



San Jose Charter Academy
 PTO Agenda
 February 6, 2017 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 |
| 1st Vice President Fundraising/Sponsorships | Mary Hernandez | Y | Events Coordinator | Angie Armendariz | Y |
| 2nd Vice President 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 |
| At-Large Member #1 | Magda Gomez | Y | At-Large Member #2 | Diane Sanchez | Y |

1. Meeting Called to Order - **6:12 pm**
2. Quorum present: **Yes**
3. Review minutes from: January 9th - **Approved**
4. Reimbursements/Disbursements: **None**
5. President Update:
 - a. Taxes for 2016 - **Taxes will be done for May 2015 to current**
 - b. Field Trips - **PTO budgeted \$10 per student for all field trips. Kinder has an additional \$2 fee for the Pasadena Kidspace. Approval from the board is needed for the additional \$2 for kinder field trip.**
 - c. Dates for Cultural Awareness Day - **May date needed for this event this year. Next year, discuss possibly adding events to carnival; need date for Carnival.**
 - d. PTO Newsletter - **Establish a parents newsletter about what is going on in PTO.**
 - i. **Ideas include:**
 1. **Adding the Amazonsmile details**
 2. **Monthly overview of events happening**
 3. **Fundraising updates**
 4. **Budget**
 - e. BJ Fundraiser total - **\$583.40 in profit from fundraiser, which will benefit the Leader & Me program.**
 - f. Snack Friday - January 20th total - **\$300 in profit. Order was cut down to 300 churros due to rain. Discussed a healthy alternative to "snack friday" instead of sugary treats. Free Dress pass for \$1 as a possible alternative.**
 - g. Coin Drive Total - **\$3,762.02 in profit - 3rd grade won the overall funds collected**

Mary motioned to approve \$2 for kinder parents so kinder kids can go on field trip to Kidspace. Magda seconded - All in Favor: Aye 11 - 0 - 0



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6. 1st Vice President Fundraising/Sponsorships Update:
 - a. Limo Lunch - post details - **Limo was late on arrival, which was out of Mr. Rice's control. He will not be using the same company next time and apologized for the delay. One child did not attend, but was given a plush toy for the error and will go on the next one.**
 - b. **Snack Friday - February 23rd or 24th - we will try free dress for \$1.**
 - c. See's candy update - **Easter items - free delivery suckers and Easter candy is at 50% profit; Chocolate is at 20% profit. Distribution and sorting is the school's responsibility. We will pass on See's this year.**
 - d. Cutlery fundraiser update - **Not profitable**
 - e. Pacific Fundraiser - **Spring fundraiser - 40% profit, most items are \$6. We will proceed with this fundraiser for spring.**

7. 2nd Vice President Membership/Publicity Update: **See attached handout**
PTO membership is going strong.
 - a. Membership Update - **77% participation schoolwide - 13% increase in JA and 5% increase in elementary over same time last year**
 - b. Election Information - **Nomination forms are ready to go out. The Board positions that are open are: 1st President Fundraising & Sponsorship, Secretary, Treasurer and At-Large Member #1**

8. Treasurer
 - a. January monthly report - **Starting balance \$68,309.83 and ending the month with \$52,805.33. Big part is check 404 cleared for \$7,500 for the golf tournament. PTO kept \$2,500 which will go to technology fund. Monthly statement will be revised and handed out at next meeting.**

9. Room Parent Coordinator Update:
 - a. Room Parent Term 2 **meeting - 22 parents attended.**
 - i. **Parents would like to see:**
 1. **More restaurant fundraisers - at least once a month.**

10. Events Coordinator Update:
 - a. Father-Daughter Dance updates - **Setup will begin at 1:30. Still working on the best location due to large attendance. Canopies are ordered as well as tables and chairs. Food has also been ordered. Giveaways are being worked on.**
 - b. Budget - **Revised budget is needed for up to \$8,000.**

Annette motioned to approve revised budget of up to \$8K for father/daughter dance. Angie seconded. All in Favor: Aye 11 - 0 - 0



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11. Parliamentarian/SJCA Executive Director Update:

- a. Recycle Wars Update - **JA collected 56,952 bottles in 1 week. Kids were really into recycling.**
- b. Teacher Time activities - **At Celebration of Learning there will be teacher time activities that will be sold for \$1 an entry in a raffle for the given grade.**
- c. Celebration of Learning Cafeteria Carousel - **Video of Leader in Me will be playing in elementary cafeteria as well as the teacher time raffle opportunities.**
- d. **5th grade letter - handout attached. A concerned 5th grade student sent Mrs. Shiroma a request to consider offering other types of events, such as a tea party for mothers and daughters, a mother and son hoedown, or a father and son action movie night, to be considerate to those young ladies that do not have a father in their lives or boys without mothers. This particular student did have a father, but wrote this letter about being sensitive to those that do not.**

