

Moanalua Elementary School PTO, Inc.  
PTO Board Meeting  
October 2, 2013

CALL TO ORDER: President Lito Patague called the meeting to order at 6:07p.m. in the MES Library.

VOTING MEMBERS PRESENT: Lito Patague, Carol Hayashi, Alan Wiederholt, Lei Fukumura, Melissa Au, Gail Chang, Maddie Ledda, Valerie Sugawa.

NON VOTING MEMBERS AND SCHOOL REPRESENTATIVES PRESENT: Aaron Okumura, Carol Mann-Molay, Joanne Rosen, Charisse Suehiro, Rose Fielding, Joyce Yoshimoto, Joyce Banas, Lynn Muneno, Brad Momohara, Lyanne Figart, Sonny & Oteila Salavea, Gina Nakahodo, Macy Cheung, Julie Jones, C. Medina and Toddi Nakagawa.

MINUTES OF THE LAST MEETING: The minutes from the September 4, 2013 PTO Board Meeting were distributed, posted and approved.

ACKNOWLEDGEMENTS AND BOARD MESSAGE/ANNOUNCEMENTS:

Lito made the following acknowledgements:

Thank you to Gail Chang & family, Carol Hayashi & family and to all of the volunteers for a successful Bingo Night on Friday September 13, 2013.

Thank you to Gina Nakahodo for raising \$1,000 through corporate sponsorship for the 4<sup>th</sup> Grade Big Island Trip. Gina reported that she is sending out 6 more proposals. Her goal is to raise \$10,000. Let Gina know if you know of any foundations or other source of funding.

Special thanks to Manny Salvador for designing the MES t-shirts. If you need to order a shirt Melissa Au has Manny's phone number.

TREASURER'S REPORT: M. Au

Melissa received the August bank statement. There is \$41,000 in the account. If you need a reimbursement provide Melissa with your name, your child's name, child's classroom number and teacher. Melissa will send the reimbursement to your child's classroom.

ADMINISTRATION REPORT:

A. Principal's Report : A. Okumura

On October 30, 2013 the fourth grade class will hold McDonalds Night in Salt Lake. Also this year the school is going through WASC accreditation. There will be a visit at the end of the month to get a baseline of the state of the school. Next year they will review and seek accreditation. The State will require all schools to go through accreditation in the future. Principal Okumura is excited about this opportunity for the school.

Regarding the lack of soap in school bathrooms, Principal Okumura reported that there will be in soap in the bathrooms after Fall Break. He is concerned about the current condition of the bathrooms.

Regarding the Drama Program, he has heard that former Principal Meyer was going to fund the drama program through the school's budget but it appears that they don't have enough funds and need to turn to the PTO for assistance. Grade 2 and Grade 6 would appreciate it. He will check with former Principal Meyer because he does not see it in the budget. He had been working with Valerie Sugawa on cooperating in funding. To provide funding the PTO would need to vote at a General Membership meeting in March or call a special meeting.

Principal Okumura was asked about the ants on campus. Vice Principal Mann-Molay said that they immediately take care of spraying the hill if children tell them that there are ants. If you don't spray the entire area the ants keep moving to different areas. A parent said that her child fell down near the Mileage Club area onto an ant mound.

Principal Okumura purchased a new Xerox machine. Wants to meet with us because he has a plan laid out as to what kind and when he will purchase more technology. The Xerox machine is Wi Fi connected so teachers can send jobs from remote. Toner is expensive so wants to encourage the PTO to use the Xerox machine, not printers because it is cheaper. He also shared that the school has wireless capability and teacher did not report problems. For the most part the wireless has been fine. They are emphasizing the computer lab not the wireless system. They are in the process of getting tables for the labs.

He was asked if MES needs parent support for accreditation but he responded that at this point he is not sure. If parents need to be involved he will let us know.

Principal Okumura's goal is to get a new website up because the information on the MES website is outdated.

B. Teacher's Report : J. Rosen & C. Suehiro  
No Report.

C. PCNC Report: S. Okumura  
No report.

#### COMMITTEE REPORTS

A. Membership: A. and R. Nakagawa

Audrey sent an email report. She made 3 deposits to the PTO membership account \$3,845 on 9/6/13, \$760 for 9/11/13 and \$20 for 9/19/13. A total of \$4,625 has been deposited. She also reported that the PTO has 298 members/families. There are 3 families with question marks regarding their membership status and this is causing the balance to be off by \$45. Two families

are missing membership forms and one is missing payment. She thinks that the missing payment is due to a mix up with the t-shirt checks. She will need to figure this out. She has not had a chance to work on PTO membership cards and wants to know if we really want to issue membership cards and will it be useful for members? Please let her know if the group thinks otherwise. She will work on it if the PTO agrees on the card's value and purpose.

B. Manpower: G .Chang, M. Mitsuyoshi, D. Yoshimura and M. Cheung  
Please refer to the attached copy of G. Chang's written report.

