

2012 年 OIS PTA 議事録

Date	October 12, 2012	Venue	3 rd Floor Conference room	Time	8:45 - 10:30 am
Apologies	Yasumura family				
Attendees	John Searle, Cecilia Rawlins, Steve Lewis, Misako Shimada, Rumi Hara, Mijiah Iwamoto, Mihoko Ozaki, Hyun Ju Kim, Ko ,Eun Jung, Asami Tajiri, Yumiko Okada, June Sakamoto, Keiko Takahashi, Nobuko Okuda, Mayu Yamamoto, Yuko Araki, Min Hyek				
Officers	President: Misako Shimada English Language Sec.: June Sakamoto Japanese Language Sec.: Mihoko Ozaki Liaison to SIS PA: Misako Shimada : Co-Treasurers: Mijiah Iwamoto, Asami Tajiri				
School Reps	Headmaster: John Searle; HS/MS Principal: Kurt Mecklem; ES Principal: Cecilia Rawlins; Finance: Steve Lewis				

aa

ITEM	Discussion	Action
MATTERS ARISING	The event was a great success. In the past years, there was a smaller turnout as the welcome party was held on weekends. More people were present this year as it took place on a weekday right before the Back to School Night. There was a lot of positive feedback from parents. Mijiah Iwamoto reported that expenditure was approximately 10,000 yen. The PTA will recommend a similar event to the next year's PTA.	
A. Back to School Garden Party Feedback		
B. School Shirt Sale Update	There have been 3 school shirt sale events since the beginning of the school year. An additional 13 orders have been made. Further sales of 30,000 yen is necessary to break even.	
C. PTA Booth at Int'l Fair	PTA will be selling the school shirts at their booth during Int'l Fair.	PTA is considering making another order for winter sweatshirts and hoodies.
D. SIS PA Disaster Prevention Committee	Ms. Yuki Munemasa and Atsuko Iwai, members of the Disaster Prevention Committee from the SIS PA gave a report about their committee. They talked about the importance of being prepared for disasters such as earthquakes, and the fact that the level of preparation can greatly affect our chances of survival. The 'Survival Card' and its importance had been discussed. Ms. Iwai also strongly advised that all OIS families promptly register to SOIS Mail and have it connected to their mobile phones in order to receive information from the school in case of emergencies.	PTA will produce a 'Survival Card' for each of the OIS students and families to keep. SIS PA will be selling Survival Kits at the International Fair.

E. Kwansei Gakuin Parents Association	Mr. Lewis gave a report about the 'Koenkai'- the Kwansei Gakuin Parents Association. He explained that the Koenkai was a group of all the PTAs of schools affiliated with Kwansei Gankuin. He mentioned that the OIS PTA and SIS PA were not part of the Koenkai and although not obligatory, our schools may benefit much through joining.	Further discussion will be made on this subject. An annual fee of 3,000 yen per student will have to be collected in order to join.
F. Author Visit	Ms. Holly Thompson's visit has been set for Nov. 21 and Nov. 22. She will be giving presentations to five classes per day.	PTA will continue to make necessary arrangements including accommodation, transportation, etc.
G. 2013 Class Representatives	<p>Each of the class reps. handed in the names of next year's PTA rep and International Fair rep. Misako Shimada briefly discussed the roles and responsibilities of the PTA officers and committee members. The problem of having 16 roles as opposed to only 14 PTA representatives was brought up. Ms. Shimada suggested that the International Fair Committee members be encouraged to get more involved with additional PTA activities.</p> <p>The selection process of new PTA/Int'l Fair reps. was also discussed.</p>	
H. 2012 Annual Report	The PTA is preparing an annual report to hand over to the next year's PTA. This report will include detailed information about all events and preparations that need to take place during the year.	All committee members will submit relevant information to help compile this report.
I. Amendment of PTA By-Laws	The PTA is making amendments to the present PTA By-Laws in relation to the selection of new PTA/Int'l Fair reps.	The new By-Laws will be compiled and ready by the last PTA meeting in December. A 2/3 majority is necessary in order to pass the law. All parents are welcome to come and vote.
J. Other/School Heads Comments	Mr. John Searle briefly mentioned about the meetings that took place at school including the Japan Council of International School Heads meeting (JCIS), the East Asia Association of IB School Heads (EAAIBSH) meeting, and another meeting where a few Japanese schools visited OIS to inspect the PYP program provided by the school. The ISA tests were also announced. They will be taking place on October 17 and 18. The parents will later receive the test results.	

