

Creekside PTSA Board Meeting Agenda  
September 8th, 2020 - 7:00 PM

**Meeting called to order at 7:03 PM, a quorum is present.**

**Location:** Zoom

**Attendees:** *Karen Rajtar, Jen Nakamura, Krista Wood, Laura Hassel, Minal Ghassemieh, Nikki Edwards, Jane Lauckner, Jennifer Gruz and Luci de Andrade.* No sign in sheet due to virtual meeting.

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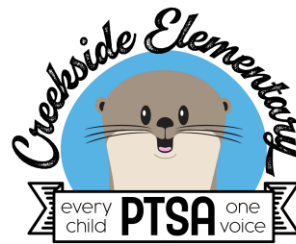
**Presidents' Report:**

Jane Lauckner & Minal Ghassemieh

- Creekside PTSA Calendar – Meeting cadence confirmed
  - Board Meetings: 2nd Tuesday of each month via zoom: 7:00 PM- 9/8/2020, 10/13/2020, 11/10/2020, 12/8/2020, 1/12/2021, 2/9/2021, 3/9/2021, 4/13/2021, 5/11/2021, 6/8/2021.
  - General meetings rhythm: 9/22/2020, 12/15/2020, 3/16/2021, 5/18/2021.
- ***Board Members Required:*** PTSA Training: <https://www.wastatepta.org/pta-leaders/leader-resources/>  
User: Every/Password: Child. Any board members who have not taken the training please do so.
- PTSA Goal/Focus mission reviewed by Board.  
**MOTION: A motion was made by Jane Lauckner to approve the focus and mission as presented. The motion was seconded by Nikki Edwards; attendees voted - motion carries.**

Next steps: Jane Lauckner & Minal Ghassemieh to present the budget at the 9/22 General Meeting for approval.

- PTSA Membership to be plugged on social media, e-blast, room parents, welcome bags and PTSA video. Only if numbers are low, consider a robo call.
- Facebook Grade-Level Groups Discussion, can we partner with grade level site admins.  
Next steps: Jane Lauckner & Minal Ghassemieh to contact provide Elissa an intent statement.  
Krista, Jane and Minal draft a communication.
- Region 2 Fall Conference: <https://www.eventbrite.com/e/region-2-fall-conference-tickets-118048154207>  
September 23, 4:00-8:00 pm & September 24<sup>th</sup>, 12-4:00 pm  
Board members look and see if your position is listed.
- Kindness club is TBD.
- Jane Lauckner discuss with Tera doing a one hour monthly Zoom to interact and ask questions.
- Minal Ghassemieh to get quotes for the jammies and logos.



**Vice Presidents' Report:**

Nikki Edwards & Jennifer Gruz

- Welcome back goodie bags - Include a PTSA flyer, wear otter wear, signs. One per student.

**Treasurer's Report:**

Jane Lauckner

- The beginning bank balance on August 1, 2020 was \$91,763.71 and the ending balance on August 31, 2020 was \$89,289.80.
- 2020-2021 Budget approval

**MOTION: A motion was made by Minal Ghassemieh to approve the budget as presented. The motion was seconded by Karen Rajtar; attendees voted - motion carries.**

Next steps: *Jane Lauckner & Minal Ghassemieh* to present at 9/22 General Meeting for approval.

**Vice President of Fundraising:**

Jen Nakamura

- Banner logo complete in pdf format and image sent to company for printing.
- Logos for fb/ Instagram also complete in pdf format and will be sent to Elissa/Krista during week of fundraiser
- Save the date logo being worked on from molly shade and will be sent out once complete
- Will purchase a stuffed otter for the winning class of fundraiser (much like baby blitz). Will drop off at school once fundraiser is complete. Add in top 3 prizes.
- Spirit wear week. Provide parents with the yearbook link, have teachers promote it and staff wear spirit wear too.

**Vice President of Volunteers Report:**

Luci de Andrade

- Update on open positions, box tops and matching
- Staff appreciation update

**Vice President Communications Report:**

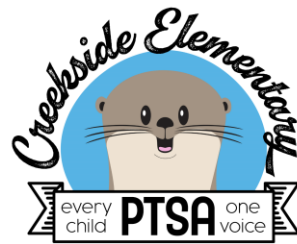
Krista Wood

- Room parent orientation will be Oct 2<sup>nd</sup>, fall fitness going.

**Secretary's Report:**

Laura Hassel

- Minutes from the August 15th board retreat were submitted and posted
- Calendar - 2020-2021

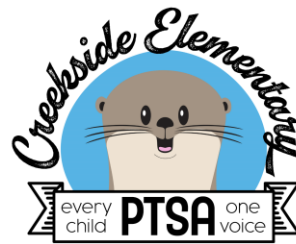


**Art Docent Chair Report:**

Karen Rajtar

- Advertise for an art docent for each grade. Can consider pre-recorded videos age appropriate simple, consider materials parents have at home, paper, pencil etc.
- Karen work with Tera to reach out to teachers regards to scholastic \$.

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**Creekside Elementary PTSA 20-21  
Balance Report August 2020**

Beginning Balance Date Aug 1 \$91,763.71  
 Ending Balance Date Aug 31 \$89,289.80

<b>Total Credits</b>			<b>\$1,792.20</b>
<b>Total Debits</b>			<b>\$496.11</b>
<b>Total Checks</b>			<b>\$3,770.00</b>
<b>Detailed Credits</b>			
<b>Total</b>			
<b>Detailed Debit</b>	<b>sticker mule (welcome packets)</b>		<b>\$496.11</b>
<b>Total</b>			
<b>Checks Cleared</b>		<b>5</b>	<b>\$37,770.00</b>
<b>Total</b>			<b>\$89,289.80</b>