

**Somerset Elementary PTSA
BOD + GM Meeting Minutes
Thursday, September 21th, 2023, 7:06 pm – 9:56 pm
In-Person (Art Room) @ Somerset**

EC Attendees: Anqi Wang, Yuan Li, QianQian Li, Susan Su, Qing Guo, Ying Zhang, Lingzhi Hu, and Sherry Shyh

BOD Attendees: Stephanie Lee, Christy Lacolucci, Randi Roth, Melanie Chong, Lisa Leung, Joanna Yang, Michael Yim, Hsin Wang, and Carina Luo

Somerset Staff: Principal Cathy Elder

Quorum Present: Yes

Notice Given: Yes

BOD + EC Meeting started: 7:06PM

1.Upcoming Events/Meetings

- Back-to-school ice cream social is Friday 9/22/23
 - Please try to recruit more parents to help with fundraisers, or chairs for upcoming events this year!
 - Each event will be in rotation and no chairs or tables will be provided, so vendors need to bring their own set up.
- Picture Day is next week Thursday & Friday (9/28/23 & 9/29/23)
- Trunk-Or-Treat is going to be on 10/28/23 - more details to come
 - We had 32 trunks last year 2022 and we are hoping for 50 trunks this year!

2.President Update

- [Join](#) PTSA
 - \$25 membership fee + option to donate to our currently running fall fundraiser (suggested donation is \$250/student).
- BOD members (EC + Appointed Directors) are required to be PTSA members in good standing with approved [background](#) checks.
 - The background check is good for 3 years, it is mandatory for anyone interested in volunteering at any event, school programs, or on field trips.
- Sign conflict of interest
- Bank signings happened on Tuesday 9/19 - this year's Bank signers: Qianqian Li, Anqi Wang, and Sherry Shyh

- BOD & EC upcoming meetings
 - Christy motioned to for approval of meetings calendar this year
 - Susan second motion, Anqi motion passed
- After school programs we are currently working on getting building use approval and should hear back by 10/1 (this is a district wide procedure)
 - After we have building use approval then we will open up the registration for after school programs
- ENewsletter will list out all afterschool activities discussed incentivizing people to join PTSA in order to get “early” registration to the programs.
- Motion to approve calendar of events - all building use has been submitted
 - Calendar of events approved, however there has to be a chair for each of the events otherwise it will be canceled even if BOD approves events

GM Meeting Began: 7:36PM

- As of 9/19- we have 180 households have joined + 9 teacher & staff members
- Vote to approve new EC members (previously appointed by EC)
- Secretary: Sherry Shyh - Principal Elder motion, Stephanie second motion, all approved (25-0)
 - Treasurer: Qianqian Li(Yuan Li approved last year)
 - VP Programs: Qing Guo & Ying Zhang (25-0 all approve)
 - VP Ways & Means: Lingzhi Hu- Stephanie motion (25-0 all approve)

Discussion around ways to find more volunteers for this year

- Possible website update - current disconnect about what is the PTSA
 - Lack of communication has been hard to find a sense of community
 - we will bring the directory back, you do have option to opt-out
 - kid mail has been successful to bring parent’s attention
 - we now have social media chair where instagram & facebook are updated
 - our membership goal is 100% and every 30 days we report membership
- we are seeking a membership chair

Principal Elder Update:

- Somerset has approval for district sponsored funding for an additional GSA for this year
- This year’s theme for the school is to speak up for yourself when

- you see something that is unfair, speak out with pride
- Principal Elder went to all 30 classrooms to read the book “More than Peach” for this year’s theme
 - We have kicked off birthday fun run which the goal is for kids to outrun the principal
 - Curriculum night was a success - there was a repeat session offered for all parents
 - Fall classroom celebration will kick off soon where we want to be inclusive and affirming, we are a diverse community so there will be a Halloween plus to celebrate everyone
 - The school does not promote or invite costumes during the celebrations
 - This year, we have 716 students the highest in the district due to Somerset hosts advance learning which draws from other schools
 - Still a small size classroom
 - 80 Staff members to ensure high quality support
 - On-site school nurse for 4 out of 5 days now
 - We have 8 GSA (general school assistants) and we are hoping to hire another
 - There are numerous opportunities to support students such as volunteer in the office or library, and events because we try to foster a family experience.

Treasurer Update

- Emphasis on a Spring Auction because that is where the most of our funding will come from, last auction was 2 years ago and it was extremely successful
- Discussions around alternatives to Auction
 - Silent Auction
 - Movie night for kids + silent auction
- Will we be profitable with the current economy? Current goal from auction is \$150k
 - Next month we will have a detailed review of the budget to be approved by BOD
 - Majority of our budget goes to funding of GSA and we need to continue to support GSA
- This year we will work on a grant with the National PTA, however grants have a lot of limitations, so TBD.
 - Due to the previous years of fundraising success, we still have a little residual funding, but we need to raise money for next year!

4. VP Communications Update

- eNews which is PTSA's primary source of weekly communication
- Timelines for submitting info:
 - Thursday 12PM - EC/Chairs send their write-ups
 - Friday - Communications sends draft for approval
 - Saturday Morning: eNews is sent out to the community

5. VP Means and Ways

- Current donation raised as of 9/19/23 = \$49,980
 - Goal is \$150k by 10/31/23
 - Total goal for this school year is \$300k

7. VP Programs

- Extracurriculars/After-school activities
 - Math/Chess/Drama
 - The new vendors that need to be approved:
 - Soccer (1:35 PM to 2:35 PM Wednesday),
 - Taekwondo (6:30 to 7:30 PM - One Night in Gym,
 - Math Fun with Think Academy (7:45 AM to 8:45 AM Monday, Wednesday (2 Level, Enrollment require 16- 20 for each level),
 - Kung Fu (6:30 to 7:30 PM on Mondays),
 - Drumming (2:45 to 3:45 PM on Wednesday),
 - Chinese: (7:45 AM to 8:45 AM Tuesday and Thursday (2 Levels,10-20 students for each level),
 - These new vendors need approval from the Board and President will send out a written proposal before next BOD meeting
 - Somerset Elementary Extracurricular Funding for STEM coding & Student Craft
 - STEM coding: time: 3:45 PM to 4:45 PM Friday
 - Student Craft: time: Morning before school, once a month
 - Chairs AND volunteers are needed for all of these programs.
 - We are negotiating with vendors to bring high quality programs and caring vendors that will also support PTSA

8. Other

- Next BOD + GM meeting will be via Zoom on 10/19 @7PM
- Next EC Meeting will be via Zoom on 10/5 @ 7PM

Meeting was adjourned at 9:56 PM

Signed by: Sherry Shyh, Secretary, 09/24/2023