



Board Attendees:

Executive Board	Officer	Present	Executive Board	Officer	Present
President	Kennya Diaz	<input type="radio"/> P	Teacher/Staff Rep #1	Katrina Gomez / Yvonne Ronquillo	<input type="radio"/> P
Vice President / Fundraising	David Lizarraras	<input type="radio"/> P	Teacher/Staff Rep #2	Dr. Pam Orozco	<input type="radio"/> A
Secretary	Lillia Vazquez	<input type="radio"/> A	Member at Large #1	Susette Thompson	<input type="radio"/> P
Treasurer	Vanessa Galvan	<input type="radio"/> P	Member at Large #2	Alexis Medina	<input type="radio"/> P
Events Coordinator	Jaclyn Wong	<input type="radio"/> A	Member at Large #3	Sitarra Ragland	<input type="radio"/> P
Volunteer Coordinator	Jennifer Martinez	<input type="radio"/> P	Membership / Community Outreach	Kameren Arias	<input type="radio"/> A

Quorum requires 2/3 voting members be present. Non-voting members listed below.

<i>Parliamentarian / SJCA Principal / Superintendent</i>	<i>Erin Shiroma</i>	<input type="radio"/> P	<i>Compliance Chairperson</i>	<i>Brian Nakamura</i>	<input type="radio"/> A
			<i>SLC Chairperson</i>	<i>Miriam Farias</i>	<input type="radio"/> P
<i>Volunteer Chairperson</i>	<i>Nicole Valdovinos</i>	<input type="radio"/> P	<i>Fundraising Chairperson</i>	<i>Vanessa Flores</i>	<input type="radio"/> P

I. Call to Order

- Time: 5:07 pm
- Number of parents in attendance: **# 8**
- Quorum present: Yes

II. Approval of Previous Minutes

- Review minutes from previous meeting - **May 12, 2025**
 - ☰ **May 2025 OPEN MEETING** corrections made to update David's last name from Lizarraras to Lizarraras. Alexis Medina motioned to approve the amended minutes and David Lizarraras second the motion. All in favor, motion carried.
- Review minutes from previous meeting - **October 08** correction made to reflect Alexis Medina compiled minutes- Jennifer Martinez motioned to approve amended minutes and Sitarra Ragland second motion to approve the minutes. All in favor, motion carried.
 - ☰ **Oct-8-2025 PTO Minutes MONTHLY OPEN Session**
- Review minutes from previous meeting - **November 04**
 - ☰ **Nov-4-2025 PTO Minutes MONTHLY OPEN Session**



- Motion to approve: Jennifer Martinez
- Seconded by: Alex Medina
- Result: Approved ▾

III. Reports

- President Update:
 - PTO self nominations coming up soon- Positions up for nomination include:
 1. President
 2. Membership and Community Outreach Coordinator
 3. Events Coordinator
 4. Volunteer Coordinator
 5. At Large Board Member #2 (Fundraising)
 - These positions have completed their two-year term and must be opened for nominations.
 - Nominations are self-nominations. Interested individuals will:
 - Submit a brief statement about themselves.
 - Identify the position for which they are nominating themselves.
 - Nominations will open in February, and voting will occur over a couple of weeks in March.
- Treasurer Update:

NOVEMBER 2025 FINANCIAL SNAPSHOT	
Bank Balances as of 11/31/2025	
Primary Checking Account	\$ 133,188.46
Secondary Checking Account	\$ 322.78
Total Balance	\$ 133,511.24
Total Deposits	\$ 12,186.89
Total Disbursements	\$ 437.50

DISBURSEMENT DETAIL

DATE	CHECK #	PAYEE	DESCRIPTION	AMOUNT
11/21/2025	1594	Monica Hajar	November Bookkeeping Services	\$ 312.50
11/21/2025	1596	Department of Justice	RRF-1 Filing Fee for 2024 CA Taxes	\$ 50.00
11/30/2025	1597	Department of Justice	RRF-1 Filing Fee for 2023 CA Taxes	\$ 75.00
Total Disbursements				\$ 437.50



President advised six grade levels have taken field trips this year. The PTO paid \$15.00 per student for each entrance and transportation. PTO funds all sports buses.

Additionally, questions have come up regarding the reasons why certain grade levels ride regular school buses while others use charter buses.