C. Budget and Finance: T. Nakagawa and L. Kamikawa

Toddi reported about ways to get students to turn in Boxtops. We raised approx. \$5,000 last year. The goal this year is to double the earnings. We need to raise awareness about the Boxtops and make sure we know which products have it. The money raised goes to PCNC. This year we missed the deadline for Foodland's fundraiser where they matched 100% of donations. They are thinking of fundraising with Java Joes which would earn \$5.00 per bag with no minimum. If we can get a company to order it regularly then we will keep getting checks. Toddi asked about the School Store. She proposed putting together a logo store. She is also looking at pre packaged school supplies which could earn us 4% in profits. Also a May Day lunch where parents buy bentos and eat in the classrooms. Toddi feels that there is no cohesiveness with fundraising. She wants to work on this issue. There needs to be better communication and coordination among groups who are doing fundraising. The PTO Board needs to talk about this further. She also reported that another school did a donation plea and promised that "we won't have fundraisers for the rest of the year."

D. Elections: M. Sakamoto  
No Report

E. Health and Fitness: L. Patague

Lito reported that 2 years ago the cafeteria had a salad bar. He asked if the PTO should have the Health and Fitness committee make it an initiative. Vice Principal Mann Molay reported that our breakfast and lunch count went down. Years ago Mr. Chinaka had staffing but he currently does not have the personnel to run the salad bar. Gail Chang reported that in the past other PTOs have paid for staff. Vice Principal Mann Molay said that she is not sure that the PTO could do it. There are many food and health laws that come into play. The PTO will need to look into it further. Mr. Chinaka would be a good source of information.

F. Campus Beautification: L. Patague

Lito reported on behalf of Gracie Proute. Due to a conflict in finding an available time to schedule a meeting to prepare the campus for Fun Fair, we will be foregoing any Campus Beautification Projects before November 22, 2013.

G. Arts and Culture: V. Sugawa

Valerie reported that she now has a committee. They will add drama, hip-hop, auditions, have kids sit in on plays and musicals. These are the types of ideas that they have. There will also be three ceramics classes this year. She spoke to Principal Okumura about having an artist named Julia Orf do a mural. Each class could come and help paint the mural on the back of the library, two portables and office. However, due to funding issues it is on hold. It would cost the same as the ceramics mural. Principal Okumura wants the mural done after Fun Fair.

H. Orchestra: E. Tiletile and G. Lin

No report.

I. Book Club: J. Yoshimoto

Joyce reported that the Book Club is open every Wednesday during first recess. It is running smoothly. They are still looking for more book donations. She wants book shelves for the book room. She would like someone to build it and the PTO to fund it.

J. RAP: J. Yoshimoto

Joyce reported that they just finished the first RAP and the prizes went out today. Chio, Joyce and Emma helped with posting today. There were just 10 classes with 100% participation. She bought 600 prizes but had 606 students who earned prizes. Eight classes missed 100% participation by one student. Four classes missed by two (76%). Two classes missed by three. The 6<sup>th</sup> grade class made it mandatory so they had a great response. Carol Hayashi asked if there is a way that the PTO can help the children who don't turn in their RAP and there was discussion on this issue. For October the prizes will be Japanese erasers.

K. Military Liaison: B. Momohara

No report.

L. Legislative Relations: C. Nunogawa

Lito Patague reported on behalf of Christine Nunogawa. Children & Youth Day is on Sunday, October 6<sup>th</sup>. Representative Aaron Johanson and Senator Glenn Wakai were able to visit and have lunch at MES. If anyone has anything to share with our legislators please contact Christine at [chanakaw@hawaii.edu](mailto:chanakaw@hawaii.edu). She has asked the legislators to send the 4<sup>th</sup> grade fundraiser flyer out to their contact and do an email blast. She will contact Rose and Julie to find out about Aloha Aina Day.

M. Community Relations: J. Banas

Joyce went to the Moanalua Gardens Community Association meeting. In Moanalua Gardens Carol Fukunaga was able to get work done on the tennis court lights, have the volleyball lines repainted and clean up the Moanalua stream. There is a request from Clayton Tom requesting that the Keiki Korner

give them the leftover items for their annual Christmas party. They will pick up the leftovers.

N. Website: L. Figart

Lynne reported that they earned \$547 from the Target contest. The money they earned will go to the school. She thanked everyone who voted. Regarding the PTO web calendar project she reported that according to Stephen the PTO could do multiple log ins so multiple parties can sign in for the calendar. It was decided that the calendar concept requires more discussion.

O. Fun Fair: L. Muneno

Lynn will run copies of the Fun Fair flyers on Monday. She has 18 reams of paper. If committee chairs did not get the flyers to her they will need to do it themselves. The collating meeting will take place on 10/15/13. They will start collating at 4:30 p.m. and finish by 6 p.m.

P. Aloha Aina Day: R. Fielding

Rose reported that Aloha Aina Day is scheduled for April 5<sup>th</sup> from 9 a.m. to 1p.m. More information to follow.

Q. Teacher Appreciation Day: L. Muneno

Lynn reported that Teacher Appreciation Day is scheduled for May 7. Lynn needs a co-chair.

NEW BUSINESS

Gail Chang reported that Audrey Nakagawa will set up a class for the Board and Fundraising Committee for applying for grants.

ADJOURNMENT: President Lito Patague adjourned the meeting at 7:36 p.m. The next meeting will take place in the MES Library on November 6, 2013.

Lei Fukumura  
MESPTO Secretary