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. Habilitat 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