

Music Department
Minutes of Staff Meeting on January 24, 1957

Present: John Kelly, Homer Keller, Jeannette Chun, Eleanor Ho, Dorothy Moritz, Sets Nozoe.

Introduction Mrs. Dorothy Moritz, secretary-registrar who is taking Mrs. Nozoe's place, was introduced formally to the staff. She will be working from 9 to 5 p.m. instead of the 8:30 to 4:30 schedule that Mrs. Nozoe was keeping. Mr. Kelly stated that the secretary-registrar was needed especially about 4:40 to 5:00 to supervise the building while the late afternoon classes are held.

Reminders on Children Supervision New groups of children are frequenting the Music Building playing games, etc., in the halls and auditorium. Teachers should be firm but friendly to non-music students who frequent the building.

Parents Notified Regarding Change in Personnel and Schedule After a discussion it was agreed by all that the best means of telling the parents about the change in secretary and office hours would be the monthly newspaper. Mrs. Moritz will see to it that this is entered in the coming issue.

Conference With Teachers Mr. Kelly asked for appointments with teachers who have not completed interviews, to discuss students.

Benefit Concert To be held on May 25th. First section of program this year will emphasize Palama Settlement - its past, present and future, done with tableau form with movement, sound and lighting - possibly using Mrs. Corday's dramatic background and assistance. Steps to show the how and what of Palama by short scenes will be used. The scenes will be showing the various departments and types of jobs done by them. The Band will open the program.

Second half will present the First Methodist Church Choir. Other suggestions from staff are (1) have Samoan dancers and singers, (2) some dramatic group performing (Phyllis Shield is out because of no teenage performers) and (3) ballet group under the direction of Oumansky. Mr. Kelly will look into the matter. In the meantime, staff will be on the lookout for ideas that will entertain and attract the tourists as well as children of the community.

New Performing Arts Building Continuation of items discussed last Monday on ideal teaching rooms and classrooms - dimensions and facilities.

A large, stylized red ink signature, possibly reading 'JK', is written in the bottom right corner of the page.