

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: November 4, 2025

Location: Liholiho Elementary School Library

Time: 5:00 pm to 6:29 pm

Attendance: Rachel, Mikala, Nate, Chandelle, Katie, Aaron, Sam, Linden, Emma, Noel, Kaimana, Noelle

Staff: Greg Serve

President Report (Rachel)

- Centennial
 - Mural
 - Project confirmed; total cost: \$22,000
 - Finalizing contract language
 - 2-phase design based on archival research
 - Completion scheduled before Centennial events
 - Mural artist will also create wooden stamps and hopes to hold an “artist’s night”
 - Sponsorship push needed now that mural pricing is confirmed
 - Plan to pull elements from the mural for printed materials & future merchandise
 - Shirts
 - Board members can receive \$10 back on their Centennial shirts. If you would like the \$10 back, reach out to Rachel.
 - Sales so far: 200+
 - Pickup from vendor will be in the second week of December
 - Distribution efforts:
 - Bag & tag shirts by name
 - Sort by classroom
 - Will need volunteers for this effort
 - Silent Auction
 - Last auction (Trunk or Treat) generated \$1,300

- Goal for next silent auction: push harder for holiday/seasonal donations
- Flyers are available for business outreach
- Request interested businesses to sponsor a basket or put together their own themed basket
- Experience-based auction items could include ping pong & pizza lunch experience, extra recess, lunch bunch, etc.
 - Mr. Serve to coordinate with teachers/staff for more experience ideas.
- Sponsorships – Goal is to have these finalized before Thanksgiving. If time allows, include sponsor logos on the trolley banner.
- Buddah Mochi Bags
 - Over 100 sold at Trunk or Treat. Need to sell 159 total to break even.
 - Push bags at Holiday Cheer (makes a great gift!)
 - Possibly sell for a slight discount or member special
 - Move funds to the general fundraiser fund, as funds from the bags may extend beyond the Centennial
- Shirt Tote Bags
 - Nearly done with 300 bags
 - To consider for distribution:
 - A short explanation of the meaning behind the bags
 - Educational component
- 5th Grade Graduation Gifts
 - Mikala contacted Kamehameha Schools for Liholiho books. 75 have been purchased, and were paid for via discretionary board funds (~\$250).
 - Possible ideas for distribution:
 - Place books inside t-shirt tote bags & pass out as students cross the stage to graduate. Alternatively, provide a link to the online version of the books on a tag.
 - Future Idea: Provide the book to incoming Kindergarteners annually going forward
- Other
 - A list including some emails/phone numbers were sent out to some folks. This may have been part of the parent involvement form. For PTA, ensure data of this type is kept private and is not distributed.
 - Monthly Newsletter going out in tomorrow’s Thursday folder

Secretary Report (Sheree)

- October Minutes – Motion to approve by Katie; Noel and Sam approve

Treasurer Report (Nate)

- Financial Report has been shared with the Board
 - Currently on budget for all events so far
- Reminder: If any committees/members still needs reimbursements or assistance with the process, reach out to Nate.
- Future Consideration: Increase Trunk or Treat budget and Holiday Cheer budgets next year

Membership Report (Sam & Katie)

- Communications & Outreach
 - Next communication to members will include the Newsletter, Save the Dates for upcoming events, and information about Turkey Trot, Holiday Cheer, and the Christmas Parade
- Holiday Cheer is the next event with a large membership push

Fundraising Report (Mikala)

- Regal Fundraiser
 - Winners announced at WOW Assembly and included in Newsletter
- Give Aloha – Ended 9/30/25
 - Raised almost \$2,000 with a \$474 match. Prizes were awarded to top donator, raffle drawing winner, and the class with the most donations.
 - Future Consideration: Do we want to do one during the start of second semester?

- CPK - 10/14/25
 - Raised \$983
 - Next CPK Fundraiser will be in March with a goal of raising \$3,000
- Kona Ice (Ongoing)
 - Raised \$86 during Trunk or Treat (10/24/25)
 - Next Kona Ice is scheduled for 11/16/25
- Habilitate (deadline extended)
 - Sold almost \$2,000 so far
- Turkey Trot - 11/26/25
 - Coach Jasz is in charge
 - PTA Role: Fundraising and prize coordination
 - Fundraising Goal: \$10,000
 - Format:
 - Laps will be tracked, but donations are flat-rate (not per lap).
 - Zeffy platform will be used for fundraising. Each classroom will have its own campaign link (QR Code) within the larger Turkey Trot fundraiser. A main landing page will display overall event progress.
 - Donations to stay open through December.
 - Individual Prizes: Tiered prizes for individual students who raise money
 - \$25 = Sticker, \$50 = Sticker, \$75 = Keychain, \$150 = Hat
 - Classroom Prizes: 100% classroom participation gets an ice cream party
 - School Wide Prizes set for \$2,500, \$5,000, \$10,000, and \$15,000
 - If you know anyone able to make printed patches or screen-printing, let Rachel know
 - Volunteers needed (30)

Teacher Report (Greg)

- Funds Request Form: Teachers can fill out the form to request funds. There is \$100 set aside for each teacher. Greg to remind teachers.
- Future Considerations: Contact private schools for bus usage. They may allow bus rentals.
- Parent Involvement Committee: Aim for collaboration between the committee and PTA. Next meeting is 11/12/25.
- Teacher & Staff Centennial Shirts Received

100 Year Celebration (Mikala)

- PTA can get \$10 refund on centennial shirts. If you have already ordered but would like refunded, send a note to Rachel.

Hawaiian Culture (Kaimana)

- STEM Night continues to be well attended
- Work with them to incorporate activities into Centennial Celebration
- Next Ohana STEM Workshop - 12/8/25

Trunk or Treat (Chandelle & Linden)

- Fantastic event!
- Sold nearly \$2,000 through KC Waffle Dog sales & around \$1,300 from the Silent Auction.
- Future Considerations: Request candy donations in advance next year. Some families have asked if parents can also host Trunks.

Kaimuki Christmas Parade (Noelle)

- Event Date - 12/4/25
- Trolley participation is members only. Additional attendees will be invited to walk alongside the trolley.
- Flyer drafted and will be distributed soon.
- We have sponsorship and moved up in the line. Asked for silver sponsorship (\$500)
- Plan for same pickup/drop off as last year.
 - Carpool from Liholiho to Chaminade to decorate the trolley. Ride trolley from Chaminade to end of parade. Trolley will drop back off at Chaminade.
- Student involvement: Stockings or snowflakes
- Items to hand out: leftover items from Trunk or Treat (rings, glow-in-the-dark bracelets)
- Volunteers needed for decoration of trolley. If you want to help with the parade, reach out to Noelle to coordinate.

Holiday Cheer (Katie & Sam & Others)

- Event Date: Wednesday, 12/10/25, 5-6:30 PM
- Volunteers needed: 20-25 volunteers
- Activities: Ornament decorating, cookie decorating, edible tree decorating, photo booth, photos with Santa (if Mr. Dods is available), Dance Bomb performances
- Fundraising: Silent Auction

Teacher/Staff Appreciation

- Centennial shirts received 11/5/25
- Everyone is busy but going well. The vibe is good!
- Meet the teacher (direct people to this on the website)

Webmaster (Aaron)

- Switched hosting to Wix and new website is being built
- Sam's husband is helping with website design

Next Steps & Meeting Dates

- Next meeting will be Wednesday, December 3, 2025
- Turkey Trot - 11/26/25
- Garden Workday - 11/29/25
- Kaimuki Christmas Parade - 12/4/25
- Ohana STEM Workshop - 12/8/25
- Holiday Cheer - 12/10/25