



In Attendance

Tammy Samuels, Kerry Gustafson, Gary Lewis, Cheryl Cleaton, Daphne Stam, Lena Osorio-Gemisc, Gina Harris-Powell, Kris Gustafson, Colleen Gregg, Beth Graff, Whitney Masterson, Eric Rosen, Salma Haque, Tricia Cernoch, Jen Willis, Gail Gaetani, Mike Andrews, Danielle Andrews, Robin Lundin, and Dr. Decker. Quorum was met.

Presentation of Minutes

Minutes were presented to the board from the 6/9/2020 meeting. Kerry Gustafson motioned to approve the minutes, which was seconded by Gina Harris-Powell. None opposed. Minutes approved.

Principal's Report: Dr. Decker

- Smooth start so far. The numbers look good as far as enrollment. About 45 short, but the numbers may change once computers are sent out.
- Different situation than spring; teachers more prepared and have higher expectations.
- We created a Master Calendar that won't change as the district moves from plans A, B, or C. So classes shouldn't change for the entire year.
- Wake County is working on bus schedule.
- Please let him know what's working and what's not working.
- Number of teachers are coming into the building daily. Those with medical concerns are teaching from home. Luxury to have that flexibility right now, but when Plan B comes it will be more difficult. Tough decisions ahead.
- Answered question about moving from Plan ABC to Virtual Academy Plan next semester. Since they implemented the Master Schedule, kids should be able to switch plans because their schedules are the same regardless of their plan.
- Answered question about how science labs would be handled virtually. Teachers are really working hard to create the same learning environment, but there are obvious limitations. Teachers may have to do the experiment in the classroom by themselves and then post a video so the students can learn that way instead of hands on.
- Thanked everyone for their patience and understanding as we navigate this year. We thanked him and all staff/teachers for all their hard work. Kids at the center of all our decisions and it's so much better when we all work together.

President's Report: Tammy Samuels

- Discussion and voting on BOD committees: Organizational Chart was displayed for everyone to see. Discussed advertising for positions that need to be filled. Maybe more outreach and details. Dr. Decker confirmed that Beth Graff was going to continue to be the School Improvement Team Representative. Conducted the vote in two block groups. First Gary Lewis motioned to approve the Standing Committee chairs as follows:
 - Advocacy: Vacant
 - Nominating: Vacant

- Audit: Daphne Stam
- Communications: Lena Osorio-Gemisic
- Membership: Gina Harris-Powell
- Staff Appreciation: Kris Gustafson
- Student Recognition: Colleen Gregg
- Senior Activities: Amy Montanus

Motion was seconded by Daphne Stam. None Opposed. Chairs approved.

Gary then motioned to approve the At-Large, Special Committees and Other Programs as follows:

- At-Large: Beth Graff
- At-Large: Gail Gaetani
- Staff Grants: Kerry Gustafson
- Reflections: Salma Haque
- Catamounts Night Out: Beth Graff (temporary)
- Loyalty Rewards: Beth Graff (temporary)
- T-Shirts: Robin Lundin & Colleen Gregg
- Corporate Sponsorship: Tammy Samuels, Gary Lewis & Amy Montanus

Motion was seconded by Daphne Stam. None Opposed. Chairs and leaders approved.

- Sponsorship update: Reached out to three new sponsors but haven't heard anything yet. Parkside Eye Care has renewed. Bright Ideas Realty is interested. Bovenizer & Baker Orthodontics is interested but no financial commitment yet. Kerry reached out to Andy's Frozen Custard but hasn't heard back yet. We discussed the possibility of using sponsor logos as part of our background for zoom meetings. Kerry's going to look into it. Dr. Decker will explore the possibility of putting sponsors on school slides.

Vice President's Report: Kerry Gustafson

- *For this school year, I will be the primary point of contact between the school and PTSA for urgent issues and regular updates. Please use the VP address (vp@panthercreekptsa.org) if you have PTSA content or questions for Dr. Decker or Mr. Rosen (direct inquiries, Catamount Messenger content, or otherwise).*
- Discussed having Catamount Coffee in a virtual/zoom meeting. We could help manage the parent questions prior to the meeting. Mr. Rosen discussed our role in collecting questions and grouping them into similar topics to discuss. Set up an email or google form to gather questions. Usually the first Monday of the month, maybe do it on September 14th at 1pm. Mr. Rosen will put together an announcement and we will help spread the word.

Treasurer's Report: Gary Lewis

Board needs to discuss/approve proposed Budget before we take it to the General Membership for approval. Gary discussed the Proposed Budget, displayed it for everyone to see, and he went over each line item. There was good input and discussion as to how this year might look and how that might impact the budget differently than in years past. Minor updates were made. Donations might be less and if we don't meet all our income goals, we might need to adjust our spending budgets. One change this year has deemed important is the need for our own Zoom/Google Meet account.

Gina Harris-Powell motioned to accept the updated proposed budget to be presented at the general meeting, which was seconded by Colleen Gregg. None opposed. Proposed Budget accepted and can be found below.



