

# CARSON HIGH SCHOOL PTA

## Meeting Minutes

Monday, November 4<sup>th</sup>, 2019 at 5:30 PM

1. **CALL TO ORDER** –Leticia Servin, President of the CHS PTA, called a regular meeting of the general assembly to order at **5:30 PM** in the **CHS Library**.
2. **ROLL CALL & WELCOME – Members in attendance:** Leticia Servin, Gavin Ward, Wendy Tims, Delma Salazar, German Fernandez, Nelida Hernandez Juarez, Donald L Carine, Raynell Heaton, Brenda Osborne, Justine Wong, Paula Doty and Scot Duncan.
3. **MINUTES & CORRESPONDENCE** – Minutes from the meeting on Monday, October 14<sup>th</sup>, 2019 were presented by Scot Duncan, Secretary of the CHS PTA. *Wendy moved to approve the minutes as presented, and the motion passed.*
4. **EXECUTIVE REPORTS**
  - a. **Principal's Report** – Gavin Ward, Principal of CHS, reported that marching band received 5<sup>th</sup> place at the recent competition. He also reported on fall sports, including teams that qualified for the playoffs and/or state-level competition.
  - b. **President's Report** – Leticia Servin, President of the CHS PTA, reported that she met with the VIP leader from Nevada PTA, which is seeking representatives in the north and south to report on activity in the state legislature. She also mentioned that our PTA will need officers next year, as some of the current officers are moving on after the current term. She reported that she is working to select a tri-fold presentation board to purchase.
  - c. **Treasurer's Report** – Scot Duncan, Treasurer of the CHS PTA, presented the July 2019 and August 2019 Treasurer's Reports. In July 2019, the beginning balance was \$9,888.37 and the ending balance was \$9,888.45. In August 2019, the beginning balance was \$9,888.45 and the ending balance was \$10,086.68. The September 2019 report has not been generated and the October 2019 bank statement has not been received, yet, so reports were not submitted. *Wendy moved to approve the July 2019 and August 2019 reports as presented, and the motion passed.* Scot stated that Bank of America has indicated that it is possible to create "view only" online access to the PTA account, which should be within the current Nevada PTA / National PTA guidelines. *Wendy moved to allow the Treasurer to investigate a "view only" online account and, if the terms are within the guidelines of the Nevada PTA, the Treasurer is authorized to proceed with establishing a "view only" online account; the motion passed.*
  - d. **Membership Report** – Patty Bean, Chair of the Membership Committee, was not present; Leticia reported on her behalf. Membership cards have been mailed; however, the school's postage was used mistakenly. Principal Ward approved the use of the school's postage for this year.

5. **COMMITTEE REPORTS**

- a. **Reflections Art Contest** – Wendy Tims, Chair of the Reflections Art Contest Committee, reported that the Reflections program is being advertised and is underway. She has had some difficulty explaining that our prize money (\$500) is a pooled amount, and the exact award amounts will depend on the number of entries and winners.
- b. **College Life** – Leticia provided some possible dates for the annual College Life panel. Wendy suggested earlier is better, as the second semester for many colleges will start in late January, making it harder to secure panelists.

6. **OLD BUSINESS**

- a. **Craft Fair** – Wendy encouraged everyone to volunteer for the Craft Fair and noted the scholarships available to Seniors. She also reminded members to list “PTA” on the sign-in sheet, as the PTA receives a donation from the Craft Fair based on the number of volunteer hours.
- b. **Flyer App** – Leticia spoke about an app called Flyer that she learned about at the National PTA conference. She has scheduled a representative to present to our PTA at the December meeting.

7. **NEW BUSINESS**

- a. **National Parent Engagement Month Celebration** – Leticia presented recognition awards to a number of parents as a way to celebrate National Parent Engagement Month. These parents were nominated by teachers at the school.

8. **ANNOUNCEMENTS**

- a. **Next Meeting** – Monday, December 9<sup>th</sup>, 2019 at 5:30 PM

9. **ADJOURNMENT** – Leticia adjourned the meeting at **5:57 PM**.

Submitted by Scot Duncan, Secretary, CHS PTA