



## **Kailua Intermediate School PTSA**

General Membership Meeting

Wednesday, August 16, 2017

5:30 pm KIS Library

### Meeting Notes

Meeting called to order 5:35pm by Leane Kaneko, Vice President

1. Introductions were made by all (15 in attendance)
2. Meeting minutes from May 10, 2017 meeting were reviewed and approved
3. Treasurer's Report (Amanda Ka'ahanui)
  - a. Reviewed the June and July 2017 bank reconciliation reports
    - i. Bank balance as of 6/30/2017: \$7,880.89
    - ii. Bank balance as of 7/31/2017: \$7,917.49
  - b. Reviewed the proposed budget for SY 2017-18 (approval at Sept General Mtg)
4. Monetary Support Requests:
  - a. \$150 for truck rental to transport 14 Promethean smart boards to KIS (expense to other school supplies category) - motioned, seconded, and approved
5. Student Activities Report (Student Leadership Students & Student Activities Coordinator, Rachel Compton)
  - a. Announced the SY 2017-18 Student Leadership and Student Council members
  - b. 8th grade Honor Roll Assembly (for 4th Quarter of previous school year) will be held on Thursday, August 31st, during Action Period
  - c. Leadership Planning ideas for 1st Quarter
    - i. Jamba Juice & Kona Ice Sales once per month
    - ii. Community Service Event- possible clean up or native plant restoration
    - iii. Movie Night? Consider reaching out to Kainalu Elementary School for use of their big screen
  - d. Leadership students have organized a committee to put the flag up in the morning and take it down at the end of the school day.
  - e. Leadership students have organized a morning bulletin committee to read the announcements over the intercom. Mrs. Compton has developed a daily bulletin that is accessible electronically by teachers and staff. Hard copies are also available in the morning for substitutes and staff upon request.
  - f. Box Tops Challenge to happen 2nd Quarter
  - g. Financial Support:
    - i. Still hoping to get an update for the Marquee
    - ii. Brown Bags to Stardom

iii. Quarterly Citizenship Award Movie Tickets

6. Unfinished Business

- a. New Officer Election SY 2017-18
  - i. Nominated Heather Tipon for Secretary, Leane Kaneko for President, and Carrie Perdue-Graham for Vice President - all accepted their nominations and were approved by a unanimous vote
- b. Committee Chairs SY 2017-18
  - i. Jessica Dauffenbach volunteered to be the Box Top Coordinator, however, post meeting, received confirmation that Christina DeLuca who had signed up to be coordinator at packet pick up day on 8/2 will be able to serve at the box top coordinator (Mahalo to Jessica for offering her support!)
  - ii. Fundraising Coordinator - open; Amanda Ka'ahanui will continue to coordinate with Student Council and Band Boosters on the coordination of the dining out fundraisers
    1. Our focus on fundraising is Passive
    2. Our history and past boards have agreed with the school's administration that focussing on classwork and getting ready for high school is the #1 priority.
    3. Second, it's more difficult to run a fundraiser with over 50 Action Periods/Homerooms.
    4. Therefore, we've adjusted to more effective ways to reach our families. These are our primary ongoing fundraisers. Other ideas are welcome as we get our year going.
      - a. Amazon (not Amazon Smile).
        - i. Extended family can use too just make sure the url is through the KIS website - click on [Amazon box](#) - bookmark the site - we receive 4-8% of some items ordered (it's not clear to us what we benefit from (except books), so please use the [KIS Amazon button/bookmark](#) every time.
      - b. Dining Out
        - i. Panda Express (proposed dates: Sep 7, Nov, Feb, Apr)
        - ii. Round Table (proposed dates: mid/late-Jan)
        - iii. California Pizza Kitchen (proposed dates: Wednesdays - Oct 11, Dec 6, Mar 7)
      - c. Foodland's Give Aloha KIS is #78758 (September 1 - 30)
        - i. Must use Maika'i Card to make a donation, and can donate up to a cumulative total of \$249 per person, per organization
        - ii. Organization banner to be put up in store
          1. Notification if KIS selected on 8/18

