

MOANALUA ELEMENTARY SCHOOL PTO INC.  
BOARD MEETING MINUTES  
February 2, 2011

**CALL TO ORDER:** President Sandra Hoggan called the meeting to order at 6:00 P.M. in the MES Library.

**MEMBERS PRESENT:** Sandra Hoggan, Lei Fukumura, Landy Shiroma, Lauren Kamikawa, Maddie Ledda, JoAnne Oshiro, Susie Okumura, Malcom Murasaki, Terri Kimura, Maydean Martin, Christine Enrico, Carol Mann-Molay, Jamie Oshiro  
Proxy vote for: Robb Taone, Mary Ann Reed, Manny Salvador, Anne Salvador

**SECRETARY'S REPORT:** (L. Kamikawa) Minutes from the January 5, 2011 meeting were distributed and approved as amended.

**TREASURER'S REPORT:** Checking account balance as of January 31, 2011 is \$38,545.86. Teacher and grade level expenditures are coming in. It is due February 16<sup>th</sup>, 2011 for the teacher's supplemental funds. Several questions for the Treasurer: 1) Is there anything outstanding that we need to raise funds for? 2) What are the remaining items budgeted for? 3) And what will be left after we pay for what we budgeted for?

**TEACHER REPORT:** (L. Shiroma)

- For the mural project, grade 5 had to decline the project for this year because of scheduling conflicts and the lack of space to do the project.
- Grade 1 had their Science Inquiry Night in which 25 families attended. They went over the scientific inquiry process and it went quite well for a first time event. Sandra Hoggan appreciated being able to speak to the grade 1 parents at this event. She encouraged them to be a part of the PTO.
- Fun Run is set for March 4<sup>th</sup>, 2011
- L. Kamikawa did mention that the Scholastic Book Fair we had in October 2010 was very successful. Because of the profits raised through that event, we are able to get 3 SMART Boards for our school. We will be having a Spring Book Fair soon and hopefully we can use these events as another possible way to get more technology into our school. The SMART Boards will help to enhance classroom instruction. Nine teachers are currently enrolled in a professional development class to learn how to integrate the use of SMART technologies into their teaching.
- Also reported was that some of the grade levels will be going on an Earth Day field trip to see Disney Nature's movie on April 26, 2011. This field trip is still in the beginning planning stages. It will give the students an opportunity to learn about how ecosystems and habitats work in harmony to allow plants and animals to survive and to see the interdependence within the environment. This field trip will include a service learning component where the students will do their part to take care of their environment.

**ADMINISTRATION'S REPORT:** (J. Oshiro)

- Principal Coffee Hour is scheduled for Thursday, February 10, 2011 5:30 P.M. in the Library. There will be an introduction to TRIBES and Mr. Oshiro will solicit

nominations for the parent position of SCC. The window for nominations is Feb 10 – 24. He's asking the PTO to post the nomination form on the website.

- We are currently finishing Terra Nova and HSA Science testing for grades 3-6. We began testing on January 28, 2011 and it runs to February 4<sup>th</sup>, with make up testing on Monday, February 7<sup>th</sup>. This round of testing is running much smoother than the 1<sup>st</sup> round.
- MES sent a group of teachers to Common Core Standards training. Mr. Oshiro, Mrs. Arakaki, and 5 classroom teachers attended the training. They looked at how the CCS align with the HCPS III. Most teachers were from lower grades as next year CCS will be implemented for grades K, 1, 2.
- Spring Break will be March 14-18, 2011
- Question was brought up about Hawaii's school being ranked so low in comparison with other states for our state assessments. The answer by Mr. Oshiro is that our state assessment is one of the harder state assessments and that what we are expect from our students is a lot greater than some other states that we are getting compared to. The state is partnered with the ICLE and our complex works closely with Mr. Ray McNulty. We, as a state, are in a good position and are not as bad as we are portrayed through the results that are printed. When Common Core is implemented, we should see how our students are performing in relation to other states taking the same common assessment.
- We will be holding Summer School at our campus this year. We will offer some remedial and some enrichment classes. More information to follow.

**PCNC REPORT:** (S. Okumura)

- Science Inquiry event went well.
- Principal's Coffee Hour is one hour and will include a TRIBES introduction.
- March 24<sup>th</sup> is Movie Night! It will be in conjunction with the 2<sup>nd</sup> PTO General Membership meeting. Registration will take place outside of cafe. Café will then open at 5:45 P.M. and we will get started with a very brief PTO meeting followed by the movie *Wall-E*. The theme of the movie is to take care of our health and bodies and the Earth. This theme has been incorporated into Susie's PCNC newsletter.

