

MOANALUA ELEMENTARY SCHOOL PTO  
PTO BOARD MEETING  
September 4, 2013

CALL TO ORDER: President Lito Patague called the meeting to order at 6:20 p.m. in the MES library.

VOTING MEMBERS PRESENT: Lito Patague, Carol Hayashi, Lei Fukumura, Melissa Au, Valerie Sugawa, Maddie Ledda, Gail Chang, Audrey Nakagawa, Rosalind Galinato.

NON-VOTING MEMBERS PRESENT: Aaron Okumura, Carol Mann-Molay, Susie Okumura, Joyce Yoshimoto, Gracie Proute, Joyce Banas, Christine Hanakawa, Terri Kimura, Lyanne Figart, Clayton Tom, Lynn Muneno, Mika Mitsuyoshi, Corie Fujita, Ella Tiletile, Cherry Medina, Kelley Toor, Kevin Shojinaga, Chio Matsudo, Melisa Rodrigues, Christy Sasano, Fernando Hashimoto, Angelica Kaina, John DeMarco, Alan Wiederholt, Dawn Yoshimoto, Keisha Walker, Pearla Peralta, David Yano, Landri Balisacan, Julie Jones, Wendy Shiroma, Ron Coloma, Rona Teppang, Candace Fujishima, Oteila Salavea, Sonny Salavea, Toddi Nakagawa, Ray Peralta, Audrey Suganalcey (sp?), Gina Nakahodo, Jasmin Wachendorf, Lauren Kamikawa, Joanne Rosen, Charisse Suehiro, Lori Tonaki, Marisa Chung, Naomi Ungaeta, Aolani Yamasato-Gragas, Yvette Ikari, Milani Ballesteros, Sassy Mae Belza, Joy Hollinrake.

I. INTRODUCTIONS AND BOARD MESSAGES/ANNOUNCEMENTS- Lito Patague

The PTO Board members introduced themselves.

A. Thank you to Terri Kimura (Portfolio Chairperson) for a successful Portfolio Stuffing and Apples for Teachers event.

B. Thank you to Val Sugawa (Arts & Culture Chairperson) & volunteers for a successful 2 part ceramics night & special thanks to Carol Nishita.

C. Another special thanks to Manny Salvador for designing the school t-shirts.

D. Thank you to Audrey Nakagawa (Membership) for recruiting members.

II. SECRETARY'S REPORT - Lei Fukumura

Copies of the PTO Board Meeting Minutes for May 8, 2013 were distributed and approved.

III. TREASURER'S REPORT – Melissa Au

Melissa reported that she did not receive a statement. However she can report that there is \$42,000 in the account, that we still need to pay for t-shirts, that we will be going through the Fun Fair supplies in the storage container to determine if we need to replace and equipment or furnishings.

#### IV. ADMINISTRATION REPORT

##### A. Principal's Report – Aaron Okumura

Principal Okumura thanked everyone for coming and also thanked Val Sugawa and the PTO for putting on the Ceramics Night activity. Next week Monday will be the First Grade Parent Night and The Taste of Moanalua Event is coming up. PCNC will be sending out an email on the dates to attend. During the Taste of Moanalua it is important to support our cafeteria staff as the calculation of work staff will be done through the amount of lunches sold. Notices will be sent home about MES being peanut free for the safety of the children. MES is currently not peanut free because students continue to bring them to school. We have a number of students with severe allergies to peanuts. Peanut products will be confiscated by staff.

##### B. Teacher's Report

No report.

##### C. PCNC – Susie Okumura

This Friday's Taste of Moanalua will be followed by a workshop. The October newsletter will be coming out on October 1. Mrs. Lau is holding the Flu Shot Clinic on October 15. We need a few more volunteers. Susie thanked everyone for their support.

#### V. COMMITTEE REPORTS

##### A. Finance and Human Resources

###### 1. Membership (Audrey & Ray Nakagawa)

Audrey reported that this year we have 279 members. Last year we had 189 members. The MESPTO reduced its membership fee. Last year we received \$440 in donations but this year we received \$1,600 in donations. Last year's total was \$4,825 and this year's total was \$4,465.

