

## PTA meeting Mins 9/29/2016

Meeting Called to order: 547pm

In attendance: Kristy, Hailama, Brian, Jeanie, Pua K, Kekoa K., Chante I., Dana A., CeCe C., Kalae A., Makala P.

Motion: All request for money will be either declined or tabled till after the Carnival in November

Vote: Approved

Holiday Tree Sale:

- We have 400 order forms in the office
- They will be passed out to the teacher at the pops assembly and will be handed out right before they are released to go home from the classroom
- 10-15 min performance from Habilitat around 120pm on Tuesday
- Kristy will call and confirm with Chris/Makani at Habilitat on time of launch.
- All monies collected from teachers will be turned into the office to be held in the safe for Brian who will pick up every Monday (he will be doing a running total). Last day of all sales will be on October 21<sup>st</sup>.
- All sales online are auto calculated and habilitat will cut puohala a check
- All sales that are accumulated from the school – puohala will keep and a portion check will be given to habilitat

Halloween Spooktacular:

- We are combining with Punana leo
- October 28<sup>th</sup>
- Spaghetti dinner plate \$7 presale (prepping for 300 plates)
- PTA selling drinks \$1
- Will be adding in a movie night (Hotel Transylvania 2)
- Itinerary – 2-3 set up/3-4 set up of trunk or treat cars on grass/ 4-530 – costume, pumpkin carving, and trunk or treat for the kids/ 530-630 dinner services with entertainment by Shyne/ 630 start of movie: hotel Transylvania.
- Pua and Kekoa to work with Brian and Jeanie to work out itinerary details.
- Kristy to put out a new reminder/order form with new movie night info and to coordinate with office to make posters.
- We received \$70 donations so far from faculty/staff for spaghetti night dinner. Will ask aunty Carol if we can send out an email blast if can?
- Will confirm with aunty Lady how much money we need to fund the food in total.

Carnival:

Entertainment: Kalae

- Talent show in process - Kalae to speak with patti
- Kaiapuni to perform as well

#### FOOD: Kaimi

- will be selling \$10 chicken plates
- musubi on the day of
- will get together with kaimi/aunty lady to get a specific donation list so that can go out to the families.
- All \$\$ received from the Halloween to fun carnival food budget.

#### GAMES:

- Jeanie/chante/brian to make a google doc so that teachers can sign up for their games.
- Sign up no later than October 21<sup>st</sup>
- Teachers need approval from Jeanie ASAP so that no one is doing the same type of games.
- All games will be at the \$1 level
- Prizes provided by PTA
- Budget of \$400 for tickets/prizes
- Jeanie to shop

#### VENDORS/RIDES:

- Confirmed AnB party rentals for pack (mega course/18ft dual tunnel slide/large bounce castle with slide/baseball game/2 shave ice/2 cotton candy machines)
- Current list of vendors : LulaRoe (fundraiser), DoTerra, Scensy, Jamberry, Jewelry, Younique.
- Will ask for 1 item for raffle as donation and a monetary donation at the end of the event. (NO vendor fees upfront)

#### PARKING/SAFETY: Lama

- Parking will be on the grass all volunteer and staff that will be staying the whole time will be asked to park on grass.
- Overflow will also be parked on the grass.
- Parking will need to be coned off and caution taped off.
- Maybe we can block area with vendors
- Volunteers needed approx. 4-5 ppl

#### VOLUNTEERS:

- Brian to get ahold of Castle volunteer group
- WCC Trio department
- Will find out if we have military man power from Military (approximate #)

#### DONATIONS:

- Will confirm with Kaimi and aunty Lady next week regarding specifics of food to ask for donation

- Kristy to draft a letter to ask for donations to go out to businesses to be approved at the next meeting.

**\*\*Next meeting is October 6<sup>th</sup> Thursday at 530 on the back top\*\***

Meeting Closed