

Liholiho Laulima PTA Executive Board Members Meeting Minutes SY 2025-2026

Liholiho Laulima Board Members for the 2025-2026 School Year	
Principal	Dr. Alan Lee
President	Rachel Gillotti
Vice President Membership	Samantha Robler, Katie Dungan
Vice President Fundraising	Mikala Kanae, Candace Arakaki, Jennifer Endo, Noel Hirshen
Treasurer	Nathaniel Chun
Secretary	Sheree Hashimoto
Committee -Membership	Emma Snakenberg, Holly Williams-Hernandez
Committee - Special Activities	Kaimana Kong, Noelle Nanoe, Chandelle Yi, Mykel Holden, Linden Miller, Hannah Wang
Webmaster	Aaron Ohta, Leo Hourvitz

Date: March 4, 2026

Location: Liholiho Elementary School Library

Time: 5:00 pm to 6:40 pm

Attendance: Dr. Lee, Rachel, Noel, Katie, Mikala, Kaimana, Sheree

Staff: Greg Serve

<p>Principal's Report (Dr. Lee)</p> <ul style="list-style-type: none"> ● Enrollment for 26-27 school year <ul style="list-style-type: none"> ○ Around the same enrollment as last year, 425 students ○ Around 60 GEs for incoming Kindergarten ○ 70 5th graders leaving ● PTA Sponsored field trips <ul style="list-style-type: none"> ○ Dr. Lee has a field trip log that has the cost breakdown of each field trip that happened so far this year. He can share that with us. ○ PTA requesting to know which field trips PTA is paying for in advance. It would be great to state in the field trip permission form that the cost is free to families because the field trip is sponsored by the PTA ○ Recent field trips sponsored by PTA <ul style="list-style-type: none"> ■ Kindergarten - Kanewai Lo'i \$558 ■ 2nd grade - HTY Play: Hapa the Musical \$815 ● Welcome back night for the 26-27 school year <ul style="list-style-type: none"> ○ Tentatively scheduled for Thursday, 07/30 ○ It is a well attended event so PTA is welcome to do food sales. Might be a good way to bring a social aspect to the event 	
<p>President Report (Rachel)</p> <ul style="list-style-type: none"> ● Seeking people for the Nominations Committee for the 26-27 school year <ul style="list-style-type: none"> ○ Vacant PTA positions: Secretary, VP Fundraising x4, Special Events ○ Nominations inquiry will be sent out with the 03/05 Thursday folder 	

- Only position that needs to be filled is the Secretary position. Other positions have committees so it shouldn't be too bad. Katie expressed interest in the position.
- Add a Marketing Chair position to help make and coordinate the social media, flyers, and all communication.
- Reminder that positions are typically a 2 year long cycle
- Elections should aim to be in early May so that there is time for a transition meeting between the current and new members
- Exceptional Tree Program
 - Completing an exceptional tree nomination for the Monkey pod tree on campus. A neat recognition to add to Liholiho history
 - An arborist will come and inspect the tree to see if it meets the criteria (age, cultural value, rarity, location, size, etc)
- PTA newsletter will be going out soon. It will contain thank yous for Centennial, upcoming fundraising events, photos, etc.

Secretary Report (Sheree)

- Approve February Minutes
 - Motion Katie, Second Mikala. All voted in favor to approve.

Treasurer Report (Nate)

- The general budget looks good. Still cash positive
- Fundraising and donation efforts for Centennial looks good
 - Mural was \$25K
 - With the mural we are roughly \$3K over budget however there are pending income and expenses that haven't been recorded yet.
 - 13 volunteers from New York Life not only gave their time to the event, the company will also donate around \$1,400. They do a matching program for donating an amount based on the number of hours volunteered. This donation is not counted in the Centennial budget yet.
 - If you have expenses for the Centennial, please turn them into Nate as soon as possible

Membership Report (Katie)

- Planning 2 more membership events for the year. Movie Night and another TBD
- Movie Night
 - Preferably the same day as a school event. Last year it was the same day as the Liholiho Art Show. Asking teachers if there are plans for another art show or event in the next few months.
 - Possible food sales at this year's event in addition to popcorn

Fundraising Report (Mikala, Noel)

