

Mililani Inter Club Council (MICC)

Meeting Minutes - August 10, 2016

1. Call to Order at 1:22 PM
2. Attendance - Present: *Art Club, ASMHS, Chess Club, Class of 2017 Student Council, Class of 2018 Student Council, Class of 2019 Student Council, Class of 2020 Student Council, Dance Club, FCCLA, Fellowship Club, First Robotics, FBLA, Glee Club, Happy Healthy Club, HOSA, Hui Malama O Mililani, Interact Club, International Thespian Society, Japanese National Honor Society, Key Club, Leo Club, Lunch Buddies, math Club, Mu Alpha Theta, National Honor Society, Relay for Life of Mililani, Rising Sun Anime Club, Rocketry Club, Science Club, Skills USA, Sociedad Honoraria Hispanica, Surf Club, Tri-M, Video Game Club*
Absent: *FFA/AQUA, Peer Mediation, Red Cross, Victory Club*
3. Approval of Minutes
 - a. Mika Domingo from the Class of 2018 Student Council approves the minutes with changes, Bryson Shishido from Hui Malama O Mililani seconds the motion.
4. What is MICC?
 - a. MICC is the Mililani Inter-Club Council that consists of a Vice President from each club and organization on campus. You, as a VP/Club Officer, act as the voice of your club through reports, participation, and making decisions. The organization strives to promote events, share ideas, maintain accurate records, and collaborate on school-wide and community events.
5. Ice Breaker - Animals
 - a. Each officer received an animal mixer card - On "go" the officers traded cards until told to "stop" - after finding their group of animals (by sound or motion) introductions were exchanged.
 - i. First Round - Share name, club, and what they were excited for this new year.
 - ii. Second Round - Share name, club, and what they hoped to get out of MICC.
 - iii. Third Round - Share name, club, and what motivated them to take on a leadership role in their club.
6. Praise Reports (Each club will be required to report at each meeting - Kudo, Fundraisers, and/or Past/Future Events, etc.)

ASMHS (*Alyssa Y.*) Student body officers hosted Welcome Back Assembly on August 5; This year's Homecoming Theme: Trojan Universe. Class councils meet with ASMHS at ACE (All Council Executives) Meetings. First Senate Meeting in Pd. 2; Alyssa will be giving MICC reports at each meeting. If there's anything clubs want brought up to ACE/Senate, please see Alyssa.

Art Club (*Phoebe M.*) Launched club recently and is looking forward to Club Fair.

Chess Club (*Matthew F.*) Rewrote Constitution and trying to get new members, really looking forward to Club Fair.

% 2017 Student Council (*Zach H.*) Homecoming is coming up quickly, so they're hoping that more participants will come to sign up for lip sync and banner building. First senior luau committee meeting will be on September 6. Senior Luau forms will be distributed in advisory. Key and Leo clubs showed interest in helping with the powderpuff event.

% 2018 Student Council (*Mika D.*) Looking for participants for banner building and lipsync. Permission forms in O103. Had first class assembly today and felt that it went well. Junior Prom is officially on March 11 at the Hyatt.

% 2019 Student Council (*Chloe K.*) Sophomore banquet ballots were distributed in advisory. Class banner layout is finished. Lip sync forms are available in B112.

% 2020 Student Council (*Darcie T.*) Finished one song for lipsync, also trying to get more people to join. Still working on t-shirt orders until August 17.

Dance Club (*Jessica W.*) Relay for Life performance went well, Performed 2 songs.

FCCLA (*Rythen G.*) Planning events for the club for SY, looking to recruit new people.

FIRST Robotics (*Chris K.*) Preparing to host STEM Camp over Fall Break to educate Elementary and Middle School students on STEM concepts as a fundraiser.

FBLA (*Kelcie L.*) Nothing to report.

Glee Club (*Rae-Ann W.*) Currently planning for upcoming performances (including Club Fair). Plan to start recruiting new members after Club Fair.

Happy Healthy (*Janelle M.*) T-shirt designs are being worked on for the club. Is also creating flyers to advertise their club at school. Planning community service projects and meetings for the year.

HOSA (*Mila G.*) First meeting is August 11 after study hall where they will distribute applications for members and plan service projects/different ways to help out the community.

Hui Malama O Mililani (*Bryson S.*) Over the summer, four officers went to Kahoolawe to do restoration work and help clean up the environment.

September 17: Annual Clean-up at Ali'i Beach Park, open to everyone.

Interact Club (*Justin K.*) Saturday August 13, will be helping the Mililani Public Library with a book sale.

International Thespian Society (*Anna E.*) Working on fundraising for a new performance space for the Spring Musical. Auditions for our Fall Play happening at the end of the month. Performance dates: October 28, 29, 30. In the process of designing club t-shirts.