2. If selected, submit banner to store between 8/21-28
3. Retrieve banners from store 10/5-15 (otherwise banner discarded)

7. New Business

a. Fundraising Goals for SY 2017-18

- i. The following suggestions were shared for possible projects to fund:
  1. Shade for courtyard
  2. Marquee repair/update (need to fix hinge and need new letters)
  3. Bike fixing station (parts and fixtures already received, need to install and make a cement foundation to secure)
  4. Skateboard rack (parts and fixtures already received, need to install and may need to make a cover)
- ii. Other ideas to be further discussed at next meeting

b. KIS PTSA Bylaws (review at Sept General Mtg)

- i. Bylaws updated Oct 2015
- ii. Plan to post on KIS website
- iii. New board to review and advise if any updates may be needed

8. Reports

a. Principal (Lisa DeLong)

- i. Reviewed and walked through handout titled “We’re In This Together SY 2017-2018”
  1. Although KIS Smarter Balanced Assessment Scores are good as compared to other middle schools, still approximately half of the students not yet “ready for college/career”
- ii. VP Wes Unten will be leaving and Shauna Hirota will be interim VP until position is filled
- iii. KIS seeking part time tutors to assist in having students complete their homework in a timely manner
  1. Position is 17 hours per week, \$22/hr, flexible schedule
  2. Contact Dr. DeLong via email or written note; include a one page resume
- iv. Seeking someone with cement experience for bike station installation
- v. Teaching positions are staffed; now seeking VP position

b. Faculty (Karen Frato-Hildebrant) - nothing to report

c. PCNC (Laurie Ahlgren) - sent report via email

- i. Back to School Night: Thursday 8/17 - starts promptly at 6pm and ends at 7:15pm. Mahalo to all the teachers for making it a very long day. Mahalo to Mrs. Hirota and some of our AVID students who will be greeting and assisting as parents come on campus.
- ii. e-Bulletins: Weekly “blurb” about need to know and upcoming news for parents every Friday afternoon. e-Bulletin only goes to families that have voluntarily signed up to receive it. It is also posted on the KIS website on Mondays. It is not mailed home. Email Laurie Ahlgren at

jr.surfriders@gmail.com to be added to the distribution. No e-Bulletin to be sent on 8/25.

- iii. Volunteers always welcome! Please let Laurie Ahlgren know if you have an hour or two to give supporting teachers and activities. We always have a need for the gift of your time.
  - d. President (TBD) - nothing to report
  - e. Vice President (Leane Kaneko)
    - i. Save the date: Make a Difference Day - Saturday, November 4
      - 1. Suggestion made to advertise the list of projects ahead of time such that families can plan ahead on what projects may available to participate in (and whether all family members may attend)
      - 2. May also consider offering baby sitter service in the library
  - f. Membership status to date = 61 (55 parents + 6 teachers)
  - g. Box Tops Coordinator (TBD) - nothing to report
  - h. Fundraising Coordinator (TBD) - nothing to report
9. Announcements
- a. Amanda Ka'ahanui handed out the Special Parent Information Network (SPIN) newsletter
    - i. Upcoming Footsteps to Transition Fair scheduled for October 21, 2017 at Windward Community College
    - ii. If interested or want more info, contact Amanda Ka'ahanui
  - b. Principal Coffee Talk Hour scheduled for Wednesday, August 30th at 8am in the PCNC room (121B)
  - c. School Community Council (SCC) meeting scheduled for Tuesday, September 5th at 3pm
10. Meeting adjourned at 7:00pm

Next meeting is Wednesday, September 20, 2017 at 5:30 in the Library.

Submitted by: Leane Kaneko, President

Questions/concerns: [KISPTSA@gmail.com](mailto:KISPTSA@gmail.com)

General Meeting date schedule: (3rd Wednesdays of the month except December and March)

September 20, 2017	January 17, 2017	April 18, 2018
October 18, 2017	February 21, 2017	May 16, 2018
November 15, 2017		