

Makalapa Elementary PTA Meeting Minutes
May 1, 2019

Call to Order: 3:07 pm

Attendance: Erica Knopp, Alesha Baker, Carolyn Adams, Miki Crisp, Dale Kegley, Fran Yee, Kris Duquette, Shirlee Maluo-Smith, Denise Arai (arrived later)

Quorum: Yes

Secretary's Report:

Reviewed printed minutes dated 3 April 2019. Motion made by Shirlee Maluo-Smith to approve minutes, seconded by Erica Knopp. All in favour. Motion carried.

Treasurer's Report:

Not available

Principal's Report:

Not present

Teacher's Report:

PTA has received two requests.

Julie Seed requested \$300 for lunch for the teachers/volunteers for Fun Fair. Motion made by Alesha Baker that request be submitted to the school first. If local school fund is unable to cover the request, PTA will fund up to \$300 for refreshments and food. Miki Crisp seconded. All in favour. None opposed. Motion carried.

Kumu requested \$700 for new dresses to be made for the May Day performance. Motion made by Alesha Baker to approve Hawaiiana request for 20 dresses at \$35.00. Miki Crisp seconded. None were in favour. All opposed. Motion denied.

Old Business:

Google grant "Be Internet Awesome" kit arrived April 23rd. Event scheduled for Friday, May 10th. Deadline to RSVP was today.

Field Day is Wednesday, May 29th.

Mystery Bags last sale was April 26th. Used all the stock we had on hand. Did not purchase any new supplies. Sale went well and sold out fast.

New Business:

Google grant "Be Internet Awesome":

Current RSVP total is 104.

Families will be assigned to groups prior to event and will be informed at check in on event day.

Miki Crisp will send out event reminders a week prior to the families who have rsvp'ed.

The following teachers and staff have agreed to volunteer and have been assigned breakout groups:

Mrs. Kegley - Be Kind

Makalapa Elementary PTA Meeting Minutes
May 1, 2019

Mrs. Yee - Be Strong

Mrs. Duquette - Be Smart

Mrs. Kekuawela - Be Brave

Mrs. Mihara- Be Alert

Ms. Shirlee - speaker

Ms. Arai - has offered to help with slideshow presentation.

PTA volunteer positions:

Carolyn and Debra - check in and tickets. Miki has ticket roll dispenser and container to use.

Bethany - pizza/food

Erica and Alesha - introductions, photography, floaters.

Pixel Tablet draw is open to everyone in attendance including PTA and staff. Random audience member will draw the winning ticket.

Field Day:

Sack bags have been purchased. Still need sponges.

Still need to purchase Gatorade (volunteers only) and ice (4 bags). PTA has coolers on hand. Miki Crisp will check on ice storage with Nolan.

PTA is going to use the water supply on hand in the grade five classrooms. PTA will replenish water used at a later date. (Possibly 10 cases)

Miki Crisp has offered to be the emcee.

Eric Pugh would like to do an obstacle course. He is not in attendance at today's meeting to confirm. Will continue with sack race if not.

Miki Crisp has made up lanyards with rotation info on them for the teachers.

Check to see if water misters are still around for use that day.

May Day Wednesday May 22nd:

PTA will assist with seating and handing out programs and fans.

Need 1 volunteer for the VIP section and 2 volunteers at the doors.

PTA will have the same reserved seating as last year.

Treasurer position:

Treasurer has been unavailable regarding treasury needs for the PTA for the past month. Motion to remove Treasurer from the PTA. Motion made by Alesha Baker, seconded by Miki Crisp. All in favor, motion carried.

Treasurer reported to Mrs. Crisp that the treasury bag was stolen from her vehicle. Bag possibly contained all treasury information, checkbook registry, and cash deposits. President and Vice President

Makalapa Elementary PTA Meeting Minutes

May 1, 2019

will be filing a police report tomorrow from campus regarding this information as well as filing with the bank to close current account and open a new account due to this breach. After this, police report and meeting notes will be taken to the bank as proof to convert to new PTA account.

Miki Crisp has sent out an email to the Hawaii State PTSA requesting information on standard protocols in regards to loss/theft.

Treasurer's reports from December to current will be revised based on current information by Mrs. Crisp, President, and Vice President. Reports will be presented at the next PTA meeting for approval.

Open board member positions for the upcoming 2019-2020 school year were announced. No one has shown interest at this time. Ms. Arai motioned to appoint Richard Baker as interim treasurer until the position can be filled. Erica Knopp seconded. All in favour. None opposed.

PTA will be meeting over the summer to plan for the upcoming school year. Date and time TBD.

Adjourned: 4:17 pm

Next meeting: TBD

Submitted by Carolyn Adams