

MESPTO Board Meeting Minutes

April 11, 2019



Meeting called to order by Michelle at 6:00pm

In attendance: Michelle Sakamoto, Dennis Arakaki, Robert Taura, Stacey Nishibata, Anne Lee, Tamara Brethouwer, Audrey Chinen, Landy Shiroma, Jay Nakasone, Susie Okumura, Christine Hanakawa, Julie Jones, James Iwanaga, Belinda Lau, Grachella Watanabe, Jon Turney, Gracie Proute

I. Introductions

II. Executive Officer Reports

A. President – Need to talk about Budgets and Committee Chairs, and if Chairs are staying on.

B. Meeting Minutes –Dennis motioned to accept the minutes, James 2nd. Minutes accepted.

C. Treasurer's Report for the month of March – Income: \$721.61, Expense: \$4,273.29, Net Loss: (\$3,551.68). Dennis moved to accept the Treasurer's report subject to audit. Christine 2nd. Report Accepted.

III. Administration Report

A. Apr 23, no school. PD day moved due to BOE meeting. Mrs. Galera wanted to be informed of BOE decisions and changes before PD day.

IV. Teachers' Report

A. Mr. Nakasone – Thank you to PTO for the water donation for Tech Trek. Tech Trek raised \$19,000.

B. Mrs. Shiroma – Apple Giving Tree – the suggested list was well rec'd esp. for new teachers. The mid-year timing was good, when supplies start to run out.

C. Classroom expenses due Apr.30. 1/3 of the classes have not turned in expenses.

D. Grade level expenses due Apr.30. The Fifth Grade will have their last expense after the deadline. Robert ok'd. Michelle will send Mrs. Shiroma and Mr. Nakasone the current form to be distributed.

V. PCNC Report

A. New due date for Yearbook and Summer workbook orders is May 3rd. Jay will do the workshop training targeting 3rd graders or new students. Testing will be in May with the results coming in Sept.

B. April is Month of the Military Child. April 24th – wear purple day, will post flyer to the website.

C. GLO Assembly - April 24th – we will recognize the Military children, and announce the Regal Fundraiser winners.

VI. Committee Reports

A. Health & Fitness

1. Healthy Sticker contest – Belinda

Deadline is next Fri, open to grades K-12. Send Mrs. Shiroma a digital copy so she can forward to the teachers.

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B. STEM

1. STEM Night – April 24th – Robotics exhibition open to all ages. PTO will sell bentos before the event. The Book Fair also open Apr 24th, and closes at 6pm.

C. Fundraising

1. Fundraising exceeded expectations this year. We are still collecting tickets but most are in. Gross \$40,000. We made \$17,000.00. Pick up at Aloha Aina day between 9am-12pm.

D. Aloha Aina Day – May 4 (Sat) – We have 20 vendors, and food vendors.

1. BSA will help set up the tent and man the recycling. Cub Scouts will collect the cans for Student Council, help empty the trashbins, and do a bake sale.
2. The Kokua Hawaii Foundation will reimburse the organization whatever is made from the recycling. Goodwill will do offsite shredding. Linda Ichiyama's office will eblast the flyers. Will send the flyers to MGCA and MVCA. Julie and Christine can put a binder together for next year's Aloha Aina chairperson.

E. Appreciation Week– Planning a weeklong event with the daily student expressions of appreciation, Monday continental breakfast for teachers, faculty, and staff. the potluck on Wed, May 8th, and a refreshing snack on Fri afternoon, May 10th. Faculty count is about 90 people.

F. Family Night – May 20 (Mon) – Who's got Talent at Moanalua

1. Auditions are on Tues, Apr30. Registration deadline is Apr 23rd. Tamara will be contacting parents to confirm what the acts are. There are 15 entries submitted so far. We can use the audio equip. Anne will make candy lei's as prizes. We can also save a space for certain acts to have a chance to perform at the Fun Fair.
2. We need to submit an F1 to use the facilities.
3. After registration closes, the contestants will be assigned an audition time.
4. We will need a registration table outside on audition night, and PTO will be selling pizza.
5. Should we set up a Membership table at Family Night?

