



San Jose Charter Academy
PTO Minutes
January 13 @ 6PM
Location: Elementary Cafeteria

Executive Board	Officer	Present	Executive Board	Officer	Present
President	Kennya Diaz	N	Parliamentarian /SJCA Principal/Superintendent	Erin Shiroma	Y
Vice President/Fundraising	Alexis Medina	Y	Teacher/Staff Rep #1	Katrina Gomez/Yvonne Ronquillo	Y
Secretary	Kameren Arias	Y	Teacher/Staff Rep #2	Lauren Mejia/Desiree Jaojoco	Y
Treasurer	Monica Hajar	N	Member at Large #1/Events	Karla Tovar	N
Events Coordinator	Jaclyn Wong/Miriam Farias	Y	Member at Large #2/Fundraising	David Lizarraras	Y
Volunteer Coordinator	Jennifer Martinez	Y	Member at Large #3/Hospitality	Brian Nakamura	Y
Membership/Community Outreach	Sitarra Ragland	N			

1. Meeting Called to Order - 6:11 PM
2. Number of parents in attendance:
3. Quorum present: 8/12, Yes
4. Review minutes from previous meeting in November 2024 (No Dec meeting)
 - Kameren Arias motions to approve the November 2024 minutes; Jennifer Martinez seconds the motion
 - 8 Ayes; 0 Nays;
 - Minutes approved; motion carries
5. Treasurer Update:

Current Bank Balance: \$122,286.51

December 2024 Total Deposits: \$0



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December 2024 Total Disbursements: \$2,767.07

Current Checks Outstanding: \$3,920.10

1. President Update:

- Welcome Back & Happy New Year
- PTO self nominations will start February TBA on ParentSquare
- 2024/25 Budget was approved via email vote on November 22, 2024 with 8 Ayes.

2. Vice President/Fundraising Update:

- Slime Day was celebrated on **December 16th**, for exceeding our goal of \$50,000.00 at our Fun Run. The slime day will definitely go down in the books for an unforgettable day ! 🥰 The kids and staff had a blast! Thank you to Ms. Shiroma and Ms. Lemus for being willing to get slimed and for bringing so much joy to the school!
- **Upcoming Fundraiser: Panda Express Virtual Community Fundraiser!**
 - On Tuesday, January 28th 28% of sales will be donated back to SJCA PTO
 - **Available at Panda Express locations nationwide** www.pandaexpress.com
 - **Online orders only**
 - Apply code **9000632** in the Fundraiser Code box during online checkout

3. Secretary Update:

- Please sign in
- Free Dress passes for tomorrow Tuesday, Jan 14

4. Membership Update:

- Nothing to report

5. Volunteer Coordinator Update:

- Nothing to Report

6. Events Coordinator Update:

- Thank you to all the parents that signed up and attended Pastries with Parents. We think everything turned out really well and came together nicely.
 - The photo boxes that we created were a hit and they continued to be enjoyed even after the event. -MF



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- Additionally, we would like to thank Ms. Hernandez (SJCA Librarian) for helping us with the Literacy portion of our event. She made it possible for us to have a raffle table & a book adoption table available to our families. She was present at the event to help manage the literacy table & read to the littles who attended the 2nd session. She also supplied the artwork from students for decor.
- Ms. Sherred & her ASB, Lighthouse & Habit Ambassador kiddos helped days leading up to the event by making posters, wrapping books & assisting with set up on the day of the event day.
- A tremendous appreciation to Nicole who helped secure our special guest Mr. Wallach who dressed up as Santa Claus. We are so grateful to him for taking the time to spread cheer & joy to our SJCA families. - JW
- Event feedback
 - The literacy piece was a popular aspect of the event and the children loved that they got to take home a book
 - Food lines got congested; maybe have pastries already at tables in the future
 - Santa Claus was a hit with the students and they loved seeing him at the event

7. Parliamentarian/Principal Update:

- PTO recognized at SJCA Board of Directors Meeting
 - Actions of volunteerism
- Hygiene Kits Donation Drive
 - Every student will be creating care packages and writing notes for victims of the fires
 - Engaging all students with purposeful activities and involvement

8. Teacher/Staff Update:

- Nothing to report

9. Members at Large Update:

- Nothing to report

10. Chairperson Update:

- Nothing to report



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11. Any Unfinished Business:

- November minutes voting (Agenda not available at start of meeting)
 - Please see Section 4 above

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

- David Lizarraras- Ontario Reign Family Hockey night
 - Saturday, February 22 @6pm
 - Tickets will be \$27 which includes a drink and a hot dog
 - Post to go out on Parent Square tomorrow, January 14

Date of next meeting: All meetings will be the second Monday of each month unless otherwise stated.
Our next meeting is TBA due to February's Monday holidays.

Meeting adjourned at: 6:32 PM

Minutes compiled by: Kameran Arias