- Upcoming Events:
 - CPK - 03/24 & 03/25 (Mon & Tues after spring break)
Reminder will go out next week's Thursday folder
 - Kona Ice - 03/27, 04/24, 05/22
- 2026 Dates - Planning
 - Regal Fundraiser - September 26, 2026
 - Give Aloha - September
 - Turkey Trot -
 - Suggestion to not have turkey trot as a PTA fundraiser. The turkey trot can still be done but just as a health and wellness event?
 - Fundraising event can be a "warrior run" during Liholiho's Birthday week in February. Spreads out the fundraising events a little.
- Tote bags are finished
 - One bag per student (total 422 students)
 - 5th graders will receive a Liholiho book inside of their totes
 - Suggestion to include a short note on the story of the tote. The totes were originally t-shirts that had a typo. Lesson on perseverance, creativity, learning from mistakes, etc.
 - Plan to distribute totes on the same day as the 5th grade promotion celebration

Teacher Report (Greg)

- Health & Wellness night will probably not be held this year
- Field Day 05/22 - no details yet
- Sunshine Committee - no reports

Teacher/Staff Appreciation (Katie, Mikala)

- Admin Appreciation 04/22
 - Any ideas are welcome
 - Office Staff mentioned a new microwave or refrigerator would be nice. Katie is researching how much this would cost and the delivery/logistics. Cost of a microwave or a simple refrigerator would most likely be equivalent to buying all the staff lunch
- Teacher Appreciation Week 05/04-05/08
 - Chalk the Walk - Sunday 05/03
 - Recess/Lunch Duty Coverage Signups
 - PTA asks Student Council for plans ahead of time to help us coordinate. This will help ensure each day is covered and we have enough time for planning.
 - Last year the Student Council encouraged themed gifts every day of the week. Gifts such as favorite snack, bring a flower, etc. This is still a great idea, but better communication may be helpful. PTA received complaints from parents who did not appreciate the PTA soliciting for teacher gifts. It should be made clear what is Student Council versus PTA.

Webmaster (Rachel for Leo & Aaron)

- FlipCause filed for bankruptcy so we will not be seeing our \$8K. Our funds are over 2 years old and it is unlikely we will see the payment. Rachel filled out the proper forms to record that we are seeking our funds and also to shut off our account. FlipCause has continued to charge us each month.

Centennial Reports

- Mural
 - The original mural design had graphic elements of the flowers found on campus. Unfortunately the lift could not get close enough to the wall for Emily to be able to complete these graphic elements. In the end, Emily added the flowers on the bottom of the mural.
 - Emily will come back to campus and work with the students once again on the flower drawings that they previously did. Brainstorming on possible ways to display these drawings. Tile art is a possibility but there are challenges in obtaining the materials (spray resin) to transfer the drawings to tiles.
 - Emily has made a stencil of the Ti that is included in the mural. She will give the school the stencil so that they can use it with students.
 - Several articles were done on the mural: Star Advertiser, Queens Hospital monthly newsletter, MidWeek East, etc.
 - PTA will be adding a plaque next to the mural once Emily names it
 - Total cost of the mural included the mural, lift, and insurance for the lift
- Liholiho Birthday Event
 - Success. Received good feedback
- VIP Days
 - Success. Received good feedback
- Pā'ina
 - Keiki Zone (Katie & Dawn)
 - Went well. Volunteers were fantastic and face painting vendor was great.
 - Face Painting vendor said she is available for henna (lasts longer) for 5th graders. 5th graders were old enough to stay still for a longer period of time. Possible activity for the 5th grade Promotion celebration?
 - Merch Sales (Sam, Noel)
 - Sold out of honey
 - Merch sales were great. Hats were a surprising big hit
 - Drinks/Musubi Sales (Sheree/Scott): \$1,496 collected in cash and credit card sales.

■ Sold out of 300 musubi by 5:30

- Centennial Book is being prepared and will sell similar to the yearbook
- Remaining Centennial branded merchandise - Keychains, pins, stickers, etc.
 - Possible gift to the incoming Kindergarten class
 - Distributing thank you cards with a pin to give to Centennial volunteers
- Centennial T-shirts
 - Available for pre-order until first week of April
- Kaimana mentioned volunteers at the event were great. Volunteers told her that they enjoyed the event and learned a lot about the school.

Next Steps & Meeting Dates

- Next Meeting April 8, 2026