###### 2. Manpower (Gail Chang, Mika Mitsuyoshi, Dawn Yoshimura & Mary Cheung)

Gail thanked everyone for coming to the committee meeting. She introduced the Manpower Co-Chairs: Mika Mitsuyoshi, Dawn Yoshimura and Mary Cheung. She also thanked Tina Namunart and Joyce Yoshimoto for helping with Fun Fair Manpower. She received 97 volunteer responses. They now have a volunteer committee base of about 140 adults. Many committee chair positions have been filled but positions that remain vacant include: Health & Fitness Co-Chairs, Campus Beautification Co-Chair, Programs Chairperson, School Store Chairperson, Teacher Appreciation Day Co-Chair, Teacher Wish list Chairperson, Fun Fair Friday Night Clean Up and Fun Fair Security Shadow. Our next big projects are the upcoming Bingo Night and Fun Fair. They are already in the process of communicating with community groups and the high school regarding Fun Fair. Regarding Bingo Night, Gail reported that the event is scheduled for September 13 from 5:30 p.m. to 8:00 p.m. in the MES Cafeteria. Flyers were set home. Invitations were sent to teachers, staff, MGCA, MVCA, Cub Scouts, Boy Scouts, Kumon, A+,

Japanese School and area legislators. Fundraising spaghetti is being sold for \$6.00. The spaghetti is being prepared by a MES parent. Prize donations are welcome. Please see Dawn after the meeting if you would like to sign up and if you would like to volunteer.

3. Budget and Finance (Toddi Nakagawa and Lauren Kamikawa)  
Carol Hayashi will continue to advise the new co-chairs of this committee. At this time there is no report.

4. School Store (vacant)

5. Hospitality (Maddie Ledda)  
Lito thanked Maddie for tonight's dinner. There was no report.

6. Elections (Michelle Sakamoto)  
Lito announced that Alan Wiederholt has been nominated for the position of MESPTO Vice President. The election will take place during Bingo Night.

## B. SCHOOL AND STUDENT PROGRAMS

1. Health and Fitness (vacant)  
Suggestions for health and fitness activities included Zumba and nutritional programs.

2. Campus Beautification (Gracie Proute)  
Gracie reported that the facilities management work is not completed thus will meet with Principal Okumura to identify possible projects. She thanked everyone for their support. Principal Okumura reported that the facilities management work will be a year long project but will not affect Fun Fair.

3. Arts & Culture (Val Sugawa)  
Val reported that we they had to hold the Ceramics Night early in the year because the kilns were only available in August and December at the Honolulu Museum of Art.

4. Orchestra (Ella Tiletile & Gladys Lin)  
No report.

5. PTO Book Club (Joyce Yoshimoto)  
Joyce reported that she opened the Free Book Store last week. She has seven people on her committee but stated that if anyone is available to volunteer on Wednesday during first recess it would be great. Donations are needed. Please bring donations to the library and say that it is for the Book Club.

6. RAP (Joyce Yoshimoto)  
Joyce reported that letters went out with the first RAP coupon. Some students have already completed their RAP. Lori Tonaki is showing the students the prize for the month and its generating interest. They want quality work from the 6<sup>th</sup> graders. They have good prizes this year. All participants will earn a prize.

7. School T-Shirt (Manny & Anne Salvador)  
No report.

8. Programs (Vacant)

### C. COMMUNICATIONS

1. Portfolios (Terri Kimura)  
Terri thanked everyone for volunteering.

2. Military Liaison (Brad Momohara)  
Lito reported that there are no orientations scheduled but one will be scheduled when there is interest. Please contact Brad if you know of a military family that needs help.

3. Legislative Relations (Christine Hanakawa)  
Christine reported that Representative Ichiyama warned of traffic problems. Please see Rep. Ichiyama's website for more information.

4. Community Relations (Joyce Banas)  
Joyce attended the Moanalua Community Association meeting last night. She invited the association members to Bingo Night. She also asked that they vote for our school on the Target website. She further encouraged them to partake in the Taste of Moanalua. The Moanalua Lions Club has always been supportive of MES and they are holding their breakfast on September 28 so Joyce asked that we be supportive of them. The Moanalua Lions Club asked if we would like to receive community response training. Joyce also submit Caryn Gushikuma's request for funding for courtyard lighting. The Directors have approved \$500 funding. The MCA is asking for membership so please join. The Association's President Clayton Tom has asked if he can set up a table for a membership drive during Bingo Night.

