



1337 Mahiole Street
Honolulu, Hawaii 96819

MES PTO Board Meeting Minutes
October 13, 2022

Attending Members: Annie Lee, Grachela Watanabe, Jennifer Hahn, Jodi Inoue, Kelen Moana, Krystyn Nishimoto, Kyle Matsuyama, Lynda Galera, Lynn Messer, Shauna Ichinotsubo, Stacey Nishibata, Summer Kupau-Odo and Tammy Takimoto

- I. Call to Order
 - a. Meeting was called to order by Stacey at 6:04pm via Webex.
- II. Executive Officer Reports
 - a. President
 - i. Nothing to report.
 - b. Vice Presidents
 - i. Nothing to report.
 - c. Secretary
 - i. Minutes dated September 8, 2022 was approved.
 - d. Treasurer
 - i. Income [September]: \$1,325.45 T-Shirt & Membership Sales
 - ii. Expense [September]: \$4,558.18 T-Shirt, Movie License & Misc Expenses
 - iii. Treasurer's report was approved.
 - iv. 5th Grade Dave & Buster's Field Trip in May: Request to fund the initial deposit of \$1,184.55 and the students will pay the remaining balance. Board in agreement to provide funds for this field trip.
- III. Administration Report
 - a. Administration (Mrs. Galera/Thien Ho)
 - i. Social Emotional survey fall results will be provided to parents. There were a number of students who responded that they did not have a sense of belonging therefore admin has created activities such as Surf rider Spotlight to highlight every child. The other activity is Unity Day to promote a sense of inclusion and Lunch Bunch to select students (new students first) to have a lunch group session together. Another suggestion was a campus beatification project or any painting projects around campus.
 - ii. Parent Teacher Conference is coming up at the end of this month.
 - iii. The counselors and teachers are going to be recognizing students in order to promote a positive inclusion environment.
 - iv. K-1 annual parade to have students dress up in Halloween costumes on Halloween Oct. 31st and possibly PTO can set-up a haunted house with decorations in a classroom.
 - b. Teacher (Lynn Messer/Jennifer Hahn)
 - i. Students are excited that the RAP Program is back.
 - ii. 6th grade promotion could tentatively be at Moanalua High School this year.
- IV. Committee Reports
 - a. Membership – Tammy Takimoto



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- i. Nothing to report.
 - b. T-Shirts/School Store – Charis Logan
 - i. Most of the back orders have been filled for kid’s shirts and adult’s shirt will remain on back order until November. T-Shirt supplier substituted orders with other shirts however shirts were very different from the one we ordered therefore we are working with the supplier to negotiate a price.
 - c. Fundraising – Pam Adena/Landri Balisacan
 - i. Foodland Give Aloha just ended on October 2nd. Habitat is ongoing until October 25th. Fall Fundraiser just started.
 - d. R.A.P. – Annie Lee
 - i. Bulletin board is up with the student’s work posted. The RAP form will need to be revised to not include the student’s last name and to have the parent’s sign the form. Request to post the form online. Completed forms may also be submitted to the library.
 - e. PTO Book Club
 - i. Volunteer(s) needed to help instead of Jennifer Hahn as she will become a substitute teacher for another grade level in the next two weeks.
 - f. Orchestra
 - g. Family Events – Kristyn Nishimoto
 - i. Pumpkin Carving: Will plan to have the event indoors in the cafeteria on Thursday, October 27th at 6pm and to order pumpkins from Aloun Farms which may cost \$7-\$12 each. Maximum number of families for this event will be 50. There are 25 tables so about 2 families per table. Will need a few volunteers to help pick up pumpkins.
 - 1. Games: Bingo, Guessing Games
 - 2. Halloween Costume Contest
 - 3. Pre-Order Bento. To be served at 5:30pm outside.
 - 4. Lynn Messer will ask teachers if they have any use for the pumpkin seeds.
 - ii. Movie Night: Turned out to be a great event for the families.
 - h. S.T.E.M. – Kristyn Nishimoto
 - i. Website – Kyle Matsuyama
 - j. Legislative and Community Relations – Darlene Mikami
 - i. Rental and Utility Relief Program: Website re-opened again so submit your application if you’re interested.
 - ii. Annual Talk Story Festival on Friday, October 14th from 6pm to 8:30pm.
 - k. Fun Fair
- V. New Business
 - a. Volunteer Contact List: List to be split between board members and will email out the volunteers to recruit more help from parents who were interested in volunteering.
- VI. Next MES PTO Meeting
 - a. November 10th at 6:00pm via Webex.
- VII. Adjournment
 - a. Meeting adjourned at 7:26pm.



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Darlene Mikami
MES PTO Secretary