



President: Leane Kaneko
Vice-President: Carrie Perdue-Graham
Treasurer: Amanda Ka'ahanui
Secretary: Heather Tipon

Kailua Intermediate School PTSA

General Membership Meeting
Wednesday, April 18, 2018
5:30 pm KIS Library

Meeting Notes

Meeting called to order 5:32pm by Leane Kaneko, President

Members present: Laurie Ahlgren, Rachel Compton, Karen Frato-Hildebrant, Leane Kaneko, Heather Tipon

Guest present: Rod Maghsoudiou

1. Introductions (5 members present)
2. Guest: Mr. Rod Maghsoudiou - Request and discussion of PTSA management of scholarship
 - a. Would like to align with a non-profit for a scholarship program open to college students who previously attended KIS
 - b. Leane requests formal write-up with respect to the process. Currently:
 - i. Scholarships are limited to students from low income families and other extreme hardships
 - ii. Funds \$1,000.00 for each student a year with one-time award, with one current exception of recurring award
 - iii. Application criteria includes:
 1. Former KIS student
 2. 3.25 high school GPA
 3. Two-page essay
 4. Student must have acceptance by accredited college
 - c. Would an outside accountant be involved?
 - i. An outside accountant is needed to provide services and specifically tax advice

- ii. PTSA would need his expertise the moment any funds are deposited to the PTSA account
 - iii. Exact accounting support to be determined
 - d. Vote deferred until quorum is present
 - 3. Review and Approval of Minutes from February 21, 2018 Meeting
 - 4. Treasurer's Report (Amanda Ka'ahanui)
 - a. Review of February and March 2018 bank reconciliation reports
 - b. Budget review
 - 5. Monetary Support Requests
 - a. Preliminary Approval
 - i. Planned expenses
 - 1. \$65.00 = 1 year subscription for Flipgrid.com
 - 2. \$30.00 = Corner stands for poster boards (Back to School night)
 - 3. \$4.91 = Expo markers for Dream Team
 - ii. Unplanned expenses
 - 1. Leane to let Karen know if any money is available in the budget for end-of-year field trips (estimate \$75.00)
 - 6. Student Activities Report (Rachel Compton)
 - a. See handout
 - 7. Unfinished Business
 - a. Marque
 - i. New suggestion to insert metal rods for propping up plexiglass; short-term solution because the marque needs to be replaced
 - ii. Will also look into new sliding letters
 - 8. New Business
 - a. Nominations for SY18-19
 - i. Executive Board Officers (Elections in May mtg) - Officers (terms are for one year beginning 1 July and ending 30 June)
 - 1. President: OPEN (current president willing to support incoming president)
 - 2. Vice President: Nomination - Carrie Perdue-Graham
 - 3. Treasurer: OPEN
 - 4. Secretary: Nomination - Heather Tipon
 - ii. Committees:
 - 1. Fundraising:
 - 2. Membership:
 - 3. Box Tops: Jocelyn Roy
 - b. 3rd Quarter Awards Ceremony - 4/27 (7th) and 4/30 (8th)
 - c. Year End Awards – Thurs, 5/17, 6:00pm
 - d. Teacher Appreciation Luncheon – Wed, 5/2, 1:45 – 3:00pm

- e. Uniform Drive last 3 mornings of school (5/29 – 5/31; 7:25-7:55) (proposed)
- f. Kaneohe Officer's Spouses Club Grant – application due 4/27
- g. 4th of July – KIS parking lots will be used; need volunteers to help directing parkers

9. Reports

- a. Principal (Lisa DeLong)
 - i. No report
- b. Faculty (Karen Frato-Hildebrant)
 - i. Teacher Appreciation coming up
 - ii. Testing continues
 - iii. Field trips during May
- c. PCNC (Laurie Ahlgren)
 - i. Thank you for dinner support for 6th Grade Parent Welcome
 - ii. Next week high school athletic directors and coaches come to KIS
- d. President (Leane Kaneko)
 - i. Future meeting dates: Board planning meeting (June) - identify proposed schedule for next school year
- e. Vice President (Carrie Perdue-Graham)
 - i. No report
- f. Box Tops Coordinator (Chris DeLuca)
 - i. Encourage submission of Box Tops at any time
- g. Fundraising
 - i. Hawaii Fundraising/Regal Foods (Leane)
 - 1. Early estimate: over \$4,000 raised for PTSA
 - 2. Pick-up date (5/12) planning in progress
 - ii. Amazon
 - 1. Shop Amazon using KIS link
 - a. https://www.amazon.com/?_encoding=UTF8&tag=kailuintersch-20
 - b. Benefit confirmed: KIS gets 4-8% depending on purchase
 - iii. Dining Out
 - 1. Panda Express: Not held in April for PTSA

10. Announcements & Community Input

- a. None

11. Meeting adjourned at 7:33pm

Final meeting of SY 2017-18: Wednesday, May 16, 2018 at 5:30 in the Library.

Submitted by: Heather Tipon, Secretary | Questions/concerns: KISPTSA@gmail.com