



San Jose Charter Academy
PTO Minutes
February 11 @ 8:45 AM
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	N	Teacher/Staff Rep #2	Lauren Mejia/Desiree Jaojoco	Y
Treasurer	Monica Hajar	Y	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 - 8:56AM
2. Number of parents in attendance: 22
3. Quorum present: Yes; 8/12
4. Review minutes from previous meeting: January 2025
 - Yvonne Ronquillo motions to approve January minutes; Jennifer Martinez seconds the motion
 - 8 Ayes, 0 Nays; motion carries
 - January minutes approved
5. Treasurer Update:
 - Current Bank Balance: \$129,626.25
 - January 2025 Total Deposits: \$1,502.33
 - January 2025 Total Disbursements: \$0



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Current Checks Outstanding: \$2,101.77

1. President Update:

- **INTERESTED IN JOINING OUR PTO BOARD?**
 - Nominations will be open this evening when the ParentSquare post is sent out.
 - Nomination window to submit self nomination is from:
February 11, 2025 through March 7, 2025
- All Open Positions are **2-year Terms** starting 2025/2026 school year:
 - **Vice President - Fundraising**
 - **Secretary**
 - **Treasurer**
 - **Member-at-Large #1 Events**
 - **Member-at-Large #3 Hospitality & Publicity**
- Feel free to reach out to us via email pto@sjcharter.com if you have any questions or concerns.

2. Vice President/Fundraising Update:

- **Completed Fundraiser: Panda Express**
 - We received 28% back of all sales and we raised a total of \$387.19. Thank you to all who supported our fundraiser!
- **Current and Upcoming Fundraisers:**
 - **Sees Candy Virtual Fundraiser:**
 - Dates: February 10 – April 4
 - Details: PTO will receive 15–50% on each item sold.
 - Storefront Link-
https://www.yumraising.com/secure/sjcap_sjca_pto_spring_fundraiser25/Ale_Vil3533/candy



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Ontario Reign Family Night:

- Date: February 22, 2025
- Ticket Prices:
 - \$27 if purchased before February 11 (Early Bird Special)
 - \$30 from February 12 – February 19
- Please scan the barcode to purchase tickets.





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Lazy Dog Fundraiser:

- March 2nd- March 8th
- A ParentSquare will be sent with more details.

Literati Book Fair:

- Dates: March 3 – 7
- Location/Times: TBA
- Volunteers needed- a ParentSquare post will be sent out for volunteer sign ups.
- ✨ Plan Ahead:
Jump-start your shopping by building your student's wishlist now. Visit fairs.literati.com to preview some stellar reads.
- 🇺🇸 Gift Cards Make Great Surprises:
Let your student explore the fair independently with a digital gift card—or surprise a favorite teacher with one!

3. Secretary Update:

- Please sign in for your Free Dress pass for tomorrow February 12

4. Membership Update:

- Nothing to report

5. Volunteer Coordinator Update:

- Big thank.you to all the parents that have signed up to volunteer thus far for the carnival!

6. Events Coordinator Update:

Miriam Farias

- I am working on obtaining the jumpers and the games at a low cost. Once I have everything in place, we will need parents to volunteer to supervise the jumpers and games. I will provide time slots for you to sign up. If anyone has information on vendors that offer those items at a low cost, please let us know.

Jaclyn Wong

- As we continue to prepare for Sharky in Wonderland Carnival, These are the committees that are currently looking for volunteers, so if you're interested in helping out, please sign up at the end of



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the meeting. We'd love to have your support to make this event a success! Committees are as follows:

1. **Advertising & Promotion:** Vanessa Flores & Kennya Diaz will be leading the charge to create and distribute marketing materials to get the word out and build excitement.
 - **Room Parent Lead:** Shaunecy Nourak
 2. **Decorations:** Alexis Medina is heading the committee focused on designing and setting up all the visual elements that will make the event festive and fun!
 - **Room Parent Lead:** Alejandra Vargas-Medina
 3. **Food:** Sitarra Ragland is leading the committee to bring in delicious food options for everyone to enjoy, with PTO Staff Lead Katrina Gomez helping to coordinate the food vendors.
 - **Room Parent Lead:** Open
 4. **Donations & Collection:** David Lizarraras & Diane Sanchez are managing donations and collecting event supplies and prizes.
 - **Room Parent Lead:** Megan Rosales
 5. **Merchandising:** Monica Hajar & Brian Nakamura are organizing and purchasing all carnival-related supplies needed for the event, with PTO Support from Miriam Farias.
 - **Room Parent Lead:** Susette Thompson
- We are offering two amazing opportunities available to all current SJCA students TK-8th! Applications and info for both the Junior Entrepreneur booths and the t-shirt design contest will be available starting February 12th in Ms. Velarde's office (PLC, elementary side) or Desiree's office (LMC, JA side).
 - 1. Sharky's Junior Entrepreneur
 - creating and selling your own unique, handcrafted, or self-made products at your own booth.
 2. Sharky in Wonderland Carnival Art Contest
 - submit creative design to be featured on the exclusive 2025 Sharky in Wonderland Carnival t-shirt (uniform-approved shirt for the year)!

Thank you to all, we're excited about what's coming together, and we're looking forward to a fantastic event!

7. Parliamentarian/Principal Update:

- Nothing to report



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8. Teacher/Staff Update:

- **Cupid Grams on Sale \$1:** *Feb 11-13th* before and after-school. Feb. 13 - morning only. Grams will be delivered to classrooms on Feb. 14th

9. Members at Large Update:

- Ontario Reign ticket sales
 - Price increase 2/12 from \$27 to \$30

10. Chairperson Update:

- Preparing for SLC week with 5th-3rd grades during the week of March 3rd
 - Ideas for daily treats

11. Any Unfinished Business:

- None

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

- None

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

Our next meeting is Monday, March 17 at 6PM.

Meeting adjourned at: 9:47am

Minutes compiled by: Nicole Valdovinos