

**MINUTES OF THE HUI O MILILANI UKA
Mililani Uka PCNC
August 13, 2009**

Board Members Present

Candi Baker, Carylynd Cintron Ala, Melody Hayase, Gail Markovich, Matsuura, Denise M. Low, Jill Hirota, Rena Roybal

Guests

Heather Wilhelm, Kawai Tao, Norma Tansey, Eileen Nims, Jan, Meagan McGeady, Renee Arita, and Julianne Denison - Hui Alternate

I. Call to Order

All persons attending gave brief introductions and Hui president Candi Baker called the meeting to order at 5:08 pm.

II. Treasurer's Report

Hui treasurer, Carylynd Cintron Ala, went over a report that was passed out at the beginning of the meeting. The Hui account balance as of the day of the meeting was \$40, 553.26 with all invoices paid excepting the cost of filing the 2008 tax return (estimated at \$250-300) to be completed prior to the next Hui meeting on September 10, 2009. Final yearbook sales deposits were still pending. \$27,000 of the current balance was appropriated in the 2009/2010 budget.

Budget for 2009-2010	Amount
Computer and Technology	\$ 3,000.00
Library	\$ 2,500.00
Part Time Teacher Position	\$ 9,400.00
Fourth Grade Hawaiian Studies	\$ 1,000.00
Grade 5 Funds	\$ 500.00
Kindergarten Funds	\$ 150.00
Grade 1 Funds	\$ 150.00
Grade 3 Funds	\$ 150.00
Wellness Fair	\$ 150.00
Total	\$ 17,000.00
Art To Go	\$ 7,500.00
Operating Expenses	
General Excise Taxes	\$ 1,500.00
Hui Officers/Directors/Liability Insurance	\$ 1,000.00
Total	\$ 27,000.00

This budget was established with the assistance of parent and faculty cooperation to utilize expected funds to the benefit of:

1. School wide needs
2. Student Needs
3. Most to least expensive programs

Gail Markovich motioned to approve the treasurer's report pending audit; motion was seconded and carried by the board.

III. Old Business

A. Tabled Issues

1. May 7, 2009 Minutes- The minutes from May 7, 2009 were reviewed. Gail motioned to approve the minutes, motion seconded, motion carried.

2. Art-To-Go Funding: Grades K, 1, and 3 would like to keep the Art-to-go program the same as last year. Carylynd reported that grades two and four submitted proposals for art projects to be funded by Hui. She is assisting Ms. Butler, a volunteer who has agreed to help teach ceramics, in the cleaning and preparation of the school kiln. The procedure for obtaining supplies was discussed and it was decided that the Hui would purchase supplies, such as clay, in bulk but that individual requests would be considered for supplies needed more immediately. Eileen Nims proposed that the Hui order a set of supplies and have the teachers try to coordinate art projects school-wide, utilizing the given supplies, in order to save money and speed up requisition of supplies. The idea was discussed and it was agreed that the idea would be revisited for future school years because the teachers had already developed their curriculum and proposals for this school year.

B. Review/Approve June 4, 2009 Minutes - Everyone looked over the minutes, Gail motioned that the minutes be approved. The motion was seconded and carried by the board.

C. Sally Foster Fundraiser (Sept. 3 - 18/ Pick-up Nov. 12) Boxes of packets have arrived for distribution to the classrooms. Pick-up time will be between 2:45pm and 7pm.

D. Shamrock Fundraiser (Jan. 15 - Feb. 4/Pick-up Feb. 24) Pick-up time will be from 1:30pm. The Hui will be meeting with the fundraising representative to negotiate food choices. Foods sold will likely be cinnamon bread, mini pizzas, Portuguese sausage, and another item to be determined.

E. Norma reminded everyone that the school Evidence Binders are being assembled in the library most mornings between 8:30 - 11:30 am and that volunteers were still needed.

IV. New Business

A. Fall Fest Coordinators are to meet at 3 p.m. Tuesday, August 25. All grade levels and organizations were sent an email to notify them of the date and time.

B. Part Time Teacher , ParaPro Tutor (2nd & 3rd grades): As per the budget, the Hui agreed to fund a P.T.T. for grade 2. The placement of the PTT or PPT. was discussed because of changes in class size. It was agreed upon that the position would go to the grade level with the greatest need based on Principal discretion, which is currently grade 3 but may change due to

enrollment.

