

- I. Call to Order
 - a. Meeting called to order by Kristyn Nishimoto at 6:04pm.
 - b. Minutes dated 11/13/25 was approved.
- II. Welcome & Introductions
- III. Executive Officer Reports
 - a. President: Kristyn – Nothing to report.
 - b. 1st Vice President: Melissa – Nothing to report.
 - c. 2nd Vice President: Kyle – Nothing to report.
 - d. Secretary: Darlene – Nothing to report.
 - e. Treasurer: Jodi
 - i. December Income: \$5,056.28
 - ii. December Expense: \$14,189.12 Fun Fair, Grade 6 Camp Erdman & Grade 5 D&B Field Trip
 - iii. Reminder: For Fun Fair expenses, please submit by the end of January as we are trying to calculate net profit. Total net profit so far is \$42K.
- IV. Administration Reports
 - a. Administration – Vice Principal, Ms. Valenzuela
 - i. Admin Professional Day
 - 1. Q: Is it set based on what is academically through the year?
 - 2. A: Some are aligned with a holiday, but it doesn't always work out that way. If they speakers or have visitations then they are coordinating schedules with others. Moanalua High School sponsors a conference in which they pick the date, so we have no control over that day.
 - b. Teacher Reports – Mrs. Schank/Mrs. Sabas
 - i. Nothing to report.
- V. Committee Reports
 - a. RAP – Elaine
 - i. Theme for this month is Science. Due at the end of January.
 - b. Membership – Kathy/Shauna
 - i. Nothing too much to report. The committee would like to start engaging with non-members to get more members in prior to the new school year. The issue is not membership count as we are at its highest membership count so far but it's getting more volunteers to help with school events and fun fair. Suggestions include reaching out to non-members to join now for next year, this school years fee would be waived, or pairing discounts with another inceptive such as school supply bundle.
 - c. Fun Fair – Jennifer
 - i. Net profit is about \$42k at this point. May expect more expenses to be paid. Reviewed suggestions and comments to consider for the next fair.
 - d. Garden Club – Nisara/Brittney
 - i. Nothing to update.
 - e. Health & Fitness – Janine
 - i. For the month of December, they had a total of 168 submissions. Ms. Pontes' class had the highest number of submissions. Ms. Hughes was the leader for Kindergarten, Ms. Kuwazaki for 1st grade, Ms. Garcia for 2nd grade, Ms. Hayashida

for 3rd grade, Ms. Fujiwara for 4th grade and Ms. Isaacs for 5th grade. Janine will connect with the teachers for the ice pops for the winning classes.

- ii. Rainbow Keiki Run will be on April 18th. There will be free shirt and snacks, tons of games and \$10 per student for the school and includes free admissions to the Children's Discovery Center. Entry fee for students ages 5-12 is \$25 and the price will increase after Feb 12th.

- f. Fundraising – Kristen/Mark

- i. Spirit Cards: Cards are expected to be ready for distribution during the week of Easter. We will distribute 10 cards per child. \$10 Discount card which will include various discounts from 10-15 vendors.

- g. T-shirts – Charis

- i. Nothing to report.

- h. Website – Kyle/Russell

- i. Nothing to report.

- VI. New Business

- a. SEL Night: Webinar on executive functioning and building life skills and habits. Webinar scheduled on Jan 15th from 5:30pm.
- b. STEM Night: Scheduled for Feb 5th. Students from Iolani School will be assisting with the event.
- c. Apple Giving Tree: Will be the week of Feb 10th to 13th. They will coordinate with teachers to submit list which will go out as a flyer to MES ohana.
- d. Portfolio Art Contest: Voting will be held on Feb 12th after PTO meeting. Art must be submitted by end of Jan 29th to their teacher.

- VII. Announcements

- a. Next PTO Meeting: Thursday, 2/12/26

- VIII. Adjournment

- a. Meeting adjourned at 6:48pm.

Darlene Mikami
MES PTO Secretary