



San Jose Charter Academy
 PTO Minutes
 January 13, 2020 - 6:00p - 7:00p
 Location: SJCA Elementary Cafeteria

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

- 1) Meeting Called to Order - **6:19**
- 2) Number of parents in attendance: **4 parents**
- 3) Quorum present: **yes**
- 4) Review minutes from: **December 9, 2019 approved with changes**
 - a) **Correction to 7.b) Blaze pizza was from 3:00 pm -9:00 pm.**
- 5) Reimbursements/Disbursements:

12/9/2019	1192	Camino Real Restaurant	Christmas Meeting party Caterer	\$125.00
12/10/2019	1193	Pacific Fundraisers Inc.	Cheesecake Fundraiser	\$14,408.40
12/17/2019	1194	Lisa Y Vasquez	CCC - Talent Show Banner Printing	\$175.20

- 6) President Update:
 - a) Welcome Back and Happy New Year!
 - b) PTO Nominations will begin in February
 - i) President, Volunteer Coordinator, Events Coordinator, **Secretary, and Member at Large #2**
 - 1) **President, Volunteer Coordinator, Events Coordinator, and Member at Large #2: Two-year terms**
 - 2) **Secretary is one term**
 - ii) **February 3rd-20th: Nominations will go out**
 - iii) **Collection of ballots is TBA**



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- c) Events Coming up:
 - i) Book Fair- Jan 27th-31st in the MPR
 - ii) We Love Our Sharks Donor Drive, 100th Day of School, Boys Choice Dance
 - 1) We Love Our Sharks Donor Drive happening the whole month of February.
 - 2) 100th Day of School: January 29th. Encourage all parents and classes to participate
 - 3) Boy Choice Dance: Feb. 28, Theme is TBA.
- 7) Vice President/Fundraising Update:
 - a) Upcoming Follett Book Fair
 - i) January 27th-31st. Times and events are TBA through Parentsquare
 - ii) Flyers will be going home with students, along with order forms.
 - iii) Families are able to purchase gift cards online for Follette
 - iv) Any Volunteers/Staff receive 20% off at the Book Fair
 - (1) (Not per family)
 - (2) Minimum volunteer slot will be TBA but will probably be 1 hour
 - b) Pacific Fundraiser Limo Lunch
 - i) Looking at the first week of February, but the exact date is TBD.
 - ii) 44 students qualified to attend Limo Lunch.
- 8) Membership Update:
 - 1. 100% Membership Class participation will be determined by the end of this month. Ice Cream Celebration date and class/es will be announced at our next open meeting.
- 9) Treasurer:
 - a) No update
- 10) Volunteer Coordinator Update:
 - a) No update
- 11) Events Coordinator Update:
 - a) No update
- 12) Parliamentarian/Principal Update:
 - a) CCC Talent Show
 - i) Jan 14th-15th: Final auditions
 - ii) Feb 12th-13th: Talent show
 - (1) Way to highlight student talents



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(2) Includes student artwork

b) Parent Partnerships

i) SJCA is wanting to extend workshops with families with events like Parent University.

(1) A kinder reading workshop will be happening soon. Possibly will take place Jan 31st.

(a) Parents will be in the Cafeteria with Reading Coordinator to go over literature for the year

(b) Students will go to the Kinder classrooms

(2) Kenya Diaz: Interactive Parent Universities engage parents more

ii) Help us to connect and support our students beyond the classroom.

iii) More interactive workshops open up the opportunities to invite students and host events like STEM Nights or Family Game Nights.

13) Teacher/Staff Update:

a) Cassie Schaefer reminded all staff not to send home the Scholastic flyers for January in order to support book fair at the end of the month

14) Member at Large Update:

a) No update

15) Any Unfinished Business:

a) No update

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

a) No update

b) Next meeting: Monday, February 3rd which is also when nominations will go out

Date of next meeting: All meetings will be the second Monday of each month unless otherwise stated.

Our next meeting is **Monday, February 3, 2020**

Meeting adjourned at: **6:40 pm**

Minutes compiled by: **Lauren Mejia and Cassie Schaefer**