



In Attendance

Beth Graff, Cheryl Cleaton, Jennifer Middleton, Whitney Masterson, Robin Lundin, Gary Lewis, Lena Osorio-Gemisic, Kerry Gustafson, Amy Lankford, Allison Roberts, Tricia Cernoch, Gina Harris-Powell, and Dr. Decker. Quorum was met.

Presentation of Minutes

Minutes presented to the board from the 11/19/19 meeting. Jennifer Middleton motioned to approve the minutes, which was seconded by Kerry Gustafson. None opposed. Minutes approved.

Principal's Report: Dr. Greg Decker

- Sports are transitioning now with Fall sports ending and Winter sports starting up.
- Day ten attendance was a bit higher than expected. This will allow us to bring in five teachers for next semester, including a second French teacher. Discussed the possibility of removing the cap.
- Software provided by wake county can help with recovery for those that are struggling or have missed an extended amount of time, including those that are sick, hospitalized or suspended.

President's Report: Beth Graff

- Meet the Teacher is January 30th. We've already ordered the food trucks. Need table set up to answer questions, membership, sell senior signs, t-shirts, etc. Need signup genius for volunteers. General membership meeting is the same night at 5:15pm in Media Center.
- Discussed taking over senior t-shirts. Need someone to organize this so the transition goes well.
- Discussed Expo Open House for rising 9th graders on February 5th. Each academic department and all clubs are represented. Lots of good info. We need a table. Discussed ways to get the word out to 8th graders. Robin will go to West Cary MS PTSA to promote.
- Vaping discussions.... Chris Heagarty (Wake County Board District 7) is looking into something for the spring. We agreed to support what he's doing instead of trying to create our own program. Dr. Decker also talked to our superintendent, Cathy Moore, for direction. We should use the county's resources. Beth recommends watching Broken episode 2 on e-cigarettes.

Vice President's Report: Kerry Gustafson

Nothing to report.

Treasurer's Report: Gary Lewis

Gary discussed the November report, as seen below. Donations are looking great. We're short on membership and retail income, but we're ok because of the donations.

November 2019 Report

Panther Creek PTSA: 2019-20 Budget to Actual Monthly Report



Bank Balance As of November 30, 2019	\$	17,345.94	
Outstanding Deposits	\$	550.00	+
Outstanding Expenses	\$	-	-
Available Cash Balance	\$	17,895.94	

INCOME	Budget	YTD Actual	+/-
PTSA Membership	\$ 6,300.00	\$ 4,054.00	\$ (2,246.00)
Donations and Sponsorships	\$ 6,000.00	\$ 8,780.00	\$ 2,780.00
Misc. Income	\$ -	\$ -	\$ -
Retail Income	\$ 2,000.00	\$ 907.45	\$ (1,092.55)
Catamounts Night Out	\$ 750.00	\$ 180.00	\$ (570.00)
Sales Tax Refund	\$ 350.00	\$ -	\$ (350.00)
Senior Activities	\$ 300.00	\$ 395.00	\$ 95.00
T-Shirt Sales	\$ 2,250.00	\$ 3,270.00	\$ 1,020.00
Senior Sign Sales	\$ 1,000.00	\$ -	\$ (1,000.00)
TOTAL INCOME	\$ 18,950.00	\$ 17,586.45	\$ (1,363.55)

EXPENSES	Budget	YTD Actual	+/-
Operating Expenses			
Bank Charges	\$ 100.00	\$ 8.91	\$ (91.09)
Insurance	\$ 425.00	\$ 425.00	\$ -
Office Supplies/copies	\$ 250.00	\$ 186.97	\$ (63.03)
Website	\$ 140.00	\$ 141.05	\$ 1.05
PTA Council Dues	\$ 50.00	\$ 50.00	\$ -
PTA Membership Dues National + State	\$ 2,200.00	\$ 1,416.00	\$ (784.00)
Total Operating Expenses	\$ 3,165.00	\$ 2,227.93	\$ (937.07)

Program Expenses			
Donation to GLHS PTSA	\$ 250.00	\$ 250.00	\$ -
Freshman Camp	\$ 400.00	\$ -	\$ (400.00)
PTA Membership Incentives	\$ -	\$ -	\$ -
Reflections	\$ 250.00	\$ 98.89	\$ (151.11)
Senior Activities	\$ 1,250.00	\$ 371.81	\$ (878.19)
T-Shirts Expense	\$ 1,200.00	\$ 1,016.55	\$ (183.45)
Senior Signs Expense	\$ 800.00	\$ 641.75	\$ (158.25)
Staff Appreciation	\$ 4,500.00	\$ 851.51	\$ (3,648.49)
Volunteer Appreciation	\$ 100.00	\$ -	\$ (100.00)
Hospitality	\$ 300.00	\$ -	\$ (300.00)
Student Recognition	\$ 7,500.00	\$ 120.00	\$ (7,380.00)
Staff Grants	\$ 2,000.00	\$ -	\$ (2,000.00)
Teacher of the Year Banquet	\$ 215.00	\$ -	\$ (215.00)
Total Program Expenses	\$ 18,765.00	\$ 3,350.51	\$ (15,414.49)

