

Liholiho Laulima PTA

Executive Board Members Meeting Minutes

SY 2024-2025

Reference:

Template	Liholiho Elem Website	Laulima Website
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Principal	Dr. Alan Lee
President	Chris Ichiki
Fundraising	Scott Iwanaga, Cara Oda, Candace Arakaki, Mikala Kanae
Committee	Membership: Nathaniel Chun, Special Activities: Kaimana Kong, Noelle Naone
Membership	Rachel Gillotti, Samantha Robler
Treasurer	Namie Wong
Secretary	Jennifer Ladao, Sheree Hashimoto
Webmaster	Aaron Ohta, Leo Hourvitz

Date: September 4, 2024

[Back to Top](#)

Location: Liholiho Elementary School Library

Start Time: 5:06pm

End Time: 6:26pm

Attendance:

Staff: Dr. Lee, Coach Jasz, Gregory Serve, Kelsi Au

Others: Chris, Nate, Rachel, Sam, Mikala, Scott, Sheree

Agenda Items	Person Sharing	Discussion
Principal's Report	Dr. Lee	Water fountains are fixed. Double checking if the bill has been paid. Traffic: HPD presence on campus not at the request of the School but due to calls from the community. Dr. Lee attended the neighborhood board meeting. Main complaint is Maunaloa Ave gets backed up with cars wanting to make a right turn onto 8th ave. Parents in cars are arriving early to pickup time and waiting in a line in their cars on the road (not in marked stalls). Cars/Buses attempt to drive in the opposite lane to avoid the line of cars, which is dangerous. Community and Police plan to waive signs and bring awareness to traffic laws on Sept 12. Gates to the lawn will open early before pickup/drop off times to allow cars to park and wait. Dr. Lee will send home a flyer soon reminding parents to obey traffic laws and the new option to park on the lawn. AC Upgrades: Electrician advised the school needs a full electrical upgrade to the entire school, which would be over \$1Mil. The main electrical line can't handle the electricity load so the entire campus would need to be upgraded. So not a building issue, but rather a whole campus electrical issue. 3rd Grade will receive training in CPR from the Red Cross in the library tomorrow 09/05 100th Year Celebration in 2026: No plans yet, but will need help with fundraising. Tentative 3 days and 1 evening. VIPs, Alumni, Visitors come and learn from the kids about Liholiho history. New Bus Contract: It has recently become more expensive and difficult to secure buses due to a new contract and not enough buses being available. This year school should be okay, but school could use help with fundraising for the future. Recently, due to shortage in buses, school forced to use chartered buses instead of school buses, which is more expensive.

		- \$800-\$1,000 for a large school bus, which would fit 2.5 classes. Recent Theatre field trip cost the school \$1,700. Between \$5-\$10K was spent last year by the school in field trip buses. - There are funds to help with children who need assistance paying for field trips. However, the issue is it is difficult to know the reason why the child is not attending the field trip or camp. - Process to procure a school bus: Teachers fill out a form to request the bus, wait to hear back from the bus company, obtain a quote, school creates a PO, then bus company checks schedule to see if they can accept the PO. At that point, there might not be a bus available since the process takes so long. - Kindergarten, 1st graders: 1 field trip. 2-3rd grade: 2-3 field trips. 4th grade goes on the most field trips (3-4). 5th Graders go to camp and 1-2 field trips. - Suggestions for the future: PTA can fund a set amount of field trips per grade level to keep things fair. Or can give a set amount of funds for a grade and they can decide how to use the funds (instead of field trip bring in a speaker, go to a different field trip, etc). - PTA Action: Teachers can submit a request to PTA for funds, no guarantee for funding, but PTA will review and vote to provide funds. Any approved funding will come from PTA reserves. Teachers can submit requests to Dr. Lee, who will then submit to the PTA. Requests can be submitted via emails and the board will review. Put to a vote, no objections, board Approved the acceptance of requests for field trip buses.
	Coach Jasz	Dec 20 Special Field Day: Planning a whole day event and open to the public. Similar to prior field day with additional service activities such as ornament making - donations to nearby senior communities. Turkey Trot: Same schedule but adding Student vs Teachers Volleyball game at the end. Fundraising will remain the same (collect funds for laps completed). Family Fitness/Wellness night March 7 (Fri): Joining with the American Heart day. Planning backyard games, CPR training, counselor (mental wellness), opportunities for local business booths. Asking for teacher volunteers so that parents can be involved in the event. Activities will be spread out throughout the school. STEM night Feb 13 (Thurs): More info to come on that.

