



MES PTO Board Meeting Minutes
March 13, 2024

Attending: Lenny Cayetano, Nisara Granado-Wagner, Jen Hahn, Melissa Harnsberger, Mr. Thien Ho, Ryan Ichinotsubo, Shauna Ichinotsubo, Jodi Inoue, Russell Kaya, Ashley Keola-Ganiko, Summer Kupau-Odo, Kathy Lam, Stephanie Lau, Anne Lee, Charis Logan, Garrett Maeda, Kyle Matsuyama, Darlene Mikami, Kelen Moana, Stacey Nishibata, Kristyn Nishimoto, Jennifer Sakurai, Lyvonne Schank, Stephanie Srun, Sheldon Takahashi, Tammy Takimoto

- I. Call to Order
 - a. Meeting was called to order by Kristyn Nishimoto at 6:02pm.
 - b. Minutes dated 2/8/24 was approved.
- II. Welcome & Introductions
- III. Executive Reports
 - a. 1st VP – Vacant.
 - b. 2nd VP – Nothing to report.
 - c. 3rd VP – Nothing to report.
 - d. Secretary – Nothing to report.
 - e. Treasurer
 - i. Income: \$687.35
 - ii. Expense: \$6,090.27
- IV. Administrator Reports
 - a. Administration – Mr. Thien Ho
 - i. Spring break is next week. The following week there is Kuhio Day on Tuesday and Good Friday on Friday so no school. The following Friday is off for Moanalua Complex PE Conference.
 - ii. The Complex Area for Track Meet is tomorrow at the Moanalua High School.
 - iii. Aloha Run on Thursday after Spring Break.
 - iv. For Pi Day, there were 5 students in the 6th grade who were able memorize all hundred digits and chose Mr. Ho with a pie in the face.
 - b. Teacher – Ashley Keola-Ganiko/Kayla Zolbrist
 - i. Thank you for all of the donations for the Apple Giving Tree for the teachers and staff and thank you to PTO for making the signs for McTeachers night. Thank you to Melissa H. for helping with the upcoming recess changes. The staff will complete Google forms for Teacher/Staff Appreciation week and voted on the potluck style lunch for that week. Mr. Boll is looking for a pianist for his chorus group to begin the next school year. Rehearsal is typically Monday after school from 2:30pm to 3:15pm and performances include Fun Fair, the complex winter concert at the Moanalua High School and a performance at MES in mid-May.
- V. Committee Reports
 - a. Membership – Shauna Ichinotsubo

- i. No new members in February.
 - ii. Updated Membership Form – Looking to update our membership form to consolidate the volunteer committees, add a grade-level parent rep and possible membership tier options for those who may not want to help at events throughout the year but want to still support us.
 - iii. Volunteer Pledge Form – Also looking at creating a new volunteer form where hopefully parents can pledge at least 2 hours of their time throughout the year to volunteer at various activities; these volunteers don't necessarily have to join the PTO though would be highly encouraged.
 - iv. Reminders to the Executive Board and Committee Chairs to continue to look through the spreadsheet for new members who signed up to volunteer for committees and be sure to reach out to them and introduce yourselves.
 - v. Remind App – Not too much interest in the app. Is it possible to have the teachers on all the same app? Idea has been entertained however each grade level has different requirements.
- b. RAP – Anne Lee
 - i. Non-fiction is this month's theme. Students receive pencils with a rainbow. Next month's theme will be poetry and graphic novels. The committee also has a new volunteer who is helping making copies of the RAP reports. RAP stickers will be distributed to students who completed 3 or 4 more RAP reports.
- c. T-shirts – Charis Logan
 - i. Contacted shirt vendor to inquire about color printed shirt and cost per shirt would be \$8.50 for 4 colors. Maybe design could come from the Portfolio Cover designs.
- d. Fundraising – Garrett Maeda
 - i. Kakaako Kasuals – Sell slippers and foot ware until end of March. Only a few orders in as of today. Input the code when purchasing online.
 - ii. Eden in Love Collaboration – Small totes, medium totes and pixi pouches will be ordered. Fundraiser to begin in the next quarter.
 - iii. Mabel Labels up until the 24th of this month. A portion of the sales will go to PTO.
 - iv. Other ideas included McDonald's or 7-11 for next quarter.
- e. Website – Kyle Matsuyama
 - i. No updates to report.
- f. Health & Wellness – Melissa Harnsberger
 - i. Keiki Rainbow Run in April with a total of 58 registration includes both kids and adults. There is still time to sign up. There is a \$5 increase if registered after April 6th. Sign up at www.keikirainbowrun.org.
 - ii. Recess Initiative to order connect four, jenga, tic tac toe, checkers and chess games for students to play during recess. Expected set-up date will be after spring break.

VI. Old Business

- a. Apple Giving Tree – Nisara Granado-Wagner
 - i. Teachers enjoyed the little notes from students and were appreciative of all the little gifts.
- b. Garden Club – Nisara Granada-Wagner
 - i. Forms were distributed to A+ to have students sign up to help in the garden after school. It's open to the community however details need to be discussed as to when families can come on campus to help. Earth Day is coming up so maybe they can plan an activity around that day.
- c. Portfolio Contest – Anne Lee
 - i. Scan the QR code for the people who attended tonight's meeting and vote for the best overall and one for each grade.
- d. Family Art Night – Stacey Nishibata
 - i. Thank you to Nisara and Dean Wagner who brought the Entomologist who did a presentation and the artists who led the painting session for the families.
- e. Teacher/Staff Appreciation Week – Jen Sakurai/Ashley Keola-Ganiko
 - i. The teachers will be completing a Google form to indicate ideas on small gifts which parents can donate. The teachers voted on potluck and will set-up sign up Genius for parents to sign up for food and drink donations. There will be fun activities planned for each day for the teachers and staff. They will reach out for volunteers to collect food donations or help with the distribution of gifts.

VII. New Business

- a. Keiki Swap Meet – Kristyn Nishimoto
 - i. Flyers were distributed out to MES families. Event will take place on Saturday, April 6th from 9am to 1pm at MES Cafeteria and donations will be collected from April 1st to 4th at the curbside in the main parking lot at morning drop off.
- b. School Supply Bundle – In the past, PTO would source all the school supplies for the following school year and families would purchase the bundle. This could be another fundraiser for PTO if there is any interest.
- c. SY 2024-2025 Budget

VIII. Announcements

- a. Next PTO Meeting on 4/11/24.
- b. Officers & Chairs for SY 2024-2025
- c. Aloha Run on Thursday, 3/28/24.

IX. Adjournment

- a. Meeting adjourned at 7:05pm.

By: Darlene Mikami, MES PTO Secretary