



San Jose Charter Academy  
 PTO Minutes  
 December 9, 2019 - 6:00p - 7:00p  
 Location: SJCA Elementary Cafeteria

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

- 1) Meeting Called to Order - 6:14
- 2) Number of parents in attendance: 3
- 3) Quorum present: **yes**
- 4) Review minutes from: November 4, 2019- Approved with changes

**a) Correction under #10- Volunteer Julia Petrosyan**

- 5) Reimbursements/Disbursements: **Kennya motioned, Alexis seconded**

10/8/2019	117	Sandy Salazar	Carnival - Rental/Food/Supplies	\$4,646.83
	1			
10/7/2019	117	Kennya Diaz	Supplies - Amazon Money Counter	\$108.92
	2			
10/9/2019	117	Sandy Salazar	Carnival - Gametruck Balance	\$750.00
	3			
10/18/2019	117	Hung Huan Tang	Movie Night - Boba - \$239 x 70%	\$167.30
	4			
10/18/2019	117	\$3.99 Pizza Co.	Movie Night - 75 Pizza (45 Pep/30 Ch)	\$495.00
	5			
10/23/2019	117	Veronica Cortez	8th Grade - Dance Party Rental	\$100.00
	6			



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10/25/2019	117	Sandy Salazar	Movie Nite-Licensing/Supplies/Churros/Fruit	\$1,098.94
	7			
	117	VOID	VOID	VOID
	8			
10/25/2019	117	Sandy Salazar	Refund of Carnival Wristband	\$50.00
	9			
10/25/2019	118	Veronica Zamora	Refund of Carnival Wristband	\$25.00
	0			
10/28/2019	118	Michelle Ruiz	SFA Café Prizes	\$1,000.00
	1			
10/31/2019	118	Venti Printing	T-Shirts - PTO Board	\$147.00
	2			
12/2/2019	118	Diane Sanchez	Room Parent Meeting - Food/Cups	\$45.95
	3			
12/2/2019	118	Desiree Jaojoco	Room Parent Meeting - Donuts	\$20.50
	4			
12/2/2019	118	SJCA	Movie Nite - Custodian	\$122.22
	5			
12/2/2019	118	Kennya Diaz	Venti Donuts	\$12.60
	6			
12/2/2019	118	Rehab ASB	Movie Nite - Tamales (15 Doz)	\$247.50
	7			
12/2/2019	118	Darlene Quezada	Kinder SFA Café	\$59.91
	8			
12/2/2019	118	Darlene Quezada	Kinder SFA Café	\$84.93
	9			
12/2/2019	119	SJCA	8th Field Trip - Diary of Anne Frank Play	\$1,824.00
	0			
12/2/2019	119	Vanessa Castaneda	8th Grade - Student Gifts - 138 Blankets	\$1,821.18
	1			



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6) President Update:

a) Elections and Nominations

i) **Elections are coming up in February:**

1) **President, Volunteer Coordinator, and Events Coordinator**

2) **Self-nominations for the positions**

ii) **Still in need of a Secretary**

7) Vice President/Fundraising Update:

a) Pacific Fundraiser:

i) **Pick up is tomorrow from 2:30-5:00**

b) **Thursday, Dec 12th: Blaze pizza**

i) **Dine in or Dine out from 3:00-9:00pm**

c) **IHOP Fundraiser: No amount available yet**

i) **Future Events: Let restaurants/ fundraisers know that our families show up so that they are staffed appropriately**

8) Membership Update: No class 100% yet

a) **Membership lists will be sent to teachers**

b) **Look at class totals and see if with donations the class reaches 100%**

9) Treasurer: **No update**

10) Volunteer Coordinator Update:

a) Teacher Favorites lists are posted on the PTO bulletin board:

i) **Posted 12/9**

b) CCC Talent show dates

i) **Auditions 1/8, 1/14, 1/15**

ii) **The show is on Feb. 19 & 20**

c) Art submissions

i) **12/18- deadline for an idea for artwork.**

(1) **Due after the break: Art will be displayed at the Talent show**

d) Lighthouse recycle bin contest



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- i) **Proposing a contest where students can submit their artwork to be displayed on the recycling bins.**
- ii) **Artwork is due after the break**
- iii) **Forms are on Parentsquare**

11) Events Coordinator Update:

- a) **No update**

12) Parliamentarian/Principal Update:

- a) The Leader in Me Initiative

- i) **Initiative to create a Leader in Me environment/space**
  - (1) **Exploring ways to involve campus clubs in clearing recycling bins**
  - (2) **Leadership is a behavior and habit that is formed**
- ii) **Families can contribute in numerous ways: both in and out of school**

- b) Winter Break

- i) **Opportunity to reflect on multiple levels of involvement**
- ii) **December 18th: Half-day**
  - (1) **2.5-week winter break**

- c) School Update

- i) **Absences have increased.**
  - (1) **91 absent letters have gone out on Parentsquare for students with a minimum of 5 absences**
  - (2) **100% commuter school**
  - (3) **Since the first day of school, we have had 7,229 tardies.**
- ii) **Parent concern:**
  - (1) **Students being marked tardy for not being in class, aside from checking in with teacher**
- iii) **Parent concern:**
  - (1) **Traffic: JA parking is still available for parking**
  - (2) **Red zone is not available to drop off**
  - (3) **KinderCare bus is parking in the fire lane after school**

13) Any Unfinished Business:

- a) **Follette Book Fair: January 27th-31st**



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- i) **News to follow at January meeting**
  - b) **Cheesecake Fundraiser: 45 students going on Limo Lunch \*Date to follow\***
    - i) **Limo Lunch: Students who meet the fundraiser goal go to lunch at a local restaurant in a party bus/limo**
    - ii) **Fall goal-20 items; Spring goal is 30 items**
  - c) **Next week's schedule**
    - i) **Monday-Tuesday: Regular dismissal**
    - ii) **Wednesday: Minimum Day dismissal**
- 14) 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 **Monday - January 13, 2020.**

Meeting adjourned at: **6:55 pm**

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