



MES PTO Board Meeting Minutes
September 14, 2023

Attending: Kristyn Nishimoto, Kelen Moana, Darlene Mikami, Principal Lynda Galera, Mr. Thien Ho, Jennifer Hahn, Mrs. Kayla Zolbrist, Mrs. Keola-Ganiko, Tammy Takimoto, Garrett Maeda, Kyle Matsuyama, Russell Kaya, Nisara Granada-Wagner, Ashley Matsui, Jen Sakurai, Stacey Nishibata, Asako Teruya, Kristen Tanaka, Kathy Lam, Sheldon Takahashi, Asa Fujiwara, Tammy Takimoto, Michelle Mendes, Jessie Deakins, Stephanie Srun

- I. Call to Order
 - a. Meeting was called to order by Kristyn at 6:00pm in person at MES Library.
- II. Welcome & Introductions
- III. Executive Officer Reports
 - a. 1st VP [vacant]
 - b. 2nd VP
 - i. Nothing to report.
 - c. 3rd VP
 - i. Nothing to report.
 - d. Secretary
 - i. Minutes dated May 11, 2023, was approved.
 - e. Treasurer
 - i. Income [August]: \$ 9,936.38
 - ii. Expense [August]: \$2,294.11[Membership, T-shirt & Movie Night]
 - iii. Pending Approval from PTO Board Re: Budget for Projector Screen
- IV. Administration Reports
 - a. Administration [Principal Galera/Mr. Ho]
 - i. Picture Day is next week on the 19th and 20th
 - ii. PD Day [No School] 9/25/23
 - iii. Campus Beautification on Saturday, 9/23/23
 - iv. Fall Break will be from 10/9/23 to 10/13/23
 - v. Parent Teacher Conferences from Oct 30th to Nov 7th via Webex – Reminder that there will be early dismissal. Please plan accordingly. In person book fair during parent teacher conference.
 - b. Teacher [Mrs. Zolbrist/Mrs. Kelly-Ganiko]
 - i. Nothing to report.
- V. Committee Reports
 - a. Membership - Shauna/Tammy
 - i. 132 members sign up and collected \$3,715 in dues and about \$1,500 in donations.
 - ii. PTO website has been sending out email blasts and there have been follow up emails to new members and those who have donated.
 - iii. Paid MES PTO members received thank you gifts, car pick up signs and MES lanyard and received free bag of mochi crunch at movie night event.
 - iv. Executive Board has been following up with interested volunteers as indicated on the membership form.
 - v. Shauna/Tammy have also been volunteers at member event check such as movie night event and the upcoming campus beautification.

- b. Fun Fair – Jennifer Hahn
 - i. Date changed to Friday, December 1, 2023.
 - ii. There are still open committees so if you would like to help, please let Jennifer know.
 - iii. If anyone has any contacts for renting lights or audio systems, please let Jennifer know.
 - iv. There is a fun fair meeting next week Thursday.
- c. RAP – Anne Lee
 - i. Reading program where students read a book every month and write about it. Students earn a prize for each report completed. Then their work is posted on the bulletin board at school. We are looking for more volunteers. Also looking for more incentive for the classes who participate in the RAP program by having a class party if x percent of the class submit their reports for the month. Per Principal Galera, the teachers would most likely support the class party so long we adhering to the wellness guideline i.e., no edibles as prizes because of allergies.
- d. Fundraising – Garrett Maeda
 - i. Papa John's Pizza, Give Aloha Foodland
 - ii. Requesting approval for Habilidadat to come to school to do a presentation about their fundraiser either selling trees or wreaths. Late September or mid-October for presentation at the school. Or they could do something during lunch period or recess to do some sort of kick off to promote the event. Draft of the flyer to be sent to Principal Galera/Mr. Ho for review. Per Principal Galera, probably a lunch kick off would work better.
- e. T-shirts/School Store – Charis Logan
 - i. 227 New Design / 253 Original Design
 - ii. Total 482 Shirts Sold This School Year as of Today
 - iii. Last School Year Sold 454 Shirts Total
 - iv. Another shipment of shirts by the end of this week. If you would like to order, you may order online via MES PTO website [moanaluapto.org]
- f. PTO Book Club – Kristyn Nishimoto
 - i. Restarted this program with the first day on Tues for the Kindergarten building and today for the 1st to 6th graders. Gently used books may be donated to PTO. Email Kristyn [president@moanaluapto.org] to coordinate pick up/drop off. Planning book club events during the upcoming family and holiday events. The books club has also helped with the book fair.
 - ii. Mrs. Weiss, new librarian, and innovation teacher, is promoting a birthday book club where the student can donate a book on their birthday instead of food parties and etc... Families may donate a book with the student's or family's name in the book and will also have an Amazon list where families may purchase books in request.
- g. Website – Kyle Matsusaka/Russell Kaya
 - i. Script will be increments of \$20.
 - ii. Silent Auction testing in process. Will need to look into different website other than PTO website. Suggestions made were opening bidding early and have devices available for those who are unable to use their own mobile phone to bid.
- h. STEM – Jennifer Hahn

- i. Looking into sometime in February for the STEM event.
 - i. Apple Giving Tree – Nisara Granada-Wagner
 - i. Event to occur on February 13th to the 16th. In Nov, they will be asking the teachers for a list of wanted items and will work on getting a flyer approved. On Tuesday, February 13th looking to set-up a booth to have cards to have students write notes.
 - j. Teacher Appreciation – Ashley Matsui / Jen Sakurai
 - i. They are still working on planning to keep some of the existing things and then incorporating new ideas. More to come.
 - k. Gardening Club – Nisara Granada-Wagner
 - i. Nisara is typically there every Friday mornings around 7:30am to 8:15am. Cleaning the garden for the 4th to 6th graders to work in the garden. Long term goal is dig up the weeds and keep it maintained. Need to coordinate which adults will pick up the key from the office.
 - l. Vacant Committees include Aloha Aina Day, Family Events, Campus Beautification, Hospitality, Community Relations, Portfolio and Health & Fitness.
- VI. Old Business
 - a. Keiki Rainbow Run
 - i. This is an annual event [not MES event] where students participate with family members and each student who participates earns \$15 for the school. The next event will be on 4/20/24 at Kakaako. The funds are provided to the PE teacher to buy equipment for the school.
- VII. New Business
 - a. Campus Beautification [9/23/23]
 - i. Sign up is still open. Activities will include touching up the courtyard benches, simple gardening projects, may post-pone bathroom painting face lift and general clean up around campus. Event will be from 9am to 11am.
 - b. Family Events [10/30/23]
 - i. Pumpkin Carving – Cafeteria manager may be able to order the pumpkins for PTO and have it delivered to the school. PTO is looking for volunteers to help at the event and/or chair the event.
 - ii. If anyone has any contacts for termite treatment and carpentry background for possible demolition of stairs near the stage, please reach out to Mr. Thien Ho.
- VIII. Announcements
 - a. Next PTO Meeting: 10/5/23 via Webex
 - b. Next Fun Fair Meeting: 9/21/23 at the MES Library
 - c. Social Media Sites, Bulletin Board
- IX. Adjournment
 - a. Meeting adjourned at 6:45pm

Darlene Mikami
MES PTO Secretary