

San Jose Charter Academy PTO Meeting Minutes



Location: Elem Cafeteria
Mar 9, 2026 @ 6:00PM

Board Attendees:

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

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

Parliamentarian / SJCA Principal / Superintendent	Erin Shiroma (Sub: Mary Spickler)	☐	Compliance Chairperson	Brian Nakamura	☐
			SLC Chairperson	Miriam Farias	☐
Volunteer Chairperson	Nicole Valdovinos	☐	Fundraising Chairperson	Vanessa Flores	☐

I. Call to Order

- Time: 6:20 pm
- Number of parents/staff in attendance: #
- Quorum present: ☐

II. Approval of Previous Minutes - No Quorum

- Review minutes from previous meeting - February 10
☐ Feb-10-2026 PTO Minutes MONTHLY OPEN Session
- Motion to approve:
- Seconded by:
- Result: ☐

III. Reports

- President Update:
 - PTO self-nominations are still open until Friday, March 13th. Interested candidates please submit a [Self-Nomination Google Form](#) found on [PTO Nominations ParentSquare post](#). Have questions? Email us

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pto@sjcharter.com or ask after our meeting. We'd love to have you join our board! Open positions:

- Events Coordinator
- Volunteer Coordinator
- Member and Community Outreach Coordinator
- Member-at-Large # 2/Fundraising

■ Vice President Update:

- Thank you Families for all your help and support!
- Ontario Reign Ticket update. Tickets emailed with food vouchers. SJCA Photo on ice, American Flag during national anthem. SJCA singing the National Anthem.
 - Sold out as of this afternoon!
- See's Candy closes 3/15
- Book Fair 4/9-4/17

■ Treasurer Update:

FEBRUARY 2026 FINANCIAL SNAPSHOT	
Total Deposits	\$ 6,149.33
Total disbursements	\$ (7,403.13)
Primary Checking Account	\$118,940.03
Secondary Checking Account	0
Total Balance	\$118,940.03

CHECK DATE	CHECK #	PAYEE	DESCRIPTION	EXPENSE AMOUNT
FEBRUARY CHECK DISBURSEMENTS				
2/6/2026	1610	Ultimate Entertainment	Carnival Attractions DEPOSIT ONLY	\$ 6,983.00
2/10/2026	1611	San Jose Charter Academy	October Field Trip Busses and Admissions	\$ 5,268.75
2/10/2026	1612	San Jose Charter Academy	May 2024 Field Trip Busses and Admissions	\$ 1,575.00
2/10/2026	1613	San Jose Charter Academy	Grade Level Promotions (\$3,000) and Renaissance Shirts (\$1,500)	\$ 4,500.00
2/20/2026	1614	Miriam Farias	Hospitality	\$ 95.32
				\$ 18,422.07

■ Secretary Update:

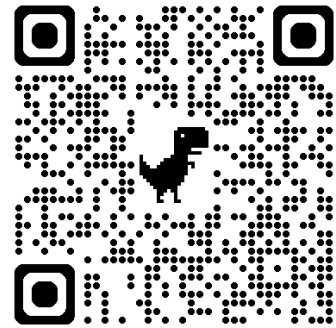
- Sign-in
- Free Dress Passes

■ Membership Update:

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- Volunteer Coordinator Update:
 - Look out for a volunteer post for carnival. We will have several volunteer opportunities for the day before carnival and the day of carnival. We appreciate all of your support!
- Events Coordinator Update:
 - Super Sharky World : *Unlock the Power Within*
Event Date: Friday, March 20, 2026 | 3:30pm – 7:00pm
 - Presale - \$20 Wristband are Live Now (Ends March 13th)
 - Scan QR Code
 - Complete Google Form
 - Pay via Square
(Link provided after form is submitted)
 - Wristband(s) distributed on the day of the carnival
 - On-campus sale of wristband on Friday, Morning and after school
 - Power Up Donation Drive (By Grade):
 - TK-1st: Pastries
 - 2nd-3rd: Juice
 - 4th-5th: Water & Flavored Water (Propel, Hint, etc.)
 - 6th-8th: Soda (Coke, Sprite, Dr. Pepper) or Sports Drinks (Gatorade/Powerade)
 - Spirit Week
 - Mon - Polkdots
 - Tues - Ocean Blue or Twin/Squad
 - Wed - Neon, Sparkly, Metallic, or Gold
 - Thurs - College Apparel
 - Fri - Super Mario Theme or SJCA gear (Carnival Day!)
- Parliamentarian/Principal Update:
 - Thank you for participating!
 - Celebration of learning coming soon - great opportunity to celebrate your children
 - State Testing follows - encourage your child to do their best on this assessment, show all that they've grown. Our kids tend to do so well supported by strong parent involvement.
 - Encourage parent volunteers to get involved and help





- Teacher/Staff Update:
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- Members at Large Update:
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- SLC Chairperson Update:
 - I would like to thank 5,4,3 last week with the donations for SLC.
 - We will be looking for more help during Teacher and staff appreciation week.
 - Coming May 4-8. This week will be hosted by K, 1, 2 grades.
- Fundraising Chairperson Update:
 - Bookfair will take place April 9th -17th (Celebration of Learning April 9th and 10th)
 - Looking for volunteers (post coming after carnival)
 - Online bookfair opens Thursday, March 12th
 - Purchase gift cards for your SJCA student
 - Support teachers by buying books from their wishlists
 - Attend **BOTH** March and April PTO meeting to get 20% off
 - \$10 gift card raffle - **Ailani Ly winner!**
 - Look out for more promotions in ParentSquare

IV. Old/Unfinished Business:

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V. New Business to be brought before the board:

- Choir/Band fundraiser Thursday, March 12th, Red Robin 20% sales back to programs
- Wed March 18th, Spring Picture Day, 2 volunteers needed 8-11am, \$10 voucher
- Carnival Friday!

VI. Adjournment:

- Meeting adjourned at: 6:41 PM
- Date of next meeting: **Monday, April 13, 2026 at 6pm in the MPR**
- All meetings will be the 2nd Monday of each month unless otherwise stated.