

Liholiho Laulima PTA
Board of Directors Meeting
Liholiho Elementary School Library
October 17, 2019

MEETING AGENDA

1. Call to Order by President, Heather Florendo at 6:02 PM
 - a. Members present: Christina Small, Namie Wong, David Suzuki, Lisa Shimizu, Denise Gibo, Chris Ichiki, Melissa McGuire, Melanie Kostron, Brad Motooka, Janel Denny, Heather Florendo, Reimy Kuroda
 - b. Guests: Misty Sumida, Katie Imanaka
 - c. Board members provided potluck dinner

2. Principal's Report, Christina Small
 - a. Due to WSF, lost \$200,000 (including \$100,000 in SPED monies)
 - i. Teachers voted on top priorities: Computer, PE, Intervention
 - ii. Mr. Oide decided to leave to save school money
 - iii. CAS- has no input, straight from state
 - iv. WSF based on enrollment→ growing trend is westside schools enrollment increasing

3. Officer's Report
 - a. President, Heather Florendo
 - i. In previous years there were PTA newsletters, but now have website. Not all parents subscribe, read the posts, or are not aware of it.
 - ii. Denise created a "Fall Newsletter" with updates on PTA to be distributed to all students and also to post on website, need to verify numbers with David before distribution
 - iii. Savings account + fundraiser funds→ is there anything in the by-laws about this, how much should be in savings, etc.
 - iv. David informed board that currently only have a non-interest bearing checking account, need to open a savings account

 - b. Secretary, Reimy Kuroda
 - i. September minutes approved

 - c. Treasurer David Suzuki
 - i. Financials- shared current report, in good standing, despite not reaching Give Aloha goal
 - ii. Donation receipts- created a form
 - iii. Inquired about emails of all parents

- iv. PayPal---can also create an invoice, so could possibly use this to pay when can use credit card
- d. 1st VP-- Membership (update reported by Heather Florendo)
 - i. Additional 19 more members--> 54 members total
 - ii. Will be providing information to members about benefits of PTA
 - iii. All board members must be members
- e. 2nd-5th VP-- Fundraising, Denise Gibo, Melissa McGuire, Melanie Kostrum, Brad Motooka
 - i. Give Aloha: \$8,713.23, didn't reach \$10,000 goal, it's ONE month of donating, matching system, Kahala Foodland is being built, suggests that teachers push it because winning homeroom had 8 students in the class, lower amount could be due to the "direct ask" for this school year
 - ii. Very Merry Kahala Mall Event-- tickets had the wrong date
 - iii. Holiday Fundraiser-- Kahala Mall Very Merry Event, D&B, McDonald's
 - iv. Pumpkin Sale Order: \$182 for Mr. Marsh
 - v. CPK Night funds weren't as high, but could be due to new CPK card
 - vi. Turkey Trot- Nov 22, Friday, will make it an early release day, 8:00 am - 12:00 pm
 - vii. Papa Johns--- options: promotion code, when used \$1, or have a date and get 25% of sales
 - viii. Hawaiian Miles affiliate: needs to be hidden behind a "log in", and a banner on the website
 - ix. Did not get SERVCO grant-- 19 agencies were selected, competing against the big agencies

4. Committee Reports

- a. December Meeting Chair, Namie Wong
 - i. December 18
 - ii. Katie Imanaka shared general timeline of meeting, 5:00 PM -7:00 PM
 - 1. Does PTA want to sell snacks as a fundraiser? 4:30 PM -6:00 PM
 - 2. Christmas decorations on stage
 - 3. Sessions in classrooms-- need to sign up for the sessions, capped at 150 students
 - 4. Showcase/Photobooth in cafe for all
 - iii. No bentos-- just ready made snacks to sell
 - iv. School to send out flyer
- b. March Meeting: Book Fair, March 11
 - i. Mrs. Small suggested having kindergarten perform
- c. Special Activities Chair: signed up for Kaimuki Christmas parade, December 5
- d. Donations Chair, Janel Denny

- i. : Sign-Up genius so that parents can be informed of what is needed, Reimy to provide Janel information on using links on Amazon
- e. Webmaster, Chris Ichiki:
 - i. Shutterfly updated, only 250 subscribers to website, will post names of Give Aloha participants, will be put Liholiho emails on the website
- f. Reflections program- Misty Sumida
 - i. Entries due Friday, Oct 18
 - ii. 10 entries
 - iii. One request for another category: Music
 - iv. Will do online judging
 - v. By next meeting, will know scores and will possibly give prizes

5. Adjournment at 7:24 PM