

Liholiho Lualima PTA  
Board of Directors Meeting  
Liholiho Elementary School Library  
September 12, 2019  
6:00 PM

Meeting Minutes

- 1) Call to Order- meeting called to order at pm by President Heather Florendo
  - a) PTA members present
    - i) Present ():
    - ii) Absent (Shannon Oide, Reimy Kuroda, Lisa Shimizu, Melissa Mar):
  - b) Potluck provided by PTA members
  
- 2) Principal's Report, Mrs. Small
  - a) First of month – pretty smooth
  - b) Open House (grades3-5) – good but wait time might have been a little too long
  - c) STEM Night – good turnout (51 families)
  - d) PTA Night in December – Science showcase (focus for the school year)
  - e) Lost \$196,000 due to lower enrollment than anticipated; school will need to give back and was discussed with faculty; plan was in place
  - f) Special Assembly – former students performing for students at 1:00pm on September 18
  - g) Afterschool soccer coach through 808 soccer on Wednesdays from 2:45pm-3:45pm
  
- 3) Officer's Report
  - a) President, Heather Florendo
    - i) Kindergarten parent reached out to volunteer for PTA (was invited to meeting tonight)
    - ii) New PTA box – gray with file folders; same concept, just a little more organized; new version of forms available
    - iii) Checking on access to Shutterfly; considering moving to a shared Google drive (more user friendly, place to house documents, use of Google calendar, good time to clean out old/obsolete documents)
  
  - b) Secretary, Reimy Kuroda
    - i) Minutes from August approved
  
  - c) Treasurer, David Suzuki
    - i) If you have any questions, ask David
    - ii) When cash is collected, have two people double count before given to David; possibly write up procedure
    - iii) Spreadsheet in Google to track funds coming in

- d) 1<sup>st</sup> VP – Membership, Isabella Gary
  - i) 41 forms submitted to date (\$492)
- e) 2<sup>nd</sup>-5<sup>th</sup> VP – Fundraising, Denise Gibo
  - i) Foodland Give Aloha on-going; may need to remind families before end of month
  - ii) Jocelyn helped set up for Philanthropizza (card good from kick-off night through June); October 8 – CPK kick-off night at Kahala Mall CPK (same as CPK nights in the past) to distribute card; flier to be sent out later; asked for 500 cards to distribute

#### 4) Committee Reports

- a) Teacher Representatives- Babette Arakaki, Fred Magnenat
  - i) Science showcase in December
  - ii) PreK-2 Open House: Wednesday, September 18; field opens at 5:00pm; 3 sessions, each session being 20 minutes; kids watched by A+ staff
- b) December Meeting Chair, Namie Wong, Lisa Shimizu
  - i) December 18 – Science showcase (Contact: Katie Imanaka), more information forthcoming
- c) March Meeting Chair, Namie Wong, Lisa Shimizu
  - i) None
- d) May Meeting Chair, Namie Wong, Lisa Shimizu
  - i) None
- e) Special Activities Chair, Lianne Gohier
  - i) \$80 registration for Christmas parade (check can be mailed); possibly purchase candy to distribute during parade; looking for banner
- f) Donations Chair, Janel Denny
  - i) Teachers completed sign-up sheet; will send out to families possibly next week
- g) Hospitality, Carolyn Wilcox
  - i) Inventory completed
  - ii) Sign-up for 2 potlucks months throughout the school year
- h) Webmaster, Chris Ichiki
  - i) Keep sending Chris items to be posted
- i) Reflections program, Heather Florendo
  - i) Misty (former PTA member) helping with program
  - ii) Comes from the national PTA
  - iii) Annual theme (art contest via different medium); winners from school level go on to state and then national level
  - iv) Fliers went out (end of last school year, once at beginning of school year); also on posted on website
  - v) Deadline: end of September/early October

- 5) Unfinished Business
  - a) None

6) Adjournment: The meeting adjourned at 6:59 PM

/19

---

Reimy Kuroda (substitute: Namie Wong)

Secretary

Liholiho Lualima PTA