



Noelani School PTA MONTHLY MEETING AGENDA



Thursday, 2-13-2025, 6:00 pm in person (cafeteria) and via Zoom

1. Meeting Opening

- a. Call to order – President Stanford Togashi at _____ p.m. **PRESS RECORD on ZOOM!!**
- b. Approval of January 2025 Meeting Minutes – Lisa Imai – see attached

2. Principal's Report – Principal Gusman

3. Treasurer's Report – Catherine Pfeffer – see attached

4. Old Business

- a. Jogathon – Stanford Togashi – Event was held on Friday, Feb 7, 2025. Special thanks to Mrs. Ogden and Ms. Quay. They both did an amazing job helping plan, coordinate and execute the event. Thank you to the following; Mrs. Suh for designing this year's shirt and graphic that was used on the flyer and display board, Mr. Whaley and his crew for helping prepare the course, Mr. Chock and his staff for helping to freeze the Otter Pops and clean/fill water coolers, room parents and PTA officers/chairs who came out to make sure that the children were hydrated, kept the course safe for all to enjoy and distributed Otter Pops, Mr. Lam for running the audio system, and HPU basketball players for helping to encourage our children at the event. Last and certainly not least, thank you to Principal Gusman and the rest of the Noelani teachers and staff for hosting such a wonderful and fun event to promote a healthy lifestyle for our keiki. All children and staff received a Jogathon shirt. Donations are still being accepted and will be counted next week provided that a minimum of two officers/chairs can be present. Thank you to all that donated! The funds you donated will be used to help support the PE program at Noelani!

5. New Business

- a. May Fair – Stanford Togashi/Elaine Young – Committee met on Tuesday, Jan 21 at 6 pm via Zoom. Many discussions were held and will be discussed during the PTA monthly PTA meeting. The next committee meeting will be on Tuesday, Feb 18 at 6 pm via Zoom. Current members of the committee are being polled to see what day/time works best for a majority. If you are interested in chairing, assisting, or shadowing a committee, please email me and the May Fair committee at mayfair@noelanipta.org.

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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- b.** Pack 35 Scouts – Bonnie Tung - Pack 35 held its regularly scheduled meetings at Stevenson Middle School on January 4 and 18th to work on advancements. On January 18th, the pack was fortunate to have guest speaker, State House Representative Della Au Bellati talk to the scouts about how the legislative branch in Hawaii works. Scouts asked a lot of questions and learned a lot about how the Hawaii government system works. The pack is planning for upcoming events: the Pinewood derby race in March and an overnight camp out in April.

Troop 35 has resumed weekly troop meetings from the beginning of January. The troop did not have outdoor activity during the month of January but did meet to help one of the Scouts's Eagle projects. Troop 35 scouts and adult volunteers continued to work on the project under the Eagle project leader guidelines and finished on the last Friday of January.

Troop 35 Leader Council has drafted an annual plan for the year 2025 and includes a hike in February, off-island camping during Spring break, and a Court-of-Honor in March. Please contact pack35@noelanipta.org if you have any questions and/or interested in joining.



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- c. BINGO Night – Special thanks to Diamond Bakery via Kim Arita who are donating hundreds of bags of cookies for an upcoming Bingo night hosted by the PTA. More details to follow.
 - 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, March 13, 2025 at 6:00 pm in person and via Zoom

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Filled and Vacant PTA Chair Positions

- ▶ After School Enrichment: Ai Yamane
- ▶ Audit: Sean Kikuchi
- ▶ BoxTops: ***Lisa Imai***Needs Chair***
- ▶ Boy Scout Liaison: Bonnie Tung
- ▶ Bylaws: Michelle Isa-Atta
- ▶ Craft Fair: Leanne Kojima and Lauren Young
- ▶ Facebook and Instagram: ***Michelle Isa-Atta***Needs Chair***
- ▶ Family Events: Hall O' Treat: Rebecca Dayhuff Matsushima
Movie Night: ***Needs Chair***
Grandparent luncheons: Mira Nakamoto
- ▶ Jogathon: Stanford Togashi
- ▶ Logistics: Weylin Hokutan and Stanford Togashi
- ▶ May Fair: Elaine Young
- ▶ Membership/Alumni Database: ***Needs Chair***
- ▶ New Parent Orientation: Dana Senaha
- ▶ Nominations: ***Needs Chair***
- ▶ Parking: ***Brad Araki***Needs Chair***
- ▶ Room Parent Liaison: Dana Senaha and Rebecca Dayhuff Matsushima
- ▶ School Community Council: Jessica Ayau and Michelle Isa-Atta
- ▶ Staff Appreciation Week: Lauren Young
- ▶ T-shirts: Stanford Togashi and Ai Yamane
- ▶ Volunteers: Jamie Mow
- ▶ Website: Lisa Imai