Japanese National Honor Society (*Rina A.*) Must elect other officers.

Key Club (*Ian K.*) Planning to do a lot of events this year and hoping to get more people to join

LEO Club (*Erin B.*) First Service project is this Saturday, helping with the Mililani Library book sale. Helping the alumni collect glasses as a fundraiser.

Lunch Buddies (*Hoyong L.*) Working on planning for club bowling field trip. Preparing for Club Fair. Planning to get more members. Working on electing this year's officers.

Math Club (*Hoyong L.*) Planning ways to get more students from the middle school to join. Officers meeting is this week where they will discuss the school year ahead of them.

Mu Alpha Theta (*Zach H.*) Looking to recruit new members because they currently have one junior and the rest are seniors. Hoping to work in conjunction with the math learning center.

National Honor Society (*Camryn S.*) They've changed how they're doing major projects. Instead of doing a big major project throughout the year, they're planning to break up into smaller groups allowing the freedom for each group to make their own project. Applications are due on Friday, August 12. Induction is on August 25. Next meeting on September 12.

Relay for Life of Mililani (*Jessica J.*) Big fundraiser for the cancer society was held in May.

Rising Sun Anime Club (*Rory W.*) Looking for new members at Club Fair. Hoping to do a lot more service projects this year.

Rocketry (*Andrew O.*) Goals for this year: Get more new members & Go to the national Rocketry Club Convention

Science Club (*Jessica J.*) Next big event is Club Fair. They are looking for people interested in competing in Science

SkillsUSA (*Nicholas A.*) Focusing on getting new members. They gave presentations to classes as advertisement.

SHH (*Jeremy B.*) Meeting coming up on August 22 after school. Looking for new and returning members. Need to be in a Spanish Class, level 2 or higher. Went to Pali Momi last year and sang Spanish christmas songs to the patients there.

Surf Club (*Jacob V.*) Presently working on Club Fair.

Tri-M (*Shayla H.*) First club meeting is next week Wednesday.

Video Game Club (*Kristen T.*) Service Project is on August 26. They will be entertaining kids in Mililani Mauka during the Cub Scout meeting while the parents are going through Cub Scout Orientation. E-Recycling later in the year.

7. Old Business

- a. Missing/Incomplete Cover Sheets, Charter information, and Constitutions (This will put your club at risk for Club Fair participation/Existing as a club. If incomplete documents were submitted, or club positions were decided, but were left blank on charter, please stop by B105 to fill out information
 - i. **Cover Sheets (Missing):** *Dance Club, Relay for Life of Mililani, Fellowship Club, First Robotics, Hui Malama O Mililani, Interact Club, Japanese National Honor Society, Lunch Buddies, FFA/AQUA, Peer Mediation, Red Cross, Victory Club*
 - ii. **Cover Sheets (Incomplete):** *FCCLA, FBLA, HOSA, Class of 2018 Student Council, Tri-M*
 - iii. **Club Charters (Missing):** *Relay for Life of Mililani, FFA/AQUA, Peer Mediation, Red Cross, Victory Club*
 - iv. **Club Charters (Incomplete):** *Chess Club, Class of 2018 Student Council, Class of 2019 Student Council, FCCLA, First Robotics, Science Club, FBLA, Glee Club, Happy Healthy Club, HOSA, Interact Club, Japanese National Honor Society, Key Club, Mu Alpha Theta, ~~National Honor Society~~, Rising Sun Anime Club, Sociedad Honoraria Hispanica, Tri-M*
 - v. **Club Constitutions (Missing):** *Relay for Life of Mililani, Japanese National Honor Society, Lunch Buddies, FFA/AQUA, Peer Mediation, Red Cross, Victory Club*
 - vi. **Club Constitutions (Incomplete):** *Dance Club, Fellowship Club, Glee Club, Happy Healthy Club, HOSA, Hui Malama O Mililani, Interact Club, Key Club, Leo Club, Class of 2017 Student Council, Class of 2019 Student Council, National Honor Society, Rising Sun Anime Club, Video Game Club*
- b. All clubs must submit Club Membership Roster by October 5 to B105 or emailed to 2018yamadabarrettoa@mililanihs.k12.hi.us