12. Any Unfinished Business:

- a. Stitchmania update for polos - Annette - **The cost is \$12 each embroidery (1 - 4 pieces), if you take your own polos to them. If polos are purchased through Stitchmania, assuming they are the same style as that used for band and choir, the cost is \$16, including the embroidery; \$18 for 2X and up.**
- b. Update PTO notes to school website - Vanessa - **Sent note to Mr. Cabera.**
- c. Hawaiian Ono dates - April 25th & 26th - W9 needed to confirm - **Eva volunteered to do this and set the dates.**

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

- a. **Tshirt sale at Celebration of Learning - PTO Board will sell shirts**
 - i. **4:00 - 5:00 - Annette, Eva and Angie**
 - ii. **5:00 - 6:00 - Mary, Ana and Vanessa**

14. Date of next meeting: All meetings will be the second Monday of each month unless otherwise stated. Our next meeting is Monday, March 6, 2017

Meeting adjourned at: **8:00 pm.**

Minutes compiled by Vanessa Castañeda, PTO Secretary

**Attached Below handouts: Membership and 5th grade letter



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SJCA PTO Membership by % Achieved - As of 2.6.17

| ELEMENTARY | | | | | | |
|------------|-------|------------|-----------|--------------|---------------------|--|
| Teacher | Grade | Class Size | Signed Up | Still Needed | % Achieved by Class | |
| Leahy | 5 | 34 | 32 | 2 | 94% | |
| Pate | 3 | 23 | 21 | 2 | 91% | |
| Schaefer | 4 | 34 | 31 | 3 | 91% | |
| Fish | K | 22 | 20 | 2 | 91% | |
| Tombrello | 2 | 22 | 20 | 2 | 91% | |
| Velarde | 2 | 22 | 20 | 2 | 91% | |
| Henry | 3 | 22 | 20 | 2 | 91% | |
| Dickenson | K | 22 | 19 | 3 | 86% | |
| Patterson | 4 | 34 | 29 | 5 | 85% | |
| Prado | 5 | 34 | 29 | 5 | 85% | |
| Phan | TK | 24 | 20 | 4 | 83% | |
| Plante | 5 | 34 | 28 | 6 | 82% | |
| Carter | K | 22 | 18 | 4 | 82% | |
| Boomer | 1 | 22 | 18 | 4 | 82% | |
| Segura | 2 | 22 | 18 | 4 | 82% | |
| Soto | 3 | 22 | 18 | 4 | 82% | |
| Valverde | 4 | 34 | 27 | 7 | 79% | |
| Salamone | 1 | 23 | 18 | 5 | 78% | |
| Quezada | K | 22 | 17 | 5 | 77% | |
| Salazar | K | 22 | 17 | 5 | 77% | |
| Ramirez | 1 | 22 | 17 | 5 | 77% | |
| Gamboa | 2 | 22 | 17 | 5 | 77% | |
| Najera | 4 | 34 | 26 | 8 | 76% | |
| Cuevas | 5 | 34 | 26 | 8 | 76% | |
| Malana | 3 | 23 | 17 | 6 | 74% | |
| Tackberry | K | 22 | 16 | 6 | 73% | |
| Radford | 1 | 22 | 16 | 6 | 73% | |
| Garcia | 3 | 22 | 16 | 6 | 73% | |
| DeRego | 1 | 22 | 15 | 7 | 68% | |
| Gervacio | 1 | 22 | 15 | 7 | 68% | |
| Pinto | 3 | 22 | 15 | 7 | 68% | |
| Alvirez | 2 | 22 | 14 | 8 | 64% | |
| Armenariz | 2 | 22 | 13 | 9 | 59% | |

| JUNIOR ACADEMY | | | | | | |
|----------------|-------|------------|-----------|--------------|---------------------|--|
| Teacher | Grade | Class Size | Signed Up | Still Needed | % Achieved by Class | |
| de la Torre | 8 | 33 | 33 | 0 | 100% | |
| McLellan | 6 | 34 | 28 | 6 | 82% | |
| Cooper | 7 | 34 | 28 | 6 | 82% | |
| Leahy | 6 | 34 | 25 | 9 | 74% | |
| Woo | 6 | 34 | 25 | 9 | 74% | |
| Schreck | 8 | 34 | 24 | 10 | 71% | |
| Sherred | 7 | 33 | 23 | 10 | 70% | |
| Kinnoin | 8 | 33 | 22 | 11 | 67% | |
| Carrera | 7 | 34 | 19 | 15 | 56% | |
| Tang | 7 | 34 | 19 | 15 | 56% | |
| Garcia | 8 | 33 | 18 | 15 | 55% | |
| Milman | 6 | 34 | 18 | 16 | 53% | |

| | # Students | Signed Up | Still Needed | % Achieved |
|--------------|-------------|------------|--------------|------------|
| Elementary | 827 | 663 | 164 | 80% |
| Jr. Academy | 404 | 282 | 122 | 70% |
| TOTAL | 1231 | 945 | 286 | 77% |

Membership figures are fabulous, with an 8% increase over this time last year - a 5% increase for Elementary and a whopping 13% increase for Junior Academy!