Committee Reports:

**FUNDRAISING:** (L. Shiroma) VIP Coupon Book. With ongoing delays and problems between the printer and VIP company, a decision was made to move on and to give back all the orders placed. No checks or have been deposited. The parents who ordered books will be notified. There may be another fundraiser to help make up some of the lost revenue. With the number of ordered coupon books, we were projected to bring in close to \$10,000. If we have a chicken sale and something that included a meal-to-go type fundraiser, we could potentially try to raise that kind of funds.

**COMMUNITY OUTREACH DAY:** (S. Hoggan) Saturday, March 26, 2011 will be the Aloha `Aina day. We will partner with Moanalua Middle School in helping to give back to the community. The Legislative team is on board and will support the event in various ways from providing food for the volunteers to providing bins and gloves. Rene Mansho is helping to coordinate efforts. There will be a flyer of things that will be accepted for

recycling from plastics and batteries to egg cartons and cooking oil. Please look out for the flyer on things you can be saving up for this day. There will also be a yard sale component. Community members can buy 10'x10' spaces to set up tents, tables, etc. in order to sell their unwanted items; \$20 with \$5 discount for first space if PTO or PTSA member. This will help teach our children that they can part with some of their old clothes and toys. There will also be Crafter's Clearance Sale in the cafeteria. They will pay \$40 for their space to sell their items. Families are being encouraged to do some spring-cleaning during Spring Break and to start saving some of the recyclable items that will be collected that day. Service Groups are encouraged to participate too.

**MEMBERSHIP:** (S. Hoggan) Membership will start collecting for next year at the next 2 General Membership meetings. This will help us get going for next year as they can start to receive emails during the summer.

**MANPOWER:** We are still looking for someone to fill this position. For next year's Fun Fair, we are looking at the following grade level assignments: Gr K- bake sale, Gr 1- Keiki Corner, Gr 2- games, Gr 3- Country Store, Gr 4- food, Gr 5- rides, Gr 6- overall.

**LIBRARY BOOK STORE:** (L. Kamikawa) The bookstore is currently open on Wednesdays at 1<sup>st</sup> recess. Each class can send up to 3 students to get a free book. If there are more volunteers, the book store can open more frequently as right now we just have 1 volunteer.

**PORTFOLIO:** (T. Kimura) The cover design contest would run from February 9 – March 1, 2011. The top 10 will go on the website and voting will be open from March 4-10. PTO will need to submit the order to printing company by April 4<sup>th</sup>. The GLOs will be printed on the back cover and the theme will be "Green".

**RAP:** (C. Enrico) Semester prizes will be going out shortly to students who have completed RAPs each month for the 1<sup>st</sup> semester. There has been a problem with scanned copies of the RAPS. Christine Enrico is working with Stephen Figart to remedy the problem. If students need extra copies then can ask their teacher or ask their parents to print it from the PTO website. Christine thanked Sandra for Xeroxing all the RAP coupons. It was suggested that they ask the service group S-KINKOS to help with the copying of the RAP coupons.

**WEBSITE:** From November 2009 – November 2010, Google ads on the PTO website has generated \$208. The check has been sent to the Treasurer.

**OLD BUSINESS:** The sundial project will be dropped for now.

**NEW BUSINESS:**

- March 24, 2011 will be our 2<sup>nd</sup> General Membership meeting
- Nomination/ position fill: President Sandra Hoggan announced her resignation for next year. She is appreciative for the staff and everyone's support. It's been an amazing experience for her and she feels that we've overcome so many hurdles. The feeling has

become so positive and we've helped build community relations. If teachers can help by nominating any parents they know of that can take the lead. Mr. Oshiro has expressed his appreciation for all of Sandra's hard work and dedication. He's recognized her commitment and he appreciated her coming to talk to him when he first started at MES. He would like to emphasize that the person will need to be committed and that it is a time-consuming position. That person will also need to work together with Mr. Oshiro and Ms. Mann-Molay.

- It was moved to amend Article IV, Section 4.01 (b)q the By Laws of Moanalua Elementary School to insert the following language:

*If all of Vice Presidents are unable or unwilling to carry out the President's duties in her absence or inability to serve, a special election shall be held to elect a new President to complete the term of the outgoing President.*

\* The above motion was seconded and voted on by the voting members and proxy. We will have a special election to fill the remainder of the President's term.

**ANNOUNCEMENTS:** The next PTO Board Meeting will be held on March 2, 2011 at 5:30 P.M. in the Library.

**ADJOURNMENT:** President Sandra Hoggan adjourned the meeting at 8:05 P.M.

Submitted by:  
Lauren Kamikawa  
MES PTO Secretary