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NOELANI SCHOOL PTA
January 9, 2025 Meeting Minutes
(prepared using Zoom meeting recording)

Meeting (in person and via Zoom) called to order by President Stanford Togashi at 6:01 pm.

PRESENT: The following were present:
Officers: Stanford Togashi, President
Leanne Kojima, Vice President
Catherine Pfeffer, Treasurer
Members: Online: Approximately 14 (number varied throughout meeting)
In person: 7
Bryan Gusman, Principal
Mari Neely, Teacher Representative
Alex Kiyokane, Teacher Representative

The **DECEMBER 2024 MEETING MINUTES** were shared and approved.

PRINCIPAL'S REPORT – Principal Gusman

1. 3rd Quarter Events/Important Dates

- a. Monday, January 20: Martin Luther King Jr. Day Holiday
- b. January 21: 2nd quarter report cards will be distributed. If 5th graders need report cards before 1/21 for private school applications, families may contact their teachers to inquire to see if they can get it sooner
- c. February 3 – 7: Spirit Week
- d. February 7: Jogathon
Noelani's version of Jump Rope for Heart but instead of jumping, the students run to raise funds to support the PTA. K – 2nd grade runs first, there is a break, then grades 3 – 5 run. When a group is not running they cheer for each others. More info to come.
- e. Friday, February 14: Teacher Institute Day (no school)
- f. Monday, February 17: President's Day Holiday
- g. February 19 – 21: 4th grade Big Island Trip
- h. March 17 – 21: Spring Break
- i. Grades 3 – 5 will start mandatory standardized testing. Scores don't count towards report card but students do have to do make ups if they miss their test. Please try to attend school so students don't miss their test. Check with teachers if you are interested in the test dates. There is a practice test then the regular test.

2. **Registration for 2025-2026 school year has started**
 - a. In-district registration – Please register as soon as possible because that helps determine number of GEs that can be given out. This is especially true for Kindergarten.
 - b. GE request period started on January 1 and goes through March 1.
 - c. Current Noelani GE students don’t need to reapply unless you leave by your own accord or you matriculate out as a 5th grader.
 - d. If you are a current Noelani student that moves out of our district, you must submit a GE request at the time that you move. You don’t need to wait until the GE period.
3. Question for Principal Gusman -- Has Noelani ever done Science Olympiad?
 - a. Response: We do the Honolulu District Science Fair.

TREASURER’S REPORT – Treasurer, Catherine Pfeffer

1. **Bank Account Balance as of 12/31/24 bank statement**

Account Balances as of December 31, 2024			
Accounts	12/31/2024	11/30/2024	Difference
Savings Statement Balance*	\$ 61,903.75	\$ 61,902.39	\$ 1.36
Business Platinum Checking xx1709 Statement Balance*	\$ 15,903.99	\$ 11,515.00	\$ 4,388.99
Business Platinum Checking xx7910 Statement Balance*	\$ 6,060.37	\$ 19,563.37	\$ (13,503.00)
Certificate of Deposit xx108-1 Balance	\$ 102,244.79	\$ 102,244.79	\$ -
minus all outstanding checks not yet cashed	\$ 361.35		
Actual Business Checking Account Balance	\$ 21,603.01		
Check Against Checking Account(s) Register Balance	\$ 21,603.01		
	Total Bank Statement Balance:		\$ 186,112.90
		\$ 195,225.55	\$ (9,112.65)
	*Actual Operating Balance (Checking accounts + Savings account - outstanding checks):		\$ 83,506.76

- a. The Treasurer’s Report (as presented in the agenda/documents) was reviewed with no questions.

