

Families & Friends of Castle
Parent & Board Meeting Minutes
Nov 7, 2022 * 6pm, Castle Library

- I. Welcome & Introductions:** Kathy Martin, Sonya Yara, Geri Kasadate, Deb Saggars, Annette Murray, Maxine Yamamoto, Jayce Mitchell, online: Brandi Wakabayashi, Merci Soriano, Zoe Green, Natalie Gaspar, Trina and Mana Kahala
- II. Reports**
- a. Administration:**
- b. PCNC – Kathy Martin**
- “Job Description”: Parent-Community Networking Coordinator (PCNCs) serves to create supportive partnerships among home, school, and community for the purposes of supporting student success, and building a sense of family and community. The mission of Parent-Community Networking Centers (PCNCs) is to develop a sense of community and a caring learning network to strengthen family, neighborhood, school, and classroom for every student's well-being.
 - CHS 2023-24 Registration: Dec. 2 - 16
 1. King Registration is Nov. 80-Dec 9
 - Knightly News - next issue press release due Nov. 23. Anything FFC, Project Grad, Band, Parent Teams want to include?
 1. Sent out Dec 1-January
 - Class of 2023 – Corey Obungen (teacher) & Maxine Yamamoto (parent):
 1. Class fundraising goal (\$2000) this SY; Parents to support Senior Luau fundraiser to lower costs (2/19) so more students can attend;
 2. Parent Team will promote & support Project Grad fundraiser - ‘Taste of Castle’;
 3. Class requesting help with Senior Prom (4/1) - decor, etc.
 4. Next meeting” Live (11/16).
 - Class of 2024 – Kana Naipo (teacher) & Lara Kong (parent):
 1. Fundraisers considering - Monthly Panda Express (need Tax ID);
 2. Xmas Craft Fair;
 3. AmazonSmile - “Organizations must be public charitable organizations that are registered and in good standing with the IRS as a 501(c)(3) to be eligible to participate.” If we’d like to participate in AmazonSmile, we’d have to go through and get support from the FFC.;
 4. Will continue virtual meetings - Nov. 23.
 - Class of 2025 – Leo Linsky & Brian Citro (teachers) & Natalie Gaspar (parent):
 1. Xmas Craft Fair - plant sale
 2. CHS Fan Sales
 3. Nabe Bowl sales
 4. Meetings will remain virtual (11/9)
 - Class of 2026 - Team will meet beginning of January 2023
 - School Murals: new process for applying; group must maintain the mural and repair from graffiti, coat with anti-graffiti sealer, cover costs on their own (past murals are mainly Senior murals ‘left’ by the class
 - MADD - Beautification: \$2,167 - Value of Goods ‘Donated’ (DAGS, School, Ultimate Site Committee, FFC, Community, Parents) + \$957.76 Value of Volunteer Hours (\$11.68 per hr.) + \$100.00 Cash Donation to FFC + (6) Custodial hrs. powerwash prep = \$ 3,224.76.

c. **ACADEMIES**

■ **Academy Director – Regina Yoshimori**

1. All career academies will be going through the National Career Academy Coalition (NCAC) Review in January 2023.
2. Reps and Admin at the National Career Academies Coalition (NCAC) conference in Georgia from Nov 13 - 19th

■ **Arts and Business - AP Pastor/Lead Rippard**

1. Arts & Business will be offering the new Digital Design pathway next school year. Students will be able to choose from the following pathways in Arts & Business: Business, Digital Design, Theatre Arts and Visual Arts.
 - a. **NEEDS:** Printer paper (plain or photo, or any kind really) for the new Digital Design pathway program
2. 64 Visual Arts pathway students attended a college tour at UH West Oahu
 - a. Innovative Creative Media department
3. Castle Dance Ensemble will be holding a Winter Concert as well as live stream of personal student recitals
4. The Unsinkable Molly Brown will run from Nov. 11 - 20
 - a. tickets \$20 adults and \$15 senior/student/military
 - b. [Showtix4u.com/event-details/68045](https://www.showtix4u.com/event-details/68045)
5. ASKS: How can our community help
 - a. Stylus pens and tablets for new Digital Design pathway program
 - b. Opportunities for Poly Music students to perform in the community
 - i. Do they charge? How much?

