

**Somerset Elementary PTSA**  
**BOD Meeting Minutes**  
**Thursday, January 19th, 2022, 7:30pm – 9:30pm**  
**Virtual via Zoom**

**Attendees:** Stephanie Lee, Eileena Khattar, Susan Su, Yingqi Zhao, Xi Chen, Shan Shi, Carina Luo, Vivian Ma, Yanli Zhao, Mari Bisson, Cristy Iacolucci, Melanie Chong, Lisa Leung, Lancia Guo, Chu Chen, Joanna Yang, Stephanie Keehn, Cathy Elder

(EC 9 + BOD 8 + the Principal) = 18 in total

**Quorum Present: Yes**

**Notice Given: Yes**

**1. Administration**

- Approval of Jan 2023 BOD Meeting Agenda
- Approval of Dec 15, 2022 BOD Meeting Minutes

**2. Principal Update**

- Enrollment - There is declining enrollment across schools. Somerset will be supportive to the whole community. Our maximum capacity is that we can have 720 students.
- There will be a tour with PTSA and principals. It could give families an opportunity to know the school further, such as GSA's work, the partnership, etc.
- There is a program for the upcoming K students. It could be promoted on Nextdoor so that we could have more Somerset families know the news. It can be posted on Facebook too.
- Previously parents could donate for the bus cost of the field trip, which will not be allowed. The bus fee can't be paid by PTSA either. Principal is looking for ideas about how to communicate with the families. One suggestion is to use the classroom fee.

**3. President Update**

- A nomination committee group is needed who can nominate the EC for the next year. The people who will not be EC members could be that group. We had a vote that if the nominating committee is needed. Everyone except for Steph and Eileena approves that it can be optional.
- Presidents reached out to Bellevue PTSA council regarding the mission of PTSA, which is to support the student and teachers. PTSA will remain neutral and inclusive, especially when welcoming students from other schools. If there are any questions about the school, please feel free to reach out to the principal or Cathy Elder.

#### **4. Secretary Update**

- **Attendance Sheet**
  - Please sign in - QR code/Direct link
- Shan will email all the room parents, CC(the room parent chair) so that they could help spread the news. Principal Elder could help print a hard copy with QR code. Next year, we will consider only providing dual household options.

#### **5. Treasurers Update**

- Cindy shared the latest P&L. We have income due to the brown bear wash ticket. The gross profit is about \$213K, but things happen! The net income is \$32,996.
- Cindy reviewed BSF donations per budget. There was a vote if the BSF is needed. Everyone approves \$300 donation to Bellevue quality school, \$200 special needs PTA and \$1500 donation to BSF.

#### **6. VP Programs Update**

- Movie will be on March 10th. The stretch world will be a good option. We will sell some snacks before the movie. Principal Elder

#### **6. VP Ways and Means Update**

- For the Brown bear tickets events, 706 tickets sold, \$6,500 (108% of goal). The winners have happy meals.

#### **7. VP Communications Update**

- On March 10th, the Free plan's monthly contact limit will be reduced to 500 contacts. The plan that accommodates 1500 contacts (current free plan limit) will cost \$27 per month. Everyone approves it during the meeting. There will be another email.

#### **8. Curriculum Enhancement Update**

- N/A

Meeting was adjourned at 9:30pm

**Signed by:** Shan Shi and Xi Chen, Secretary, 01/19/2023