

Voyager 'Ohana PTSS Officer Meeting
Date: Thursday, March 20, 2014
Time: 5 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

2. Welcome

Meeting commenced at 5:11pm.

3. Secretary's Report

February minutes were approved and sent out.

4. Treasurer's Report

Nonprofit status: Anne motioned to approve the amount needed to reinstate our nonprofit. Tracie seconded. Motion approved.

Reimbursements: Trish motioned to reimburse \$35 for the vault/lock box and the amount lost for the missing iD card money (estimated around \$600). Anne seconded. Motion approved.

5. President's Report

PTSO Quench Booth: Because Kamaaina Kids will not be doing hot dogs and chili this year, we discussed whether the PTSO should add food to our booth. However, through email discussion and at the meeting, we concluded that the PTSO will just sell beverages and not take on the added responsibility.

Banners: We discussed replacing the old Voyager and PTSO banners. Blue had a quote of \$200 for a banner measuring 32" x 120". Blue mentioned that she had asked Jason for a couple of design mock ups and will email them to the officers for review, however, we liked the idea of having a blue and gold design similar to our PTSO Officer shirts. We explored the possibility of gifting a new banner to the school at the end of the year or waiting until they express a need for it. Monica mentioned that we should check with Fast Signs if they could offer a preferred vendor discount since we have multiple projects that we are looking to make. Trish motioned to get a new banner to be available for the concert. Anne seconded. Motion approved.

Voyager Newsletter: We discussed having a contest to name our newsletter and the winner would get a prize pack including Voyager swag and concert scrips. However, we discussed the possibility that the new principal may want to create school newsletter. Recently, the PTSO newsletter has been the source of information for parents, but we noted that it might be better to have a school organized newsletter in which the PTSO had a section. We decided to table our contest for the first general meeting of next year instead after discussing our ideas with the new principal. We also talked about the importance of having an updated school website with an archives section for newsletters and minutes to keep parents informed. Another possibility is having a contest for a Voyager mascot.

6. Principal's Report

Principal Search: There are currently 14 applicants with some highly qualified candidates having multiple years of management/administrative experience. The interview committee will begin the 1st round of interviews on April 6. They have taken into account the response from the parents' survey. The main qualities parents are looking for in a principal include: 1) leadership and management skills, 2) longevity and commitment to Voyager, 3) interpersonal skills, and 4) focus on Voyager's methodology. The interview committee has been informed that Ms. Trish is willing to act as interim principal to give them more time to secure the right candidate.

Community Board Members: There is a need for new community members for the school board.

Flags: Because the members of the Coast Guard who had helped us before have been deployed, Trish is looking into other sources who could help us with the knots in the flag rope and provide another training for the kids on proper flag etiquette. We are also looking for a group who could continue to provide training and guidance as needed. Some ideas were the UH ROTC and the police JPO department. We will get the flags and arrange a dedication next school year.

Action: *Tracie will find contact info for the UH ROTC and the Police department. Jaime will find out the height of the flagpole and get the appropriate sized flags.*

7. Committee Updates

a. Special Events

Ice Palace: About \$2300 was collected from Ice Palace. The profit was around \$800.

Ideas for the Summer: Blue has been looking into a collaborative event in which Voyager could build its relationship/ partner with other charter schools such as Lanikai and UH Lab, but each charter school is in a different situation that it has been difficult. A possible point person could be Lynn Finnegan. We discussed a Scavenger Hunt or a walk-a-thon. We decided that a walk-a-thon/ fun run, possibly at Moiliili Park would be a great fundraising event for early next school year that could include color run elements or something else fun. We will coordinate the details with the incoming principal over the summer. We could also promote it as a fundraising event for the new playground or technology. Trish volunteered to chair the event.

b. Fundraising

Although we were looking into a Senior Essentials Drive, we decided that people might be fatigued by all of the fundraising events, especially since concert is coming up and donations are needed for the White Elephant, auction, and baskets, etc. So, we can look into the Senior Drive next year.

c. General Meeting

We will have people arrive between 5 and 5:30 and start the potluck first at 5:30. At 6 we will begin the agenda, which includes a presentation on Charter Schools and Race to the Top, etc. Anne has a projector screen that can be used for the presentation, but it needs to be mounted. The children will have a yoyo demonstration/ contest followed by a kendama demonstration/ contest. They will be providing prize packets as well as yoyos and kendamas for sale. Kids will be encouraged to bring their own from home. Monica volunteered to supervise the children outside. Anne will ask the kindergarten teachers if we can use their rooms in case it rains.

Action: Anne will make the flyer. Kirk will mount the brackets for the screen.

d. Teachers

Teacher Requests: There were 4 teacher requests: 1) Kelly Cody, the art teacher, would like \$180 for the kilns to be inspected. More may be needed for repairs, but we will at least find out which one is working and what will need to be done. 2) Christine Don requested \$50 for paint for a stained glass project. 3) Gretchen Mall requested \$229.95 for an easel for her classroom. Trish and Anne agreed that an easel was an essential tool for the classroom. 4) Trish requested \$20 to cover the cost for 4 student aides to attend the field trip to the UH Kennedy Theater. Tracie volunteered to cover the \$20. Trish motioned to approve the other 3 requests. Anne seconded. Motion approved.

Action: We will let Joann know about the amounts of the teacher requests, so she can cut the checks for them.

Priorities: The teachers' priorities include removing the playground equipment to make that a usable play area. Trish will talk to her contact Lance again about the expense and whether he could be a project leader to head up a team of volunteers to clear the equipment. It could be a summer beautification project for which we could request help from a Rotarian group. A sunshade is also needed for the roof play area. More ipads are also a top priority. The school has purchased 25 for the upper classes, but another set of 25 at a cost of \$15,000 is still needed. The old netbooks they had been using will be given to the younger grades to use.

8. Adjourn

The meeting adjourned at 7:35pm. The next meeting will be the General Meeting on **Friday, April 11, 2014 at 5:30pm.**