G. Elections – May 20 (Mon) – before the Talent Show

1. We have 3 nominees: Vice President – Anne Lee, Vice President – Tamara Brethouwer,, President - Stacey Nishibata.
2. We still have openings for one more Vice President and several committees. There can be co-chairs as well. Treasurer and Secretary positions as currently occupied.

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3. During election, we need to ask 3 times if there are any nominees from the floor. If there is only one nominee for a position, a voice vote is acceptable. If there is more than one nominee, then a paper ballot is required.

H. **Grade 6 Promotion and Dance** – May 29 (Wed) – **Gracie Proute**

1. CPK Fundraiser – April 18 (Mon). brought in \$880.00. Spent \$300.00 on the photobooth, and \$125.00 for teachers' gifts.

I. **Manpower** – Belinda has some parent contact information from Tech Trek to forward to Manpower.

J. **Membership** – Maybe we need to do a flyer specifically for teachers and faculty. Teachers think PTO is just a parent organization. Only 15 teachers/faculty/staff are PTO members.

K. **Fun Fair** – Nov. 15th

1. Met with the DJ, we need to secure his services with a down payment. See if Orchestra, the Salsa Group, Chorus, and Taiko can perform.
2. First Fun Fair Meeting will be during the summer. Need to do a facility usage request. We will continue to funnel the facility requests through the PTO President.

L. **Legislative/Community Relations** – There have been some purse snatchings, please be aware.

M. **Website** – We need the meeting minutes starting Aug 2018 to post on the website. Dennis will resend PTO bylaws to Julie.

N. **RAP** –No report

O. **External Publicity** – no report.

P. **Internal Publicity** – no report.

Q. **PTO Book Club** – no report. Do we want to continue with this committee?

R. **School T-shirts** – Do we want to change the design? To be discussed next year.

S. **Orchestra** – Jolie will not continue to Chair. Budget cut back for next year. There needs to be more interaction with Orchestra.

T. **Hospitality** – We need a new Chairperson. We have about \$200.00 left in the budget.

U. **Campus Beautification** – June 1 (Sat) – 8am-10:30am.

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1. We will be planting grass in the Kindergarten area and possibly doing some planting behind the cafeteria. Christine will meet with Ms. Audrey.
2. The concrete footings on the benches in the front of the school have deteriorated. Moanalua Lions Club will take care of redoing the base of the footings. Currently waiting on Facility Maintenance's Arborist to check the roots of the tree to see if the roots will lift the benches.

II. Old Business

A. Committee Chair vacancies:

1. School Supply Bundles: This program is a good fundraiser. Last year we sold approx. 80 bundles. We need a chairperson. If PTO does not do this, the school will take it over.

III. New Business

- A. Need to advertise the General Membership Meeting. On May 20th
- B. Vacancies – Need to compile a list of PTO vacancies and post on the website.
- C. Do we want to consider amending the bylaws.
- D. Book Fair – Joyce – Need more volunteers.

V. Announcements

- April 19 (Fri) – Deadline to post General Membership Mtg / Proposed Budget / PTO Officer Nominees for elections
- April 23 (Tues) – Deadline to enter Talent Contest
- April 24 (Wed) – STEM Night and Book Fair kick off – 5:45pm MES Cafeteria & Library
- April 30 (Tues) – Talent Show auditions
- May 4 (Sat) Aloha Aina (6:30am set up to 2pm close)
- May 6 (Mon) – Executive Board Meeting – 5:45pm – MES Library
- May 7 (Tues) – Final 6th Grade rade Pomotion
- May 9 (Thurs) – Board Meeting – 5pm MES Library
- May 20 (Mon) – Talent Show and General Membership Meeting 5:45pm
- June 1 (Sat) – Campus Beautification

Meeting adjourned 7:30pm