5. Publicity (Ken Morikawa)  
No report.

6. Website (Lyanne and Stephen Figart)  
No report.

### D. SPECIAL EVENTS

1. Fun Fair (Lynne Muneno & Carol Hayashi)  
Lynn asked for volunteers and acknowledged that parents need to work booths but also want to enjoy the fair. She said that if we all help out parents can volunteer and enjoy the fair. There is no need to chair a committee, just volunteer. If you have questions please email her at [lmuneno@gmail.com](mailto:lmuneno@gmail.com).

2. Aloha Aina Day (John & Rose Fielding)

It was reported that Christine Hanakawa and Julie Jones are shadow chairs. The tentative date for Aloha Aina Day is April 5<sup>th</sup>.

3. Teacher/Staff Appreciation Day (Lynn Muneno)

Lynn reported that the more help she can get, the better. If anyone is interested in shadowing she will take notes. Ms. Mann-Molay asked if we are tentatively set for 5/7 and they agreed that is the tentative date of the event.

#### E. CORPORATE SPONSORSHIP

1. Fourth Grade Trip to Big Island Proposal (Gina Nakahodo)

Gina sent out a proposal to Webco asking for \$10,000. The goal was to help the students because they do so much fundraising for the Big Island Trip. Webco has a foundation which grants up to \$100,000. Her proposal will be presented on Wednesday. If Webco does not grant the funds that Gina requested she will talk to other companies. Gina would like the fourth graders to receive funding every year for their trip and asked for positive thoughts. Audrey Nakagawa suggested that the fourth grade parents may have employers or their own companies who could make donations. It was noted that Principal Okumura is not allowed to solicit donations. Gail Chang stated that the solicitation can go through the MESPTO and asked that the Fundraising committee do a letter or come up with other means to solicit donations. The DOE is strict about schools not soliciting businesses for donations.

#### VI. OLD BUSINESS

A. Equipment and supplies inventory from storage container. Scheduled for Sunday September 8, 2013.

Inventory will be taken of the equipment and supplies from the storage container. The work will start at 8 a.m. on Sunday, September 8, 2013 and will end at noon. Volunteers are needed. They currently have 12 volunteers. If you can volunteer please see Lynn after the meeting. It is recommended that you bring gloves and a hand truck.

B. Bingo Night. Scheduled for Friday, September 13, 2013

So far 106 people signed up for Bingo Night. Forms were passed out for registration and payment. There is \$300 in prizes. Donations of prizes are welcome. They also need help serving food, moving tables and cleaning up. Please see Dawn if you can help. During Bingo Night the 6<sup>th</sup> graders will be selling Big Island Candies Fundraiser bars to earn money for their graduation ceremony.

## VII. NEW BUSINESS

### A. Master Calendar of Events

The MESPTO wants to come up with a master calendar with all events, fundraising, testing, school activities, field trips etc... All activities will be incorporated with the MESPTO calendar. They will try to put it on the website.

### B. Tentative PTO Board Meeting dates

1. Wednesday, October 2, 2013
2. Wednesday, November 6, 2013
3. Wednesday, December 4, 2013

### C. OPEN DISCUSSION

A question was raised as to when we are going to start meeting to plan Fun Fair. Lynn Muneno stated that Fun Fair chairpersons can start holding meetings. The Steering Committee has already started meeting. She also advised that if you want to meet at 99 Ranch you need to email them. Lynn will send out the email. Carol Hayashi said that our goal is to net \$50,000. Last year we net \$32,000. Lynn will pick a date for the FF meeting with all committee chairs. Please let Layout chair (Candace Fujishima) know if you need anything. Lito sent to Candace an inventory list, maps and photos of Fun Fair.

## VIII. Adjournment

President Lito Patague adjourned the meeting at 7:15 p.m. The next MESPTO Board Meeting is scheduled for October 2, 2013.

Lei Fukumura  
MES PTO Secretary