

2012 年 OIS PTA 議事録

Date	September 5, 2012	Venue	3 rd Floor Conference room	Time	8:45 - 10:30 am
Apologies	G10 rep, Misako Shimada				
Attendees	John Searle, Kurt Mecklem, Cecilia Rawlins, Steve Lewis, Lyn Melville-Rea, Rumi Hara, Mijah Iwamoto, Mihoko Ozaki, Hyun Ju Kim, Stephanie Gillan, Ko,Eun Jung, Asami Tajiri, Yumiko Okada, June Sakamoto, Keiko Takahashi,Nobuko Okuda				
Officers	Co-Presidents: Stephanie Gillan, Misako Shimada English Language Sec.: June Sakamoto Japanese Language Sec.: Mihoko Ozaki Liaison to SIS PA: Misako Shimada : Co-Treasurers: Mijah Iwamoto ,Asami Tajiri				
School Reps	Headmaster: John Searle; HS/MS Principal: Kurt Mecklem; ES Principal: Cecilia Rawlins; Teacher rep:Lyn Melville-Rea Finance: Steve Lewis				

ITEM	Discussion	Action
MATTERS ARISING	The event was a great success and seen as a perfect way to end the school year. Ms. Gillan thanked the event team leader, Ms. Hara, and all the PTA officers for their efforts to make the event a success. There was a lot of positive feedback from parents. The PTA will recommend a similar event to the next PTA. Sales totaled 58,000 yen, and profit raised was 11,000 yen.	
A. Movie/Farewell Night		
B. Shirts	Ms. Gillan reported brisk sales of the OIS t-shirts. Some types of shirts were more popular than others and have already been sold out. So far 78 shirts have been sold with sales totaling 170,000 yen. Further sales of 60,000 is necessary to break even.	PTA is considering making another order for the popular shirts together with an order for winter sweatshirts.
C. Pens	There was a brief discussion to have another sale of the OIS pens and shirts during the MS/HS Back to School Night. It was mentioned that many parents, especially new parents may want to purchase school goods during this opportunity. Further sales of 11,000 yen is needed to break even.	
D. Back to School Garden Party	Mr. Searle emphasized the importance of such an event and inquired of ways to encourage new families to attend. After further discussion, the date of the event was decided on Thursday, September13, the same evening as the MS/HS Back to School Night. It may be easier for many families to attend if the events were held on the same day.	The class reps will contact new families and encourage them to attend the event.

E. SOIS Mail	Ms. Gillan reported that there were many families, especially in the MS/HS, who have yet to log into the account.	Mr. Mecklem will mention about the SOIS Mail during his introduction speech on Back to School Night. The names of families who have not logged in will be highlighted on the signing list on Back to School Night. PTA reps will continue to approach those families who aren't logged in.
F. Author Visit	Ms Chieko Singh the new Librarian is working on the arrival of Ms. Holly Thompson.	Ms. Gillan to check on the progress and to offer more assistance as necessary.
G. Halloween	Ms. Mari Pelz approached the PTA through Ms. Shimada and requested that the PTA help organize the regional Halloween Party. Mr. Lewis and Mr. Searle stressed that this Halloween is an event run by the local residents and the PTA should properly define its role in this event.	
H. Internaional Fair	The PTA plans to sell OIS logo t-shirts and pens at their booth. Further information concerning the International Fair will be provided in the next Educator.	
I. Resignation Announcements	The Baxter Family has left OIS and Rumiko Baxter has resigned from the post as English Secretary. The position will be taken over by June Sakamoto. The PTA will continue to search for a parent to take over Ms. Baxter's position as Gr. 10 rep. Ms. Tara Cheney resigned from her position as Gr. 3 rep. Ms. Ozaki will continue to send out the Gr. 3 PTA Minutes as well as act as the Gr. 3 liasion. The Gillan Family will also be leaving OIS. This September meeting will be the last meeting that Ms. Gillan will be chairing. The October meeting onwards will be chaired by Co-President, Ms. Misako Shimada. A bouquet of flowers was presented to Ms. Gillan from the PTA.	

J. Other/School Heads Comments	Mr. Searle reported that there are 4 new full-time teachers and 2 new part-time teachers from September 2012. He also stated that 33 new students have been enrolled.	
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