

# MESPTO Board Meeting Minutes

Jan. 14, 2021



- I. Call to order by Stacey at 607pm
- II. Introductions & Welcome-Attendees include Anne Lee, Tamara Brethouwer, Brian Carpenter, Lynda Galera, Grachela Watanabe, Christine Hanakawa, Summer Kupao-Odo, Rosemary Na'a, Florence Perez, Elsie Lum, Shelley Ito, Lynn Messer, Landri Balisacan, Stacey Nishibata
- III. Executive Officer Reports
  - A. President-looking at Square and Wicks for website, leaning toward Square, will connect with Christine
  - B. Vice Presidents-The Joint Venture Education Forum held a focus group meeting on Jan 14th. Ideas were discussed to keep schools connected to the military community during the pandemic.

The U.S. Hawaii band is available for a virtual performance. Tamsin Keone, U.S. Army Hawaii School Liaison Officer, can assist with coordination. Some schools are having Soldiers assist with grab and go lunch meal distribution. Tamsen Keone is music contact, help direct traffic street side of the road, Valley requested speed bump on Mahiole

# MESPTO Board Meeting Minutes



Jan. 14, 2021

- C. Secretary's Report-Minutes from last meeting available for review. Anne made a motion to accept the minutes. Florence seconded. All in favor
- D. Treasurer's Report \$92.83 in expenses for December, no income, Christine made a motion to accept the Treasurer's report, Anne seconded, all in favor

## IV. Administration Report

- A. Principal's Report (Mrs. Galera / Brian Carpenter)-worried about traffic situation, maybe staggered release, siblings issue, brainstorming ideas, already received calls from the community, appreciation for holiday drive by, thanks to Grachela for the posters, covid incident last week
- B. Teacher's Report (Teacher's Representatives) appreciation for holiday drive by, made teachers happy, Tammy took great pictures
- C. PCNC Report – (Susie Okumura) No report, Amazon donated \$74 from shopping to PTO, Read with Me program ended

## V. Event Recaps and Updates

- A. Holiday Drive-By Event thanks to the teachers, really good video on instagram, it was a little long and hot, thanks to officer Malloy, helped the community to have holiday spirit

## VI. Committee Reports for upcoming events/activities

- A. Health & Fitness / Portfolio - (Joy Yanai) portfolio deadline, awaiting word from Joy, flyer done, how to distribute, digitally
- B. Apple Giving Tree - (Elsie Lum) teachers pay teachers, contactless, move to March due to transition of kids, email flyer, won't impact transition as all on line, teachers don't want to send something saying they are asking for something, can it be an email blast?, Elsie will send flyer for review and will send to Ms. Galera by 1/21/21



# MESPTO Board Meeting Minutes

Jan. 14, 2021

- C. Fundraising – (Pam Adena / Landri Balisacan) Pam talked to Regal rep, can mail out pre-order form, concern over giving out addresses, do we distribute to students, no tickets, should we cancel?, drive thru distribution, maybe take orders through website, maybe March, distribution in April or May, may adjust distribution date, question about where do funds go-PTO general fund, is there a minimum to break even, is there a cushion that can carry us this year, voted to table fundraising to next year, discussed Panda night or McDonalds night, office is doing this already, PTO can promote it, maybe PTO can do more fundraisers
- D. Website - (Christine Hanakawa) redoing website to do transactions-looking for expertise
- E. STEM - (Elsie Lum/Christine Hanakawa) garden club, lost some students during pandemic, should it be opened up, family night event tied to garden club is pending, ok with a distribution of garden kits
- F. Teacher and Staff Appreciation - (Grachela Watanabe) no updates, like last year, media presentation
- G. T-shirts keep date same as portfolio, discount if by Feb
- H. Other Committees

## VII. New Business

- A. Other-Library Book Club-online every other TH, grades 4-6, 3 to 4 librarians, 10 students, maybe next year

## VIII. Reminders:

- A. Vacant Office
  - 1. Secretary-Stacee will email members about Secretary position, seeking volunteers to help, need to think about succession, PAC 9 parents, consider GE mandatory orientation ending of April

# MESPTO Board Meeting Minutes

Jan. 14, 2021



- B. Transitioning/End of Term
  - 1. Website
  - 2. President
  - 3. 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> Vice Presidents
  - 4. Secretary

Next PTO Meeting scheduled for Thurs, Feb. 11<sup>th</sup>, 6:00pm.

Meeting adjourned at 7:08pm