We have one Jr. Academy class at 100% membership, earning their 100% PTO Party, with pizza, ice cream, and free dress! There are several classes that need the families of two students to join PTO to earn their 100% PTO Party!

Thank you to the teachers and families for their support of our classroom PTO membership drive!



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|--------------|-------|------------|-----------|--------------|---------------------|------------------------|--|--|--|
| Teacher | Grade | Class Size | Signed Up | Still Needed | % Achieved by Class | % Achieved Grade Level | | | |
| Fish | K | 22 | 20 | 2 | 91% | | | | |
| Dickenson | K | 22 | 19 | 3 | 86% | | | | |
| Phan | TK | 24 | 20 | 4 | 83% | | | | |
| Carter | K | 22 | 18 | 4 | 82% | 81% | | | |
| Quezada | K | 22 | 17 | 5 | 77% | | | | |
| Salazar | K | 22 | 17 | 5 | 77% | | | | |
| Tackaberry | K | 22 | 16 | 6 | 73% | | | | |
| Boomer | 1 | 22 | 18 | 4 | 82% | | | | |
| Salamone | 1 | 23 | 18 | 5 | 78% | | | | |
| Ramirez | 1 | 22 | 17 | 5 | 77% | | | | |
| Radford | 1 | 22 | 16 | 6 | 73% | 74% | | | |
| DeRego | 1 | 22 | 15 | 7 | 68% | | | | |
| Gervacio | 1 | 22 | 15 | 7 | 68% | | | | |
| Tombrello | 2 | 22 | 20 | 2 | 91% | | | | |
| Velarde | 2 | 22 | 20 | 2 | 91% | | | | |
| Segura | 2 | 22 | 18 | 4 | 82% | 77% | | | |
| Gambao | 2 | 22 | 17 | 5 | 77% | | | | |
| Alvidrez | 2 | 22 | 14 | 8 | 64% | | | | |
| Armenandariz | 2 | 22 | 13 | 9 | 59% | | | | |
| Pate | 3 | 23 | 21 | 2 | 91% | | | | |
| Henry | 3 | 22 | 20 | 2 | 91% | | | | |
| Soto | 3 | 22 | 18 | 4 | 82% | 80% | | | |
| Malana | 3 | 23 | 17 | 6 | 74% | | | | |
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| Patterson | 4 | 34 | 29 | 5 | 85% | 83% | | | |
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| Leahy | 6 | 34 | 25 | 9 | 74% | | | | |
| Woo | 6 | 34 | 25 | 9 | 74% | 71% | | | |
| Millman | 6 | 34 | 18 | 16 | 53% | | | | |
| Cooper | 7 | 34 | 28 | 6 | 82% | | | | |
| Sherred | 7 | 33 | 23 | 10 | 70% | 66% | | | |
| Carrera | 7 | 34 | 19 | 15 | 56% | | | | |
| Tang | 7 | 34 | 19 | 15 | 56% | | | | |
| de la Torre | 8 | 33 | 33 | 0 | 100% | | | | |
| Schreck | 8 | 34 | 24 | 10 | 71% | | | | |
| Kinnoin | 8 | 33 | 22 | 11 | 67% | 64% | | | |
| Garcia | 8 | 33 | 18 | 15 | 55% | | | | |

| | # Students | Signed Up | Still Needed | % Achieved |
|--------------|-------------|------------|--------------|------------|
| Elementary | 827 | 663 | 164 | 80% |
| Jr. Academy | 404 | 282 | 122 | 70% |
| TOTAL | 1231 | 945 | 286 | 77% |

5th grade is in 1st place, but 4th and Kinder are close behind. The race is on!
Will this be the first school year that we have an entire grade level hitting 100% PTO membership?!



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Dear,

Mrs. Sherowma this is Victorica Virgen I am in 5th grade, room two. I writing to you because some girls do not have dads to do the father and daughter dance so the school should make a tea party for the mothers and daughters. Also for the boys that do have fathers to spend time with the school can make a mother and son hoo down. One last thing for the boys that do not have mothers to take to the hoo down the school can make a father and son action movie night.

P.S. Sorry if I
wrote you
name wrong

Sincerely,

