

LIHOLIHO LAULIMA PTA
BOARD OF DIRECTORS MEETING
Liholiho Elementary School, Library
October 18, 2016 6:00pm

MEETING AGENDA

- I. Call to Order: This meeting was called to order by 5th Vice President, Lawrence So at 6:09 pm with a quorum of ten (10) voting members. Note: This board of nineteen (19) voting members needs a quorum of ten (10).

Members Present: Renee Young-Chan, Danica Wong, Shelby Ozaki, Misty Sumida, Grant Giventer, Lori Ikeda-Ng, Mirasol Domingo, Shannon Oide, Lawrence So, Heather Florendo
**Denotes non-voting member. **Denotes co-chair sharing 1/2 vote.*

Members Excused/Absent: Christina Small, Paul Murphy*, Chris Leong, Jocelyn Gabriel, Sachi Matsushita, Vince Soliven**, Shaleah Soliven**, Tricia Kunihiro, Staci Yoshihara, Evi Miyasaki

Thank you to members providing potluck tonight: Heather, Grant, Misty, Shannon

II. Principal's Report: Shannon

- A. Question raised regarding Christina Choy's position – she will be completing the duties of the PCNC but her title may be different. We will get additional clarifications regarding her position and responsibilities soon.

III. PCNC's Report: (None)

IV. Officer's Reports:

- A. President's Report: (Paul Not Present)
- B. Secretary's Report: Dani
- Motion to approve 9/13 meeting minutes made by Misty, second by Heather.
- C. Treasurer's Report: Shelby
- The expense report is provided in the appendix
- Balance summaries can be found online.
- D. 1st VP – Membership: (Staci Not Present)
- E. 2nd – 5th VP – Fundraising: Renee/Lawrence
- Give Aloha raised \$9,200. Will need to subtract expenses and also add Foodland's portion. Final amount raised will be provided shortly.
 - o None of the classes qualified for the ice cream party. Motion to throw Mr. Towata's class (raised over \$1,000), unanimously passed.
- Very Merry Event flier to be distributed after the Fun Fair.
- Kona Ice funds raised to date \$1,012. Email notifications will be monitored more closely moving forward.

- CPK has not responded to our requests so this will not be scheduled for October. Will look at scheduling for a different month.
- Hapalua ½ Marathon. Donation page is already set up. Event is April 2017. Justin has already registered!
- Fun Fair Update
 - o Updated packet will be provided in this Thursday's Folder. Fliers needed Wednesday morning so Christina can make the packets.
 - o Wed – Fri Food and Drink drop off on 8th Ave (everything on the list has been donated)
 - o Still need a volunteer to pick up and return the dunk tank.
 - o Next Tues 5:30 – 6:30 is the final fun fair meeting
 - o Pre-Sale already collected \$2,000 (scripts, wristbands and food pre-orders)

V. Committee Reports:

A. Teacher Representatives: Shannon

- Audio Equipment: Two invoices were provided, total cost of \$3,811.38. Thanks to Staci Yoshihara for coordinating this effort.
- Comprehensive Student Support System (CSSS) committee attended a workshop and would like to interested in purchasing curriculum called “Mind Up” to support includes 15 lessons teaching strategies to help students develop a positive mind-set in and out of school. Total cost for PreK – 2 book and Grade 3-5 is \$170.47.

Board members voted via email from and unanimously approved the purchase of the Mind Up curriculum. School staff is welcome to make the purchase when they are ready.

- New Walkie-Talkies are needed. CQ Communications. Comes in a set of 6, 18 needed. *Should find out how long this will take to come in and if it is possible to get these in in time for the Fun Fair.* Approximately \$1,800 (\$600 per set)
- Motion sensor lights, some have been installed, but others are needed. *PTA would need more details in order to evaluate the purchase.*
- Appreciation Events – Service groups (JPO, Student Council, Junio Office Assistants, Peer Mediators), about 100 students have two appreciation field trips planned. One to Ice Palace, and one to Fort Shafter Bowl. Each event costs about \$1,000 for entrance/game fees and \$400 for bus. Determine if PTA is interested in sponsoring the events, total cost would be about \$2,000 for event, and \$2,800 for event and transportation.

B. March Meeting Chair: Mirasol (None)

C. May Meeting Chair: Chris (Not Present)

D. December Meeting Chair: Grant (None)

- Will look at dates for the meeting and work with Sachi/Evi to confirm.
- Will also think through a volunteer for Santa suit.

E. Donations Chair: Heather (None)

- Email just distributed for the electric stapler request, already received.

- The next wish list will go out on Monday.

F. Special Activities Chair: Vince/Shaleah (Email update)

- Form for participation in Christmas Parade has been sent.
- Need to confirm number of participants and what car we'd use.

G. Hospitality: Misty (None)

H. Webmaster: Lori

- Domain name (\$21.08) and web hosting (\$11.40) have been renewed
- 43 new subscribers have been added; 40 are unconfirmed (have not completed the process). Have contacted these users to provide them instructions to finish process.
- Some parents are trying the guardian function of Google Classroom

VI. Unfinished Business - None

VII. New Business

- Idea for the next school-wide event, possibly a movie night, we should consider providing free items as a thank you to the families for being so generous.

VIII. Adjournment: The meeting adjourned at 7:12 pm



11/6/16

Danica Wong
Recording Secretary
Liholiho Laulima PTA

Date

APPENDIX

Expenses Paid

Date	Description	Amount
09/16/16	Hawaii State PTSA – 93 memberships x 9.25	\$ 860.25
09/21/16	C. Choy – Halloween Parade treats (Counselor fund)	\$ 62.66
10/18/16	Exec Board Meeting childcare	\$ 30.00