



Minutes

Regular Meeting | March 10, 2020 | 3:30 pm | MUES Library

1. Call to order 3:30 pm
Mei-Lin Kurasaki

2. Roll call & introductions **QUORUM PRESENT:** ✓ YES ☐ NO

Board Members

- | | |
|---|---|
| <input type="checkbox"/> Christine Martinez, <i>Hui President</i> | ✓ Griselda Marcos, <i>Hui Vice President</i> |
| ✓ Mei-Lin Kurasaki, <i>Recording Secretary</i> | <input type="checkbox"/> Shawna Miyamoto, <i>Co-Recording Secretary</i> |
| ✓ Jessica Inouye, <i>Corresponding Secretary</i> | ✓ Amy Fujii, <i>Co-Corresponding Secretary</i> |
| ✓ Yumi Ueda, <i>Treasurer</i> | <input type="checkbox"/> Charleen "Charly" Haugom, <i>Co-Treasurer</i> |
| ✓ Jessica Kaminaga, <i>Lower Grade Representative</i> | ✓ Crystal Ido, <i>Upper Grade Representative</i> |

Guests (Advisors & General Members)

- | | |
|---|-------------------------------------|
| ✓ Steve Nakasato, <i>Principal/Advisor</i> | |
| <input type="checkbox"/> Laura Lum, <i>Interim PCNC/Advisor</i> | ✓ Shara Wright, <i>PCNC/Advisor</i> |

3. Review minutes from: February 20, 2020
• Motion to approve: Amy Fujii
Motion seconded and approved by the board.

4. Review & approve the treasurer's report: August 2019 - February 2020
• Motion to approve: Jessica Inouye
Motion seconded and approved by the board.

5. Old Business Mei-Lin Kurasaki
a. Kona Ice Sales for March
1. Gross Sales: \$824
2. Hui's Portion: \$206
b. Bylaws Update
1. No new amendments since February
2. Tentative Deadline: end of March

6. New Business

Mei-Lin Kurasaki

a. Spring Fling/GMM Date

1. Date of Event: Tentatively May

b. Staff Appreciation Luncheon Date

1. Date of Event: Tentatively May
2. Luncheon will be planned for after school, possibly on a Wednesday

c. Rolling Fund (Carryover)/Budget for AC

1. No legal precedent that PTO's must raise money and spend it within the same school year. It is entirely up to those managing the PTO to decide when money will be spent.
2. Date of Event: Tentatively May
3. Hui officers to determine operating costs to carry over for next year
4. Continue to state what monies raised from fundraisers will be used for

Motion	Moved By	Carried/ Failed	Counted Votes	
			Yea	Nay
Funds raised by the Hui will primarily be spent within the same school year, with the option to carryover funds as needed, and to designate long-term funds for known future expenses.	Mei-Lin Kurasaki	Carried	7	0
Establish a long-term fund for AC maintenance and May Day (amount/percentage TBD)	Mei-Lin Kurasaki	Carried	7	0

7. SCC Reports

Steve Nakasato

a. Lower Grade Levels (Pre-2)

1. Finishing up Academic Plan
2. No updates on the additional Professional Development Day

8. Grade Level Reports

Jessica Kaminaga &
Crystal Ido

a. Extra \$1,000 Allotment Per Grade Level (Unbudgeted)

1. Grade 1 - will use the extra funds allotted to them for NGSS supplies
2. Grade 5 - Check Request Form submitted
3. SPED - Preschool - because SPED is considered a separate division from Preschool; the \$1,000 will remain for grade

levels ONLY and be solely allotted to Preschool

- 4. IRA - Library books & supplies - To simplify matters the extra \$1,000 will be for grade levels ONLY; IRA and the Library will not receive the extra funds

b. Budgeted Items Clarification

- 1. "Classroom Supplies" (Budgeted Item):
 - a. Previously: \$75 per classroom, at an assumed 50 classrooms, for a total of \$3,750
 - b. Currently: "Teacher Supplies," \$75 per teacher, for 50 teachers, which equals \$3,750

9. PCNC Report
Shara Wright

a. Fundraising - Papa John's

- 1. Met with new GM and received fundraising packet for review by the Hui

10. Administration
Steve Nakasato

a. Campus Update

- 1. Security cameras are in and operational
- 2. Phase 3 of AC installation is underway
- 3. Staff already working to prepare for next year
- 4. Leadership will discuss preparation plans for COVID-19
- 5. Curriculum Fair cancelled

11. Announcements
Mei-Lin Kurasaki

a. Hui Regular Meetings

- 1. 2020: 1/21, 2/20, 3/10, 4/14, 5/19

b. Kona Ice - Spirit Week Thursdays

- 1. 2020: 1/9, 2/6 (~~Book Fair~~), 3/5, 4/9, 5/7

12. Adjournment

4:20 pm
Mei-Lin Kurasaki

UPDATED: 04/11/2020

	Action Item	Person Responsible	Due Date	Status				
1	Agree on a date for Spring Fling/GMM with Principal Steve Nakasato	Christine Martinez	ASAP	<table border="1"> <tr> <td>✓</td> <td>In Progress</td> </tr> <tr> <td></td> <td>Complete</td> </tr> </table>	✓	In Progress		Complete
✓	In Progress							
	Complete							

Hui 'O Mililani Uka is the volunteer non-profit Parent Teacher Organization (PTO) for Mililani Uka Elementary School

(808) 627-7303, press "8" when prompted • info@huiomililaniuka.org • www.huiomililaniuka.org

2	Discuss date for Staff Appreciation Luncheon	Christine Martinez	ASAP	✓	In Progress
					Complete
3	Consider hosting a fundraiser strictly for Technology	Hui	next year	✓	In Progress
					Complete

DRAFT FOR APPROVAL



Mei-Lin Kurasaki - Recording Secretary, Hui 'O Mililani Uka, SY 2019-2020

4/12/20

Date