



- I. Call to Order by President Randon Blackmon at 6:01 p.m.
  - A. Attendance: See sign in sheet
- II. Introduction & Board Messages
  - A. President Email: [president@moanaluapto.org](mailto:president@moanaluapto.org)
    1. Haven't been receiving emails, but will work with Jones' to fix issue.
    2. Putting together a binder for the next president.
  - B. Vice Presidents Email: TBD ASAP
    1. Motion to adopt amendments to bylaws by D. Arakaki, 2nd by R. Blackmon
      - a) Final vote at 02/01/18 Meeting: Quorum reached, Voting 9 Ayes, 0 No
      - b) Signature requirements/thresholds, Signing checks
      - c) Quorum
      - d) Membership voting
      - e) Committees: Standing and Ad Hoc
      - f) Revised Bylaws to be circulated via email soon.
  - C. Secretary's Report: [secretary@moanaluapto.org](mailto:secretary@moanaluapto.org)
    1. Previous Month Minutes Review and Approval; Motion for Approval by R. Naa, 2nd by N. Kiyonaga
- III. Treasurer's Report: [treasurer@moanaluapto.org](mailto:treasurer@moanaluapto.org)
  - A. Balance Statement for the following as of 2/1/18:
    1. Special Education \$117.35
    2. Student Council \$783.50
    3. K \$1725.00
    4. 1st \$2775.48
    5. 2nd \$1998.71
    6. 3rd \$1210.93
    7. 4th \$4884.38
    8. 5th \$1130.00
    9. 6th \$5603.73
  - B. Treasurer's report Motion for Approval by J. Iwanaga, 2nd by D. Samiano
  - C. Due in March, Teachers to provide Executive Board budget for SY 2018-2019.
  - D. New budget for SY 2018-2019 to be voted on in May at the General Membership Meeting.
  - E. Motion to approve service group bus money request. Unanimous Vote Aye.
  - F. Motion by M. Sakamoto propose to go back to previous years budget structure. Budget for grade levels and programs. 2nd by D. Samiano
  - G. L. Galera propose reimbursement to teachers for out of pocket items to have a set deadline and guidelines.
  - H. L. Shiroma said teachers are unsure if they can use the money they have appropriated for the year or to choose to carry it over to the next year for events that require more money.
- IV. Administration Report: [audrey\\_chinen@notes.k12.hi.us](mailto:audrey_chinen@notes.k12.hi.us)



- A. Celebration for Grade 5, Mrs. Isaacs Class; \$30 gift card was awarded and Top Student Winner for Achieve 3000
- V. Teacher's Report: [tiffany\\_chinen@notes.k12.hi.us](mailto:tiffany_chinen@notes.k12.hi.us) , [landy\\_shiroma@notes.k12.hi.us](mailto:landy_shiroma@notes.k12.hi.us)
  - A. Service Group field trip to Ice Palace bus cost is \$1540. Service Groups are a bunch of different Groups in grades 4-6, and the Ice Palace field trip is an annual event supported by PTO for bus fees.
  - B. Service Group budget for this year is \$750, clarification needed because in previous years, Service Group and Student Council were broken out separately.
  - C. Grade 5 Popsicle Stick Bridge Unit
    - 1. Planning JR. Engineer Night
  - D. Grade 4 Mandatory Parent Meeting Tues Night for April trip.
  - E. Service Group versus Student Council; Service Group comprises of different groups from Grade 4-6 which have their Ice Palace field trip paid by PTO. Student Council is a school group of student leaders.
- VI. PCNC Report: [mes\\_pcnc@yahoo.com](mailto:mes_pcnc@yahoo.com)
  - A. Newsletter went home February 1
  - B. Upcoming testing for Grades 3-6
  - C. February 12: Teacher Institute Day - No students
  - D. February 19: President's Day Holiday - No school
  - E. February 20: Tech Trek collection envelopes due
  - F. February 27: HSA "Test Success" Parent Workshop
  - G. March 1: MES PTO meeting @ 5:30 p.m.
  - H. March 2: Dr. Seuss's birthday
  - I. March 16: Tech Trek
    - 1. Volunteers and prizes are needed. Will not be marking this year.
  - J. March 19 - 23: Spring Break - no school for students
  - K. March 24: Lights Out! (8:30 - 9:30 p.m.)look up EarthHour.org to see how you can help
  - L. March 26: Kuhio Day holiday 29: HSA Testing begins (Gr. 3-6)
  - M. March 30: Good Friday holiday - no school
- VII. Committee Reports
  - A. Finance and Human Resources: [finance@moanalupto.org](mailto:finance@moanalupto.org)
    - 1. Membership: [membership@moanalupto.org](mailto:membership@moanalupto.org) (Rosemary Na`a)
      - a) As of 2/1/18 there are 186 PTO Members
      - b) Motion by D. Arakaki to allow PTO to use promo items as door prizes and to sell at Ice Palace event. 2nd by J. Yanai.
    - 2. Fundraising: [fundraising@moanalupto.org](mailto:fundraising@moanalupto.org) (Candace Fujishima)
      - a) Winter Fundraising summary...PTO raised \$4,092.00 in just about 2 weeks. Thanks to my committee for helping with coordinating and getting it done. Distribution of Samurai snack packs worked out well at the 6th grade gingerbread decorating night. On Wed, Jan 31, Randon and Dennis announced the winners of the Winter Fundraiser.