8. New Business

- a. MICC 2016-2017 Theme: Innovate, Integrate, Motivate
 - i. Let's discover new ideas and combine them with what's already done in order to stimulate a stronger interest. Our goal as club Vice Presidents shall be to innovate new ideas, methods, or products, by collaborating with other clubs through Mililani Inter-Club Council. By doing so, each representative may share or integrate such ideas into your own club. This can motivate your club to step out of the box, try new things, and attract more interest and enthusiasm.
 - ii. Club officers were counted off into groups and brainstormed together what the theme meant to them. Each group received a large white poster paper as well as a marker to list down their ideas. A facilitator was chosen to lead the discussion while a speaker was chosen to share what had been discussed. Groups 1 and 2 focused on the word "Innovate", groups 3 and 4 focused on the word "Integrate", and groups 5 and 6 focused on the word "Motivate".
 - iii. Innovate (Groups 1 & 2)
 1. To create/start something new
 2. To invent
 3. New ideas
 4. Make something different
 5. Re-creating and giving things new meanings
 6. Life changing (ex. Steve Jobs or ASMHS)
 - iv. Integrate (Groups 3 & 4)
 1. Implementation
 2. Intermingle
 3. Putting Ideas together
 4. Uses both innovation and motivation
 5. Taking different ideas
 6. Incorporating different things together
 7. Including people
 8. Working together and compromising ideas
 - v. Motivate (Groups 5 & 6)
 1. To inspire
 2. Showing encouragement to different people
 3. Having a drive to do different things
 4. Being positive
 5. Be a good role model
 6. Provide people with healthy incentives
 7. Reasons to do something
 8. Encouraging others
 9. A drive to finish
 10. To improve yourself, someone, or something
 11. Overcoming obstacles
- b. Alyssa handed out a contact info/questionnaire form for each officer to fill out. Half sheets were filled out and given back to Alyssa by the end of the meeting.
- c. MICC Secretary is a position that is open to MICC members. Training will be by ASMHS Recording or Corresponding Secretaries, Meghan Usam and Jessica Delos Reyes. Responsibility will be to take minutes at all MICC meetings. Meeting minutes will be uploaded to Edlio by Ms. Castro
- d. Fundraising (Castro) - 422 Fundraising Form
 - i. A fundraising form and packet was available to Vice Presidents for pick-up upon entry. The packet explains line-by-line how to fill out a fundraising form.
 - ii. If clubs are interested in doing fundraisers, every event needs to be pre-approved two weeks prior through the fundraiser form by B105 and then Mr. Murphy. B105's approval let's Mr. Murphy know that it is a student-activity supported fundraiser, and you are more likely to be approved.

