

Voyager 'Ohana PTSS Officer Meeting
Date: Thursday, May 8, 2014
Time: 5:30 PM
Location: Voyager PCS

1. Attendance

<u>Yes</u>	<u>No</u>	<u>Name/Title</u>
X		Blue Kaanehe, President
X		Anne Everingham, Vice President
X		Jo-Ann Aurio, Treasurer
X		Tracie Bento, Membership
	X	Monica Pierce, Community Relations
X		Kristi Dagdagan, Fundraising
X		Chastity Ferrer, Special Events
	X	Malia Infiel, Special Events
	X	Mary Beth Barr, Principal
X		Trish Donaldson, Teacher Representative
X		Jaime Green, Secretary
X		Joni Tamayo-Wilson, Concert Chair
X		Brandy Allen

2. Welcome

Meeting commenced at 5:30pm.

3. Treasurer's Report

PTSS Quench Booth: We collected \$489 for drinks at the Concert. Anne motioned to donate the proceeds to the school. Trish seconded the motion. Motion approved.

As of 5/8/14, our balance is \$6,732.03. The May Teacher Requests and Teacher Appreciation budget are the only expenses still pending.

4. Committee Updates

a. Special Events

Teacher Appreciation Week: Chas has already created the Teacher Appreciation Week schedule. Anne will make copies to go out to the students. Unfortunately, Malia was unable to solicit donations this year for the teacher gifts, but Chas will just use the amount budgeted. She will send out the lunch menu to the teachers soon either in their teacher boxes or through survey monkey or google docs so they can submit their choices. There are plans for other special surprises for the teachers that week.

b. Teachers

Teacher Requests: Linda K. requested \$132.25 for 7 books and 4 other items to be used for 6, 7, and 8th grade math intervention and common core standards. Ms. Trish motioned to approve the request. Jo Ann seconded the motion. Motion approved.

Assembly Support: Wednesday assemblies have been a great addition this school year. Ms. Trish requested that the PTSO attend more regularly to kick off events and fundraisers. Kids have really enjoyed the pep rally style assemblies and will be more engaged in the PTSO events and fundraisers. Next year, we will coordinate with the teachers who are leading that particular day's assembly to promote upcoming events.

Summer Beautification Project: The outgoing 3rd graders may lead a summer project with the incoming 3rd graders. The details have not yet been worked out. Also, the school board has approved the money (\$3800) for the playground structure to be removed sometime during the summer. Perhaps volunteers will be needed once the timing and extent of the projects have been determined.

5. Concert

Because many of the PTSO officers are also on the Concert Committee, we agreed to join Concert meetings with PTSO meetings. The first half hour to an hour of PTSO officer meetings will be used to discuss Concert details.

We are already looking to reserve the Bishop Museum again for next year on Saturday, April 18th. We believe that having the concert on a Sunday this year and on the same weekend as Merrie Monarch may have decreased participation. We also discussed focusing the event on the musicians and performers as in past years as a draw to encourage others outside of Voyager families to attend. We also thought that we should start soliciting sponsors for the concert now such as Walmart, Target, and Hawaiian Airlines, etc. There will also be a teacher liaison for the concert to keep teachers more informed.

6. Debriefing

Overall, we were pleased with the PTSO events this school year. We surpassed our membership goal of 150 and had 185 members. We offered tangible benefits such as babysitting during the recharge sessions, the Voyager decal, and reduced prices for the Voyager merchandise. The General Meetings were greatly enhanced by offering activities for the kids. Next year on meeting nights, we just need to coordinate with Kamaaina Kids better. Our newsletter distribution was more frequent and we will continue to make it more accessible to everyone.

7. Goal Setting

a. Meetings

We will plan to start meetings next year at 5:30 since we are adding on the Concert Committee discussion to the beginning of the agenda. We will again schedule meetings for the second Thursday of each month. We will try to have each officer submit committee reports through Google Drive in advance of the meeting so we will have had a chance to look at them beforehand.

b. Fundraising

Grades 4 and 5 are going to the Big Island next year and will need to fundraise. We discussed coordinating a joint fundraiser spearheaded by the PTSO and splitting the profits. We will sell designed mixed bags that can be ordered through the point person or delivered to those who order online.

In addition to selling something, another fundraising idea we discussed was a “fun run” event for which students could ask for pledges. Ms. Trish has experience coordinating a fun run and Tracie will check to see if we can use a UH field for the event. We will also look into asking sponsors for donations of prizes for the children. We will be coordinating wristbands to keep track of laps, orange slices, popsicles, prizes, etc. We are tentatively looking at Friday, September 25 for the event.

c. Schedule of Next Year's Events

August 1st will be the 1st day of school and there will not be an assessment day this year. Therefore, we discussed having the Welcome Back Picnic at Magic Island on the Tuesday or Wednesday before the first day of school to meet the new principal, school board members, teachers and new student families. The new principal starts on July 1st, so the picnic will be a great opportunity for families to meet him before the school year officially begins. He has a lot of administrative experience and has family ties to Hawaii, so he is very excited to have this opportunity at Voyager.

We will discuss the schedule in more detail at the next meeting once we have the school calendar.

8. Adjourn

The meeting adjourned at 8:20pm. The next meeting will be on **Thursday, June 12, 2014 at 5:30pm.**