



San Jose Charter Academy
 PTO Minutes
 March 11, 2019 - 8:00a - 9:00a
 Location: SJCA Elementary Cafeteria

Executive Board	Officer	Present	Executive Board	Officer	Present
President	Melody Alvarado	N	Volunteer Coordinator	Diane Sanchez	Y
1st Vice President - Fundraising	Mary Hernandez	N	Events Coordinator	Sandra Chavez	N
2nd Vice President - Membership & Publicity	Vanessa Castañeda (Interim VP)		Parliamentarian /SJCA Principal	Erin Shiroma	N
Secretary	Vanessa Castañeda	Y	Teacher/Staff Rep #1	Cassie Schaefer	Y
Treasurer	Esperanza Luna	N	Teacher/Staff Rep #2	Lauren Mejia	Y
Member at Large #1	Katrina Pacheco	Y	Member at Large #2	Kennya Diaz	Y

1. Meeting Called to Order - **8:20 am**
2. Number of parents in attendance: 6
3. Quorum present: **No**
4. Review minutes from February 4th - **Will review at the next meeting**
5. Reimbursements/Disbursements:
 - a. **None**
6. President - Welcome - **Diane Sanchez ran the meeting in Melody Alvarado's absence.**
7. 1st Vice President Fundraising/Sponsorships Update:
 - a. Sharky Shuffle - 3/29 - **Walk-a-thon coming up on Friday**
 - b. Spring Fundraiser - 4/10 - **More coming soon**
8. 2nd Vice President Membership/Publicity Update:
 - a. Elections - **Nominations have begun and will end Friday, March 15th**
 - b. Membership - **No new members**
 - c. Classroom parties for membership - **We are all set for April 12th for the JA 7th grade classes and Cassie will check with Tombrello on the date for their party.**



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9. Treasurer - **None**

10. Volunteer Coordinator Update:

- a. Celebration of Learning - **March 22nd is (open house)**
 - i. **Pastries with PTO - we will be set-up in the iPad lab for all volunteers**
 1. **Look out for a Parent Square sign-up sheet for volunteers**
- b. Walk A Thon volunteers & times
 - i. **Sharky Shuffle - PE, Music, Art and PTO fundraiser**
 1. **Lots of fun with bubbles, frisbee toss, soccer stations and more. We will need volunteers to hand out water cups to the kids. This year it will be held on the field.**

11. Events Coordinator Update:

- a. Under the Sea Dance - **5 - 8 pm**
 - i. Food is ordered and paid for
 - ii. Tickets have been stuffed and ready to go to classrooms - **This week**
 - iii. Corsages and Centerpieces will be completed this week - **volunteers needed**
 - iv. DJ is book and deposit it paid, need \$150 check for final payment
 - v. We still need people for set up and clean up - **1 - 3 since it is a minimum day if you can please stop by the cafeteria and lend a hand.**

12. Parliamentarian/Principal Update:

- a. **Draft of COL agenda - it will be a fun filled day**
 - i. **Be sure you have checked into the Raptor system - driver license will be needed to register**
 - ii. **School will be open from 7:45 - 12: 45 and then again at 4:00 - 6:00 for the evening**
 - iii. **In-N-Out truck will be here - presale tickets only and they are \$5. No tickets will be sold that day.**
- b. **COL - activities**
 - i. **Cultural Table by the CCC**
 - ii. **Poem Displays**
 - iii. **Art work**



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- iv. **Lion Dance performance in the Elementary courtyard at 9:00 am**
- v. **Mariachi performance in the Elementary courtyard at 4:00**
- vi. **PTO Hospitality Room for volunteers in the iPad lab**

13. Any Unfinished Business:

- a. Update on the closing of First Financial Credit Union - **nothing to report**
- b. Update on book-keeper - **nothing to report**

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

- a. **None**

15. Date of next meeting: All meetings will be the second Monday of each month unless otherwise stated. Our next meeting is April 15, 2019, at 6:00 pm.

Meeting adjourned at: 8:39 am.

Minutes compiled by Vanessa Castañeda, PTO Secretary