



San Jose Charter Academy  
 PTO Minutes  
**Dec. 14, 2020 @ 6pm**  
 Location: Zoom online

Executive Board	Officer	Present	Executive Board	Officer	Present
President	Diane Sanchez	Y	Parliamentarian /SJCA Principal	Erin Shiroma	N
Vice President/Fundraising	Alexis Medina	N	Teacher/Staff Rep #1	Cassie Schaefer	N
Secretary/Membership	Kameren Arias	Y	Teacher/Staff Rep #2	Lauren Mejia	Y
Treasurer	Judy Chan	Y	Member at Large #1	Desiree Estorga	Y
Events Coordinator	Nikki Suzuki- Uyeno	Y	Member at Large #2	Sandy Salazar	Y
Volunteer Coordinator	Veronica Zamora	N	Member at Large #3	Desiree Jaojoco	Y

1. Meeting Called to Order - 6:02pm
2. Number of parents in attendance: 14
3. Quorum present: Yes 8/12
4. Review minutes from previous meeting
  - o Sandy Salazar motions to approve the minutes
  - o Desiree Jaojoco seconds the motion
  - o Motion carries
5. Reimbursements/Disbursements:

11/25/20    1262    Judy Chan                    60 x \$10 Gift cards to every Teacher for SLC 1            \$600.00

6. President Update:
  - o School still in Distance Learning model at least until end of Feb.2021.
  - o Board nominations and elections happening in February
    - Available positions announced next meeting
7. Vice President/Fundraising Update:
  - o Charleston Wrap Fundraiser- total sales:\$7,847.00 SJCA earned profit: \$2,981.00
  - o IHOP Fundraiser- The total sales: \$693.16. The 30% of that total is: \$207.95 The franchisee increased that amount to \$225.00.
  - o
8. Membership Update:
  - o Only 1 new membership via PayPal



San Jose Charter Academy  
PTO Minutes  
**Dec. 14, 2020 @ 6pm**  
Location: Zoom online

- Membership is always open for new members
  - You must be a member of PTO for voting rights
- 9. Treasurer Update:
  - Nothing to report
- 10. Volunteer Coordinator Update:
  - Room Parent Meeting highlights:
    - Because of the closed campus, the office isn't able to accept drop offs of teacher gifts
    - Gifts can be given directly to teachers at materials distribution
    - Cards mailed to the school will be delayed and will not reach teachers until after Winter Break
    - Virtual-only celebrations are encouraged
    - Celebration ideas shared
- 11. Events Coordinator Update:
  - Due to Safe-at-Home order, campus being closed, unfortunately, we are not allowed to have any events.
  - Ideas for virtual activities
    - Virtual dance party
    - Activities geared towards JA
      - (1) Activities by grade level
      - (2) Create excitement
- 12. Parliamentarian/Principal Update:
  - WCUSD Board of Education meeting tomorrow for charter renewal
    - Your presence is important
    - Your voice matters
- 13. Teacher/Staff Update:
  - A HUGE thank you to the teachers for all they do!
  - Positive feedback on In n Out gift cards for SLC week
- 14. Member at Large Update:



San Jose Charter Academy  
PTO Minutes  
**Dec. 14, 2020 @ 6pm**  
Location: Zoom online

15. Any Unfinished Business:

○

16. Any new business to be brought before the board:

Date of next meeting: All meetings will be the second Monday of each month unless otherwise stated. Our next meeting is Jan. 11, 2021.

Meeting adjourned at: 6:40pm

Minutes compiled by: Kameran Arias