

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

Dates are hyperlinked; Please click on a date to view the minutes for that meeting.

Quarter 1	Quarter 2	Quarter 3	Quarter 4
August 7, 2024 September 4, 2024 October 2, 2024	November 6, 2024 December 4, 2024	January 8, 2025 February 5, 2025 March 5, 2025	April 2, 2025 May 7, 2025

Date: April 2, 2025

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Location: Liholiho Elementary School Library

Start Time: 5:08 pm

End Time: 6:13 pm

Attendance: Dr. Lee, Chris, Rachel, Namie, Mikala, Sheree, Nate, Aaron, Katie, Chandelle, Hannah

Staff: Greg Serve

Agenda Items	Person Sharing	Discussion
Principal's Report	Dr. Lee	• Preparations for next school year ◦ Working on transfer and new teacher assignments for next school year. ◦ New teachers for 4th grade, 1st grade, Kindergarten, Special Education and possibly one other position. ◦ Class sizes per grade will be 4 classes (Kindergarten, 1st, and 2nd) and 3 classes (3rd, 4th, 5th). Positions in each grade will look similar. ◦ Received around 80 GE applicants for Kindergarten. Applications do not specify whether we are the 1st choice or backup. Lottery completed yesterday so the office will be sending notices out to the first 50 selected soon. • No updates on funds or status of project proposal to build a cover for the court • Back to School Night tentatively scheduled for Wednesday, July 23 • June 2 is last day of school year for teachers ◦ Sunshine Committee wishes to hold a lunch and possibly massages for teachers and staff on that day. There will be 2 teachers leaving the school. Plan to ask for some support from PTA for funding
President	Chris	• Health and Wellness Fair ◦ More than expected participated. Event went well. • Field Day - May 23 ◦ Coach Jasz working on ordering bounce houses ◦ Many volunteers will be needed. Reaching out to High School students again • Student Services Group Appreciation Event or Field Trip - April 14 ◦ Groups include: Student council (23 students), JPO (23 students), Office helpers, and Peer Ambassadors (show new students around campus) ◦ Still thinking of what to do this year. Last year the event was a pizza party. Suggestions for this year include movie theatre (transportation might be difficult) or walking somewhere close (Zippys?). Any off campus activity would require approvals similar to field trips.

		• PTA May Meeting (last meeting of the school year) ○ Will send out survey on which date to have it on ○ Start earlier to enjoy a pot luck ○ Nominees encouraged to attend to meet everyone ○ Voting for new board members will be done after meeting • PTA June transition meeting ○ New board members can be introduced and knowledge can be shared
VP Membership	Rachel	• Total of 3 pizza parties were held for canned food drive class winners and turkey trot class winners • Liholiho keychains will be sent to members by the end of this school year thanking them for being a member.
Secretary	Sheree	• March Minutes - Namie and Rachel approved
Fundraising	Mikala	• CPK Fundraiser ○ \$1,100 raised for Liholiho from close to \$6K in sales that day ○ Those who submitted receipts will be entered in a drawing for a \$25 gift card. ○ CPK Manager was impressed with Liholiho's high turnout once again. Offered the option to do a two-night fundraiser ○ An easy fundraiser to continue. Will work on scheduling for fall.
Treasurer	Namie	• Reimbursements for the Aina fund were recently completed • Please turn in receipts for reimbursements for this school year by June 1, 2025 • Turkey Trot money from Flip Cause not recorded yet. Flip Cause records need to be sorted for membership vs turkey trot payments.
Teacher Reps	Greg	• Feedback and ideas for Teacher Appreciation Week (May) ○ Yard duty coverage (2 recess periods, 6 stations per period. 12 volunteers per day needed) ○ 2 days of Cafeteria supervision coverage ○ Gift cards for classroom supplies ○ Food, Snacks, Drinks
Membership	Nate	• Movie Night Fri 05/16 ○ Ms. Wong and Ashley would like to hold an art display event on the same day. Display student art work for those to view around campus. Families can view the art before the movie starts. ○ Movie will start at sunset ~6:30pm to 9:30pm. Movie will be a PG rating selected from the listing of licensed movies. ○ Large projection screen and generator will be rented and setup on the field. ○ Pre-popped popcorn available and bring your own food

		○ Half of the field will be used for the screen and seating (bring your own blankets and chairs) and the other half of field used for parking. ○ Capping the attendance to ensure there will be enough parking. Also possibly opening the 8th ave parking lot for those who only want to attend the art display event.
Special Activities	Rachel	● Teacher Appreciation: ○ Sign up forms for Recess/Yard Duty (12 per day) have already been created. Form will be sent to the PTA board, then PTA members, then in Dr. Lee's newsletter to all parents. Working on procedures - safety, duties, etc. ○ Cafeteria duty includes more instruction and responsibilities so it was decided to not be offered this time. ○ Massage cost would be estimated at \$300-\$500 for the day. However, since Sunshine Committee is planning to provide massages on teachers last day PTA will not offer for teacher appreciation week. ○ Lunch and/or treat: Researching options ○ Plan to involve students to do appreciation signs or leis. Will inquire with Art teacher. ○ May invite students and parents to chalk sidewalks and walkways with appreciation messages. Maybe on the Sunday before the week or during Art class. ● Monday Olelo Hawaii ○ Continues to have a steady turnout
Webmaster	Aaron	● Still following up on Flip Cause issues ● Will look into options to use for next year (Square, Venmo, Shopify, etc)
Nomination Committee	Nate Namie	● Received a lot of submissions for nominations. Heard back from 6 that are interested so far ● Trying to bulk up the board and double up on positions. On track to have a full board. Also encouraging those who may not be able to commit to a board position instead be the lead in specific events like the Kaimuki Christmas Parade, Trunk-or-Treat, etc.
Open		● Thank you to three members who joined our meeting - Katie, Chandelle, and Hannah (apologies if spelling is incorrect)