



San Jose Charter Academy
 PTO Agenda
 March 6, 2013 ~ 5:30pm–6:45pm
 Location: Cafeteria

Executive Board	Officer	Present	Executive Board	Officer	Present
President	Liz Bradbury	Y N	Room Parent Coordinator	Mary Hernandez	Y N
1 st Vice Pres. Fundraising/Sponsorships	Stefany Villegas	Y N	Events Coordinator	Vacant	Y N
2 nd Vice Pres. Membership/Publicity	Annette Coronado	Y N	Parliamentarian	Dr. Denise Patton	Y N
Secretary	Selena Robledo	Y N	Teacher/Staff Representative #1	Kristina Jackson	Y N
Interim Treasurer	Ravinna Guzman	Y N	Teacher/Staff Representative #2	Pati de la Torre	Y N
Board Member	Theresa Alvarez	Y N			

1. Call to Order

2. Minutes

a. Review of minutes from 2/06/2013 ~ 5 minutes

1. Approval of minutes (**Board Approval**)

3. Officers' Update

a. President's Update ~ 5 minutes

1. Box Tops Results
2. Shoparoo
3. Reimbursements (**Board Approval**)
 - a. Ravinna Guzman (Churros)
 - b. Rachel Mendoza (SFA Café)
 - c. Harptoons (cartoon book)
 - d. Liz Bradbry (limo lunch)

b. 1st Vice President's Update (**Disbursement of Information**) ~ 5 minutes

1. Limo Lunch update
 - a. Coin Drive for February results
 - b. Chuck E. Cheese
 - c. Post cards
 - d. other

c. 2nd Vice President's Update (**Nothing to report**)

d. Treasurer's Report (**Board Approval**) ~20 minutes

1. Reconciliations of accounts
2. Account Balance
3. Update on Balance

4. Executive Directors Update (Disbursement of Information) ~5 Minutes

1. Golf Tournament

5. Committee Reports (Disbursement of Information) ~25 Minutes

1. Book Fair
2. Walk-a-Thon – April 12, 2012
3. Movie Night – April 25, 2013
4. Carnival – May 17, 2013
5. Golf Tournament – July 22, 2013

7. Discuss date of next currently scheduled to be held on Thursday April 11, 2013, but possibly change to Wednesday, April 10, 2013 at 5:30pm (Board Discussion) ~5 minutes

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

9. Adjournment (Board Approval)