

# MESPTO Board Meeting Agenda

## April 14, 2022



- I. Call to order by Stacey at 6:04pm
  
- II. Introductions & Welcome attending members include: Stacey Nishibata, Joy Yanai, Landri Balisacan, David Shimoda, Anne Lee, Curtis Kawamura, Summer Kupau-Odo, Audrey Chinen, Dani Muramoto, Jodi Inoue, Lynda Galera, Kyle Matsuyama, Kristyn Nishimoto, Charis Logan, Ishikawa, Robert Taura, Holly Pontes, Maiko Taki-Yajima.
  
- III. Executive Officer Reports
  - A. President – Nothing to report
  - B. Vice Presidents -Nothing to report
  - C. Secretary’s Report – March minutes have been emailed to the members for review. Anne made a motion to accept the March Minutes. Curtis seconded the motion.
  - D. Treasurer’s Report -Total profit from the Regal Fundraiser was \$11,577.85. Payment to Regal Fundraiser was \$16,640. Total sales for the fundraiser was \$28,217.85. Anne made a motion to accept the Treasure’s report. Robert seconded the motion.
  
- IV. Administration Report
  - A. Administration Report (Mrs. Galera / David Shimoda/Audrey Chinen) Mr. Shimoda expressed his appreciation to the PTO as today was the last day for him with MES. He stated that he has never been to a school where the PTO does so much to give students the opportunity and chances to do more. He apologized for the timing of his leaving, it being due to personal reasons and thanked the school for their support. Mrs. Galera expressed her appreciation to David for working so hard during for the school and wishes him the best. Audrey Chinen will be the interim VP for the remainder of the school year. Mrs. Galera also thanked the PTO for coming up with lots of creative activities for the kids, the Virtual Cooking was a great way for students to have fun but also great to have that connection with each other. Starting August, the school plans to operate how it did pre-covid and is planning on getting schedules and routines back to normal. They will have 2 lunch periods instead of 3 and will operate as the school did pre pandemic. She also noted that uncertainties do bring on a lot of anxieties, but that admin is here is answer questions.

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There was question regarding 6<sup>th</sup> grade promotion and if the school need for a platform or a stage. Logistics on where it would be stored until the promotion and where to get it from needs to be discussed by the admin, but the PTO offered to help and suggested that perhaps an option would be to rent one. Audrey will in charge of the event and she will coordinate with the PTO on what is needed.

PTO also discussed the idea of a free library at the school. The idea is to have a place on campus that holds books where students have access to taking or borrowing the books as they please. The purpose is to give students the opportunity to have access to a much reading material as possible. PTO will continue to work on the details of this project.

There was another question by a parent regarding the Coca-Cola Code Program. The program is similar to the box top where a parent is able to select an organization to donate funds to. She wanted to confirm that the school was receiving donation. The parent also offering to collect caps and input the information so the school will be able to collect the proceeds. Admin responded that they are unsure if the proceeds are coming in and they will check to see and get back to the PTO.

Question Regarding Summer school/program was also discussed. Ms. Chinen is working on the program. Moanalua is having a summer learning hub by invitation only. It will only be for students in tier 3, roughly about 70 students that are struggling in reading will be offered the invitation. The school is currently working on the list.

The Meet and Greet for next school will be held online. It was better virtually and got good feedback last year when it was done online. The parent teacher conferences will also be held online going forward. The mandatory GE meeting will be held on May 9<sup>th</sup> from 6:00pm-6:30pm virtually and PTO will also join in on the meeting. The school will also collect information for volunteers via google form and send it to the PTO.

B. Teacher's Report (Dani Muramoto / Holly Pontes) The teachers expressed gratitude on the activities that the PTO has been offering. The students who attended the cooking night had a great time and they talked about it during class the next day. There is also been more participants in the RAP program and thanked the PTO for working on making it more accessible for both teachers and the students.

