

MOANALUA ELEMENTARY SCHOOL PTO INC.
BOARD MEETING MINUTES
August 4, 2010

CALL TO ORDER: President Sandra Hoggan called the meeting to order at 6:03 P.M. in the Library.

MEMBERS PRESENT: Clayton Tom, Wally Nishiguchi, Carol Nitta, Jo-Anne Oshiro, Christine Enrico, Kris Miyashiro, Daryl Kanayama, Marc Takeuchi, Anne Salvador, Manny Salvador, Lori Ikenaga, Jonathan Skedelski, Lori Shimoda, Maydean Martin, Jeff Hamano, Keith Shiroma, Landy Shiroma, Frederick Wang, Lei Fukumura, Malcom Murasaki, Terri Kimura, Maddie Ledda, Stephen Figart, Sheri Gushi, Sandra Hoggan, Robert Hoggan, Robb Taone, Lauren Kamikawa, Jamie Oshiro, Carol Mann-Molay, Susie Okumura

PRESIDENT'S REPORT: S. Hoggan

Open House: Thursday: August 12, 2010

- Tables in courtyard from 5 P.M. – 5:45 P.M.
- Membership table
- t-shirt & keychain sales, MES emblem items
- thank you notes will be displayed on bulletin board
- orchestra (Strings) could possibly play.

Food is being considered. Mrs. Martin mentioned a suggestion to sell food, such as Costco pizza at \$2/slice and bottle water. Considered bentos or to buy other food, as well. The question is how many to order, as we do not want to have extras. Parents need to be informed of the availability of food that evening.

15 minutes for PTO open house:

- * this will be the 1st general membership meeting
- * movie night (March) & Starlight concert (May) are the other two membership meetings
- * ppt presentation (agenda, welcome, committee chairs, PTO board, finance report)

PTO PowerPoint PRESENTATION:

- Why a PTO? Under a PTA-type organization there was a \$10 membership fee per person and 75 cents of that would go to the organization. In a PTO there is a \$20 FAMILY membership fee and the organization will get to keep majority of that. Conversion transpired last school year. Thank you to Lori Shimoda and the board for going through the process last year.
- The PTO is still looking for chairpersons for several committees.

Landy Shiroma gave information about the upcoming fundraiser: VIP USA Coupon Book. It will sell for \$25. They are shooting for the fundraiser to take place in Aug- Sept, 2010. It is designed for family and education users. They'll be a list of vendors that will be on the list. We will get 50 – 75% profit. We will get incentives for students that sell and participate. We will need to provide our own incentive prizes.

Please mark your calendars for this year's Fun Fair. It will be on Friday, November 19th, 2010, 2-8pm. Rides and games are already committed for that day.

Sandra Hoggan also encouraged everyone to visit moanaluapto.org website for up-to-date information.

SECRETARY'S REPORT: Lauren Kamikawa distributed the minutes from the April 14, 2010 and July 11, 2010 meetings. Minutes for both meetings were approved as submitted.

TREASURER'S REPORT: Robb Taone reported our current balance at \$29,212.40. Checks have been dispersed already. The budget for this year is \$130,373.00. DDCA signature cards will be changed. For committees that need money, please allow a 2-week turn around time to get necessary signatures on the checks. Original receipts are needed. You can email or fax receipts, but please give Robb original receipts when you see him. Robb and Lauren, board members and DOE employees, are not able to sign checks due to a conflict of interest.

INTRODUCTION OF NEW PARENTS: We would like to welcome the following new parents to the PTO and our school:

Marc Takeuchi- GR K parent
Jonathan Skedeleski- GR K & 2 parent
Clayton Tom- community member
Carol Nitta- GR K grandmother
Wally Nishiguchi- GR 4 grandfather

COMMITTEE REPORTS:

PORTOFOLIO: Terri Kimura reported that the contest went smoothly. We will plan to have another contest this year for next year's portfolio... sometime in February. Parents and students will once again be able to vote on the PTO website.

HOSPITALITY: Maddie Ledda mentioned that she will buy more food for next meeting! We had an unexpected high attendance and she will plan accordingly.

MEMBERSHIP: Anne Salvador reported that we have 80 new members. There were also about 100 more from today's collection.

SCHOOL STORE: School keychains are enroute. It will be available at Open House. T-shirts will be here in time too. We're shooting for half of the shirts to sell at open house. We received 100 t-shirt order forms thus far. We usually sell between 800-1000 shirts. Half the shirts will be printed for Open House. Usually a dozen per size were ordered for strangler orders. Past school year shirts will be sold in the school store.

Possible t-shirt design contest for next year? Put flyer in the t-shirt order form for the t-shirt contest.

RAP: Christine Enrico reported that we will continue the program and that we need to recruit volunteers to review, hang posters, and bag prizes. Meetings are on the 1st Wednesday before the PTO meetings. Mr. Figart needs to update the RAP coupons on the website.

ARTS & CULTURE: Manny Salvador brainstormed some art program for after school. If students are interested in art, he could help in providing students opportunities for art sessions.

