - c. **Investment of PTA Funds**
    - i. State PTSA advised that it is okay for our PTA to invest excess cash in stocks/bonds, provided that our Bylaws reflect this.
    - ii. Ryan intends to circulate a survey to gauge membership appetite in investing excess PTA cash funds to make sure the great majority (Ryan looking for 85%+) of members are in favor of investing given the inherent risks involved.
- 5. BOY SCOUTS (Pack 35)** – presented by Brad Araki
- a. Noelani sponsors a Cub Scout unit (grades K-5) and Boy Scout unit (grades 6-12)
  - b. Scouting is open to both boys and girls
  - c. Virtual orientation meeting scheduled for Saturday (8/14/21). Information will be posted on the Noelani website.
- 6. ROOM PARENT LIASON** – presented by Stephanie Buelow
- a. **Purpose** – strengthen communication between PTA and parents. Want to build interest in the PTA and increase parent involvement. (E.g., create template to be used by room parents during teacher appreciation week).
  - b. **Looking for Room Parents** – Dani encouraged members on meeting to recruit any parents in their students’ classes that they feel would make good room parents.

**7. MUSIC TEACHER**

- a. **Background** – Principal Gusman explained that it was always hard to find a music teacher since it is a part-time (19 hours/week) position with no benefits. Mr. Ikehara (last consistent music teacher) was a working musician so he'd sometimes have to leave to manage his gig schedule. After Mr. Ikehara, Noelani used Mana Mele (organization that connects professional musicians with schools) but they couldn't keep consistent teachers, then COVID hit.
- b. **Issue** – Noelani is still without a music teacher – not for lack of interest or effort, but it has always been hard to find someone who can teach music, especially to elementary students.
- c. **Discussion of Possible Ideas to Find a Music Teacher:**
  - i. **Possibility of Increasing Part-Time Salary (funded by PTA)** – Ryan Itoman shared that the PTA is willing to offer more funding for a music teacher. However, Principal Gusman explained that while he's appreciative of the idea, since the music teacher is a DOE employee and therefore subject to DOE/State of Hawaii employment requirements, it isn't possible to financially incentivize the position.
  - ii. **After-School Music Program** – Dani raised the idea of using PTA funds for an after-school music program (run by a non-DOE employee). Principal Gusman noted that after school programs are generally attended by A+ students (unless parents whose kids are not in A+ can pick them up after the class).
  - iii. **Possibility of Sharing a Music Teacher with Manoa School** – Ryan suggested that we look into sharing a music teacher (to be funded by the PTA and not a DOE employee) with Manoa School – full time position but in 2 locations. Principal Gusman noted that PTA isn't necessarily set up to be an employer and deal with unemployment insurance and other employment law issues. Principal Gusman notes that he's appreciative of the efforts.
  - iv. **Online Music Option** – noted in the online chat – we can look into online music program that can be available for classroom teachers to incorporate into the schedule.
- d. **Conclusion/Next Steps** – We can continue to brainstorm/discuss options to try and come up with a creative solution.

**8. CRAFT FAIR** – presented by Dani:

- a. Virtual, drive-through event
- b. Goal isn't to raise \$, but to increase community participation
- c. Sell craft items online, partner with retailers in the community (Feast 808 meals, Chocolea)

**NEXT MEETING** - Thursday 9/9/21 at 6 pm.

**MEETING ADJOURNED** at 7:26 pm

*Alison M. Davidson*  
Secretary, Noelani School PTA

September 9, 2021  
Date of approval