

Santa Clara High School PTO Meeting
Monday, October 1, 2018
6:00PM Library

Meeting Minutes

1. Welcome/Opening Prayer

- Introductions of all attendees

2. Reading of the Minutes (Sept 11, 2018)

- Read by Carlo Braza
- Corrections:
 - Principal's Report – Golf Tournament (not auction) raised \$7,500; Vice Principal's Report – correction under cheer team, SCHS cheer program is classified as "Sideline Cheer" by CIF (1st level)
 - *Motion: 1st Karen Scott; 2nd Ana Lugo*
 - Can minutes be posted on the website? Yes, they can be posted on the PTO website
 - **Action Items: Mrs. Mullen will post finalized Agenda and Minutes to website. C. Braza to coordinate with A. Lugo and Mrs. Mullen about PTO Board's school e-mail account**
- Follow-up Discussion on School Safety by Mr. Guzman
 - Previous minutes reflected options that have been explored
 - Campus Safety Officer Position and YouTube Safety Video – suggested as an idea
 - Commander Eduardo Miranda completed a school safety in-service to freshmen; focus was on cyber-bullying and social media consequences. The plan is to schedule the same in-service to other grade levels in the near future.

3. Follow-up Items from last meeting

- New fundraising ideas: eScrip, Amazon Smile Program
 - Amazon Smile program: Administrator Account
 - **Action Item: Mrs. Mullen will follow-up**
 - eScrip
 - Communication Plan to parents; admin partner will be Mrs. Mullen and Mr. Guzman; funds earned via eScrip can be used toward family fundraising goals
 - **Action Item: Callie Juarez to follow-up**
 - Motorized gate
 - Being looked into by Mr. Guzman
 - **Action Item: Keep as a follow-up item per Mr. Guzman**
 - Grandparent Gate duty
 - YES – approved for gate duty during school hours only; use SignUpGenius
 - PTO can send e-mail communication directly to parents, however, all emails would need to be approved by Mrs. Mullen and Mr. Guzman
 - SAT Prep Class in School
 - Parent suggested donation of SAT books; solicit from senior parents in Spring
 - **Action Item: Keep as a follow-up item**
 - College/Career Hosting in School
 - Completed – individual colleges have and are scheduled to campus: University of the Pacific, CSUCI, UCSB and Grand Canyon University, Open to Juniors and Seniors – sign up via Naviance
 - Still working on College/Career Night
 - Students at SCHS have opportunity to attend OUHSD college nights
 - Karen Scott noted that FREE tutoring is available, provided by CSUCI for all grades at Bethel AME Church
 - **Action Item: Karen Scott will provide flyer to school**
 - Print Card for Students
 - To give students ability to print documents (e.g., homework) in school
 - Current school printers do not have the capability
 - **Action Item: Keep as a follow-up item per Mr. Guzman**

4. Reports

- Treasurer's Report - N/A

- Principal's Report
 - Happy Homecoming Week! Today was Dapper Day!
 - Encourage parents to connect via social media: Twitter, Instagram, Facebook
 - Student of the Month based on SAINT: Bella Abbatoye
 - Teacher of the Month: Ms. Cathy Alcala for September
 - VIRTUS training: <https://virtusonline.org/virtus/>; 3-hour program; focus is on student safety; certification is good for 4 years; re-certification is 1.5 hours; contact local parish or go to website to register; must be VIRTUS-certified if working with students or driving them to events; Mr. Guzman will try and schedule a session at SCHS
- Vice Principal's Report
 - Gave an update on upcoming sporting events, homecoming, WASC preparation and professional development for teachers (technology in classroom)
 - Question regarding Sports Fees: Parents are requesting transparency regarding sports fees and fundraising
 - **Action Item: Mr. Guzman will request Athletic Director to attend next meeting**
- Assistant Principal's Report
 - Gave an update on PSAT, midterm schedules, STAR testing
 - Haunted House: takes place in the Annex, October 27-28 and 31st; runs from 7:00-10:00pm; 800 people came through it last year; the Pennington family brought it here (used to do it at their house); \$5 entrance fee
- Development Director's Report
 - Gave an update on Hall of Fame dinner, meeting October 10th 6:00 pm; \$50 minimum family fundraisers for Hall of Fame; Nov 30th at River Ridge Golf Club 6:00pm-9:00pm; each class will have a class basket – parents will be contacted by class moderator
 - Bingo mandatory hours: 5 hours per semester; SignUpGenius currently full but can email Mrs. Mullen if you want to schedule hours; hours due December 20th – 1st semester and April 30th – 2nd semester; account will be charged for no shows if no notice given (24-hour notice required to avoid no-show charge)
 - **Action Item: Mrs. Mullen will send out e-mail clarifying parent hours and mandatory fundraising**

5. Ongoing Business

- Oxnard Christmas Parade: Hall of Fame is the night before; theme: "Making spirits bright" - need PTO to put the float together the night before
 - **Action Item: C. Braza to discuss with PTO board and set up an Oxnard Christmas Parade Committee meeting**
- Restaurant fundraisers: can book 2x/month; need to coordinate with ASB; Panda Express; Sharky's, Toppers, BJ's Brewery, Chipotle (need to use new locations), In-n-Out Burger (A. Lugo requested already)
 - **Action Item: C. Braza to book restaurant dates. Mrs. Mullen will share school tax id to C. Braza.**

6. New Business

- Skate Night – 30% (1st night); 30% (2nd night); 100% (3rd night)
 - Friday nights, Work with teachers for extra credit to attend – especially 3rd night
 - **Action Item: A. Lugo will confirm dates**
- New Fundraising ideas from PTO Board
 - Christmas event , Christen spirit/service hours, Pancakes with Santa
 - **Action Item: C. Braza will schedule an off-cycle PTO Board follow-up meeting to come up with a game plan and establish committee if need be**
- Parents requested agenda to be communicated prior to the meeting and reminders 1 week prior and day prior to PTO meeting
 - **Action Item: C. Braza or Mrs. Mullen will send e-mail reminders**

Next Meeting Date: November 6, 2018 Tuesday 6pm

Meeting Adjourned: 7:55 pm

- *Motion: 1st Karen Scott; 2nd Delilah Rakestraw*

Minutes submitted by: Callie Juarez