

May 8, 2025 (Thursday)

Dear PTA members

Japanese International Academy of Guam (JIAG)

PTA President, Ken Yanagisawa

JIAG PTA First Half General Meeting Minutes

Date and Time: May 8, 2025 (Wednesday) 15:30~16:30

Location: JIAG Conference Room

Quorum Confirmation: Attendees: 21 parents (including parents of teachers), 12 faculty and staff, 19 absent delegating privilege to the chairperson, 52 members in total.

Number of member households: 40 households, 16 staff members, total of 56 members (as of May 4, 2025).

Therefore, the condition of Article 20 of the PTA Rules, “Attendance of two-thirds or more of member households (including members delegating),” was met, and this general meeting was confirmed to be valid.

1. Opening Remarks: Secretary Sudo declared the opening of the meeting.

2. Introduction of New Members

Advisor: Principal Atsuo Matsuura, PTA President: Ken Yanagisawa

PTA Vice President: Noriko Goto, Secretary: Eri Sudo,

Treasurer: Asako Araw, Auditor: Takahito Kobayashi

Faculty Representative: Vice Principal Toshiko Kobayashi

President/Kindergarten Head: Saeko Tokito

3. Greetings from the PTA President Yanagisawa

Thank you for taking the time to attend today's meeting. Regarding PTA activities, we have introduced new events since last year, which we believe will help facilitate school operations. Also, regarding this year's executive activities, we have determined that last year's events

worked well, so we plan to proceed in the same manner this year. We would appreciate your cooperation.

4. Greetings from the President Tokito about School Management

The President Tokito explained the school management of income and expenditure reports including Tomodachi Run along with the materials. Please refer to the following link

<https://docs.google.com/presentation/d/1ZDRMF5vN7fs17VxMrW-ycOA2-HQT1EhIJsW5uNUHdGU/edit?usp=sharing>

5. Greetings from the Principal Matsuura

The children were very happy to see their parents and guardians at today's classroom observation. Our school is undergoing various reviews and changes in order to improve our education. In this process, we have received a lot of cooperation from the PTA, which has been very helpful. I would like to express my sincere appreciation. At the same time, there may be some points that we have not fully implemented due to the changes. We may ask you to indicate them to us. Our team of faculty and staff will work to make improvements based on your feedback. Please feel free to contact us if you have any questions.

There is a saying that I hold dear, "It is not the strongest or the smartest who survive, but those who can change." This reminds us of the importance of continuing to change for the better. Thank you for your continued support.

6. Election of Chairperson: Mrs. Wada was elected as a chairperson.

7. Deliberation on Agenda Item #1

1) 2025 PTA Annual Activity Schedule (Draft)

The following items were explained by the PTA President Yanagisawa.

- PTA Activity Guidelines

Three points: Support "school activities," "experiential learning opportunities," and "interaction with the Guam community." Specifically,

1. Sports Day: We support as last year.
2. Learning Achievement Presentation: We used to sell USB drives containing the photos we took, but this year we will upload them to Google Classroom as we did last year.
3. School Fun Day: This is an event that brings together kindergarteners, full-time and supplementary school, parents/guardians and teachers. We would like to continue this event this year as well. Since we could not hold the thank-you party last year, we would like to hold it this year in conjunction with the School Fun Day and in appreciation of the teachers. Volunteers will be needed for each event. We kindly ask for your cooperation.
4. Tomodachi Run: We were able to purchase expensive English learning materials using the proceeds from this event. This year, we, as the PTA, would like to continue supporting the event in any way we can.

- PTA General Meeting and Board of Directors Meeting

PTA general meetings are scheduled to be held twice a year, and board meetings will be held once a month as needed (online meeting is also available).

- Fundraising Activities

Collect donations that contribute to education at every opportunity. (Sports Day, School Fun Day, Tomodachi Run, etc.)

- Donation/Support

We plan to purchase and donate school supplies whenever opportunities arise.

- Photo Book

Due to the heavy workload on the grade level officers, the creation of the photo book will be discontinued from this year. Each homeroom teacher uploads photos to the Google Classroom. Photos from events requested by the PTA will be uploaded to the PTA's Classroom. (Details will be discussed later.)

- Volunteer Activities Participation...explained by the PTA Vice President Goto

We ask for active participation in volunteer activities for school events. (Participate at least once per family). Explained using the attached spreadsheet. We will share documents (Google docs.) via email and ask each family to fill in the names for volunteers who are available on certain days. By asking for the cooperation of all PTA members, we believe we can maintain the fairness of

participation.

- Grade Level Officers...All the following items were explained by the PTA President Yanagisawa.

One class representative will be selected per grade. This decision was made because the burden on the grade level officers became heavier.

Although there was an opinion that the grade level officers are not required, we felt the need for officers to serve as liaisons and coordinators. Therefore, we decided to continue electing the officers. We would greatly appreciate everyone's cooperation in this matter.

- Thank you to the Teachers

Last year, we gave Amazon gift cards to the teachers who were returning to Japan.

- Graduation/graduation Commemorative Items

We would like to create a graduation diploma folder, and so on. The details will be decided after discussion at the PTA board meeting.

2) Regarding the 2024 PTA financial results

Explanation of the 2024 financial results (see attached document ③)

3) Regarding the 2025 PTA budget proposal

Explanation of the 2025 budget proposal (see attached document ④)

8. Deliberation on Agenda Item #2, the 2025 PTA Budget Proposal

Explanation of the 2025 budget proposal (see attached document ⑤)

- PTA Membership Fee

Based on the fact that the amount of PTA revenue and expenditure for school year 2024 calculated based on the number of members was approximately \$30, we would like to maintain the same amount as last year (\$30 for each member) for the purpose of fair fund recovery.

Q&A:

- Ms. Tomioka: I would like to request the creation of a graduation diploma folder due to the school's name change.
- Q. Parent: This meeting is held only in Japanese. For English speakers, it might be difficult to understand. Can you simplify the content of the meeting?

- A. PTA President: The meetings can be held in English, but there are some families who only speak Japanese. Therefore, we need to consider the way of holding meetings.
- Q. Parent: About Photo Book (A little more detail)

A. PTA President: Each school homeroom teacher posts photos on Google Classroom. Information about the kindergarten section is posted on Facebook, etc. If necessary, in the future, the Kindergarten Department can also create a Google Classroom for posting photos.
 - Q. Parent: I would like to continue making donations by purchasing the Tomodachi card. I believe the current Tomodachi card will expire in June. Do you plan to continue this program in the future?

A. PTA President: Yes, we plan to continue.
 - Q. Parent: Can you provide school bus service?

A. School President: We hope to be able to provide bus service in the future.

A. PTA President: We hear this request often. There used to be bus stops at Ypao Beach, Pia Marine, and Dededo.

As the above proposal received approval from a majority of those present, it was approved as originally proposed.

9. Introduction of new members

<Teacher>

Ms. Kobayashi

Mr. Sugio

Ms. JMae

<New Members>

10. Closing Remarks: Secretary Sudo declared the closing of the meeting.

Translation was made with DeepL and edited by Howard and Noriko.