Maybe PTO could buy art supplies... could this be tied into classroom instruction? If teachers want to incorporate that into instruction, it can be done.

BUDGET & FINANCE: Malcom Murasaki

Fundraising: because it's a huge commitment, we are looking at a tri-chair committee. Collectively will help with any other fundraising effort. If there are any ideas you come with it will be appreciated, it is our responsibility to raise the \$134,000. If the ideas are possible, we will entertain it. Suggestion was to set up a finance@moanalupto.org email account for him and other chairpersons.

MANPOWER: Fred was amazing. This was mainly for Fun Fair. He has done it many years but we are looking for someone to take over. Fred will shadow and help. It can't be done alone so he's asking for 2 others.

CAMPUS BEAUTIFICATION: Mrs. Oshiro reported that the PTO was generous to buy the playground equipment. When we purchased it we did a Golf tournament. The extra money was needed to get the mandatory sponge ground cover. The sand has moved out a killed the existing grass. What is wanted is an artificial turf, or till the ground to get new dirt so that new grass can grow. Grade K is currently working on getting price quotes and will decide what kind of ground cover is best. Grade K wants basketball poles to be removed from the playground because it is too high. The military was so generous to put it in, but it is too high for the young children to play safely with it.

Concerns were also brought up for the big field to be leveled off.

MILITARY LIASON: Daryl Kanigawa reported on the military breakfast done last year in April. He will focus on military appreciation. If anyone has suggestions, please let him know.

WEBSITE: Stephen Figart

The website does better when there's content. Orchestra material went up on website. Need to update the forms to reflect the current year's forms. Orchestra has a dedicated page on the website. Parents asking questions online. Administration says that it is okay to answer questions to parents posted questions online. Articles are sent out through email... very successful. Every committee tab will have a link to the committee chair's email.

Teacher's wish list: others may have things that they can donate even if child isn't in the GL or class. Each GL can put together their lists and we can push that out on the web.

ORCHESTRA: Maydean Martin introduced the new Strings Director, Mr. Keith Hamano. Mrs. Martin is so grateful of the program and that they experienced this. Mr. Hamano has been collaborating with Mr. Keating (last year's director). The orchestra flyer went out via the website. The program will begin on September 7th, pending the approval from administration. Through Mr. Keating's instruction, students were given a great foundation for orchestra skills. Last year, our orchestra performed at the "Parade of Orchestras", a state showcase of orchestras around the state. We were one of the only elementary schools that participated and we received a rating of superior. Maydean is still working on a memorandum of understanding. She has put together a packet for administration.

OLD BUSINESS: None

NEW BUSINESS: HECO Challenge (Lori Shimoda). The want to compare last year's usage of watts to this year's. The program starts on 8/28. Letter of intent is due 8/13. The aforementioned dates are right around the corner, so we will investigate this for next year.

ADMINISTRATIVE REPORT:

Mr. Oshiro thanked everyone for coming out to the meeting. He's pleased with the support and enthusiasm of the PTO. New staff member: 6th grade teacher, MATRIX DUMLAO. We are currently looking for volunteers to help in different parts of the campus. Interested in volunteering... call Susie. She will route the calls. School is focusing on best practices and starting to move toward next practices. The constant message is that "there is change and we need to move with change and not stay stagnant". We are focusing on the four areas of the *Learning Criteria*... will share with parents at a later date. This is a Complex-wide push and a State initiative. Another push is technology and tech awareness. If we don't embrace it, we'll lose it. We will do Tech Fun Run this year, as it was a great success last year. Principal's Coffee Hour is tentatively set for the 4th Thursday of each quarter. It will be a talk-story session on what's going on in the school and it will include a parent in-service session of school initiatives. The first one is set for Thursday, August 26. We will look at the HSA testing- how to interpret scores, intro to online testing, etc. Mr. Oshiro is looking forward to working together with the PTO this year.

PCNC: Susie Okumura reported that the bimonthly newsletter is coming out. There'll be information on picture taking. It will be held on 8/25 and 8/26. The Principal's 1st Coffee Hour will begin at 5 P.M. in the Library. September is lunch count month. Parents are encouraged to come eat with their child that month. Encourage parents to join PTO. Also, *Jump In!*, a publication from the national level PTO has information on helping parents to get the year started. This will be passed out at Open House.

Mrs. Mann-Molay reminders:

Student drop off and pick up... No parent comments. Going well. Could use volunteers. Shelly Casupang. We will provide orange vests. Will have a little more traffic when Kindergarten starts tomorrow. Noticed that parents are using our parking lot as a turn around. Please make a right turn at the other side of parking lot. We could use help during lunch, which begins at 10:50am.

Pres. Hoggan appreciated the parents that came out to the meeting and all the work that has been done.

ADJOURNMENT: President Sandra Hoggan adjourned the meeting at 7:20 P.M.

Submitted by: Lauren Kamikawa
MES PTO Secretary