



Kailua Intermediate School PTSA

General Membership Meeting
Wednesday, February 21, 2018
5:30 pm KIS Library

Meeting Notes

Meeting called to order 5:38pm by Leane Kaneko, President

Members present: Laurie Ahlgren, Lisa DeLong, Karen Frato-Hildebrant, Amanda Ka'ahanui, Leane Kaneko, Carrie Perdue-Graham, Heather Tipon

1. Introductions (7 members present)
2. Review and Approval of Minutes from January 17, 2018 Meeting
3. Treasurer's Report (Amanda Ka'ahanui)
 - a. Review of January 2018 bank reconciliation reports
 - b. Budget review
 - i. Regal Foods to be added to Budget under Revenue
 - ii. Military Wives grant not open yet for this year
 - iii. For consideration for next SY Budget: Separate Science Fair and STREAM night "buckets"
 - iv. Additional planning for next school year: Teachers and staff to be provided with prior notice of funds designated for events in the Budget
4. Monetary Support Requests
 - a. Approved
 - i. Planned expenses
 1. \$100.00 = SpEd Ricoh machine setup (Karen Frato-Hildebrant)
 - a. Classroom supplies
 2. \$55.53 = Fundraiser (Leane Kaneko)
 3. \$60.00 = Citizenship Awards (Leane Kaneko)
 - ii. Unplanned expenses
 1. None
5. Student Activities Report
 - a. None
6. Unfinished Business
 - a. New school sign

- i. Principal DeLong still researching estimate
 - b. Marquee
 - i. Principal DeLong gave OK to Trevor Drinen (KIS parent) for fix
 - c. Ceiling fans
 - i. Not introduced to current legislation session
 - ii. Project to be kept on DOE list
- 7. New Business
 - a. None
- 8. Reports
 - a. Principal (Lisa DeLong)
 - i. Academic plan for SY 2018-2019 (draft) shared to meeting attendees
 - b. Faculty (Karen Frato-Hildebrant)
 - i. Testing has started
 - c. PCNC (Laurie Ahlgren)
 - i. Month of Military Kid (MOMK) to be held in April
 - 1. Committee started
 - 2. Essay criteria was handed out to students
 - 3. Prizes TBD; budget allocated \$125.00
 - ii. Parent Workshop on March 13
 - 1. All parents welcome; primarily for incoming 7th grade parents
 - iii. Master Supply List is in development
 - 1. Standard list for parents to be distributed at the beginning of the school year
 - d. President (Leane Kaneko)
 - i. Slides developed for Feb 28 Staff meeting
 - ii. Sales “script” to be sent to Rachel to be shared with students
 - iii. Facilities use request has been made (for cafeteria on pick-up day)
 - e. Vice President (Carrie Perdue-Graham)
 - i. Make a Difference Day banner design to be voted on during a later meeting
 - f. Box Tops Coordinator (Chris DeLuca)
 - i. Encourage submission of Box Tops by end of February
 - g. Fundraising
 - i. Hawaii Fundraising/Regal Foods
 - 1. Sale dates: Tuesday, Mar 27 - Monday, Apr 16
 - 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 product purchased
 - iii. Dining Out
 - 1. Panda Express: Apr TBD
 - 2. CPK: Mar 7
 - a. Will not be placed on calendar until date confirmed
 - iv. Lyft to be reviewed again for possible long-term fundraiser
 - 1. Box of coupons exist to be reviewed at next meeting
 - 2. KIS receives percentage if first time coupon is used
 - 3. Also potential for percentage of future trips
 - 4. Program coordinator may be needed
- 9. Announcements/Community Input
 - a. None
- 10. Meeting adjourned at 6:54pm

Next meeting is Wednesday, April 18, 2018 at 5:30 in the Library.

Submitted by: Heather Tipon, Secretary

Questions/concerns: KISPTSA@gmail.com

Remaining SY 2017-18 meetings: April 18, May 16