OLD BUSINESS

1. **December Fundraisers** – Stanford Togashi on behalf of Jeff Fukushima
 - a. 4th grade Big Island fundraiser – Dave and Busters Power Cards
 - b. Sakaimachi fundraiser – Christmas Tree disposal service, picked up around 11 or 12 trees. Have ideas for next year, possibly 2 different pick up dates.

NEW BUSINESS

1. **Jogathon** – Stanford Togashi
 - a. Event will be held on the morning of Friday, Feb 7, 2025.
 - b. This event is for children only. A small number of volunteers from the PTA will support with logistics for the event. In case of rain, everyone will move to indoor play court which is one of the biggest reasons the event is not open to parents because it would be too difficult to accommodate everyone.

- c. K-2 will run first with grades 3 – 5 cheering, then grades 3 – 5 will run with K-2 cheering.
- d. This is an important fundraiser for our PE program. PE and Music teacher support are among the largest expenses for the PTA.
- e. Shirts for students and staff have been ordered and a new design is being finalized. Heather navy blue with green Noelani gecko and a few words related to athletics.
- f. Every child will get a shirt regardless of what amount they raise. Jogathon is about making sure every kids feels a part of the school and we try to raise funds for it. Shirts will probably be distributed by teachers the day before so the kids can wear it the next day.
- g. Jogathon shirts might be for sale later on, maybe at May Fair.
- h. Letters to parents will be sent out next week.

2. **May Fair** – Stanford Togashi

- a. Elaine Young will serve as the May Fair meeting coordinator and will help coordinate with various sub chairs.
- b. Elaine expressed a mahalo to everyone that has expressed interest in helping with May Fair. If you are interested in chairing or assisting with a sub-committee or have any questions, please email Stanford (president@noelanipta.org) and the May Fair committee at mayfair@noelanipta.org or ask any of the PTA Officers, past or present.
- c. Zoom meetings are scheduled on Tuesdays at 6 pm. They are tentatively scheduled for the following dates, but Elaine will coordinate with the sub-chairs to confirm: January 21, February 18, March 11, March 25, April 8, April 22, April 29.
- d. Would love for more parents to be involved, especially with food sales to help us keep more of the money collected at May Fair and not have to pass it along to outside vendors that have been supplying the food.
- e. We are always looking for shadows for sub-chairs. Floral/haku, Parking and Logistics are in need. Parking is a lot of work on the day of May Fair but doesn't require a lot of work leading up to May Fair.
- f. There are many benefits to volunteering, including getting to know other parents!
- g. Parent questions
 - i. What is the date of May Fair? Answer – May 2.
 - ii. Can we get a list of committees? A lot of kindergarten parents don't know what's going on. If we can give a list of committees, that might be helpful so that they will know what we are looking for. Answer: Email will be sent out via room parents listing the areas of need but in the meantime, here is the list of the different sub-committees:
 1. Volunteer Coordinator (will be handled by Jamie but she may still need help)
 2. Haku/Lei (can use shadows) – Usually has a training. Number that they can accept depends on how many teachers they will have. Training usually targets new parents.

