

Salt Lake Elementary School PTA Meeting Minutes September 4, 2018

These draft minutes must be approved by this committee to be the official approved record.

Attendees

Cherie Racadio (President)	Jodi Fujimoto (Secretary)
Duwayne Abe (Principal)	Cy Takeno (Treasurer)
Nicole Palmer (Vice President)	Kim Billon (Fundraising Chair)
Randall Galeon (Vice Principal)	Traci Takehara (Committee Member)
Sherryl Odoya (Teacher Representative)	Casey Ragasa (Membership Chair)
Ben Leong	Jessica Chiu (Teacher Representative)
	Erica Huggins

Commenced

Call to order 5:107 P.M. by Mrs. Racadio

Minutes Approval

Minutes for August 7, 2018 were approved with no objections

Committee Reports

- **President:**
 - Mrs. Racadio – September PTA Newsletter going out Wednesday. Submit any information for October newsletter to her by October 26th.
 - National PTA STEM Grant – Ms. Palmer completed application. Results pending National PTA announcement
 - Hawaii State PTSA – Leadership Training – September 15th or October 6th at the Pearl City Cultural Center. Anyone interested must register by the prior Tuesday. Ms. Palmer volunteered to attend September 15th training.
- **Principal:** Mr. Abe thanked everyone for assisting with Hurricane dismissal on Wednesday. Asked for feedback on communication (letter, phone, text, etc.). Welcome Back Assembly tomorrow at the gym, 8:45 am.
- **Membership:** Report presented by Mrs. Ragasa
 - We currently have 144 members/\$500 in donations
 - Ms. Racadio to contact HIPTSA for more membership cards
 - Mr. Takeno to send in membership fee to HIPTSA
- **Programs:** (6 programs)
 - Grade 2 teachers Ms. Chiu and Ms. Odoya agreed to chair program committee.
 - STEM Activity – Tuesday, September 25th – Mr. Takeno to plan activity. Flyers out in PCNC Newsletter and later this week. Need at least 4 additional people besides Executive Committee volunteers Mrs. Billon, Mrs. Racadio, Ms. Palmer, Mr. Leong, Ms. Takehara (check-in), Ms. Fujimoto, and Mr. Takeno. PTA will provide fruit snacks, water/juice, and kits.
 - Blood Drive – Saturday, November 17th
 - Talk Story – Thursday, November 29th
 - Read Aloud – Tuesday, January 22nd
- **Fundraising:** Mrs. Billon
 - Sold over 3,700 pieces. Smoked Pork was most popular. \$4/unit profit less GE tax.

- Pick-up September 22nd, 9 am to 12 noon. Stations will be broken down by grade and teacher. Request 10 volunteers to help with distribution—8 am to 1 pm.
- A second set of Bruno Mars tickets was donated by Pacific Environmental Solutions. One set for top winner, the other for the drawing.
- Teachers will be entered into drawing (1 ticket per 5 sold).
- Winner of Bruno Mars Tickets sold 114 pieces
- Last day to turn in packets is Friday, September 14th.
- Prize drawing week before Fall Break
- Mrs. Billon to send Kala Kokua a thank you letter.
- **Legislation:** Mr. Shigemasa – No report
- **Treasurer:** Report submitted. Account balances \$123,649.58 of 31 August 2018.
 - Marquee \$4,000 1 year Certificate of Deposit opened at 0.5%. Maturity 8/3/2019. Note: CPB does not have 18 month certificate.
 - 6759 Certificate of Deposit matures 9/17/2018. Motion (Ms. Palmer/Mrs. Billon) to raise amount to \$30,000 for 1 year passed. Rate will be at 0.5% rather than 0.1%.
 - Donation Receipts – Mr. Takeno will keep track of donations and provide information to committees to send out receipts or letters.
 - Federal Taxes are due in October. Mr. Takeno and Ms. Fujimoto will complete and submit forms.

Old business

- **Bottle Filling Station:** No report.
- **Marquee:** No report.
- **Welcome Back Gift (Blue uniform shirts):** Ms. Palmer presented PTA logo design for shirts. Waiting on one more class to turn in sizes. Staff sign-up still on counter. Ms. Palmer will tally and research options.

New Business:

- **PTA Newsletter:** Ms. Takehara asked for Blood Drive information to be included in October newsletter.
- Ms. Racadio asked if PTA meetings can be posted on website and flyers.

Announcements: Next Meeting October 2, 2018, 5:00 P.M. at SLES Library Fun Fair Meeting to follow at 6 pm. Ms. Racadio asked everyone to please contact Fun Fair Chairmen/volunteers to attend the meeting.

Adjournment: The meeting was adjourned at 6:03 pm by Mrs. Racadio.

Respectfully Submitted,

Jodi M. Fujimoto, Secretary