- Because SJCA is a charter school, buses are requested through West Covina.
 - If district buses are available, students get the regular yellow bus.
 - If not, PTO must charter buses from outside companies, which can be more expensive.
 - The type of bus depends on availability, not preference, and PTO covers those costs so all students can participate.
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- Vice President/Fundraising Update:
 - Thank you, parents, for your incredible support and dedication.
 - Amount raised from FunRun and Book Fair.
 - **Book Fair (Fall) Proceeds: \$7,425.99**
 - **Unity in Motion Sharks Fun Run Proceeds: approximately \$49,024.34**
 - **Upcoming Fundraisers:** Ontario Reign Event 3/14
 - See's Candy online fundraiser February 15, 2025 through March 15, 2025
-
- Secretary Update:
 - Sign-in
 - Free Dress Passes
-
- Membership Update:
 - Nothing to report
-
- Volunteer Coordinator Update:
 - Thank you parents for your support! We are currently taking names for volunteer opportunities for our carnival.
 - A post went out earlier today inviting parents to sign up to lead or join carnival committees.
 - Carnivals committees include:
 - **Sharky Entrepreneurs** (student business booths)
 - **Vendors**
 - **Performances and Entertainment**



■ **Decorations**

Parents may sign up either to:

- Be a committee lead (organize that area), or join as a supporting volunteer on a committee.

■ **Events Coordinator Update:**

● **A Heartfelt Thank You to Our Families**

We would like to share a warm and sincere **thank you** to all the parents, grandparents, and families who joined us for *Pastries With Parents*. Your smiles, energy, and love for our students helped make the event truly special. It was wonderful to see our community come together to enjoy sweet treats, explore the book fair, and celebrate the joy of reading with our children.

Your presence is what made this event such a beautiful success, and we are genuinely grateful for the time you took to be with us.

A big **congratulations to all of our raffle winners!**

Jayden C., Aidan A., Otis L., Freya M., Rory O., Kash F., Hayden P., Sebastian A., Bobby M., Robin R., Ethan K., Teresa W., Olan C., Lawrence C., Kamila S., Leila R., Koji K., Pierce, Rowyn M., Kevin D., Scarlett C., Ella H., Devon B., Parker C., Victoria C., Isabelle L., Khloe S., Vicente T., Kimora N., Austin H., Evelyn J., Meghan K., Helen W., Illiana A., Amelia K., Kit P., Delilah E., Orion, Kasey L., Ari R., Ezekiel S., Penelope R., Hayden P., Zahlee Z., Aiden K., Aurora A., Chloe K., and Jessica L.

We hope you are enjoying your new adventures with your books, cuddling with your storybook stuffy, rocking a new SJCA t-shirt or holding it all together with a reader's tote!! Your excitement added so much joy to the day.

Thank you again for helping create such a memorable and heartwarming experience for our school. We are so lucky to have such an amazing and supportive community.

● **Up Next : Carnival**

The carnival is almost here, and the fun is about to begin! Keep your eyes peeled for info & sign-ups. It's your chance to sprinkle a little magic, join the excitement, and help make this year's carnival the most unforgettable one yet!

We hope to see you on Monday, December 15th at 2pm to help start planning the carnival.



- Parliamentarian/Principal Update: **December Schedule and Compassion Theme**
- December is very busy, but there is much to be grateful for.
- The focus for the next two months is a **Core Value of Compassion**, encouraging students to give as well as receive.
 - **Recent and Current Giving Campaigns**
 - **Canned food drive** in November supports local community organizations.
 - **Card-making for seniors** students create cards that are delivered to seniors.
 - **Toy Drive** boxes around campus are collecting unwrapped toys.
 - This year's toy drive will support Delhaven Community Center, which offers after school programming, community programs, and scholarships.
 - **Sharks Cove will visit Merrill Gardens**
 - On the Monday after break, students will visit Merrill Gardens to sing for seniors.
 - This event brings visible joy to seniors, especially those with few visitors.
 - Students are encouraged to introduce themselves and step out of their comfort zones by engaging with seniors.
 - **Attendance Goal**
 - The school's attendance goal is **98.5 percent**.
 - Families are encouraged to help students show up consistently and participate in their classroom communities so the school can close 2025 strong.
- Teacher/Staff Update:
 - Nothing to report
- Members at Large Update:
 - Nothing to report
- SLC Chairperson Update:
 - I would like to thank 6,7,8 grade parents who helped with donations to have a successful first SLC week. Even with a little bit of stress everything came together.
 - Be ready next year for K, 1, 2,3,4, 5 SLC week and Teacher appreciation Look out for those dates.



- Compliance Chairperson Update:
 - Nothing to report
- Fundraising Chairperson Update:
 - Nothing to report

IV. Old/Unfinished Business:

- N/A

V. New Business to be brought before the board: During our closed meeting, we discussed the various ways PTO contributes to our community. One of these initiatives involves funding outdoor blankets for students to use in the turf area. These blankets will be accessible to all students, regardless of their grade level, who utilize the turf. The total contribution for these blankets is \$1,000.

- Ugly sweater contest, winner won a box of See's Candy.

VI. Adjournment:

- Meeting adjourned at: 6:44 PM
- Date of next meeting: **Morning Meeting on January 12____, 2026 at 8:45am**
- All meetings will be the 2nd Monday of each month unless otherwise stated.