1. Failure to do so may risk club funds raised from fundraiser. Must follow DOE rules.
 - iii. Instructional packet was given along with the fundraiser form
 - iv. Fundraisers can be denied if there are overlaps. We don't want to inundate the Mililani Community with too many fundraisers happening at the same time.
 - v. Have up to 2 weeks to fundraise. (ie. can only sell chili tickets within a two week window)
 - vi. Clubs may do multiple fundraisers throughout the year, one each semester
 1. There must ALWAYS be a plan and you must know what you're fundraising for
 2. If more than one per semester is needed, then justification must be provided in order to get approval from Principal.
 - vii. After fundraiser is over, clubs have 2 weeks to complete the fundraising form with the actual results. Failure to do so could cause the money raised to be compromised and locked up in a separate fundraising account, inaccessible for use by the club.
- e. Posting and Publicity Rules
- i. Any flyer hung around campus must have an approval stamp from B105 in the bottom right hand corner
 - ii. Only use blue tape (Must be your own blue tape, B105 will not be providing any)
 - iii. Hang flyers where it will not get wet, avoid wall under B to L building bridge and stairwells to avoid any vandalism from taking place since those areas aren't closely monitored
 - iv. After the event, please help our custodians by removing all posters
- f. Club of the Year Qualifications - in order to be considered for the Club of the Year award:
- i. Perfect attendance to MICC meetings
 - ii. All required documents have been turned in on time
 - iii. Service Projects - participate in a school wide service project such as Campus Beautification
 - iv. Fulfills club mission/purpose as stated in Constitution
 - v. Contributes/Remains an active club throughout the school year
 - vi. Used Club Bulletin board in the Office
 - vii. Participated in Club Fair OR Submitted a flyer of club information
 - viii. Participated in the Club Officer Leadership Training
- g. School Service Projects - Mandatory for ALL Clubs to participate in one of these service projects
- i. Campus Beautification Day (Campus-focused): February 4 - Hosted by ASMHS. Each club is assigned a campus improvement project to help beautify / clean up the MHS campus.
 - ii. Make a Difference Day (Community-based): October 24 - Clubs must set this up on their own/host on their own. If they want assistance finding projects stop by B105.
 - iii. Character Counts Fair: October 24 - Mililani High School will be hosting the complex area fair on MHS campus this year. Elementary School students can come out and go to the different booths and participate in different activities. Clubs can set up their own booth or activity. See Ms. Miller or Mrs. Ward if interested.
- h. Clubs in Action Bulletin Board in the Office - a new publicity opportunity for clubs and organizations
- i. All Clubs are to participate at least once throughout the school year
 - ii. Schedule was shared with the MICC members and asked to sign up for a board/date. The schedule includes Construction date as well as take down date. Only 6 clubs can sign up at a time.
 - iii. Opportunity for students, faculty and parents to look at the board while they wait in the counselor's hall. It can serve as a showcase of what each club is doing or a way to promote events. Be creative!
 - iv. Club of the year qualification requirement
- i. Club Fair: August 24 @ 12:50-2:00 PM - All clubs are invited and encouraged to participate in the Club Fair
- i. Alyssa distributed the Intent to Participate Form for the Club Fair. Please turn in the form by August 12 to B105.
 - ii. Rules for Club Handouts (Submit for approval by August 18)
 1. Club info: Title, Purpose, etc.
 2. Do NOT use student personal phone numbers or include outside events (private groups/churches)
 3. Need to include advisor's name and classroom
 4. Submit for approval to B105 by: August 18 before distribution at Club Fair
 - iii. Slideshow Picture Submission - please share photos that will be played at the Club Fair: <http://tinyurl.com/clubfairpics>
 - iv. Clubs must submit a flyer if they are not participating in Club Fair
- j. MICC Meeting Dates: *Aug. 10, Sept. 7, Oct. 5, Nov. 9, Dec. 7, Jan. 11, Feb. 1, Mar. 8, Apr. 5, Apr. 26*
- k. Quarterly Reports - are required documents for all clubs to submit.
- i. To keep a quarterly record of clubs activity (Meeting dates, past/future events, fundraisers)
 - ii. It also serves as a place to ask questions or bring up concerns
 - iii. *Quarterly Reports Due Dates: Qtr. 1 (Oct. 5), Qtr. 2 (Dec. 7), Qtr. 3 (Mar. 8), Qtr. 4 (May 17)*
- l. Homecoming Week 2016: August 27-September 3
- i. Theme: Trojan Universe
 - ii. Parade (Saturday, August 27). Permission forms to participate are due by August 25th.
 - iii. Spirit Week (August 29-September 2)
 1. Monday - Space Jammies (*PJs*)
 2. Tuesday - Milky Way Madness (*Tie Dye/Galaxy Print*)
 3. Wednesday - Spaced Out (*Favorite Space Characters - ie. Aliens, Star Trek, Star Wars, Astronauts, etc.*)
 4. Thursday - Colors of Our Galaxy (*Class Colors*)
 5. Friday - Returning Home (*Brown & Gold*)
 - iv. Pep Rally (Friday, September 2)
 - v. Dance (Friday, September 2) 7-10 pm @ MHS Gym
 1. Pre-Sale: \$5 (August 21-September 2). At the Door: \$15

- 2. Open to MHS Students ONLY
- vi. Football Game/Halftime Show (Saturday, September 3) 6:30 pm
 - 1. Presentation of Homecoming Court and Spirit Trophy
- m. Awareness day opportunities
 - i. Clubs can host their own awareness days or service projects during the school day/week. Raising awareness for a specific day/week/month of your club's choice (ex. Hui Malama O Mililani may choose to do April 22, Earth Day + Count it as a Service Project by doing a beach clean up). Propose idea to Alyssa or stop by B105.
- n. Community Service Opportunity: HPD Sign Waving: August 24 (4:15-5:45 pm)
 - i. Where: Meheula Parkway Sidewalk
 - ii. Why: To promote no texting and driving = "Slow Down/Arrive Alive Campaign"
 - iii. See Ms. Miller or Mrs. Ward for further questions and information
- 9. QC^2 (Questions, Comments, or Concerns)
 - a. Ms. Castro stated: Very awesome first meeting - very productive. Anticipate that meetings will run till 3 PM because of all of the information needed to be given out. Take care of currently incomplete or missing paperwork and prepare for Club Fair.
 - b. A question was raised about the school webpage - Now that Edline is gone, how will clubs maintain their information online somewhere?
 - i. Edlio has its pros and cons. Edlio is fully accessible by the public. In the past, Edline allowed you to hide certain contents from the public (ie. group phone numbers, etc.)
 - ii. All clubs are required to take minutes and have them accessible. Edlio might be good for having minutes and constitutions up in a public place. Currently only limited staff members have access to edit, so will need to train advisors if clubs are getting access to a page.
 - iii. A poll was taken and results showed that: Most members prefer uploading their minutes and other things through Edlio, and a few members prefer Google
 - c. If anyone is considering to participate in the helping with Powderpuff, go and see Zach Higa after the meeting is adjourned
- 10. Meeting Adjourned at 3:07 PM

Next Meeting: September 7, 2016

Jessica Delos Reyes
ASMHS Corresponding Secretary