TOTAL EXPENSES	\$ 21,930.00	\$ 5,578.44	\$ (16,351.56)
-----------------------	---------------------	--------------------	-----------------------

INCOME minus EXPENSES **\$ (2,980.00)** **\$ 12,008.01**

Projected Actual to Date

Carry-over from 2018-19 \$5,887.93 \$5,887.93

Projected Carry-over to 2019-20 **\$2,907.93** **\$17,895.94**

Projected Actual to Date

Restricted Line Items (INCOME)	Budget	YTD Actual	+/-
NONE at this time	\$ -	\$ -	\$ -
TOTAL INCOME	\$ -	\$ -	\$ -

Restricted Line Items (EXPENSE)	Budget	YTD Actual	+/-
NONE at this time	\$ -	\$ -	\$ -
TOTAL EXPENSES	\$ -	\$ -	\$ -

Secretary's Report: Cheryl Cleaton

Cheryl has collected all Code of Ethics and Conflict of Interest documents.

Advocacy, Jennifer Middleton: nothing to report

Nominating, Allison Roberts: Need people to volunteer for the nominating committee. Jennifer Middleton volunteered to be on the committee, now we need someone who's not on the board to serve. Discussed pulling volunteer lists for emails. Needing volunteers lead to a discussion about the possibility of having a designated person for t-shirts... maybe have a merchandise committee? Something to think about.

Audit, Daphne Stam: nothing to report

Communication, Lena Osorio-Gemisc: Monthly newsletter is ready to go out tomorrow.

Membership, Gina Harris-Powell: Robin Lundin discussed how this time of year is usually slow. We did pick up two more memberships. We'll try for some more at Meet the Teacher.

Staff Appreciation, Kris Gustafson: Kris had snacks in the teacher break rooms. Donations were awesome! Whitney said it was so appreciated. Kris is also sending communication for gift cards for families in need. Pie day (March 14th) is on a Saturday this year, so she'll celebrate it probably the Friday before. She's thinking of a date for the teacher luncheon and wanted to get opinions on using Daniel's again. Everyone agreed that Daniel's was a great choice and the price is good for what you get.

Student Recognition, Colleen Gregg: Colleen distributed materials last week... letters, pins and honor roll certificates. Spotlight breakfast was successful. Thanks Colleen.

Senior Activities, Amy Lankford: Senior signs will be sold at Meet the Teacher. Discussed selling signs online and various pickup dates.

Staff Grants, Kerry Gustafson: There have been five grant requests. Two were approved quickly, two involve software contingencies, and one needs revisions before approval. Dr. Decker works with Kerry on approval process.

Reflections, Christine Burillo-Kirch: nothing to report

Catamounts Night Out, Denise Grennan: Biscuitville had a higher return than we were expecting, so that was a nice surprise.

Loyalty/Rewards, Beth Benjamin: Beth sent a report with Kerry. Wegmans doesn't have a loyalty rewards program, but will donate gift cards or cash for a specific event through online requests at least 2 weeks in advance. Whole Foods is not partnering with Amazon Smile, but will donate a salad bar to the school through a grant program. Ordering groceries from Whole Foods through Amazon Smile for delivery will count towards the rewards program. We are registered for Coca Cola Gives. Harris Teeter rewards had a significant increase from October to December, possibly due to promoting the brands. Harris Teeter is having a TIE night at the Carolina Hurricanes on January 5th. We also received a Kroger rewards check. Thanks Beth... you're doing a great job!

PBIS Representative, Tricia Cernoch: Still working on their lessons. Going to change Smart Lunch schedule a bit for second semester since they already know the drill from first semester. There is a theme per day that they will go over.

BAC Representative, Jen Willis: Jen couldn't make the BAC 7 meeting, so Gary went in her place. Gary reported that Sherry Miller presented on reading programs. Every K-8 school is using the same books and the same programs across the board. Families moving from one Wake County school to another Wake County school will have an easier transition because it's all the same. They're starting to see a difference from the current 8th grade students because they've had 3 years of the program.

Other Business

- Family Academy: discussed upcoming dates: February 27th and March 11th

Meeting adjourned at 7:39 pm.