

# MAKALAPA ELEMENTARY PTA

## Executive Board Meeting Minutes March 5, 2018

Call to Order: 4:17pm.

Attendance: Peter Tovey (Vice-Principal), Miki Crisp (Secretary), Mercedes Libian (Event Coordinator), Doris Gomez (Parent), Alicia Baker (Parent), Shirlee Maluo-Smith (Corresponding Secretary), Jamie Munoz (Parent), Brandon Au (Teacher), Shana Serrano (Vice-President), G. Caballero (Parent), A. Gleason (Parent), Ibar Alvarez (President)

Quorum: Yes – Business may be conducted at this meeting.

- Minutes of February 13, 2018 were presented. Motion made by M. Crisp to accept minutes as written, seconded by S. Maluo-Smith. All in favor. Motion carried
- Treasurer's Report for March 2018 were presented. Cash on hand \$11,949.77.
- Principal's Report:
  - Go Bags – S. Maluo-Smith and her team of parent volunteers prepared the bags and distributed to all classroom teachers. Thank you to all our parents who shared their time. It is much appreciated.
  - Jr. Ram's Garden of Whimsy – ongoing project which is coming along nicely.
- Teacher's Report:
  - April 3 – PBS Fun Fair, 8:00am to 2:00pm. Will be hosted by the faculty & staff.
  - May 29 – Field Day, 8:00am to 2:00pm. Will be hosted by the faculty & staff. Soliciting parent volunteer assistance.
- Old Business:
  - Spring Fund Raiser – Alicia Baker, Doris Gomez and Jamie Munoz have volunteered to coordinate the Spring Fund Raiser. Motion made S. Serrano to sell McDonald's McFun Booklets for the spring, seconded by S. Maluo-Smith. All in favor. Motion carried. Coordinators will meet with M. Crisp on Friday, March 9 at 8:45 am in P-5 to finalize details.
  - Rock Garden Project – still in planning phase. Maybe incorporate it with the school garden. Need to purchase supplies, set up dates, and inform parents. S. Serrano will provide a timeline and cost estimate to the board via email.
- New Business:
  - Teacher Appreciation – suggestion to make it a whole week of appreciation. Each day a different way for the students to show their appreciation for their teacher. Some suggestions were: 1. Write a thank you note to your teacher.  
2. Wear your teacher's favorite color day.  
3. Make your teacher smile day, etc.
  - Paint the school doors – Ms. Arai is allowing the PTA to paint two (2) doors in the cafeteria (encouraging words/phrases to inspire students). A. Baker indicated that she can make stencils for the project. Will have more information at the next meeting.
- Next meeting, April 16 at 4:00pm

Makalapa PTA Facebook – find us on Facebook at Makalapa Elementary PTA

PTA Gmail account address – [pta.makalapaelementary@gmail.com](mailto:pta.makalapaelementary@gmail.com)

Adjourned: 5:30pm

Minutes recorded by Miki Crisp