



MESPTO Board Meeting Minutes

June 20, 2019

I. Call to order-555pm by Stacey

Members attended-Stacey Nishibata, Michelle Sakamoto, Rebecca Mireles Thorn, Tamara Brethouwer, Anne Lee, Rosemary Na'a, Robert Taura, Landri Balisacan, Florence Perez, Julie Jones, Christine Hanakawa, Lynda Galera

Introductions

II. Executive Officer Reports

A. President-recruiting people, fill positions, get members. June 30 phone-a-thon from 2-4pm, call returning members and ask if willing to chair a committee, school supply bundle delivery July 26 from 12-4, 51 orders to date, extension will be posted on website, Julie will get emails of new members

B. Vice Presidents-per Rebecca, Rainbow Village said can post signs by the basketball court, have coffee and donuts on June 28, signs can be posted for 7 days. Anne wrote a letter to be included with membership form in portfolio packet, Michelle suggested to include t-shirt order form and family night flyer

C. Secretary's Report-Rosemary, 5/20 meeting minutes were emailed out. Rebecca made motion to approve minutes, Landri seconded.

D. Treasurer's Report-Robert, income for May was \$3508.59, expenses \$7211.82, \$3703.23 net loss, does not include some reimbursements for classroom expenses. Florence made a motion to approve, Rebecca seconded



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III. Administration Report

- A. Principal's Report-contract work should have started, library bathroom will start next week, to be completed before school starts, teachers lounge closed for now, A building adult bathroom to be ADA accessible, summer school ends July 10, Surfriders program is free, next year will have math and literacy, lotus notes transitioning to gmail, Ms. Galera provided an alternate email to use. She requested use of text if something is needed right away., discussed signs for school bundle, welcomed new officers, form will be added in portfolio asking if contact info can be given to PTO, there will be a training VP, Ms. Audrey will be transitioning back to Counselor role
- B. Teacher's Report-No report
- C. PCNC Report-No report

IV. Committee Reports for Upcoming Events:

A. Meet & Greet – Aug. 1st (Thurs)

- a. Lunch for teachers 11:30am-Michelle asked for head count
- b. Teacher recognition – Apples-Michelle asked for head count
- c. Membership table
- d. T-shirt table

Student government will be selling Jamba Juice and pizza, announce Family Night, cub scouts will start with assembly, EB officers will be introduced, Stacey will attend teacher recognition-promote PTO, suggested a second meeting to go over classroom expenses and reimbursements, go over approved budget, other EB members can come about 1130

B. School Supply Bundles

- a. Assembly on July 28 (Sun) - 12-2:30pm – cafeteria
- b. Distribution at Meet & Greet - Aug 1 – 5:00pm



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C. Email Blast – Call for PTO Volunteers

- a. Post flyer on Website-reminder this should be through President first
- b. Email PTO members

D. Volunteer Phone Drive

- a. June 30 (Sun) – 2:00-4:00pm - cafeteria

E. Family Movie Night Event/General Membership Meeting – Aug 15 (Thurs)

- a. PTO welcome event in library or cafeteria?-suggested kids in cafeteria with supervision, PTO orientation in the library
- b. Pizza sales
- c. Popcorn and movie

shave ice and popcorn for the event by the community, food at 530, PTO meeting at 545, movie at 6. Suggested wearing MES t-shirt gets free shave ice

F. FBI Cyber Crime Event – Sept-family night activity, Grashela organizing, in the library

G. MES Fun Fair – November 15

H. Aloha Aina Day

- a. Need to set a date-maybe early April or May
- b. Kokua Hawaii Foundation – no dates available



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- c. Meet with Moanalua Middle School to partner on event

Florence will be heading this, suggested to coordinate with Fundraising, suggested to invite MMS contact Lee Ann

I. Website

- a. Social Media – FB, IG, Twitter-currently no instagram, no twitter, discussed that sites have to be maintained
- b. Transitioning board members to emails-Per Julie, can be done by July 6

J. Fundraising-discussed Amazon smiles, we got \$395 from papa johns just for association with MES, will add this to flyers, Foodland fundraiser in September

VI. Vacant Committees

- 1. Campus Beautification
- 2. Family Night
- 3. Fundraising Co-chair
- 4. Hospitality
- 5. Manpower
- 6. Orchestra
- 7. PTO Book Club-Rebecca may have someone interested
- 8. External Publicity

VII. New Business

- 1. Reviewed calendar of events



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2. Landri discussed recruiting early for promotion ceremony

Meeting adjourned at 730pm by Stacey