

MES PTO Board meeting-July 12, 2018

Present: Michelle Sakamoto, Dennis Arakaki, Rosemary Na'a, Robert Taura, Audrey Chinen, Pam Adena, Joyce Yoshimoto, Vilma Maluyo, Julie Jones, Christine Hanakawa, Stacey Nishibata, Lynda Galera, Jolie Kaneshiro, Jon Turney, Jamie Turney, Landy Shiroma

- Call to order by Michelle at 6:02pm
- Introduction
- Executive Reports:

President Report

Vice President Report

Secretary Report-2 amendments to previous minutes. David Jones not present at last meeting and Portfolio Stuffing is on July 30, not July 28. Motion to approve previous minutes as amended by Dennis. Seconded by Robert. All in favor

Treasurer Report-Income is \$619, expenses \$11, 261, loss of \$10, 641. Reviewed class budgets. Discussed that funds from 6th grade go back to general treasury. Motion to approve by Dennis subject to audit. Seconded by Jamie. All in favor

Grade level balances:

- 2024-\$631.11
- 2025-\$496.32
- 2026-\$4884.38

- 2027-\$1483,70
- 2028-\$340.59
- 2029-\$2250.58
- 2030-\$1275.39
- School Administration Report-Audrey. Summer School finished yesterday, parents had good things to say. In the process of hiring new teachers, will be looking at substitutes if unable to hire. Waiting on fire alarm project. Grass taking very well, will be looking at putting grass in kindergarten area, portfolio stuffing on July 30 at 4pm
- Teacher Report-None
- Committee Reports

School Supply Bundle and Distribution-Friday, July 27 9-11 am, \$18 profit on each bundle, about 48 bundles sold, will include a recycle bag and will be labeled

Portfolio Stuffing-Monday, July 30 4-6pm, will be posted on website, let us know if coming for food count

Teachers and Staff-Welcome Back Lunch-August 1 at 11am, reviewing policies and procedures, each class gets \$160 for expenses

Meet and Greet-August 1 at 430pm in courtyard. Membership table (2 people), Committee Information and Sign-Up Table (2 people), School T-shirt sale (2 people), same print \$10, Concession Table-selling drinks,

bentos, pizza (3 people), Discussion on Acknowledgment gift for the staff, cub scouts will help with flag ceremony and pledge of allegiance, give out lanyards to the teachers

Movie Night/General Membership Meeting, August 16-Dinner/Concession sales before the movie at 5pm, Intermission Treats (3-4 people), Membership Table (2 people), Tshirt Sales (2 people), Election Chair to conduct elections, nominations can still be made, movie will be indoors in cafeteria, Moanalua Valley will provide popcorn machine, parent will provide the movie

Membership Drives-Kindergarten Orientation (August 6 at 830 in cafeteria)

Manpower Committee-need volunteers for School Bundle Stuffing, Portfolio Stuffing, Meet and Greet, Family Movie Night and General Membership meeting, Jamie's email needs to be set up, will email Julie. Inquired if she can solicit from new members-yes, so far she has about 9 people for meet and greet and same for portfolio

Health and Fitness-training for CPR/first aid, discussed training for chair of each grade level, open it up to teachers and parents, training is the American Red Cross, it is 5.5 hours for adult, pediatric and infant, Belinda sent a survey to teachers as to when , possibly Sept, she was looking into a poster content for health and fitness

Fundraising-Pam Arena, looking to sell big island cookies, 7-11 and jamba cards, food land cards, will look into expiration dates, will be tied into STEM for distribution, Sept 27, 28, suggestion to avoid clashing with grade level fundraisers, will order 50 bentos for meet and greet. Looking at phone blast to order food

Campus Beautification-looking at October, may be weekend of Fall Break, teachers can help with garden, Christine will follow up with Tammy

- Committee Report updates

Fun Fair-James Iwanaga, date is 11/16, will have separate fun fair meetings, silent auction

Apple Giving Tree-possibly Dec to coincide with teacher wish list

STEM-may be Sept 27, 28

Community Relations-Jamie, crime is down, Prince Lott festival July 21, 22 at Iolani Palace, Sept 29 Lions Club breakfast, Cub Scouts to sell to school, we want to support them, \$8 ticket, Valley happy to partner with us for movie night

Website-calendar will be posted, meet and greet, kindergarten orientation, lunch schedule, discussion to clean up emails, the more subscribers fewer posts per month, Julie will work with Dennis

RAP-looking at incentives for teachers, will start in Sept

Publicity (external)-Dennis asked Tiny Tadani to help with publicity and entertainment for Fun Fair

Publicity (internal)-bulletin board grushella watanabe, looking for Family event chair

PTO book club-Mary Cheung, kids able to pick a book on Wed

School Tshirts-\$10, same design, discussion about t-shirts for chairs

Orchestra-Josie, 3 classes before, will be 2, rebuilding class but new kids can sign up, sign up will be at meet and greet, Mr. Hamano purchased new instruments for class

Hospitality-No new updates

- Old Business

Calendar of Events-looking to add board meeting dates in school calendar, will discuss with Ms. Galera

Committee Chair vacancies-Membership, Family Event (will be having Family Night on February 10 at Ice Palace, may be a \$5 fee to cover cost), Arts and Culture (may delete committee, Christine found someone who may be interested, it is not a standing committee, it is ad hoc and appointed by President), Aloha Aina, Teacher Appreciation Day and Portfolio (next year)

- New Business

Recognition of participation by grade level, incentives for participation for classrooms and teachers, may be for RAP

- Announcements-Next Board meeting on August 9 at 530pm in MES Library
- Meeting adjourned by Michelle at 705pm