



# San Jose Charter Academy

## PTO Agenda

January 14, 2015 ~ 6:30pm-7:30pm

Location: Cafeteria

Executive Board	Officer	Present	Executive Board	Officer	Present
President	Eva Generalao	Y	Room Parent Coordinator	Nikki Lee	Y
1 <sup>st</sup> Vice Pres. Fundraising/Sponsorships	Jorge Diaz	Y	Events Coordinator	Melody Alvarado	N
2 <sup>nd</sup> Vice Pres. Membership/Publicity	Annette Coronado	Y	Parliamentarian	Dr. Denise Patton	Y N
Secretary	Vanessa Castañeda	Y	Teacher/Staff Rep 1	Cassie Schaefer	N
Treasurer			Teacher/Staff Rep. 2	Ivonne boomer	Y
Member at Large 2 yr. Term	Mary Hernanadez	N	Member at Large 1 yr. Term	Merci Rodriguez	Y

### I. Call to Order - 6:33p

#### II. Minutes

A. Review of minutes from 10/08/14 -5 min. - **We did not have last meeting notes so these were not approved.**

B. Approval of minutes (Board Approval) - 5 min.

#### III. Officers' Update

A. President's Update: ~ 25 minutes

##### 1. Reimbursments:

Jennifer Henry (3rd Grade Teacher Time, Carnival)- \$31.22

Denise Patton ( Golf Tourney- Technology )- \$2,155.24

Pati De La Torre ( 6th Grade Teacher Time, Carnival)- \$59.75

Kerri Cooper (8th grade Teacher Time, Carnival)- \$131.97

Cassie Schaefer (4th grade teacher Time, Carnival)- \$227.71

San Jose Charter Academy ( PTO room shelving)- \$536.96

Ravinna Guzman (Book fair Morning Events, Pastries Breakfast Items,Teacher Lunch)-\$489.80

Eva Generalao (Donors Choose, 1st grade Mrs. Lopez iPads) - \$446.08

Eva Generalao (Carnival, Prizes, Canopies, Wristbands, Carnival Food) - \$1,331.42

Eva Generalao ( Book Fair, Pastries, Juices, etc,)- \$283.58

Eva Generalao ( Teacher Lunch Book Fair) - \$166.57

Eva Generalao ( Teacher Attendance Gift Cards Sept- October)- \$90.00

Eva Generalao ( Teacher Time, Carnival 1st Grade) -\$62.41

Eva Generalao ( Membership, Mrs. Pate Pizza Party) - \$16.50

Melanie Neilson (Uniforms) - \$66.00

Alejandra Oliva (Uniforms) -\$76.00

Annika Wotherspoon (Uniforms) -\$22.00

Denise Patton (Golf Tourney - Technology Fund) \$1558.79

Maritza Islas (Uniforms) - \$22.00



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Discussion on teacher time for next years carnival. Teacher time should reflect the amount raised.

Kiwanas will be splitting the book keeper cost for the Golf Tournament

Reviewed and Approved all reimbursments - Annette motioned and Nikki 2nd. All in favor - 8 Aye - 0 Nay - 0 Abstain

Add Nikki Lee reimbursment \$100

Approved - Jorge motioned and Annette 2nd. All in favor - 8 Aye - 0 Nay - 0 Abstain

2. Book Fair Updates: ~ 5 min.

Book Fair Sales - cash and check \$8,672.29 Credit \$5,108.00 - 8 bounced checks which are in the process of trying to collect funds. It was a great success.

The next book fair is March 9-13. Set-up day will be March 4th. Melody will be meeting with scholastic rep to organize teacher preview lunch.

3. Cheesecake Fundraiser Updates: ~5 min.

Cheesecake fundraiser raised \$11,164.05.

4. Limo Lunch Update: ~ 5 min.

We have 50 kids for limo lunch. We will be contacting Lazy Dog to make arrangements for special lunch. Dates will be February 24 - 25 - 26.

5. Uniform Update: ~5 min.

We will begin using Action Design. We will have a table during the celebration of learning to show off product and possibly take orders.

B. 1st Vice President's Update: (Fundraising) ~ 5 min.

Popcornopolis fundraiser starts February 20th. Jorge will be contacting them to make arrangements.

Prizes will be given to teacher-class-individuals. Prizes TBD.

C. 2nd Vice President's Update: (Membership) ~ 5 min.

No update

D. Executive Director's update: ~ 10 minutes

1. Golf Tournament - Monday, September 28th at Covina Country Club. We are currently looking for sponsors.
2. Celebration of Learning

Thursday, February 12th 5:00p - 7:00p

E. Event Coordinator Update: ~ 5 minutes



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We are looking at budget to fund all field trips.

F. Room Parents Coordinator Update: ~ 5 min

No Update

G. Treasurer's Report (Board Approval) ~10 minutes

1. Account balance and reports
2. NSF Checks and Fees

Review and Approval of Treasurer's report.

V. Date of next meeting is Wednesday , February 11th, 2015 at 6:30pm (Board Discussion) ~5 minutes

Due to scheduling issues, meeting has been moved to Monday, February 2nd, 2015 at 6:30p.

. Any new business to be brought before the board (Open Discussion) ~10 minutes

Meeting closed at 7:36p