



San Jose Charter Academy  
 PTO Agenda  
 January 8, 2014 ~ 6:00pm-7:00pm  
 Location: Cafeteria

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

I. Call to Order

II. Minutes

- A. Review of minutes from 11/06/13 ~ 5 minutes
- B. Approval of minutes (Board Approval)

III. Officer's Updates

A. President's Update ~ 10 minutes

1. Reimbursements (Board Approval)

- a. Darlene Quezada and Veronica Gervacio (To be approved to spend an amount up to a total of \$245 each for classroom materials. Funds were donated by a parent to be used by these two teachers)
- b. Farmscape \$800.00
- c. Mugshots (carnival) \$630.00
- d. Bus (After School Sports) \$163.80
- e. Bus (After School Sports) \$327.80
- f. Bus 2nd Grade Field Trip \$1383.75
- g. Action Designz JA Tshirts \$4262.99
- h. Red Dot Uniforms \$1065.31
- i. Pacific Fundraisers \$16,197.25
- j. April Valle (Cheesecake refund) \$155.00

- 2. Possible changes to PTO Event Calendar
- 3. Room Parent meeting update (We have not had a meeting, so at this point Mary will make sure that all classes have a room parent and that room parents have the info they need from families. If they do not, she will help them acquire it.)

B. 1st Vice President's Update ~ 5 minutes

- 1. Upcoming Family Nights
- 2. Upcoming Fundraisers
- 3. Yogurt Land Results
- 4. Cookie Dough Results



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C. 2<sup>nd</sup> Vice President's Update ~ 5 Minutes

1. Membership Update

D. Executive Director's update ~ 10 minutes

1. Golf Tournament

E. Event Coordinator Update ~ 5 minutes

1. Committee updates

2. Book Fair Events Turn-Out

F. JA Teacher Rep. Updates ~ 5 minutes

1. Uniform Loaners

2. Teen Biz Incentives

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

1. Account balance and reports (November and December)

V. Date of next meeting is Wednesday, February 5, 2013 at 6:00pm (Board Discussion) ~5 minutes

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