



Carlmont High PTSA General Association Meeting Minutes

Date: April 20, 2021

Location: Via Zoom

Call to Order: Michelle Kelly called the meeting to order at 7:04 pm. A quorum was present.

President – Michelle Kelly

Welcome, 21 participants

Secretary – Wendy Kang

Approval of January 26, 2021 General Association meeting minutes. The minutes were approved as presented.

Principal's Report – Ralph Crame

1. 100-130 students (75% of Opt-in) attended in the past week
2. 275 students on campus this week, reminder to social distance
3. Moving in the right direction, see how it goes for Thursday
4. Check-in station had a little backup on Monday.
5. Athletics programs running smoothly – indoor sports are tested for COVID Mondays and Wednesdays
6. Tomorrow – Freshmen Assembly, Keith Hawkins (guest speaker), close to 300 freshmen responded, on the football field, social distance with masks. Meets guideline from the county
7. Senior surprise tomorrow – pick up lawn sign or cap and gown
8. Graduation – limited 2 guest per students, live stream and for future events
9. Anticipate bigger freshmen class, about 100 students increase, about 638 on the book right now. Around 650 based on prior experience, fluctuates in the summer.
10. 350 students are still in need for their counselor meetings. Some students missed their appointments this year. Need to makeup sessions
11. Will hiring teachers, couple retires, a few move out of the area.
12. No prom, but it will have an event for the seniors. On Campus, around the S-wing Plaza.
13. Video for Open House and Website for teachers. Can be used for the future.
14. Governance Council (subset of Site Council, look into the policy) and Site Council (site safety plans and input) are looking for new members.
15. Fire in the hill behind school, contained. After school today.
16. Block Schedule modified – will start when we are back in the normal situation.

Treasurer's Report – Adria Matthews (see attached)

From January 1, 2021 to April 1, 2021, our starting balance for the CD was \$9,849.33 and the ending balance is \$9,849.57. For that same time period, our starting balance for the checking account was \$158,678.39 and the ending balance was \$159,036.20. Lastly, for the starting and ending balances for our PayPal account was \$0. Listed in the reports are the checks that were written from January 26, 2021 to April 20, 2021. I would like to make a motion to ratify paid bills (checks #3196 to 3205, ATP#2468- 2477).

Adria made a motion to set \$10,000 budget for 2022 Graduation – Liza Second, motion carries

Adria made a motion to make the changes on the budget, Eric Manning second, motion carries

Adria made a motion to redify check #3186-3195 and request the report to be filed for audit, Hazel Stabinsky second, motion carries

Auditor's Report – Heather Irwin (see attached)

Heather Irwin made a motion to approve 1/1/2020 – 6/30/2020 Audit Report, Hazel second, motion carries

Heather Irwin made a motion to approve 7/1/2020 – 12/31/2020 Audit Report, Kate second, motion carries

Parliamentarian's Report – Kate Shepard

By laws committee – Michelle Kelley, Heather Irwin, Paige Perez, Kate Shepard

By laws committee meeting, proposed changes are

- Increase of membership dues from \$15 to \$20
- Addition of Executive Vice President board position
- Executive VP (rather than First VP) will serve notice of any president's vacancy
- Reduction of Vice Presidents from 3 to 2 (elimination of VP of Fundraising)
- Nominating Committee will be comprised of 3 to 5 members (it was previously set at 5 members)
- The October Association Meeting will be changed to November
- Allow board members and committee members to meet via teleconferencing
- Executive VP will be added as a check signer instead of the First VP

Committee Reports –

2021-2022 Executive Board Election:

Parliamentarian Kate Shepard read the section pertaining the elections

Nominating Committee in March presented the slates as follows:

- President - Joe Tolod
- First VP, Communications Chair - Vikky Banner (incumbent)
- Second VP, Chair of Fundraising Committees - Adria Matthews
- Third VP, Chair of Community Outreach Committees - Barbara Fetterly
- Financial Secretary - Stephanie Lee (incumbent)
- Treasurer - Lisa Lessard
- Recording Secretary - Wendy Kang (incumbent)
- Auditor - Eric Manning
- Historian - Suzette Gulsen
- Parliamentarian - Heather Irwin

Heather Irwin presented the slates. Vote. These named candidates are elected by affirmation.

Senior Scholarship Update – Liza Lessard

18 candidates, 8 readers, 10 awards for \$500 each. E-mail Nina Razor to target mid-May for delivery. Used to invite to PTSA meeting.

2021 Senior Grad - Carrie Fromm

Monthly senior treat day - tomorrow with Boba tea, pickup lawn signs and other things not picked up early. Partnered with Carlmont Shopping Center business, many offers discounts to Seniors and families tomorrow night. Special partners will be announced on IG. June 4th – celebration, will have details soon and sell tickets

School Gift of 2020- Eric Manning

Site selected, drawing is done, pricing. About \$4,000. Finalizing Mural design and where the tables and benches go. May want to present in May meeting. Will invite class of 2020 afterwards.

PE Clothes – Eric Manning:

\$11,000 in the old budget down to \$3,000 this year. Planning on buying new clothes for this coming Freshmen. Eric Motion to increase the PE budget to \$12,800 from \$3000, motion carries

Spirit Wear- Michelle Kelley

Partnering with Business group on the online platform. Business Group, ASB, and PTSA will collaborate. Business Group – maintain the website and sells, ASB – will work with designers to re-design, STARS – will provide vocational training of inventory and boxing. Looking for someone to lead for next year.

Honorary Service Award – Michelle Kelley on behalf of Christen

20 nominations, deadline 4/30, will present in May PTSA meeting

Staff Appreciation - Hazel Stabinsky

Put snacks and drinks for first day back to school

May – Formal Staff Appreciation:

M – Breakfast, T – Burrito & Salsa, W – Boba & Cookies, TH – Coffee Cart, F – Sandwiches & Chips

New Business/Open Comments

none

Adjournment: The meeting was adjourned at 8:15 pm

Next Meeting: 5/25/2021