

Liholiho Lualima PTA  
Board of Directors Meeting  
Liholiho Elementary School Library  
August 14, 2018  
6:00 PM

Meeting Minutes

- 1) Call to Order- meeting called to order at 6:12 pm by President Heather Florendo
  - a) Introduction of all PTA members present
    - i) Present (18): Christina Small, Shannon Oide, Heather Florendo, Renee Young-Chan, Jocelyn Gabriel, Reimy Kuroda, Misty Sumida, Namie Wong, Denise Gibo, Melanie Kostron, Melissa McGuire, Janel Denny, Kawehi Onekea, Mirasol Domingo-Panoke, Carolyn Wilcox, Christina Choy, Tanner Marsh, Lynn Sakata
    - ii) Absent: Wai Kee Chan, Tricia Kunihiro
  - b) Potluck provided by PTA members
  
- 2) Principal's Report, Mrs. Small
  - a) Increased enrollment, projected at 472, present 481
  - b) Opening of SY went smoothly and quiet
  
- 3) Officer's Report
  - a) President, Heather Florendo
    - i) Log on to Liholiho Lualima PTA Shutterfly: includes forms, sign ups, information, meeting minutes
    - ii) Green mailbox for PTA in office
    - iii) Event reminders: complete "Use of Facilities form", follow guidelines for fliers
  
  - b) Secretary, Reimy Kuroda
  
  - c) Treasurer, Jocelyn Gabriel
    - i) Audit completed
    - ii) Electronic files on shutterfly
    - iii) When ask for reimbursement, have readable/clear receipt with only item for Liholiho
    - iv) Reimbursement guidelines will be updated
  
  - d) 1<sup>st</sup> VP – Membership, Renee Young-Chan
    - i) PTA Membership benefits discussed. For each member (\$10), school receives \$0.75. Therefore it was proposed to not push for membership and just have board become members, include a Pizza Hut incentive, inform parents of what we do as a PTA, and list upcoming events.
    - ii) 2 revised fliers have been drafted by Renee & Denise

- iii) Agreed to consolidate the 2 drafted fliers and send out. Key points to have on flier is to provide parents of ALL the fundraising events for the SY and goals for fundraisers—such as what the funds provide for school/students
  - iv) Mrs. Small shared that only members have voting rights
  - v) PTA membership is to protect the board, insurance and voting
- e) 2<sup>nd</sup>-5<sup>th</sup> VP – Fundraising, Denise Gibo
- i) Aug 23- Chuck e cheese
  - ii) September- Foodland- Give Aloha
  - iii) October – CPK night
  - iv) October/November- “Fall Fest”, smaller scale of Fun Fair
    - (1) Date to be discussed with teachers and to be set at Sept PTA meeting
    - (2) Games, food trucks, movie- 2 showings?
    - (3) Include fundraising for Aina in the Schools with Aloun Farms, pumpkins, produce
  - v) November 14 – Turkey Trot Fun Run
  - vi) November/December –Gift cards to sell, Kahala Mall, Mcdonalds, Tiki Family Fun, D&B Power cards
  - vii) January 24- Old Spaghetti Factory Night – 10% of sales
    - (1) Macaroni Grill – 20% (suggestion)
  - viii) February- nothing—suggested a movie night and add on a fundraising component
  - ix) March – school’s book fair—pair with science kit/demo—STEM event
  - x) Read-a-Thon- spring break
  - xi) April- Hapalua, CPK night
  - xii) May- nothing
  - xiii) Kona Ice- on going, twice a month
  - xiv) Ideas:
    - (1) Family Date Night (February)
    - (2) Give Aloha: add on pizza party incentive, personalize invitations to family members, be specific in what our school’s goal is
    - (3) Ask parents to do a one time donation during this time vs. Give Aloha, pros/cons
    - (4) Parents are asked to give a lot for fundraising, therefore would be good to provide an activity to families to show school’s appreciation, such as a movie night. Suggested a movie night in October after Give Aloha in September
  - xv) Big Ass Fan-- \$50,000, includes full service, 6/ 8 ft diameter fans, Macro fans a competitor
  - xvi) A+ fundraisers in the Fall
- 4) Committee Reports
- a) Teacher Representatives- Lynn Sakata, Tanner Marsh
    - i) 5<sup>th</sup> Grade- Camp Erdman Feb 27- March 1, want to bring back swimming program before camp so all can participate (unsure of cost)
  - b) Aina in the Schools must do fundraising through PTA, requesting \$200, collaborate with Fall Fest
  - c) December Meeting Chair, Namie Wong

- i) Started working on flier
  - ii) 2 shifts of Santa to address long wait
  - iii) Games/Activities
  - iv) Uncertain about Toys for Tots
- d) March Meeting, Tricia Kunihiro (absent)
- e) May Meeting Chair, Misty Sumida
- f) Special Activities Chair, Mirasol Domingo-Pānoke
- i) Christmas Parade- 1<sup>st</sup> Thursday of December
- g) Donations Chair, Janel Denny
- h) Hospitality, Carolyn Wilcox
- i) Webmaster, Kawehi Onekea
- i) Contact her for anything to be posted
  - ii) For profit fundraiser information can't be sent through Thursday folders
  - iii) School can't post afterschool activities on Liholiho school website, but it can be on Laulima website
  - iv) Only parents who subscribe to PTA get updates
  - v) PTA can do a hard copy mail out
- 5) Miscellaneous
- a) No Hawaiian teacher
- 6) New Business
- a) Open House- Aug 29
  - b) Fall Fest- due to PT conferences, having it in October is tough for teachers. Agreed that teachers will discuss dates at upcoming faculty meeting. Will set date and details and next PTA meeting in September
- 7) Adjournment: The meeting adjourned at 7:20 PM



8/14/18

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Reimy Kuroda

Secretary

Liholiho Laulima PTA