



Hawaii State PTSA
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March 23, 2020

Aloha Leaders,

First and foremost, we are wishing all of our PTSA ohana a safe journey through these challenging times.

Our Hawaii State PTSA's executive board has been following legislative issues and signing letters of support to help mitigate the impact of COVID-19 on our students, families, and communities. We are also working alongside school officials and partner associations to stay informed and guide our school community members to valuable coronavirus resources.

With schools across our state currently closed and many areas now under stay-at-home orders, we realize that you might not be able to conduct necessary PTA/PTSA business. Just so we are clear: That's okay. The health and wellness of your students, families, teachers, staff, and members are most important.

Our office has received inquiries regarding PTSA guidelines to follow during these times. Here are some tips we have gathered, based on our bylaws and suggestions by other state PTAs.

RE: Executive Board/Committee Meetings

Many Hawaii local unit bylaws allow for executive board and committee meetings to be held via telephone or video conferencing as long as all of the members are able to hear each other.

For those PTAs and PTSAs that do not have approval for telephone or video conferencing for executive board/committee meetings, we suggest that at the beginning of the telephone or video conference you present and vote on a motion to 'Suspend the Rules' to allow virtual meetings (with a 2/3 vote needed to approve). Please be sure this is noted in the meeting minutes.

RE: General Membership/Regular Meetings of the Association and Events

Based on the current regulations and guidelines set forth by the CDC, our state/local government, as well as school officials, we strongly encourage that all local unit PTAs and PTSAs do not hold any in-person PTA meetings or PTA events. As the situation evolves, we recommend that you follow the guidelines set forth by your local public health officials, local/state government, and school officials specific to your community.

Per our local unit bylaws, General Membership/Regular Meetings of the Association MUST be held in person. For many of our local units, this is a time of nomination and election for board positions for the upcoming school year. We understand that this is a challenge.

Nominating committees may still meet virtually, following the guidelines listed under committee meetings above. Elections will need to be postponed if they fall under the time frame of the current stay-at-home order. We will provide you further guidance for rescheduling elections as this passes. Most PTAs and PTSAs across the state call for start of terms of office as of July 1st. If your PTA is one of the few exceptions and you cannot hold an election, please note that all local unit bylaws allow for officers to "serve until their successors are elected" (*Article VII, Section 2d*).

Hawaii State PTSA Events & Business

By now you should have received notification that we have postponed indefinitely our annual [Hawaii State PTSA Convention](#) and [Reflections Art Program Awards Banquet](#). It is our hope to reschedule these events for a later date, but we will be sure to communicate changes as they occur. Our volunteer executive board is still available for electronic and virtual communication, and our office manager, Heather, will still be working her part time schedule remotely.

RE: Resources

- As information changes we will post it to our Facebook page [@HawaiiStatePTSA](#) and we encourage you to share these resources through your local unit's social media channels.
- If you are aware of resources that may be beneficial to other PTA/PTSA leaders or our school communities during this time, feel free to send these resources to us at HawaiiPTSApresident@gmail.com and we will share as appropriate.
- We will also be updating our website: www.hawaiistateptsa.org with information as needed.

Other resources you should consider are available at:

- National PTA's website at www.pta.org/home/family-resources/coronavirus-information.
- If you are on Facebook and not already a member, we recommend that you join the group [PTA Local Leaders](#). It is a closed private group, but you can click on the link to Join Group link. This is an excellent real time resource for leaders in the field.
- For updated information on COVID-19, please visit [Hawaii Department of Health](#) and [CDC](#).

Going Forward

The most important thing right now is for us to all work together (separately) to get through these unprecedented times. We understand that for many, the stress of this situation can be overwhelming. The impact of the changes to our way of life, job status, and economy will be hitting hardest those that can least afford it. Now is the test of our leadership abilities in our communities. We have the opportunity to be the lighthouse in someone else's storm. Check on your friends and family members. If you must go out shopping, ask your elderly neighbor if you can pick up what they need. Let's take this challenge, come out stronger, and more connected to our communities than ever before. Remember, we are #PTAstrong!

On behalf of the Hawaii State PTSA Board of Directors, I wish you and your family health and wellness.

Mahalo for all you do for Hawaii's keiki,
Liz Sager
President
Hawaii State PTSA