

Somerset Elementary PTSA Board of Directors
Detailed Meeting Agenda
Somerset Elementary
Wednesday, May 15th, 2019, 9:15pm

Quorum Present? Yes

Notice Given? Yes

Attendance: Loan Bui, Christine Lee, Emilie Castle, Bonnie Lau, Katherine Ma, Francine Wiest, Edith Ng, Tuli Devenport, Xiaohui Ge, Sonya Elder, Andrea Wohlan, Judy Bowlby and Cathy Elder

Norms (please respect):

1. Begin and end on time (9:15am to 11:30am)
2. Stick to the agenda
3. Be respectful of speaker and each other

1. Administrative
Need to approve minutes for 4/17/2019 BOD meeting
Loan motioned to approve the minutes. Emilie was seconded with revision (April meeting minutes has been updated). All approved.
2. Principal Report – Judy Bowlby
3. President’s Report – Bonnie Lau
3250 hours reported from IAs. We got the report from the principal in March. We will have one more before the end of the school year.

- Discussion and Motion:

1. Snow protocol at our school. We don’t have a snow plower or shovels in the school. Custodians were told to shovel the walkway this year. Due to a couple of snow storms, it was hard to clean up the walkway on time. BSD had a meeting to discuss about snow protocol. Loan will draft an email to request BSD to update snow protocols in our school.
2. Updates/motion on camera. Two cameras were added to monitor side entrances (cover PE teacher field). The third camera was monitoring the area around dumpsters and field. The four camera is installed outside cafeteria. The record will keep for one month. Total cost will be \$5000 including tax. Loan motioned to approve four cameras installation. Andrea was seconded. All approved.
3. Epson printer motion. We have motioned for printer before. We added one line in the budget for consumable cost for this printer and budgeted \$1500 a year in the budget meeting. We ran out of paper and ink so Christine ordered one roll paper and a small size ink cartridge since we are still testing this printer.
6. Parent rep for sense of belonging team and PBIS team. (Judy and Cathy suggested to have a parent heavily involved in volunteering at school). Emilie will be in the team. Anyone who is interested in representing parents to join those teams, please email Bonnie so Bonnie will give a list to Judy and Cathy to choose from.
7. Update on BOD pool party we're hosting on June 22nd.
Emilie bought wrists for the party and she will send out evites shortly. It costs \$5 per swimmer in Rec club. Christine will make a budget this week and work on signup genius.

Hamburger/buns/hotdog/drink/cheese platter/veggie platter Pennies/Prizes/floaties/games/music will be provided in the party.

Current band teacher requested 40 folding music stands and other musical supply for a total of \$590 before tax and shipping fee. Discussions: we have stands in our school and we have new band teacher next year. Summer break is approaching and it is better to hold on till September. Bonnie will follow up with music teacher about all concerns.

4. Treasurer's Report –Yan Zhou & Grace Yu

Please see current financial report

\$500 for Yale Wang, the MO coach

\$1754.74 for Yueqin Wang, MO registration

\$871 for Jamie Cho, 5th Grade T shirts

\$665.02 for Yueqin Wang, MO thank you cards/food

\$2604 for Emilie, Mariners tickets.

\$773.32 for Loan, National Geographic magazine subscription for 4GE & 5GE

\$1230.50 for Loan Village Theatre for 1 grade GE

\$1816.50 for Loan, Village Theatre for kindergarten

\$1895 for Loan, Brain Pop renewal for 2AL to 5AL for 2019-20

Christine motioned to approve above checks and Andrea was seconded. All approved.

Christine motioned to approve \$500 for Somerset Rec Club for 5th grade pool party. Aileen was seconded. All approved.

Aileen asked about credit card fee. A bulk part is from Auction. There is an option for parents to cover credit card fee.

- Curriculum Enhancement

1. Will spend money for this year's budget for BrainPOP and passport for next year.
2. Send out online resources via email link vs paper copy.
3. Planning to meet with MaryAnn McDermott to discuss BSF grant writing.
4. Peter Donaldson line item will go under "auxiliary CE". Loan suggested to add a line to put Peter Donaldson in the budget draft.
5. Updates for next year:
 - all of 4thgrade going to Marine Science Afloat
 - only 4thgrade going to UW Discovery Day (Engineering)
 - 5thgrade going to Olympia
 - Charter Buses: MSA, Olympia, Biz Town

5. VP of Programs Report – Xiaohui Ge & Aparna Sambamoorthy

- Festival of Cultures, 14 culture booths, 30 mins show. Video of Indian dance and Peking opera were shown this Monday. There are good-quality posters on the wall next to library. More volunteers are needed to help out this Friday.
- Talent Show, 05/24, extended to 1.5 hours, 30 out of 30 spots signed on 05/14. Half of the performances are piano and violin, the other half are dancing, singing, and skit.
- Math Adventure, Ninja theme, 05/31, 36 teams registered.
- Egg drop, 05/31, registration started. Flyers will be sent home.

- Patrol party requests more budget.

Shannon represented Mr. Rogers to report Patrol Party. Bowling store has changed ownership so price increased from \$10/kid to \$15.99/kid. There were 45 kids last year and they ate sack lunch in the parking lot since outside food was not allowed inside bowling store. Parents were asked to pay for \$10 last year (\$5 for transportation and \$5 for other fees). There are 65 kids this year. \$1257.88 is the total cost for this party, which is before parents pay \$10/ kid (\$5 for transportation and \$5 for other fees). It leaves \$932.88. We budgeted \$600 for patrol party. Loan motioned to move patrol party budget from \$600 to \$950. Aileen was seconded. All approved. We will move \$350 from Watch Dogs to Patrol Party. We will put a note for this fund: due to increase of participation, we will move patrol party budget from \$600 to \$950. We will put a note that parents will pay \$10/kid whether budget is a surplus. The grand total for this year is \$1257.88.

6. VP of Ways & Means Report – Emilie Castle & Debbie Chiu

Emilie met Orange Ruler, a fundraising company, in WAPTA. Platform was thinking to be used in Fall fundraising drive. It costs \$5000 plus credit card fee. It will charge 10% of the first \$50,000. BOD agreed it is too expensive to use in our drive. Discussion: whether we will do spring photo at school plus evening family photo. We can think whether it could be combined with family dance night/FOC.

7. VP of Communication – Andrea Wohlan

Parent survey has been sent out and will be closed on May 21st. Our second budget meeting will be from 9:05 to 11:30am on Thursday, May 24th. 11 responses were received.

Bonnie adjourned the meeting at 11:35am.

Signed by: Katherine Ma, Secretary, 02/27/19