

**Somerset Elementary PTSA**  
**EC Meeting Minutes**  
**Thursday, August 26<sup>th</sup>, 2021, 7:00pm – 8:19pm**  
**Virtual via Zoom meeting**

**Attendees:** Yuki Yang, Yan Zhou, Yim Cheng, Kelly Mao, Peggy Wang, Demi Wang, Xing He, Lily Zhu, Xiaohong Quan, Catherine Qu, Xiaojing Chen

**Quorum Present: Yes**

**Notice Given: Yes**

**1. President Update**

- Will host LID lunch on Monday August 30 at noon for 45 staff members.  
**TODO:** Yim to organize, purchase items and distribute work as necessary. EC members to support and share the cost.
- First BOD meeting is on September 15<sup>th</sup>. BOD have a minimum requirement of 13-15. All EC members are automatically in BOD. President has no vote, each position Fundraising, Communications, Programs, Treasurer have one vote irrespective of people count
- Will update Cathy that yearbook will be provided free of charge to teachers.
- Currently school does not encourage any indoor activities. Need to hold chess and math for at least first 6 weeks.
- **TODO:** Need to provide principal a powerpoint slide containing EC photos and introductions.

**2. VP Means and Ways**

- Need to decide latest by mid-October, early November regarding auction this year as a lot of planning involved.
- Goodwill donations fundraising already scheduled, one time this year.
- Working on MOD pizza
- Newport Lacross can donate a portion of registration fee to PTSA
- **TODO:** Research possibilities of walkathon for this spring fundraising. Can ask Medina PTSA who have experience

**3. VP Programs**

- Principal Cathy recommended online but Yuki prefers in person for chess as parent seem to prefer in person and we would get more participation/revenue from chess program. Brenda said school willing to support in person
- **TODO:** Need to follow up with chess and math club as we get near the 6 week mark (in October). Need to replan all activities that were previously indoors.
- Beibei working on purchasing movie license. Need to plan when to host movie night. Recommend during holidays such as Thanksgiving, Christmas, year-end.

- **TODO:** Follow up with passport club. Cathy recommended hosting in the outside portables. Have the teachers bring the classes down for testing possibly?
- Need to contact Shannon for all events that need school facilities
- **TODO:** Follow up with walk to school chair for October 6. There are signs in the PTSA office, need to see if there are dates on it and if it's re-useable for this year. Also have to check for email from BSD regarding prizes, Bumblebee costume and volunteer sign-ups for this event. Volunteer to direct traffic and lead kids up the walk.
- **TODO:** Follow up with Reading Club chairs. Reading club can send out a monthly reading list to the kids in each class. Kids keep a reading log and get prizes at the end of the month
- **TODO:** Follow up on Ice Cream Social and finalize on details. We don't plan to host it together with Curriculum Night
- **TODO:** Follow up with Picture Day chair. Contact vendor, whether host it outdoors, need order link, need to publish details in newsletter.
- **TODO:** Follow up with vendor regarding afterschool soccer program, debate, coding

#### **4. Curriculum Enhancement**

- Will research virtual options for field trips and provide options to teachers. All EC members can provide recommendations if they find any of interest.
- Yan will train and gradually release Means and Ways responsibilities to Xiaojing and Catherine and focus on CE

Meeting was adjourned at 8:19pm

**Signed by:** Yim Cheng, Secretary, 09/02/2021