■ **Innovation - AP Taua/ Lead Everett**

■ **Medical and Culinary - AP Micale/ Lead Uyeda**

1. National Certification

■ **Freshman- AP Tagatauli/ Leads Buccat and Yango-Au**

■ **Navigators - AP Tagatauli / Leads Ing and Yanagida**

● **Student Government – Renee Omori-Kudo reporting**

1. Class of 2023
2. Class of 2024
3. Class of 2025
4. Class of 2026
5. Student Government - Winter Ball, Dec 16, Pagoda Hotel

● **Project Graduation Advisory Group – Sato, Kahala, Yamamoto**

- a. 68 -69 current count
- b. Fundraisers
 - i. Blankets with alma mater. Pre Order - \$65 Nov. 7-18
 - ii. Parade - volunteer for traffic. Alexander and Baldwin will donate
 - iii. Taste of Castle
- c. Partnering with teacher to find students that desire to go but have need
 - i. must be free/reduced lunch
- d. General meetings coming up, monthly meetings (Kathy will share names of interested parents)
 - i. FFC can look for PG interest

● **Band – Co-Presidents Cindy Cabral and Andie Kubo reporting**

- **FFC Membership Drive –**

III. Upcoming Events and Activities

a. Pending Business

i. Winter Craft Fair: Windwardholidaycraftfair@gmail.com

1. FFC: Hospitality, sell shirts, 9-2, Sunday Dec 4th
 - i. Deb (morning), Natalie, Geri, Brandi, Merci (Afternoon) 9-11, 11-2
- b. help set up on Saturday (1-5), banners up
 - i. Sonya, Deb, Nelson
2. Can school groups sell food? Lemonade? Bake sale?
 - a. No, school groups may not sell food at Craft Fair
 - b. Seniors wanted to sell Lemonade - Okay.
 - c. School groups may not sell hot food. May do bake sale - wrapped to go.
3. adult volunteers for the parking lots, and their children to help with vendors and students can help serve at the Taste of Castle. Hopefully Trina and Mana can supervise. In the past, Girls Soccer managed all the serving and their coaches were supervising them. (OK to share this)
 - a. Ask Teri who to contact
4. Volunteer Service Hours? Renee/Gail? Students in the past, help vendors unload their vehicles in the morning, and load their vehicles in the afternoon.
 - a. Times: 6-8:30 a.m., 2 – 4pm
5. In the afternoon: 2-3pm Go around the isles and remove the blue tapes used to mark vendor spots.
 - a. If any tables were moved for the craft fair, then we need FFC help to move them back.
 - b. Take down signs, maybe.
6. PARKING: Would like students dropped off. NO FFC/PG/PARENT VOLUNTEERS ARE ALLOWED TO PARK BEHIND CAFETERIA, IN FRONT OF LIBRARY, BANDROOM AND BASKETBALL COURT - FOR CUSTOMERS. (no customers, no sales)
7. As much drop off as possible, park off campus, student parking lot or far end of the auditorium parking.
 - a. Does someone have an affiliation with Bayview – for parking?
 - b. Asked Puohala Senior Center...they are closed and said no.

ii. Thanksgiving Treats: Merci Soriano & Brandi Wakabayashi

1. Purchased mochi crunch and popcorn - \$197
2. Contact Kathy for drop off and distribution

iii. Nov. 30 - 8th Grade Visit - Sonya Yara to pick up granola bars for visit.

