



**Meeting** called to order by President, Minnie Quan at 5:50 p.m.

**Attendance:** Attendees

**Officer's Report**

**President:**

**Secretary:** Minutes of 10/05/16 reviewed and approved. Approved by Malcolm and Nadine

**Administration Report**

**Principal- Galera**

- Air Conditioning Project - DOE to provide split ACs in each classroom.
- Thank you to leaders of October events.
- Evacuation Drill scheduled for Friday, November 4 at 8:45am
- Parent/Teacher Conferences ending this week. Progress reports are available, please contact counselor and schedule.
- Working on more communication via website.

**Teacher's Report - None**

**PCNC Report**

- Family Photo Session, 46 Families
- Collected 400 pounds of Donations for Food Drive.
- Future Events: Gingerbread for Kindergarten, Techtrek - March 17th.

**Committee Reports**

- Fundraising - Fun Fair and Dave n Buster
- Elections - Treasurers opening announcement to be reviewed and sent out.
- Campus Beautification - Saturday, January 7th Raking Leaves (2 hours)
- School Shirt - Shirts are still available for order.
- S.T.E.M. - Robotics had competition at Mililani in November. Makerspace to startup in January.
- Military Liaison - Utilize FaceBook and Email systems for communication means.
- Legislative Relations & Community Relations - Sunday, December 11 at MMS 5:30p,-7:30pm Moanalua Gardens Christmas Party.
- Fun Fair - Friday, November 18 - Donations needed.
- Aloha Aina Day - April 29, 2017 - Co-chairs have been found.

**Old Business**

- Committee Chairs have vacant seats, we would like to continue to provide the programs and events from previous years but we need more help.
- PTO needs a secure Mailbox with slot size big enough for fundraiser ticket returns.
- Costume Contest Prize was an unlimited ride wristband. 6 Categories & 6 Winners. Will have better communication for next year.

**New Business**

- PTO Member Night - Sunday, January 29th 7pm-9pm First come, first serve.
- Aloha Aina
- I'm a Scientist

**Announcements**

**Next Meeting:** December 07, 2016 at 5:30 p.m. in the MES Library

**Meeting Adjourned:** 6:57 p.m.

**Minutes Compiled by:** T. Yamauchi, Secretary