Panther Creek PTSA: PROPOSED 2020-21 Budget

Carry-over from 2019-20 **\$13,452.58**

INCOME	2019-20 Budget	2019-20 Actual	2020-21 Budget	
PTSA Membership	\$ 6,300.00	\$ 4,186.00	\$ 3,000.00	~250
Donations and Sponsorships	\$ 6,000.00	\$ 10,116.00	\$ 6,000.00	\$1500 + \$1800 TODAY
Misc. Income	\$ -	\$ -	\$ -	
Retail Income	\$ 2,000.00	\$ 1,411.86	\$ 1,400.00	HT, Amazon, etc.
Catamounts Night Out	\$ 750.00	\$ 351.60	\$ 100.00	Biscuitville, 1 other?
Sales Tax Refund	\$ 350.00	\$ 466.26	\$ 200.00	
Senior Activities	\$ 300.00	\$ 419.00	\$ -	Combined with donations (will be tracked)
T-Shirt Sales	\$ 2,250.00	\$ 3,345.00	\$ 6,000.00	~400 Senior + Freshman
Senior Sign Sales	\$ 1,000.00	\$ 2,520.00	\$ 1,500.00	
TOTAL INCOME	\$ 18,950.00	\$ 22,815.72	\$ 18,200.00	\$ 14,000.00

EXPENSES	2019-20 Budget	2019-20 Actual	2020-21 Budget	
Operating Expenses				
Bank Charges	\$ 100.00	\$ 10.91	\$ 50.00	
Insurance	\$ 425.00	\$ 425.00	\$ 425.00	
Office Supplies/copies	\$ 250.00	\$ 186.97	\$ 250.00	
Website/Technology	\$ 140.00	\$ 141.05	\$ 500.00	Added Technology (Zoom)
PTA Council Dues	\$ 50.00	\$ 50.00	\$ -	Waived for 1 year
PTA Membership Dues National + State	\$ 2,200.00	\$ 1,464.00	\$ 1,000.00	~250
Total Operating Expenses	\$ 3,165.00	\$ 2,277.93	\$ 2,225.00	

Program Expenses				
Donation to GLHS PTSA	\$ 250.00	\$ 250.00	\$ -	2019 One time
Freshman Camp	\$ 400.00	\$ -	\$ 400.00	For 2020/2021
PTA Membership Incentives	\$ -	\$ -	\$ -	Unused
Reflections	\$ 250.00	\$ 98.89	\$ 250.00	
Senior Activities	\$ 1,250.00	\$ 1,271.81	\$ 1,250.00	
T-Shirts Expense	\$ 1,200.00	\$ 1,875.95	\$ 3,200.00	
Senior Signs Expense	\$ 800.00	\$ 641.75	\$ 1,350.00	
Staff Appreciation	\$ 4,500.00	\$ 4,153.02	\$ 4,500.00	
Volunteer Appreciation	\$ 100.00	\$ -	\$ 100.00	
Hospitality	\$ 300.00	\$ -	\$ 250.00	
Student Recognition	\$ 7,500.00	\$ 2,466.83	\$ 5,000.00	
Staff Grants	\$ 2,000.00	\$ 2,002.89	\$ 2,000.00	
Teacher of the Year Banquet	\$ 215.00	\$ 212.00	\$ 215.00	
Total Program Expenses	\$ 18,765.00	\$ 12,973.14	\$ 18,515.00	

TOTAL EXPENSES	\$ 21,930.00	\$ 15,251.07	\$ 20,740.00	
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INCOME minus EXPENSES **\$ (2,980.00)** **\$ 7,564.65** **\$ (2,540.00)**

	Projected	Actual to Date	Projected
Carry-over from 2018-19 & 2019-20		\$5,887.93	\$13,452.58
Projected Carry-over to 2020-21 & 2021-22		\$13,452.58	\$ 10,912.58
		Actual to Date	Projected

Restricted Line Items (INCOME)	2019-20 Budget	2019-20 Actual	2020-21 Budget	
Creavtive Commons Areas Donations	\$ 2,000.00	\$ -	\$ -	Future Project
TOTAL INCOME	\$ 2,000.00	\$ -	\$ -	

Restricted Line Items (EXPENSE)	2019-20 Budget	2019-20 Actual	2020-21 Budget	
Creative Commons Areas Grant	\$ 2,000.00	\$ -	\$ -	Future Project
TOTAL EXPENSES	\$ 2,000.00	\$ -	\$ -	

Secretary's Report: Cheryl Cleaton (ACTING until replacement is found)

- *I will continue as secretary until we can find a new person. Please let me know if anyone is interested.*
- *A new email address (secretary@panthercreekpta.org) will be used this year instead of my personal one.*
- *Once the committee chairs have been voted in, I will need signatures on the Code of Ethics and Conflict of Interest forms just like last year. So be on the lookout for details shortly after this meeting.*

Committee Reports

Advocacy, VACANT: *Position needs to be filled by November 1st per NC PTA Bylaws.*

