



## **Kailua Intermediate School PTSA**

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

General Membership Meeting  
Wednesday, May 16, 2018  
5:30 pm KIS Library

### Meeting Notes

Meeting called to order 5:40pm by Leane Kaneko, President

Members present: Laurie Ahlgren, Lisa DeLong, Karen Frato-Hildebrant, Carrie Purdue-Graham, Amanda Ka'ahanui, Leane Kaneko, Fatima Leonard, Kathleen Nullet, Heather Tipon

1. Introductions (9 members present)
2. Review and Approval of Minutes from April 18, 2018 Meeting
3. Treasurer's Report (Amanda Ka'ahanui)
  - a. Review of April 2018 bank reconciliation reports
4. Monetary Support Requests
  - a. Approved
    - i. Planned expenses
      1. \$69.78 = Teacher appreciation and student field trip field (Karen Frato-Hildebrant)
      2. \$53.21 = Science Fair Night (Kimberly Tangero)
      3. \$33.03 = Fundraiser volunteer snacks (Leane Kaneko)
      4. \$443.73 = Teacher appreciation, refreshments, gift cards, misc. supplies (Laurie Ahlgren)
    - ii. Unplanned expenses
      1. Pre-approval for \$100.00 = Painting & art supplies (Cassey Kidman) to be paid back at first meeting of SY2018-19
5. Student Activities Report
  - a. No report

## 6. Unfinished Business

- a. New school sign
  - i. Estimate not obtained
  - ii. School has ordered standard sign from DOE
  - iii. Heather to follow up on Ka'ohao School sign maintenance
- b. Kaneohe Officers' Spouses' Club Grant
  - i. PTSA will receive award
- c. Uniform Drive
  - i. 5/30 – 5/31, last two mornings of school
  - ii. Volunteers welcome
- d. Volunteers needed to direct parkers from 7-9 AM for 4<sup>th</sup> of July – KIS Parking lot
  - i. Contact Laurie if available

## 7. New Business

- a. Elections for SY18-19
  - i. Executive Board Officers elections - Officers (terms are for one year beginning 1 July and ending 30 June)
    - 1. President
      - a. Leane Kaneko accepts nomination to be Co-president
      - b. Board will continue to recruit a second Co-president
    - 2. Vice President
      - a. Carrie Perdue-Graham accepts nomination
    - 3. Treasurer
      - a. Fatima Leonard accepts nomination
    - 4. Secretary
      - a. Heather Tipon accepts nomination
  - ii. Committees:
    - 1. Fundraising
      - a. Main role to coordinate Dining Out
    - 2. Membership
      - a. Primary membership recruiting to be held on Schedule Pick-up Day and Back to School Night
    - 3. Box Tops: Jocelyn Roy
    - 4. Lyft
      - a. Facilitator to be responsible for advertising the program and getting the word out on how KIS PTSA gets credit
- b. Back to School Night SY18-19
  - i. Thursday, 8/16, will provide dinner for teachers
  - ii. Pre-approved \$550.00 for dinner and supplies

## 8. Reports

- a. Principal (Lisa DeLong)

- i. Dr. DeLong has accepted new position to start July 1
    - ii. New KIS principal to be selected by committee
  - b. Faculty (Karen Frato-Hildebrant)
    - i. Field trips this month
    - ii. Ongoing testing
  - c. PCNC (Laurie Ahlgren)
    - i. No report
  - d. President (Leane Kaneko)
    - i. Thank you to the Board for serving this year
    - ii. Tentative plan for new Board to meet over the summer
    - iii. GET due in July
  - e. Vice President (Carrie Perdue-Graham)
    - i. Make a Difference Day banner design to be reviewed in August
  - f. Box Tops Coordinator (Chris DeLuca)
    - i. Last batch to be mailed early June
  - g. Fundraising
    - i. Hawaii Fundraising/Regal Foods (Leane Kaneko)
      - 1. Total raised is close to \$5,700!
      - 2. 17% participation
        - a. Board will reach out to Ms. Hirota next year for ideas on increasing participation
    - ii. Amazon
      - 1. Shop Amazon using KIS link
        - a. [https://www.amazon.com/?\\_encoding=UTF8&tag=kailuintersch-20](https://www.amazon.com/?_encoding=UTF8&tag=kailuintersch-20)
        - b. KIS gets 4-8% depending on purchase
    - iii. Dining Out
      - 1. None scheduled for summer
- 9. Community Announcements
  - a. None
- 10. Meeting adjourned at 6:50pm

Next General Meeting tentatively scheduled for Wednesday, August 15, 2018 at 5:30 in the Library.

Submitted by: Heather Tipon, Secretary | Questions/concerns: [KISPTSA@gmail.com](mailto:KISPTSA@gmail.com)