

Liholiho Laulima PTA
Executive Board Members meeting
April 11, 2022, 6:30, via Zoom

Meeting Minutes

1. Call to Order
 - a. Meeting called to order at 6:30 pm by President Namie Wong
 - b. Attendees: Alan Lee, Kayde Nakamura, Chris Ichiki, Namie Wong, Fred Magnenat, Heather Florendo, Ardith Chung

2. Teacher Request – Guest Kayde Nakamura
 - a. Donor’s Choose Project didn’t get funded through the state. State ran out of funds.
 - b. PTA will donate \$411, to complete the project this school year.

3. Principal’s Report
 - a. Book Fair (in person) May 2-6, Chair: Chris Choy
 - i. Parents are able to attend the book fair after school
 1. Wednesday: Grade K & 2
 2. Thursday: Grade 1 & 2
 3. Friday: Grade 3 & 4
 - ii. Looking for volunteers - During and after school
 1. Will share volunteer sign up
 2. Crowd control, help students find books
 - iii. Faculty Preview Day Afterschool on April 29
 - iv. Student Preview Day Monday/Tuesday
 - b. Teacher Appreciation Week, May 2-6
 - c. Transition opportunities
 - i. Going away from shields
 - ii. Having in-person events
 - d. Library Renovation
 - i. Purchasing shelves (Fisher)

4. Officer’s Reports
 - a. President
 - i. Teacher Appreciation Lunch, May 6
 1. 30 teachers and approximately 20 staff members
 2. Bento - Nippon Foods (delivers)
 - a. Will email teachers and staff bento order form
 - b. Bento will be delivered at 10:30
 3. Water (PTA has a cooler at school)
 - a. Water and ice needs to be purchased
 4. Teachers pick up bentos and dessert in cafe during their student’s lunch period
 - a. PTA board members will pass out bento, drink and dessert

- ii. Elections
 - 1. One person responded on website
 - 2. Reminder in Thursday folder
 - 3. Is an email blast to parents a better idea?
 - a. Will ask Mr. Lau to send an email blast
 - iii. Review of By-laws at May meeting
 - 1. By-laws on website
 - iv. Mailbox (lock box) in office
 - 1. Eliminate box, will use gray plastic box
 - b. Vice President/Membership
 - i. Membership information submitted
 - 1. Submitted roster with 13 members
 - 2. Paid HI state PTA \$126.75 (\$9.75/member)
 - c. Secretary
 - i. March minutes approved
 - d. Treasurer
 - i. SY21-22 Expense Sheet: emailed board
 - ii. Timeline/Due dates will be created
 - e. 2nd-5th VP – Fundraising
 - i. Kona Shave Ice
 - 1. Coordinate this year for next year?
 - 2. Will check on procedures
 - ii. Habilidad Christmas Trees
 - 1. Coordinate this year for next year?
 - 2. Will check on procedures
 - iii. Give Aloha
 - 1. Need to find out procedures for participating
5. Committee Reports
- a. Teacher Representatives
 - i. Kayde asked for process
 - ii. Upcoming SBA test
 - 1. Remind kids to be well rested and fed
 - 2. Grade 3: week of April 12
 - 3. Grade 4: week of April 18
 - 4. Grade 5: week of April 25
 - b. Webmaster
 - i. Post: Winners of Reindeer Rumpus, March minutes
6. Other: Parent Inquiries
- a. None
7. Adjournment
- a. Meeting adjourned by President Namie Wong at 7:27 pm
 - b. Next meeting: May 9, 6:30 pm via Zoom (last meeting)
 - c. Transition meeting in June