



NOELANI SCHOOL PTA July 14, 2022 Meeting Minutes

Meeting (via Zoom) called to order by President Stanford Togashi at **6:00 pm**.

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 25 members
Principal Gusman

June 9, 2022 MEETING MINUTES were shared and approved.

PRINCIPAL'S REPORT made by Principal Gusman:

1. Briefly went over Principal's email announcement:
 - a. Indoor masking will be optional
 - b. Revert back to pre-pandemic school schedule:
 - i. M, T, Th, Fri: 8:00am – 2:15pm
 - ii. W: 8:00am – 1:30pm
 - c. Parking in morning and afternoon for drop off/pick up; parents not allowed to park in faculty/staff lot as a safety precaution.
 - d. Campus opens at 7:15am daily; students will have to wait until 7:45am before heading to classrooms.
 - e. Children should not be playing on playgrounds while waiting for school to start.
 - f. No free meals unless parents/guardians have applied and qualified for free or reduced meals.
 - g. EZ School Pay site is to be used to make payment for students' meal cards.
2. School supply list is on the Noelani website:
 - a. Place students' first and last name on all school supplies.
 - b. Noelani has extra supplies for students that are in need.
3. Mahalo to Senator Brian Taniguchi for securing funds for Noelani's playground by B building which has been completed.
4. Important dates for upcoming school year:
 - a. July 26: Teachers report to campus
 - b. July 27: Kindergarten orientation.
 - c. August 1: First day of school – requesting that students wear a Noelani shirt or a green shirt to school to show school spirit.
 - d. August 4: Open House
5. Currently planning a campus beautification day: clean out PTA storage container; refurbish painted lines on school sidewalks; place plants in the outside courtyard as a nice backdrop for events.

6. Hired a part-time music and a part-time Hawaiiana teacher for the school year.
7. P.E. will continue with Mrs. Lum.
8. Class library time will continue with Mrs. Graham.

TREASURER'S REPORT – shared by Treasurer Lisa Imai

1. **Income/Expenses:**
 - a. Major expense was the 5th grade graduation.
2. **Bank Account Balance as of 6/30/22 bank statement**
\$62,405.09 Checking (Operating)
\$161,781.44 Savings
\$13,223.27 Free Business Checking (Amazon/Square Inc)
\$237,409.80 Total

OLD BUSINESS

1. **PTA Bylaws** – update from Stanford Togashi
 - a. Per Stanford Togashi: Hawai'i State PTSA said they had no records of approval of revised bylaws from last academic year.
 - b. Noelani PTA bylaws will be reviewed again, revised, and resubmitted.
 - c. Need to clarify what the Audit Committee of PTA financials entails. PTA parents, Elaine Lum and Sean Kikuchi will sit on committee to assist with audit. Requested volunteers from other parents to assist with the audit. In order for the new treasurer to take over the accounting of PTA funds, an audit will need to take place and approved by the committee and PTA.

NEW BUSINESS

1. **Membership** – presented by Stanford Togashi
 - a. Allows PTA to raise some money, and most of the membership fee pays for the Noelani PTA dues to the Hawai'i State PTSA.
 - b. Stanford Togashi suggested providing membership to every Noelani family. One suggestion was to do it during the same time as the Foodland Give Aloha Program. Tiered PTA membership was also suggested previously.
 - c. Principal Gusman mentioned that payment of dues to the Hawai'i State PTSA gives the Noelani PTA coverage for insurance through the Hawai'i State PTSA.
 - d. Foodland Give Aloha Program will be during the month of September. Purchases at a Foodland location can be directed to a particular school. Noelani has been registered as a participant.
 - e. PTA membership forms will be sent home with students for parents/guardians to complete.
 - f. Question from attendee: Is the membership fee a donation? Answer: Yes, it is a donation.
 - g. One parent (Leanne Kojima) would be willing to assist with membership committee.
 - h. Stanford will work with PTA Officers on how to collect membership fees.

2. **Craft Fair** – presented by Stanford Togashi
 - a. In-person craft fair will be held this year.
 - b. Leanne Kojima will be assisting with the craft fair. Currently contacting former vendors and brainstorming ideas.
 - c. Kristin Nakamura will be assisting as the teacher liaison
 - d. Tentative date of craft fair will be November 5 or November 19.
 - e. Requesting volunteers for the craft fair committee.

3. **Fall Events** – presented by Stanford Togashi
 - a. Principal Gusman is open to having events on campus (Trunk-or-Treat; Beautification Day).
 - b. Trunk-or-Treat was held pre-pandemic the Friday before Halloween. Parents/staff decorated their vehicle trunks and parked in the school lot to pass out candies to students.
 - c. Principal Gusman is still a little hesitant to hold the Grandparents Day event due to COVID.
 - d. Requesting volunteers to Chair or participate in PTA run events.

4. **Open Discussion** –
 - a. Noelani t-shirts are ordered by the PTA and offered for purchase to parents and students. Purpose of shirts is to show school spirit and can be worn at school events. Suggest dry fit shirts for this year, and the PTA could subsidize costs. Shirts are usually ordered by the end of August. Principal Gusman checked, and there is still inventory from last year that could be sold.
 - b. PTA website contains the general email address noelanipta@gmail.com or president@noelanipta.org for anyone who would like to contact the PTA directly.

MEETING ADJOURNED at 7:04 pm. Next meeting scheduled for August 11, 2022 at 6:00 pm.

Michelle Isa-Atta
Secretary, Noelani School PTA

August 11, 2022
Date of Approval