- b) Top seller: Leighton Ching-Libadisos (Gr. 5, B1)
  - c) 2nd place: Joshua Iwanaga (Gr. 1, A4)
  - d) Random drawing winner (each student who participated had ONE entry):  
Jeni Nakahodo (Gr. 4, B7)
  - e) Upcoming fundraiser...REGAL FOOD Spring Fundraiser!
    - (1) Dates of fundraiser is Mar 12 - April 5.
    - (2) Distribution of regal food purchased will be on Aloha Aina Day  
(Sat, May 12...9a-12noon in MES Library)
    - (3) Fundraising items: Giant Portuguese Sausage, Vienna Cinnamon  
Bread, Two 6" Pepperoni Pizzas, Chocolate Chip Cookies
    - (4) All items are sold for \$8 each.
    - (5) Top Seller will win XBOX ONE GAME SYSTEM, iPad Mini OR \$300
    - (6) 2nd Place will win \$200
    - (7) 3rd Place will win \$100
    - (8) Top two selling classrooms will each have a \$50 class party
  - 3. Elections: [elections@moanaluapto.org](mailto:elections@moanaluapto.org) (Michelle Sakamoto)
- B. School and Student Programs
- 1. Health & Fitness: [healthandfitness@moanaluapto.org](mailto:healthandfitness@moanaluapto.org) (Belinda Lau/Joy Yanai)
    - a) Saturday February 17 Keiki Great Aloha Run Registration Forms went out  
to teachers Wednesday Dec. 6
      - (1) Packet pickup Tues Feb 13 and at Ice Palace event Feb 11
      - (2) 74 Registrants for Keiki Great Aloha Run
    - b) Looking into a non-profit that raises sexual abuse awareness for kids, a  
local non-profit Scream. Run. Tell. has materials and workshops they put  
on at schools. Asking Admin and PCNC if there is interest for an after  
school workshop for parents. <http://srtell.org/>
  - 2. Campus Beautification: [campus@moanaluapto.org](mailto:campus@moanaluapto.org) (Michelle Sakamoto)
    - a) S. Okumura proposal for campus beautification & scouts to create recycle  
bins.
    - b) M. Sakamoto to Admin for approval for location for bins.
    - c) Next event sometime in March for Stage refurbishment.
  - 3. Family Events: [mesptofamilynight@moanaluapto.org](mailto:mesptofamilynight@moanaluapto.org)
    - a) Bowling Night \*To be scheduled (Randon Blackmon)
    - b) Ice Palace Event - February 11, 2018 (Nadine Kiyonaga)
      - (1) Flyers went out
      - (2) Food by Ice Palace snack bar 6:30 p.m.-9:30 p.m.
      - (3) 2 free skate passes included for PTO Members
      - (4) Door prizes for PTO Member families only
  - 4. Orchestra: [orchestra@moanaluapto.org](mailto:orchestra@moanaluapto.org) (Jolie Kaneshiro)
    - (1) Honor Orchestra Upcoming event 2/17 Roosevelt at 7 p.m.
    - (2) Parade of Orchestras in April at Pearl City Cultural Center
    - (3) End of year performance in May
    - (4) Mr. Hamada asked when is the budget proposal needed? March
  - 5. PTO Book Club: [bookclub@moanaluapto.org](mailto:bookclub@moanaluapto.org) (Mary Yeung) Absent