1. Will pick up. Looking for variety

b. New Business

i. T-Shirts: Choose 1 AlumKnight and 1 General



1. 6 designs to choose from

ii. New Banner with updated information

c. Funding Requests

d. Updates

- i. Homecoming Shirt Sales - sold +/-18 shirts ... profit \$180
- ii. Gift cards for Hero Program - turned in last week.
Need to return 1 card to Jamba Juice to fix.
\$100 Starbucks, Jamba Juice, Subway, McDonalds, Baskin Robbins
- iii. Make a Difference Day - donating leftover snacks to HERO program

A. Next FFC Meeting – Dec 5th at 6pm at Castle Library

IV. Announcements

Welcome to our newest board member Zoe Green

Your current FFC Board Officers:

Natalie Gaspar, VP

Sonya Yara, Treasurer

Deb Saggars, Secretary

V. Board Business

A. Secretary's Report

- a. [October Meeting Minutes](#)
- b. Motion to approve: Merci Soriano 2nd: Sonya Yara, all in favor

B. Treasurer's Report

- a. Motion to Approve: Natalie Gaspar 2nd: Geri Kasadate, unanimous.
- b. October beginning balance: 12994.62 / ending balance 12483.35
- c. Venmo transfer:\$369.20 membership, \$155 shirts &\$20 food form academy night, \$10 donation = \$554.52
- d. petty cash for Homecoming - \$100
- e. Check purchase- \$1.20
- f. Hero gift cards - \$500
- g. Other checks cashed from Sept
 - i. \$384.59 Welcome luncheon, \$100 petty cash Academy Night
- h. Beautification
 - i. \$100 deposit from Anchor to supplement lunch. 11/7/202

Board meeting

Date: 10/25

Attendees:Teri Sato, Merci Soriano, Sonya Yara, Geri Kasadate, Natalie Gaspar, Deb Saggars

Absent: Sandi Yonemura, Zoe Green, Brandi Wakabayashi, Kathy Martin (Liaison)

Agenda:

Old Business:

Homecoming Shirt Sales - sold +/-18 shirts ... profit \$180

Gift cards for Hero Program - turned in last week.

Need to return 1 card to Jamba Juice to fix. \$100 Starbucks, Jamba Juice, Subway, McDonalds, Baskin Robbins

Make a Difference Day - donating leftover snacks to HERO program

Budget:

\$100 debit for Homecoming petty cash

\$180 credit for shirts at Homecoming

\$200 debit for Make a Difference Day pizzas, chips, cookies

\$100 credit from Anchor Church toward food for Make a Difference Day

Venmo - transfers \$554.52

Board Officer:

- President -
- VP -
- Secretary - Teri moves for an exception to term limit and vote Deborah Saggars to remain as the secretary for the remainder of the 22/23 school year. Marcelinda Soriano 2nds that motion. All in favor - unanimous.
- Treasurer - Natalie Gaspar motions for Sonya Yara to be treasurer for the remainder of the 22/23 school year. Deborah Saggars 2nds that motion. All in favor - unanimous.

November Business:

Thanksgiving Treats - Popcorn and mochi crunch

Merci will purchase and Brandi and Merci will assemble

We need to print labels. - Send to Kathy by Monday, Nov. 14

Have treats to Kathy by Nov. 22

Reimbursing

8th grade tour 11/30 - Want 300 granola bars. Budget is \$200

Sonya Yara will pick up granola bars

Ask Kathy if we need water (3 cases left over from Beautification)

Membership:

Are we sending them the info they asked for?

- Deb - look at FFC membership form responses and align where the information is wanted.

Can we reach out to them for help on projects?

General Needs

Paper goods

New FFC banner with new info

Project Grad:

- Status: Not sure. Parent meeting and will try to gather participants to volunteer for the craft fair.
 - Lauren Pokipala and Trina are working together for the PG Taste of Castle
- Discount for needy students

Winter Craft Fair:

Status? How can we help?

Emcee - DJ Spaz will cover for \$500, \$250 will come from FFC, \$250 PG

FFC at hospitality, sell shirts, help set up on Saturday (1-5), banners up

Sunday at Hospitality 9-2

Windwardholidaycraftfair@gmail.com

Can school groups sell food? Lemonade? Bake sale?

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Other Fundraisers:

New T-shirt order -

Maybe youth shirts as well? Requested

By-Laws:

Board Liaison - Kathy Martin (add liaison position into board)

Add exception votes for term limits on officers.