



NOELANI SCHOOL PTA October 20, 2021 Meeting Minutes

Meeting (via Zoom) called to order by President Dani Yafuso at **6:03 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 22 members in attendance

September 9, 2021 MEETING MINUTES (posed on PTA website) shared on screen by Vice President Stanford Togashi. Dani confirmed no comments received via email. Minutes APPROVED.

PRINCIPAL'S REPORT presented by President Dani Yafuso (Principal Gusman not able to attend):

1. **Expression of Gratitude** – to parents, teachers, staff and students as we begin the 2nd quarter, for flexibility and grit in returning to in-person school.
2. **Parent Teacher Conferences** - October 28th through November 4th. Early release (Wednesday schedule). Reminder to pick-up student early; A+ to start early; check directly with Manoa Valley Church and Manoa Japanese School.
3. **No School - Professional Collaboration Day on November 5th**.
4. **WASC Visit in Spring 2023** – Heads up that Noelani is beginning to prepare for WASC's (accreditation body) visit.

TREASURER'S REPORT made by Treasurer Chris Shitagi:

Bank Account Balance as of 9/30/21:

\$97,064.91 Checking (Operating)
\$121,741.94 Savings
\$ 12,667.05 Free Business Checking (Amazon/Square Inc)
\$231,473.90 Total

OLD BUSINESS

1. **MEMBERSHIP COMMITTEE REPORT – UPDATED ON GIVE ALOHA** presented by Lorelei Saito:
 - a. Foodland's Give Aloha Campaign Results:
 - Noelani received a total of **\$6,605.62** - \$5,322.00 in donations and \$1,283.62 as a matching gift.
 - We currently have **85 members** who joined the PTA for this school year.
 - You can still join - through PTA website or print and drop off form in the office.
 - Contact Lorelei with any questions.
 - b. Dani's input re Give Aloha:
 - Encouraged families to contribute through Give Aloha to take advantage of matching, and also to support Foodland as they give a lot back to the community.
 - We surpassed initial goal of \$3,500!
2. **FINANCE COMMITTEE REPORT** – presented by Dani Yafuso (Ryan Itoman unable to attend):

- a. Amended Budget - shared on screen by Vice President Stanford Togashi. Biggest clarifications/changes and items to note:
 - Income/expense line items for big events (Craft Fair, May Fair, etc.) adjusted to reflect current situation given Covid-pivot, and more realistic income amounts.
 - Expenses related to teachers' salaries adjusted back to original amounts based on discussions to date based on State guidelines.
 - Big Island trip anticipated for spring, PTA provides assistance.
 - After school enrichment classes – hopeful that we'll be able to offer classes in the spring semester consistent with survey results.
 - Held technology/STEM line item – set aside for school to use.
 - Dani noted that we've been running at a deficit for the past 3 years. Part of the goal for this year is to try and get closer to balancing the budget (limit expenses, increase income). This is an ongoing discussion.
 - Ending balance of approximately \$152,000

Amended Budget **APPROVED** - Motion to approve amended budget made by Weylin Hokutan; second by Lisa Imai; unanimously approved by members.

3. ALUMNI ASSOCIATION COMMITTEE REPORT – presented by Dani Yafuso (Kristin Brummel unable to attend):
 - Email sent to former active alumni families, faculty and staff with questionnaire to see who would be interested in participating. Received 4 responses so far.
 - Emphasized that alumni group is part of larger PTA (to manage funds and keep funds under nonprofit entity).

4. ROOM PARENT LIAISON – presented by Stephanie Buelow:
 - a. Class Roster Distribution Process – discussed with Principal Gusman. Rosters will be sent to the Room Parent Liaison who will compile and send to PTA. Some of the class rosters have been received. Steph will compile and sent to PTA when all of the rosters are received.
 - b. Reminder re Sharing of Treats - students cannot bring in treats to share for holidays and special events. Possibly next semester after vaccines are available.
 - c. 2021-2022 Room Parent Liaison - Megan Johnson will shadow Steph and will be the Room Parent Liaison next year.

5. CRAFT FAIR – presented by Dani:
 - a. General Update:
 - 15 crafters signed up;
 - Currently creating website with pictures of the items to be sold;
 - Schedule: online store to run live 11/6 – 12/4; compile sales numbers and communicate orders to vendors; 12/9 or 12/10 packaging at school; 12/11 distribute via drive through pick-up at school.
 - b. Restaurant Coordination – presented by Toby:
 - Feast - working on pre-selected Feast bentos (working on logistics).
 - Off the Hook - working on promotional product for us.
 - Nabeya Maido (Market City) – will offer microwavable nabe bowl.
 - Great opportunity for fundraising for Craft Fair and other events (May Fair, etc.)
 - Looking for suggestions for restaurants located within ½ mile from school – let Dani know

- c. Chocolea – will be participating in Craft Fair. They'll allow us to offer the 10% discount. Looking at 2 holiday gift sets. Lot more product availability this year.

NEW BUSINESS

1. Honolulu Theatre for Youth Winter Event:

- a. Digital Family Package – Noelani parent, Eric Johnson, Artistic Director for Honolulu Theatre for Youth (HTY) shared that HTY will be sharing a digital family package (digital version of HTY plays) with all Noelani families that can be viewed at home this winter. The plays will be age appropriate (different plays will be available to the different grade levels) and will come with a “study guide” for families to use. Eric noted that digital offerings can be shown in the classrooms too.
- b. Proposed \$1,250 Donation to HTY - Dani proposed that we use funds under the “family events” line item in the budget as there are remaining funds since we did not have an ice cream social this year.
- c. Possible Bento Sales – PTA can look into possibly offering bento sales for pick up on a Friday evening to eat while watching the play.
- d. Details/Vote – Details will be presented at the next meeting and we can vote on using PTA funds for HTY donation.

2. Spring After School Enrichment Programs

- a. Pre-Covid, Noelani offered after school enrichment classes organized by Ms. Ai.
- b. PTA is exploring the possibility of spearheading the programming of enrichment classes for the spring semester to help take some of the burden off the teachers and staff.
- c. PTA has some budget, possible to use outside resource teachers to teach classes. Families to pay a fee for the classes, PTA to possibly subsidize.
- d. Unsure what the Covid-related rules, restrictions will be.
- e. If anyone has ideas or would like to work on this, please let Dani know.

3. Other Items/Questions/Comments

- a. Box Tops – Lisa Imai requested that clipped physical box tops be dropped off in the office since the deadline to mail them in for credit is 11/1/21. Also, scan receipts if they have digital box tops – PTA gets 10 centers per box top.
- b. Budget Questions re Curtains – Dani clarified that the “curtains” line items in the budget relates to physical curtains in the cafeteria (nothing to do with Covid).
- c. Question re Covid Testing – Dani also clarified in response to an email inquiry and after discussing this with Principal Gusman, that it isn't possible for Noelani (or a vast majority of schools) to use the test kits received from the DOE without DOE support to administer the tests due to the lack of resources.
 - Principal wanted to emphasize that Noelani is following all of the protocols and there has been no spread of Covid at school.
 - It is important for families to stay safe and vigilant outside of school.
 - Noelani already has a contract with Kaiser for a vaccine program once the vaccine is approved for kids 5-11 years old. Note that you do not have to be a Kaiser member to have your student vaccinated through the program.

MEETING ADJOURNED at 6:45 pm.

Alison M. Davidson

Secretary, Noelani School PTA

November 11, 2021

Date of approval