

Sequoia High School PTSA
Association Meeting
September 11, 2012

Call to Order:

PTSA President Shoko Barnes called the meeting to order at 7:20 pm in Room 50 following a brief meeting with ELAC in the MPR. Joan Fiser, a special education teacher reported that Principal Bonnie Hansen was not able to attend due to needing to prepare for Secretary of Education Arne Duncan's visit tomorrow.

Attendees: Shoko Barnes, Deanna Celis, Lin Chan, Lisa Duncan, Rebecca Flynn, Cindy Fovenyessy, Marlena Griffin, Alice Henderson, Sue Huser, Pat Krpan, Lisa Noble, Betsy Parkhurst, Lisa Pokorny, Marie Salama, Dana Sanderson, Lorraine Desser Schulze, Betsy Slavitt, K.J. Smith, Elisabeth Stitt, Jayne Sungail, Deborah Vásquez, José Vásquez, JoAnn Velayo, Andrea Vidal, Beth Walton, Jennifer Webb, Julie Willett, and Janice Zatarain

Minutes of Previous Meeting:

The minutes from the association meeting on May 1, 2012 were approved as distributed.

Statement of Account:

Balance on hand as of June 2012: \$31,999.66
Receipts totaling \$7,551.03
Disbursements totaling: \$5,931.42
Balance on hand as of July/August 2012: \$33,619.27

Executive Board Report:

None.

Motions:

Alice Henderson made a motion to approve the minutes from the May 1, 2012 association meeting.

Approved

Alice Henderson made a motion to approve the PTSA budget for the 2012-2013 year.

Approved

Rebecca Flynn made a motion to release the funds for the approved budget items.

Approved

Rebecca Flynn made a motion to ratify the checks as presented.

Approved

Rebecca Flynn made a motion to approve the Treasurer's Reports for May 2012, June 2012, and July/August 2012.

Approved

Welcome and Introductions

PTSA Accomplishments:

Shoko reported that so far this year the PTSA has:

- Held a staff appreciation welcome-back lunch—Thanks to Lynette Brydon.
- Implemented an online shopping cart for registration—Thanks to Shoko Barnes. It was very successful and all of the participating groups were thrilled with the results: \$3100 in PTSA memberships, \$5200 in PTSA donations, \$6200 for the SHS Ed Foundation, \$5300 for Sports Boosters, and \$1600 for VPA Boosters.
- Created a weekly eNewsletter—Thanks to Rebecca Flynn. This addresses WASC's concern that communication was the weakest link at SHS. Parents can sign up for the newsletter on the PTSA website.
- Updated and presented Sequoia 101, an introduction to SHS for new families—Thanks to Elisabeth Stitt. The presentation is available on the SHS and PTSA websites.

Open Volunteer Positions:

- Newsletter—many opportunities available ranging from ad hoc to monthly or weekly
- Hospitality—responsible for events in December, June, and August
- Financial Secretary—Pat Krpan needs to step down, but is willing to assist; involves assisting the treasurer, tracking memberships and donations, and checking the PTSA mailbox; must be computer-savvy; is part of the executive board
- Parliamentarian—is part of the executive board; KJ Smith volunteered for the position
- Mini-grants committee—responsible for two sessions, Fall and Spring; read applications, vote on ones to recommend, and follow-up with applicants
- Graduation Activities committees—each class is looking for members to plan and organize fundraising events
- Liaison for Class of 2016 grad activities—can be a one-year commitment; will work with Lisa Duncan on Bingo Night event
- School Directory—Shoko can provide macros to transform it into a Word document
- College Day chaperones—we are waiting for details from the administration
- College/IB meeting note-takers
- Website developer/administrator

Proposed Budget for 2012-2013:

The proposed budget was adopted as presented. We can revisit it midyear if our memberships/donations exceed the estimate. We currently have 217 members. Last year we had 333. There are about 1500 households. The budget was approved as presented and funds for the approved items were released.

Ratification of Checks:

Rebecca Flynn received approval to write the following checks:

- PTA insurance for \$250
- National dues up to \$1500
- Three checks for \$75 each to refund duplicate payment for grad night tickets
- Reimbursement of \$400 to Lynette Brydon for the staff appreciation lunch in August
- Class of 2013 Grad Night deposit for Hornblower cruise not to exceed \$10,000

The reimbursement form will be available on the PTSA website soon.

Treasurer's Reports:

The treasurer's reports for May 2012, June 2012, and July-August 2012 were approved as presented.

Status of Graduation Activities:

2013:

Lisa Duncan reported that the car wash netted \$1362. There will be two restaurant fundraisers on this Friday's minimum day and she could use help making copies of the flyers for it. Football concessions are proceeding. The reusable bag sale will begin in November. Her committee's goal is to raise \$16,000 so that the grad night ticket price will be \$50.

2014:

Janice Zatarain displayed an example of the stadium seats they will be selling for \$10. They would be useful for watching sports other than football (e.g. water polo). They are planning a Fall Bingo/festival event in October with the sophomore class.

The meeting was adjourned at 8:25 pm.

Betsy Parkhurst, Secretary