

NIMITZ ELEMENTARY SCHOOL PTO

Meeting Minutes

Date | time 10/18/2018 5:05 PM | Meeting called to order by Kori Simmons/ President

In Attendance

Kori Simmons/President, Michele Gutierrez/1st Vice President, Robin Brower/Treasurer, Maria Bronzell/Secretary, Tiara Rumph/Director of Membership and Publicity, Kristen Sorrell/Fundraising, Norma Sosa/PCNC, Annette Kutz/Director of Beautification/ Corey Allen/Vice Principal, Marcy Kagami/Principal, Amy Parada/Teacher, Cheryl Kuroiwa/Teacher, Kara Wong/Teacher, Joyce Tangalan/Teacher, Chris Mondok/Parent, Erin Mondok/Parent

Approval of Minutes

The minutes were read from the September meeting and were approved as written.

School Report

Principal

- Fall Festival- October 19th - We are hoping for nice weather. Aupaka Gate will be open from 1-3 pm and will reopen 5-5:45pm. The gate will not be open the entire time due to security concerns.
- Creature Feature- October 26th, 5-8pm. The movie Coco will be shown with a dinner and a costume contest.
- Career Day- November 1st and 2nd. An assembly will be held, and each speaker will present to the students. Students will return to classrooms for a more in-depth presentation by select speakers.
- Veteran's Day Flag Ceremony- November 8th at 7am.
- Student Council Canned Food Drive- November 13-16th.
- Thank you for the beautification project. It looks great!

Vice Principal

- The spirit sticks are working out very well and the students are enthusiastic to earn them.
- The D-building air conditioners will be completely installed by October 22nd. The a/c units that were funded in part by the PTO were purchased and installed over fall break.
- The basketball court renovation is going well.

Teacher Liaison

- Thank you for the a/c units from all of D- Building! Students are bringing sweatshirts.

PCNC

- We are receiving a lot of volunteer support for the Fall Festival. We still need two volunteers during the cake walk and one volunteer for the bounce house.
- Retake Picture day is October 30th. Group photos will also be taken. Students who wish to have pictures retaken can return packages up until this day. Please have parents make note of reason for the retake.

President

- Nothing to Report

1st Vice President

- Nothing to report

2nd Vice President (ABSENT)

- Nothing to report

Treasurer

- The September ending balance is \$17,895.97.
- The current balance as of October 18th is \$16,637.03.

- Deposits made for this month: \$225.17. This includes the \$89 in T-shirt sales and \$136.17 from the Menchie's fundraiser.
- The funds for the Christmas program were submitted in the amount of \$350. This amount was approved in the budget.
- For the fall festival, the PTO is paying the Bounce-a-Palooza invoice. The full amount is \$526.50. The Aloha Club (teachers) will pay \$100 in cash to the PTO as their contribution. Currently, we have spent around \$295 of the budgeted amount for the food booth. A transaction fee of \$0.25 has been created in the Square app to offset the processing fee. The food booth will only be taking cash and Square as payments this year; no tickets.
- The executive board agreed to fund the Reading with Santa budget upfront instead of paying individual reimbursements. A check for the approved amount of \$500 will be given to Mrs. Sosa. Please make sure to keep track of receipts for record keeping.
- First Quarter recap was distributed.

Secretary

- Nothing to report

PTO Committee Reports

Director of Fundraising

- Under the State of Hawaii law, any group soliciting for funds must register with the Attorney General's Office. However, since we are a PTO, we are exempt, but must apply for this exemption. This application is in the process of completion.
- The Panda Express fundraiser will be put on hold until the exemption is approved. We are trying to set up a fundraising night at California Pizza Kitchen in lieu of Panda Express, possibly for Friday, November 2nd. For this fundraiser, the waiter must make note of the flyer or we will not receive a portion of the funds.
- Kristen Sorrell makes a motion to set up a Fundraising Night at California Pizza Kitchen. Annette Kutz seconded the motion. Approved (11).

Box Tops Coordinator (Absent)

Director of Beautification

- Teachers are invited to come to take class pictures in front of the eagle wings mural. We have received positive feedback from students and parents. Thanks to everyone for helping on the project.

Director of Membership/Publicity

- Nothing to report.

Next Meeting

Next Meeting is November 15th, 2018 at 5:00 p.m.
Meeting was adjourned at 5:33 p.m. by Kori Simmons/President