



San Jose Charter Academy
 PTO Agenda
 DATE October 3rd 6:00p - 7:00p
 Location: SJCA Elementary Cafeteria

Executive Board	Officer	Present	Executive Board	Officer	Present
President	Eva Generalao	Y	Room Parent Coordinator	Esperanza Luna	Y
1 st Vice Pres. Fundraising/Sponsorships	Mary Hernandez	Y	Events Coordinator	Angie Armendariz	Y
2 nd Vice Pres. Membership/Publicity	Annette Coronado	Y	Parliamentarian/SJCA Executive Director	Erin Shiroma	Y
Secretary	Vanessa Castañeda	Y	Teacher/Staff Rep	Cassie Schaefer	Y
Treasurer	Ana Ulloa	Y	Teacher/Staff Rep	Kim Salamone	Y
Member at Large #1	Magda Gomez	Y	Member at Large #2	Diane Sanchez	Y

1. Meeting Called to Order - **6:05 pm**
2. Quorum present: **YES**
3. Review minutes from - May 9th and September 6th **with corrections**
4. Reimbursements/Disbursements:
 - a. Robert Bontrager - \$400/Laser Tag
 - b. Stonez R.V.G-\$400/Video Game Truck
 - c. Ruben Soria-\$200/DJ
 - d. Cheer-\$483/Nacho Sale (Carnival)
 - e. 399 Pizza Co-\$889.99
 - f. Party Pronto-\$2730.29
 - g. Party City-\$64.99
 - h. Cassie Schaefer - **Snapchat Geo-filter** - \$78.18
 - i. Action Designz - \$1,115.50 (8th grade T-shirts & Sweatshirts)
 - j. **Vanessa Castaneda - \$116.28 Sharky Costume and safety vests**

Annette motioned to approve reimbursements/disbursements; Mary seconded.

All in Favor: Aye 11 - Nay - 0 - Abstain - 0.

5. President Update:
 - a. Teacher Rep **#2** -Kim Salamone **appointed by teachers**
 - b. Volunteer Pasta Bar Lunch 10/07 - **as a thank you to all our volunteers**
 - c. Carnival - **Very successful**
6. 1st Vice President Fundraising/Sponsorships Update:
 - a. Fall fundraiser - Cheesecake Update - **November 10th information will be given out. Cheesecakes will be delivered December 14th & 15th.**



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- b. T-shirt Sale - Movie Night 10/21 - **Pre-order for Kinder parents only (40) have been picked up. We will have a sale from 6:00 - 7:30pm on Movie Night. Vanessa, Diane and Angie will work shirt sales.**
- c. **Movie Night:**
 - i. **Ana, Cassie, Annette, Kim will be working the cash boxes for movie night**
 - ii. **Eva and Magda will work the hot dogs**
 - iii. **Angie will help with volunteers and being a runner to support team**
 - iv. **Once tshirt sale closes we will disburse to help out other areas.**
7. 2nd Vice President Membership/Publicity Update:
 - a. Membership - **607 out of 816. 74% of school has signed-up which is awesome.**
 - b. Bonus Bucks at Carnival - **279 bonus bucks at Carnival and sign-up 119 additional families.**
8. Treasurer
 - a. Carnival Budget - **Net Profit \$13,075.26**
9. Room Parent Coordinator Update:
 - a. Room Parent Orientation October 17 @ 8:15am - **coffee and donuts will be served. We will have a room parent meeting each term.**
10. Events Coordinator Update:
 - a. Carnival updates - **survey for parents to see what they thought. We should really try to work on subcommittees to help with pre-planning.**
 - b. Movie Night - **Halloween movie possibly**
 - c. Casino Night (Budget) - **we need to determine a budget by the end of the month**
 - i. **Azo Wine Bar - We need to determine the capacity. This venue maybe too small.**
 - ii. **Hurst Ranch - Still waiting on them to give us a confirmation**
 - iii. **other possibilities: City of Industry Rodeo Area; Forest Tenent - Tenent Foundation**
11. Parliamentarian/SJCA Executive Director Update:
 - a. National Blue Ribbon Award - **This is our 2nd award and we will have a celebration on November 16th. There is a Tribune article coming out soon.**
 - b. Leader in Me Kick Off - **We went over students roles in classroom and we are kick this off this month.**
 - c. Bully Prevention Month - **We will be showing a series of videos and activities for the kids.**
 - d. Edlio Photo Shoot - **We still need bios from the board. Erin will send out a format for us to work from.**
12. Any Unfinished Business:



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a. We need to approve Ravinna's invoice of \$904.00

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

a. Carnival Survey - Vanessa would like to propose sending the following survey to all families at SJCA.

i. <https://www.surveymonkey.com/r/TNLS8QR> **Erin suggested we use Qualtric which the school has an account for. Vanessa will send questions to Erin.**

14. Date of next meeting: All meetings will be the second Monday of each month unless otherwise stated. Our next meeting is Monday, November 7th.

Meeting adjourned at: **7:27 pm**

Minutes compiled by Vanessa Castañeda, PTO Secretary