6. School Shirt: [store@moanalupto.org](mailto:store@moanalupto.org) (Michelle Sakamoto)
7. S.T.E.M. (Lito Patague)
  - a) Block Kids event had 47 participants; Winners: 1st place 4th grader, 2nd place 5th grader, 3rd place 5th grader. Winners move on to next competition placement event.
  - b) April 18th, 5:30pm-8pm I am a Scientist
  - c) L. Patague proposed that MES PTO Robotics team should be started. Start with VEX Kits. Participation from parents is needed to make the Robotics team work. Similar to Makerspace. Proposal presented at meeting. \*See Attached
    - (1) Question by T. Chinen; Is the competition schedule during the same time as FLL? Answer is no, MES PTO competitions/practice would be weekends.
  - d) Science Olympiad; 2 teams to compete between schools in 12 events. This will be the 3rd year participating. 8 a.m. to 3 p.m. at Mililani HS.

#### C. Communications

1. Portfolio: [portfolio@moanalupto.org](mailto:portfolio@moanalupto.org) (Terri Kimura/Sung Kim) Absent
  - a) When is the design for SY 2018-2019 portfolio needed?
2. Military Liaison: [military@moanalupto.org](mailto:military@moanalupto.org) (Rich Mediano)
  - a) Working on Military Welcome Packet for SY 2018-2019
3. Legislative Relations & Community Relations (Christine Hanakawa) \*See Attached
  - a) Easter Egg Hunt Community Event
    - (1) Donation to Moanalua Gardens proposed for \$194.15
    - (2) Motion to support Moanalua Gardens by C. Hanakawa
  - b) Salt Lake Fun Fair
4. Publicity: [publicity@moanalupto.org](mailto:publicity@moanalupto.org) (Korine Kodama) Absent
5. Website & Webmail (Julie & David Jones)
  - a) Executive Board & Committee Chair Emails- please use the emails that have been assigned. Coordinate with Julie and David for setup.

#### D. Special Events

1. May Day, May 4
2. Aloha Aina, May 12 (Jason Domingo)
3. 6th Grade Expenses & Activities
  - a) Motion by D. Samiano, 2nd by M. Sakamoto for MES PTO Executive Board to provide blanket approval for forms and flyers regarding 6th Grade Promotion. \* See Attached.
  - b) CPK fundraising Feb 21, 2018

#### VIII. Old Business

- A. Propose to change meeting to 2nd Thursday of the Month.
- B. M. Sakamoto PTO needs to look at the overall picture. All grade levels have different financial needs, but PTO changed the amount of funding for this year to equalize the appropriation of funds.
- C.

#### IX. New Business



A. Uniforms

1. Question by R. Mediano regarding Uniforms. Fort Shafter have kids with uniforms, how come MES doesn't have uniform policy for the kids? Answer from Admin is that MES doesn't have an official dress code regarding uniforms.
2. Uniforms were brought up before and had pushback from parents. Administration had said in previous years it had been requested but had not been followed up on in current years. S. Okumura said PTO has no say on uniforms and need to propose to SCC on getting it approved for school.
3. Clarification needed on previous minutes statement regarding AED & CPR certifications for Teachers & Staff.
  - a) MES Health Aide is certified in AED & CPR but most teachers and staff are not certified to teach AED & CPR.
  - b) It's a concern from parent standpoint that MES should tap into State Resources for certifications for more staff to be certified in addition to the health aide.

X. Next Meeting:

- A. Thursday, March 01, 2018 in the Library
- B. Thursday, April 05, 2018 in the Library

XI. Adjournment: 7:29 p.m. by Randon Blackmon