3. Games (needs a chair) – pull the games from the container, make sure they are in working order and have signs, come up with new ideas for games. A lot of the games from the past can still be used.
 4. Scrips (has a chair)
 5. Logistics (has a chair but could use help) – making sure tents get set up the weekend before May Fair because the kids use them for rehearsals prior to May Fair. Help chill the drinks down. In the past we have had a refrigerated container and we store a lot of the haku floral materials and produce, as well as drinks.
 6. Food/lunch – In the past those were bentos but if we can get enough volunteers to help make food to sell we can make more money. We have waffle dog irons and gas grill. We cannot use cafeteria because it is a regular school day and it has to be available to make school lunches for kids that need it. Can possibly talk with Michael (Noelani Staff member) to see if any part would be available.
 7. Parking – led by Brad but needs someone to take over
 8. Flyers and signs (possibly needs a chair) – help to create and distribute flyers and emails and works with games chair. Can recycle some signs from last year but will need to check.
 9. Prizes (filled)
 10. Plants & Produce – (filled but would be great to have a shadow) tries to coordinate donations and manage sales booth.
 11. Bake Shop – not sure everything that it entails but does require a lot of coordination with cafeteria. In the past would seek ingredient donations from parents.
 12. Silent auction – has volunteers but would love to have anyone with experience seeking donations to help procure donations
3. **Pack 35 Scouts** – Stanford Togashi on behalf of Pack 35 Committee Chair, Bonnie Tung
- a. Please see announcements included in agenda and email pack35@noelanipta.org with any questions or are interested in joining.
4. **Open discussion** – led by Stanford Togashi
- a. Question for Principal Gusman regarding February President’s Day weekend announcement.
 - i. Response: No school on Friday, 2/14 for Teacher Institute Day and no school on Monday, 2/17 for President’s Day so it will be a four-day weekend.
5. **Next meeting** -- Stanford Togashi
- a. Scheduled for Thursday, February 13, 2025 at 6:00 pm via Zoom.

MEETING ADJOURNED at 6:38 pm.

Noelani PTA Treasurer's Report
for the period ending January 31, 2025

Operating Income Received in January 2025				
<u>Date</u>	<u>Description</u>	<u>Account</u>	<u>Amount</u>	
1/10/2025	Aloha Collection sales, Morning Care, T-shirts	Business Checking xx7910	\$	4,115.00
1/10/2025	Square - Aloha Collection sales	Business Checking xx1709	\$	156.62
1/17/2025	Morning Care, T-shirts	Business Checking xx7910	\$	612.00
1/31/2025	Interest	Savings xx1383	\$	1.37
			Total Income:	\$ 4,884.99

Operating Expenditures in January 2025				
<u>Date</u>	<u>Payee/Description</u>	<u>Check #</u>	<u>Cleared by EOM?</u>	<u>Amount</u>
1/3/25	Stanford Togashi (Reimbursement for Open House snacks and supplies)	1595		\$ 252.27
1/17/25	Noelani Elementary School (4th grade HTY admission)	1596	Y	\$ 480.00
1/22/25	Hawaii Dept of Taxation (Dec GET)	ACH	Y	\$ 449.82
			Total Expenses:	\$ 1,182.09

Account Balances as of January 31, 2025				
<u>Accounts</u>	<u>1/31/2025</u>	<u>12/31/2024</u>	<u>Difference</u>	
Savings Statement Balance*	\$ 61,905.12	\$ 61,903.75	\$	1.37
Business Platinum Checking xx1709 Statement Balance*	\$ 15,029.44	\$ 15,903.99	\$	(874.55)
Business Platinum Checking xx7910 Statement Balance*	\$ 10,787.37	\$ 6,060.37	\$	4,727.00
Certificate of Deposit xx108-1 Balance	\$ 102,244.79	\$ 102,244.79	\$	-
minus all outstanding checks not yet cashed	\$ 512.27			
Actual Business Checking Account Balance	\$ 25,304.54			
Check Against Checking Account(s) Register Balance	\$ 25,304.54			
Total Bank Statement Balance:			\$ 189,966.72	\$ 186,112.90
*Actual Operating Balance (Checking accounts + Savings account - outstanding checks):			\$ 87,209.66	

Business Checking Checks (from previous months) that cleared as of January 31, 2025				
<u>Issue Date</u>	<u>Check Number</u>	<u>Account</u>	<u>Amount</u>	
10/7/24	1546	Business Checking xx1709	\$	59.00
12/4/24	1577	Business Checking xx1709	\$	5.00
12/19/24	1591	Business Checking xx1709	\$	37.35
			Total Cleared:	\$ 101.35

Outstanding Business Checking Checks (not yet cleared from previous months) as of January 31, 2025				
<u>Date Issued</u>	<u>Check Number</u>	<u>Account</u>	<u>Amount</u>	
11/12/24	1570	Business Checking xx1709	\$	260.00
			Total Outstanding:	\$ 260.00

Submitted on February 5, 2025 by Catherine Pfeffer, Noelani PTA Treasurer

