

CARSON HIGH SCHOOL PTSA

Meeting Minutes

Monday, October 9th, 2017

1. **CALL TO ORDER** – Leticia Servin, President of the CHS PTSA, called the meeting to order at **5:08 PM** in the CHS Library.
2. **ROLL CALL & WELCOME – Members in attendance:** Leticia Servin, Jerry Garrett, LeAnn Morris, Jodee Brooks, Tasha Fuson and Scot Duncan.
3. **MINUTES & CORRESPONDENCE** – Minutes from the meeting on Monday, September 11th, 2017 were presented. Jerry moved to approve the minutes as presented, LeAnn Morris seconded the motion, and the motion passed.
4. **EXECUTIVE COMMITTEE REPORTS**
 - a. **President’s Report** – Leticia discussed how the PTSA could get involved.
 - i. **Community PLC** – The next meeting of Community PLC is November 15th at 6:00 PM in the CHS Library. This is an ongoing district-wide program. Currently, they are working on Goal 3: Engaged Parents and Families. An informational flyer was distributed.
 - b. **Membership Report** – Jerry distributed updated membership lists. He stated that current membership is about 83, which is more than it was this time last year. He noted a larger proportion of student members. (There are 20 student members.) Leticia said she will try to recruit more staff members.
 - c. **Treasurer’s Report** – Leticia presented the July 2017 Treasurer’s Report on behalf of Wendy, who was absent. In August, the beginning balance was \$8,778.88 and ending balance was \$9,085.34. In September, the beginning balance was \$9,085.34 and ending balance was \$9,452.38. Scot noted that there were no inflows from the Raley’s Extra Credit program; he said the website indicated that, as of July 1st, 2017, Raley’s would stop direct contributions and switch to a grant (request) basis. Jerry moved to approve the August 2017 and September 2017 Treasurer’s Reports as presented, LeAnn seconded the motion, and the motion passed.
 - d. **Principal’s Report** – Tasha talked about the accreditation renewal that CHS is undergoing this year. Currently, they are working on surveys. (The minimum sample size for the surveys to be considered valid is 10%. Parent response/participation is critical.) In January, she would like for the PTSA members to assist in providing feedback on parent engagement. Also, Tasha asked that Mr. Chambers (Vice Principal, who also is handling the accreditation process) be added to the agenda for the next meeting so that he can speak to the PTSA about the process. Additionally, the handling of the recent power outage was discussed briefly.

5. OLD BUSINESS

- a. **Units Standing** – The PTSA is in good standing with the Nevada PTA. We are up-to-date with our roster, dues, budget, insurance, training and Bylaws. We need to check with Wendy on the status of the taxes and the financial review.
- b. **CHS Website** – It was noted that we need to add meeting and Reflections information to the school website.
- c. **PTSA Website** – Scot noted updates to the PTSA website, including the addition of instructions for each of the fundraising programs and a “highlights” section on the homepage with the last meeting’s minutes and the next meeting’s date. He noted that the link on the CHS website homepage seemed to correctly redirect to the PTSA website, but some other links did not. He is working with Ms. Kelley to fix this. Leticia mentioned that we could add the agenda for the next meeting, as well.
- d. **Freshmen Parent Night** – Freshmen Parent Night follows our meeting tonight, and we will have a presence to recruit new members.

6. NEW BUSINESS

- a. **Reflections Program** – We need a new chairperson. Also, we need to see if the existing Facebook page, which we no longer control, can either be taken over or deleted.
- b. **Past PTSA Events** – Leticia reviewed past/ongoing PTSA events:
 - i. Scholarships
 - ii. Reflections
 - iii. College Panel
 - iv. Senior Project Breakfast
 - v. Staff Appreciation events
 - vi. Support of CHS departments, staff and clubs
- c. **New PTSA Events** – Leticia encouraged the members to think of new event and fundraising opportunities. With regards to fundraising, she noted that the Nevada PTA and National PTA are trying to de-emphasize fundraising as the local unit level, and that there are grants available from the state and national organizations to help local units with funding.
- d. **Goal Planning** – Leticia encouraged the board members to set goals for themselves and the PTSA; she distributed two worksheets: Goal Planning Guide and Sample Plan of Work.
- e. **PTO** – Bonnie Preston asked to talk to the PTSA about the possibility of changing to a PTO (Parent Teacher Organization). However, Bonnie was unable to attend the meeting, so the topic was tabled until a later date.

7. ANNOUNCEMENTS

- a. Next Meeting – Monday, November 13th, 2017.

8. ADJOURNMENT – Leticia adjourned the meeting at 6:01 PM.

Submitted by Scot Duncan, Acting Secretary, CHS PTSA