President	Chris	PTA Action: Received request for \$100 to use towards prizes for the Red Ribbon Week in October. Student Council is planning events throughout the week such as wear red, drive aloha, etc. \$100 will be used towards prizes for the class who wears the most red, best 4th grade poster, and best 5th grade poster. Put to a vote, no objections, board Approved \$100 (discretionary funds) towards Red Ribbon Week. Sharing Thank you cards received throughout the previous year from teachers and students.
VP Membership	Rachel & Sam	Currently at 58 members Brainstorming language to use to explain what the \$10 membership goes towards Changes to PTA Membership Form: Would like to add a line for Occupation and if parents would like to be a sponsor for an event or a general sponsor. Ideas on how to survey the parents/community on where we could pull resources from. Doesn't have to be a dollar amount or direct obligation. Hoping to express a win-win partnership. Suggestions regarding Sponsorship: - Business sponsor would be included on a banner that is displayed for the school year "2024-2025 Liholiho Sponsors" - Events could have an added t-shirt. Example, Turkey Trot t-shirts with a list of businesses who sponsored the event - Free advertising for businesses in Dr. Lee's newsletter, Liholiho Laulima Website - Manoa Elementary had some good language we could use as a sample - Sponsorship levels (\$100, \$250, \$500, etc) gets you different tiers of advertising Will create a survey or inquiry to use at Ice Cream Social coming up
Secretary	Sheree	Will send the link to the meeting minutes for approval. August meeting minutes needs to be approved.
Fundraising	Scott & Mikala	Will keep the buses and field trip costs in mind for the future fundraising efforts. Need to be more clear on how it will be distributed. General amount per grade? Only for buses?

		Regal fundraising: Today was the deadline to turn in tickets and money. Last year we raised \$19K but this year the number of tickets sold seems to be a lot less. We should be able to meet this year's \$15K goal. The number of students decreased from 450 to 420 students which may be a big factor in sales this year. Will share the final numbers at next month's meeting. Regal Fundraising Pickup day 09/28 (Sat): Will send out google form for volunteers. Pick up day will run similar to last year - tables, tents, refrigerated truck, Dr. Lee will stand at the gate to greet everyone. BENTOS/snacks will be provided to volunteers. It was very hot so volunteers should dress accordingly. CPK October - Forms are being followed up on. Habitat: All set. Finalizing flyer that will go out to parents in early October Kona Ice Sales: First sale of the school year went very well, \$800 in sales which means \$245 to us. This will be continuing as scheduled, no changes. Turkey Trot: since 100% of the funds collected goes to PTA, we should try to really push. Perhaps incentives would motivate students. Suggested incentives: Trophies, Tier Incentives (\$25 a sticker, \$50 a pin, etc), prizes
Treasurer		
Teacher Reps	Gregory Kelsi	Group of teachers are thinking of ways to get more parent involvement. Info on parent careers, businesses, skills to share, cultures to share, resources, etc. Made a google form and asked for feedback on the form. Would also like to include a form on what the PTA does - membership will assist. Suggestions from the teachers: Grade level picnics, Meet the principal/Breakfast with the Principal, Assemblies that parents can attend, May Day, Warrior Warm up Wednesdays (light exercises), Service Projects for the school, Parents to assist with traffic duty "Pops on Patrol", Lunch Duty, Recess Duty, Cultural workshops Need to check with Dr. Lee if parents who volunteer on campus with student interaction need to go through background checks? Any school/State requirements?

		How can we get the Student Council more involved? Suggestions include: can food drive at Turkey Trot, Angel Giving Tree at Christmas, Drug Free Week, Spirit Week, Liholiho's birthday, Haunted Hallway at Trunk or treat.
Membership	Nate	Ice Cream Social: So far 95 people signed up, 36 of them are kids. Registration closes on Monday. Ms. Yap for Aina will participate. Tentative program: 20min ice cream, 20 min presentation by PTA, 20 min mingling. Powerpoint with QR codes on signing up for future events
Special Activities	Rachel	Trunk or Treat 10/25: Planning has begun. It will be bigger this year with carnival games, inflatables, activities on the court, possible food trucks parked on 9th ave. Suggestion: 5th grade and/or student council can work together on a Haunted Hallway near Ms. Arakaki and Ms. Uehara classrooms. Charge \$1 entry to raise funds for 5th grade camp? Asking 5th grade teachers and the student council for feedback.
Webmaster		
Teacher Appreciation		
Next Meeting:		
Open		