Nominating, VACANT: *Position needs to be filled by November 1st per NC PTA Bylaws.*

Audit, Daphne Stam: *Financial Review Committee met on August 10th and conducted the annual Financial Review. No major findings. Confirmation of this review was added to MemberHub per NC PTA Requirement.*

Communication, Lena Osorio-Gemisic: *Please submit monthly PTSA Newsletter items to me no later than the 10th of the month.*

Membership, Gina Harris-Powell: *New member signup information has been posted on Facebook, twitter, our monthly Newsletter, and Dr. Decker's Catamount Messenger. As of Friday, we have 132 members: (3) Community member, (1) Faculty, (27) Student, and the rest are Parent/Guardian.*

Staff Appreciation, Kris Gustafson: *We did not have a welcome back brunch. I don't know what we will and won't be able to do this fall. There has been an idea submitted for a "We Love Our Teachers" sign. I need to contact the administration to see if we got it, where it could go to determine the size. Also I would like to reach out to some teachers to see if that is something that they would like or if we can use our money in a more meaningful way for them.*

Whitney suggested the possibility of doing luncheons on a rotation, maybe by department instead of the whole school at once. Also discussed box lunches instead of buffet for safety. Need to figure out the quantity that restaurants are comfortable providing.

Student Recognition, Colleen Gregg: *We lost our printing company, so if we want to continue printing quarterly certificates we'll need to find a new one. Everyone liked the idea of doing certificates virtually. We can create the document, but we don't have access to student emails. Dr. Decker says that the school staff can send emails. That would save a lot each year. We may be able to do a drive-thru for magnets, academic letters, etc.*

Since there wasn't enough time to get to all the questions, Colleen decided to have a separate meeting to discuss them.

Wrapping up 2019/2020

- Honor Roll Certificates - *What should we do with the certificates from 2nd quarter last year?*
- Faculty Choice Awards - *Is there a way for the students chosen last year to be recognized or at least notified that they were nominated and receive the message written by the teacher?*
- Academic Letter - *Should we move forward with this? If so, how? It's typically a group of around 750 students.*

Moving forward to 2020/2021

- Can we do an electronic honor roll "certificate" that can be sent to the honor roll distribution list? This could be sent to student wcpss emails.*
- Honor roll magnets are typically sent out after the first semester, so there's still a possibility we can do that. I'll ask the vendor to come up with some design options.*

- If students are in the building during second semester, we could consider recognizing those that were on honor roll consistently the first three quarters and give them something - possibly a certificate for a donut or something of that nature that could be sponsored by a local business that has been less financially impacted by the pandemic.*
- Faculty Choice Awards - If circumstances allow, we can move forward with the pins. The design was done last year.*

Senior Activities, Amy Montanus: *The volunteers met via Zoom on July 29th we discussed ideas for the year that were given to Whitney to be presented to the 2021 Leadership Group/Student Council. So thankful to have almost 50 parents willing to volunteer this year. Planning for the Senior Parade (September 18th) has begun. The theme is Hawaiian. We are brainstorming decoration ideas and coming up with items to be put into Goodie bags for the group.*

Discussed possibility of re-using senior signs. Given that they are outside, quality is going to be an issue. Since most fade in the sun, it would be better to sell new ones. Colleen will help with senior signs. Whitney clarified that the senior fee for this year is not new. All Wake County high schools charge a senior fee to cover the costs of graduation. She also mentioned that the Senior Parade has been the only activity approved so far.

Staff Grants, Kerry Gustafson: *Assuming that we proceed with grants this year, we will need at least 3 volunteers to serve on the committee. Ideally, it would be great for one of those people to shadow me and prep to lead the committee next year. Like last year, requests would be run by Dr Decker first to be sure we're aligned, then proceed with selection. Daphne Stam volunteered to help out with Staff Grants.*

Reflections, Salma Haque: *Apparently the county doesn't have any Reflection person that can be reached out for any information about registering the school. I spoke to last year's chair, Christine. She said she will keep me in the loop and let me know if there are any updates.*

Catamounts Night Out and Loyalty/Rewards, VACANT:

Loyalty/Rewards, VACANT:

Corporate Sponsorships/Fundraising, VACANT: *New area that needs to be addressed. Collective effort now.*

PBIS Representative, Tricia Cernoch: *No update. I'm waiting to hear back about the new chair. This year the chair is Assistant Principal Tineta McMillan.*

BAC Representative, Jen Willis: *No update, but I'm sure we'll have a meeting sometime this month.*

Other Business

- New fundraising opportunity: Local artist sells area high school ornaments/prints. It's a hand drawn picture of the front of the school building. They would advertise their website on our Updates Facebook page and give us 20% of PCHS sales. Discussion about how this lines up with other fundraisers like Catamount Night Out where we receive a percentage of sales. Since it has our school on it, considered more like spirit wear. We decided to take these requests on a case by case basis. Everyone agreed to post the ornaments on Facebook.

Meeting adjourned at 8:51 pm.