

## EXECUTIVE BOARD

Board Members:	Communications: Erin Shellenberger
President: Ruben Ruiz	Fundraising Chair: Victoria Saadati
Secretary: Suzy Maraboto	Programs: Mari Contreras
Treasurer: Marisa Lopez	Parliamentarian: Michele Engelbach
Membership: Michiko Furukawa	Community Events: Veronica Zarate
Historian: Emely Arrellano	Parent and Student Representatives
School Representatives: Heather Gout, Brenda Goodson, Mrs. Hale	

## GENERAL ASSOCIATION MEETING MINUTES

January 10, 2018

- 1) Meeting call to Order by Ruben at 7:22am. Pledge of allegiance to the Flag was said.
- 2) Minutes of last Meeting- Suzy- Minutes were read. Amendment to paragraph 13 was made to reflect Ms. Hale made motion to approve the nomination committee members. Suzy made motion to files minutes as read and amended. Michelle second the motion. Everyone in favor. Motions adopted and filed.
- 3) Treasurer's Report- Marissa- Report reflects November and December 2017 period. See attached report. Marissa went through the report. Marissa explained some checks had to be re-issued as the bank froze our account. It took several trips and information to unfreeze it, but checks that were attempted to be cashed during that period, failed and needed to be re-issued. She has entered the voiced checks for tracking purpose and to comply with Auditor's request. She also added a section for checks not cashed yet. Ms. Evans made motion to ratify checks listed on the report. Michelle second the motion. There was not discussion. Everyone was in favor and motion was adopted.

Ms. Evan's asked if Marissa could bring report to meetings with three columns. One with allocated amounts in the budget, one with amount already spend for line item, and one with projected incomes so that we can see if we are overspending, what still is pending, vs actual, vs actual vs projected. Marissa will bring that for the next meeting.
- 7) Ms. Evans requested we move to item 7 as she had to leave. She stated that there is a possibility that we will have to move locations. Some people may be aware already if they participate in SAAC. Other community members already know, but our teachers have requested the PV district's request not to share the information. Charter schools have to apply to facility under prop 39. In the past, PV School District would grant us multiple years contract. The last few years, we go through the process yearly. They have been anticipating that given the increase housing development that they may need to use the campus. They have told us they do not intent on renewing our stay. They will tell us what location we can have on February 1, 2018. We think both campuses will become one. Like all moves, this may be difficult and emotional for people, but it can also be exciting. We may lose some students and gain others.
- 4) Fun Run Update/Electronic Pledges- Michelle- Michelle researched three different programs. First one is one that is used by many PTS association. They charge the highest at 15% and there were some issues with customer service. She would like to go with Pledge Star. They are local to California, used by some PTSA in Camarillo, have the lowest rate, no charge for manual pledges, and have been very

## EXECUTIVE BOARD

### Board Members:

President: Ruben Ruiz

Secretary: Suzy Maraboto

Treasurer: Marisa Lopez

Membership: Michiko Furukawa

Historian: Emely Arrellano

School Representatives: Heather Gout, Brenda Goodson, Mrs. Hale

Communications: Erin Shellenberger

Fundraising Chair: Victoria Saadati

Programs: Mari Contreras

Parliamentarian: Michele Engelbach

Community Events: Veronica Zarate

Parent and Student Representatives

helpful. The president was on the phone. They charge 7% up to \$695, and an additional fee for credit card transactions. No % has to be provided for manual pledges; just for the ones done online. She believes that they also offer the possibility of the donor paying the service charge fee, instead of us paying. It's up to the donor. If we proceed with electronic pledges, would the percentage paid to the company be discounted from the child's pledge amount as it relates to prices? No. Suzy made motion to approved adding and releasing funds not to exceed \$695 to go ahead and participate in electronic pledges for the Fun Run. Michelle second the motion. No discussion. All in favor and motion was adopted.

5) Question was raised as to what the procedure is to get teachers paid for their supplies. Ms. Evans meets with Stacey and they figure how much teachers have spent on supplies. Then she submits invoice to PTSA and PTSA reimburse the school. Ms. Hale and Ruben will meet to discuss procedure. Procedure will be shared with teacher and they can submit their proposal for the grant money. They will bring back the procedure and the proposals for review by the board and at that time we can release funds.

6) Ballet Folklorico- Suzy – Folklorico is getting their costumes ready for picture day. Suzy made a motion to release fund to cover Ballet Folklorico not to exceed \$2,388.00. Michelle second the motion. No discussion. All in favor. Motion adopted.

7) Staff Report- Make sure to submit poster request to leadership for the Fun Run.

8.) Covered already by Ms. Evans.

9) Next Meeting- Discussion regarding having the meeting at 8:15 am instead of at 7:15am. Ms. Hale suggested connecting it with some kind of presentation by the kids to encourage parents to attend. If meetings held at 8:15am, in order to have teachers attend they will need a sub. Motion was made by Suzy to release funds not to exceed \$150 to pay for teacher subs. Michelle second the motion. No discussion. All in favor. Motion adopted. Ms. Hale will have Sandy put in request for Ms. Goodson and Mrs. Gout.

10) Meeting adjourn at 7:59am.