



SAPTO General Membership Meeting Minutes

April 18, 2016

I. **Call to Order** (Sophia Nip)

President Sophia Nip called the meeting to order at 7:05pm in the school cafeteria. Board members present are Adrienne Lew, Rose Gee and Chris Sung

II. **Opening Prayer** (Fr. Dan Nascimento)

III. **Pledge of Allegiance** (Sophia Nip)

IV. **Approval of Minutes** (Sophia Nip)

The March SAPTO meeting minutes were posted on the school website.

MOTION to approve March General Meeting Minutes. (m/s/p: Diane Iwata, Jeff Wong)

V. **Treasurer's Report** (Sophia Nip for Rose Gee)

Beginning Balance (2/28/16)	\$64,132.46
Deposits:	49,335.80
Disbursements:	<u>(29,206.20)</u>
Balance: (3/31/16)	<u>\$84,262.06</u>

VI. **Pastor's Report** (Fr. Dan Nascimento)

6.1 Confirmation on Thursday, April 21st

6.2 First Holy Communion on Sunday, May 1st

VII. **Smart Tuition Program**

7.1 David Peek spoke about new Smart Tuition program that all school families will enroll in.

7.2 Options for payment include:

- Mail check, one-time payment on-line, or automatically each month from checking or savings
- Credit card (with 2.65% fee)
- Late fees and returned check fees will apply.

7.3 Direct questions to a Smart Tuition Representative by calling (888) 868-8828.

VIII. **Robotics Club**

8th grade students presented projects worked on in school's Robotics Program.

IX. **Principal's Report** (Mr. White)

9.1 Thursday, May 19th is the annual Parent Thank You Reception in the library.

9.2 Mrs. Henderson, our kindergarten teacher will be retiring this year.

9.3 Playground structure is planned for the school.

9.4 Our facilities upgrade and retrofit to begin next year and during summer.

9.5 Endowment Fund interest portion funds tuition assistance, program development, and capital improvements.

X. **COMMITTEE REPORTS:**

10.1 Athletic Department (Sophia Nip for Adrienne Lew)



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- 10.1.1** The Athletic Dept's Casino Night is on Saturday April 30th.
 - 10.1.2** Volunteer and donation opportunities are still available. Contact Adrienne Lew for questions.
- 10.2 Sunday Hospitality** (Sophia Nip for Michelle Liwanag)
 - 10.2.1** The parish Easter celebration took place on Sunday, March 27th after the 10:30am mass.
- 10.3 Sunshine Correspondence** (Sophia Nip for Freda Pon)
 - 10.3.1** Condolence cards sent to Dean Hwang's family for the passing of his grandmother, and to Megan and Brandon Pun's family for the passing of their grandfather.
- 10.4 Afterschool Treats** (Sophia Nip for Kimmy Goldkrantz)
 - 10.4.1** The next AST will be on May 13th. Treat to be determined.
- 10.5 Scrip** (Ken Wu)
 - 10.5.1** Deposits \$ 14,044.00
 - Disbursement \$ 15,585.87
 - 10.5.2** No cards for Lucky stores at this time
- 10.6 SAPTO Hospitality** (Sophia Nip)
 - 10.6.1** Last month's dinner was prepared by Roselyn Hwang and the 2nd grade parents and \$488.96 was spent in total.
 - 10.6.2** This month's dinner is Chinese takeout. Special thanks to the 1st grade parents for their service tonight!
- 10.7 Nominating Committee** (Ann Nip)
 - 10.7.1** Ann Nip is our Parliamentarian and has worked with this year's nominating committee to assemble next year's SAPTO Board.
 - 10.7.2** \$ 80.04 was spent on dinner during their meeting.

MOTION to approve reimbursement of \$80.04. (m/s/p: Renee Spertzel, Alice Chew)

- 10.7.3** The proposed Board Members for the 2016-2017 year:
 - Chair – Adrienne Lew
 - Vice Chair – Ken Wu
 - Treasurer – Rose Gee
 - Financial Secretary- Beverly Perea
 - Recording Secretary- Alice Chew
 - Auditors- Scott Spretzel and Rene Batt

MOTION to accept the Nominating Committee's proposed slate of officers for the 2016-2017 year. (m/s/p: Kathy Aclan, Min Min Sun)

Fr Dan and Mr White have already approved. Congratulations to our Board Members for next year and thank you for your willingness to serve SAPTO. Their installation will be at the May meeting.



- XI. Committee and Event Chair Openings** (Sophia Nip)
- 11.1** Committee and Event Chair Positions will be opening for next school year, in particular the Star Gala and Parish Festival.

We still need someone to chair this year's:

- 11.2** 8th Grade Dinner Dance
11.3 8th Grade Graduation Reception

XII. Event Reports:

- 12.1 Faculty Appreciation Luncheon** (Sophia Nip for Lea Guzman)
The Faculty Appreciation Luncheon went over budget by \$107.18 in February.
MOTION to approve additional \$107.18 for Faculty Appreciation Luncheon. (m/s/p: Rene Batt, Ann Lung)
- 12.2 Star Gala and Auction** (Renee Spertzel)
- 12.2.1** Thank you to everyone who helped make this a successful event!
- 12.2.2** Gala Revenues (YTD): \$44,561.00
Gala Expenses (YTD): (\$14,721.71)
Gala Net (YTD): \$29,839.29
- 12.3 Talent Show and Ice Cream Social** (Sophia Nip for Kimmy Goldkrantz)
- 12.3.1** The Talent Show & Ice Cream Social took place on April 14th and net profit was \$212.67
- 12.4 Confirmation** (Sophia Nip for Lil Libadia)
- 12.4.1** Confirmation of our school and parish 8th graders will take place on Thursday evening at 6:00pm with a reception following in Moriarty Hall.
- 12.5 First Holy Communion** (Sophia Nip for Adrienne Lew)
- 12.5.1** First Holy Communion will be on Sunday, May 1st at the 10:30am mass. Adrienne Lew is the Chair of the First Communion reception in Moriarty Hall.
- MOTION** to approve budget of \$200 for the First Communion Reception. (m/s/p: Rosario Baraoidan, Albert Wong)
- 12.6 Vision Screening** (Sophia Nip)
- 12.6.1** The school Vision Screening for grades K, 1, 3, 5, and 7 will take place in May and waiver forms will be coming home soon. Kindly sign and return the form if you wish for your child to be screened by our volunteer parents. Note: We cannot screen your child unless we have a completed form signed by a parent or guardian. A verbal authorization will not be sufficient.



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12.6.2 If your child has recently had their vision checked by an optometrist, s(he) does not need to be screened.

12.6.3 If your child wears glasses or contact lenses, they need to bring them in order for us to perform the screening.

MOTION to approve \$200 for Vision Screening supplies and expenses.
(m/s/p: Dena Mc Nulty, Albert Wong)

XIII. Open Discussion (Sophia Nip)

13.1.1 The next meeting will be May 16th, which is also our graduate parents night and installation of new officers.

13.2.1 Kindergarten will be sponsoring.

XIV. Meeting Adjournment (Sophia Nip)

MOTION to adjourn the meeting at 7:59pm. (m/s/p: Diane Iwata, Alice Chew)

Respectfully submitted:
Chris Sung, Recording Secretary
April 2016