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### V. Committee Reports

- A. Fundraising Recap - (Pam Adena/Landri Balisacan) Reported by Landri- Regal Fundraiser did well, the pick-up date is April 30<sup>th</sup> from 9am – 12pm. Landi will make a reminder flyer and it will be distributed only to the students who had sold tickets. Kyle will post a reminder flyer on the PTO website next week. We will need volunteers to help with the drive by pick up, looking for about 10-15 people. Sign up genius will be used to look for volunteers. Drivers will enter main entrance near the office, let the volunteer know what items they are picking up and, the item will be handed to them on the kindergarten side. The school will open the staff bathroom as well the gate for the parking on the kindergarten side so the Regal truck can park. Volunteers will start setting up around 8am.
- B. Family Night Events – Cooking Event Recap – (Kristyn Nishimoto/Lauren Tamamoto) Reported by Kristyn – 23 families participated in the event. There was good interaction involved and it was well received by the families. There were also feedback that it they had friends over and it was fun to do together. It is an activity where a lot of families can participate together and it was a nice bonding session. Thank you Kristyn for purchasing the items as well as coordinating the pick-up and waiting for the parents. Discussed the idea of continuing to do virtual events going forwards as well.
- C. STEM – I Am A Scientist Recap (Kristyn Nishimoto) Reported by Kristyn. There were 35 students and 25 families that participated. The event was in partnership with Chaminade University and taught kids about Chromatography. The kids were given a special paper that separated the colors of ink when touched in water. It was very interactive and if PTO would like to do future events with Lauri Shimoda, who headed the class, she would be interested as well.
- D. R.A.P. - (Anne Lee) Last month we had a high participation rate of about 90 students. We are glad to see more students are participating and appreciate the teachers for encouraging the students. Next month will be the last RAP for the school year.
- E. T-shirts / School Store – (Charis Logan) There were about 4 shirts that were ordered. We will regroup during the summer to get ready for August. It has been difficult to get shirts, so we will start early for the next school year.
- F. Teacher Appreciation - (Grachela Watanabe) Reported by Stacey- Teacher appreciation lunch will be held on Wednesday May 4<sup>th</sup>. Mary will reply with a count via email.

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G. Health & Fitness - (Joy Yanai) Keiki wellness fitness week will be held between May 1-7. The teachers will distribute and collect the score cards. The students will have between May 1-7<sup>th</sup> to finish the challenge and turn their score cards back to their teachers. The teachers will turn in the collected score cards to the RAP box in the office. Joy will pick them up on May 10<sup>th</sup>, input the information. Prizes will be distributed to the students who have completed the score card challenge by their teachers.

H. Legislative and Community Relations – (Darlene Mikami) Nothing to report.

### VI. New Business

A. New Board Member Nominees – Summer Kupau-Odo will be filling in for the 2<sup>nd</sup> VP position. Jodi Inoue will be filling in for the Treasure position. We are still looking for a candidate to fill the Secretary position. We have to post the Budget Report 30 days before the election so the board will meet to set the budget on April 20<sup>th</sup>. Election will be held in May and by August we will be able to recruit for committee chairs.

Admin wanted to confirm for the budget proposal if it will still be \$20 per student per class? PTOs response was the figure \$20 was made because of covid, however that may change depending on what the board discusses. PTO also requested the budget from the school on what the school cannot cover.

Last day for teacher to turn in reimbursement request is May 27<sup>th</sup>, last day of school for teachers. The reimbursement form can be found on the PTO website. A copy (scan or a picture) of the receipt is requested with the form that can be emailed to the treasure at [treasurer@moanalupto.org](mailto:treasurer@moanalupto.org). The headcount that is used at the start of the year in Sept/Oct is used for the budget when calculating the number of students.

Landri also informed the members that the middle school is looking for new PTO members. There is a meeting on May 3<sup>rd</sup> at the library for those who are interested. They are looking for people who can be on the board and has a child in the middle school. The middle school is also having food trucks on Friday, April 22<sup>nd</sup> from 5pm-8pm. It is not a fundraiser, but to bring the community together and there will be craft vendors as well.

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B. MES PTO Board Elections – Will scheduled to have the election in May. It will be 30 days after the posting of the Budget Proposal.

## VII. Closing:

A. Thank you for joining us

Meeting adjourned at 7:02pm

Next PTO Meeting scheduled for Thurs, May 12<sup>th</sup> at 6:00pm.