C. Funding for Substitute during renovations

Beginning in December, classroom renovations will take place and substitute teachers will be necessary for two days. The school requested \$5,600 from the Hui to pay for one day of substitutes. Possible fundraisers (Papa John's cards, solicitation of membership dues, Value Cards, etc.) were discussed because of lack of funds available in the current budget. Heather suggested that the school would try to cover what they can and decide later if an additional fundraiser will be necessary.

D. Tentative Dates

1. **Hui Meetings** were scheduled at 5pm for the evenings of Sept. 10, Oct. 1, Nov. 5, Dec. 3, Jan. 7, Feb. 4, Mar. 4, April 8, and May 13.

2. **Papa John's Nights** were scheduled for the following Wednesdays: Aug. 12, Sept. 9, Oct. 21, Nov. 25, Jan. 13, Feb. 10, Mar. 3, April 7, and May 12. There will be no Papa John's night in December because of McTeachers Night.

E. Open Forum: The floor was opened for new business or comments on anything discussed. There were no comments.

V. SCC Report: Carylynd Cintron Ala and Julianne Dennison reported on the SCC's meeting on Monday, August 10, 2009. See the attached report by Carylynd Cintron Ala. Meeting dates are tentatively set for the first Tuesday of every month.

VI. Student Council Report

Student Council report was submitted with PCNC report and reviewed by Norma Tansey. Student council training will take place after school rather than lunchtime. Grades 4 and 5 representatives will report to Ms. Tansey next week.

VII. PCNC Report

Norma Tansey handed out the PCNC report and reviewed it. The only date missing from the PCNC report was the October 28th flu clinic. We will need many parent volunteers for the two Get Moving, Get Fit events this year. In addition, she will be meeting with the Rotary club to set up Keiki Vision Testing.

VIII. Grade Level Reports

A. Kindergarten reported that their parent orientation went well and thanked Candi and Melody for coming. They began assessments last week and are planning a parent lunch with a math activity. Next month, they will be going on their first field trip to HTY.

B. Grade 1 had nothing to report at this time.

C. Grade 2 is working on ideas to increase participation during their parent day. They will be having a presentation by the Waikiki Aquarium and NOAA about conservation, which will tie into their curriculum.

D. Grade 3 had nothing to report at this time.

E. Grade 4 welcomed two teachers to their grade level: Mrs. Sarawutari and Mr. Mark Iwasaki. Planning for the Big Island trip is underway.

F. Grade 5 asked what the Hui would like to hear about in grade lever reports. Ms. Low then explained a new program they are using for presentations in the classrooms called Safari Montage.

G. SpEd representative Meagan McGeady introduced herself and said she was looking forward to an exciting year. SpEd teachers are preparing for parent orientation night and have combined grades 4 and 5 into one big classroom with two teachers.

H. IRA (Resource & Leadership) representative Jan Matsuura reported that new video projectors that connect to the teachers' laptops were purchased for every classroom for classroom presentations. The new student IDs are equipped with a barcode which is scanned both for borrowing library materials and for lunch. Scheduling uninterrupted math and language arts blocks continues to be a challenge for teachers and resource. As a result, P.E. will be every other week instead of weekly, and computer will be three times per week. She also explained the new AIMS web tool as a way to analyze test date. Grades K-3 will be assessed with standardized tests three or more times per year to monitor their progress.

IX. ADMINISTRATION

A. Ms. Heather Wilhelm reported that a photographer came to the school to take pictures of Mililani Uka's kindergarteners to be sealed in a time capsule and buried in commemoration of Hawaii's Statehood. She explained ways that the school is using research findings to maximize the use of instructional time.

1. Brain-friendly, **uncluttered classrooms** to help the children focus.
2. **AIMS web assessments** allow teachers to have instant access to compare and monitor individual student's progress, and shorten the time between identification and intervention.
3. The school has also added a new **Online Assessment** component to the **Reading Street program** that the school started using last year that allows teachers to monitor individual progress more closely.
4. **School Messenger** is a program that is being developed for use in the case of an emergency. It would call each number listed on Emergency Cards with a pre-recorded message regarding incidents such as school closure.

X. ANNOUNCEMENTS

The next board meeting will be at 5pm on September 10, 2009.

XI. ADJOURNMENT

Candi Baker adjourned the meeting at 6:49 pm.

Respectfully submitted by Melody Hayase, Recording Secretary.