



SAPTO General Membership Meeting Minutes

February 12, 2018

I. Call to Order (Bev Perea)

- a. President Beverly Perea called the meeting to order at **7:02 pm** in the school cafeteria. Board members present are Carol Quan, Min Min Sun, Therese Van Steen, Al Fong, Sasha Gorospe, and Cassandra Wallerstein.

II. Opening Prayer (Fr. Dan Nascimento) – 7:05 pm

III. Pledge of Allegiance (Bev Perea)

Please stand and face the flag as we recite the Pledge of Allegiance

"I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all."

IV. Approval of Minutes (Bev Perea)

The January meeting minutes were posted on the school website.

May I have a motion to approve the January minutes?

(1st **Ramelle Ruff**, 2nd – **Keith Perea**)

All in favor? Any oppose? Motion: carries/denied - **Carried**

V. Treasurer's report (Adrienne Lew for Rose Gee) – 7:06 pm

December 1st Balance:	\$ 75,736.26
Deposits:	\$ 29,215.58
Disbursements:	\$ 15,080.77
January 31st Balance:	\$ 89,871.09

A reminder to all event chairs, to submit all receipts to our Financial Secretary within a month of the close of the event. Also, any request for budgets for upcoming events should be made at least a month prior to the event.

VI. Pastor's Report (Dr. Dan Nascimento) – 7:05 pm

We have 2 canters in training – 10:30 am and 5 pm am mass – 2nd and 5th grade. Scouts celebrating 80th year. Also celebrated confirmation last Sunday, it was very special. Ash Wednesday to start off Lent Feb 14 – time to reflect and regroup on ways to improve oneself and not just by fasting or giving up something.

VII. Principal's report (Mr. Thomas White) – 7:15 pm

Offering special prizes for everyone, free furniture in cafeteria – it's yours if you can fit it in your car – desks and chairs. Update on Trophy cases, moved to lower hall of cafeteria temporarily. The plaque for donors has arrived and placed near the library, please check it out. Recapped Grandparent's day, and Confirmation – reviewed the holy sacraments and the steps on the path for our 7th and 8th graders. Confirmation is every other year. Showed off the completed WASC binder which contains 2 years of blood, sweat and tears of hard work – it is the summary and plan for the future of the school. Feel free to review it.

- VIII. Auditors Report (Cassandra Wallerstein and Sasha Gorospe) – Did not review/discuss**
a. Our auditors have conducted a mid-year scrip audit and will provide an update.

IX. Committee Reports

a. Sunday Hospitality (Bev Perea for Michelle Liwanag)

- i. The Easter Celebration will be held on Sunday, April 1 and the May Hospitality will be held on Sunday, May 6th. If you would like to volunteer for these events, please sign up on signup.com

b. Sunshine Correspondence

- i. Sympathy cards were purchased for Steven Givant and Pui Kwan Ng, in addition to a Get well card for a member of our community.
ii. A total of \$22.78 was spent on all.

c. Afterschool Treats (Bev Perea for Kimmie Goldkrantz)

- i. The next AST will be on March 2nd and we will be selling Churros - \$173.

d. Uniform Exchange (Bev Perea for Giselle Del Mundo)

- i. Thank you to Kathy Aclan and Giselle Del Mundo for coordinating our uniform exchange program. We will continue to sell uniforms at every SAPTO meeting left in the school year.

e. SAPTO Hospitality (Bev Perea for Cindy Ng)

- i. Thank you to Cindy and her hospitality team for preparing our delicious dinner tonight. Cindy spent a total of \$353.21 last month's SAPTO meeting dinner.
ii. I'd also like to thank the 3rd grade parents for their service tonight as well as Mrs. Hanni who here tonight

f. Scrip (Bev for Diane Iwata/Jane Pun)

- i. As a reminder, all Scrip purchases need to be made by April 30th in order to meet your annual contributions requirement. If you have made a retrofit donation of \$1000 or more, you have fulfilled your scrip requirement. It is not too late to make a contribution to the retrofit project, and it is the best way to support our school from a financial standpoint.

If you plan on purchasing Scrip cards, consider selecting cards with the higher rebate value like Dave and Busters, which has a 50% rebate or See's candy, which has a 20% rebate. Valentines Day is only a couple of days away, so you may want to pick up a little treat for that special someone.

Even if you have met your annual requirement, Scrip is an easy way to help our school as all revenues made through SCRIP is going towards the retrofit program benefiting our kids and community directly.

a. Toner Recycling (Bev Perea for Chira Tanyolac) – 7:33 pm

- i. Please continue to bring in your used toner cartridges. You can drop them off in the grey bin by the door.

b. Morning Drop off (Bev Perea for Stewart Goldkrantz)

- i. We are still in need of volunteers for the remainder of the year and you can sign up for a shift on signup.com, it is an important program that we all benefit from each day, so please consider volunteering in the morning if you can.

X. Event Reports (Bev Perea)

a. Catholic Schools Week (Adrienne Lew for Elaine Lau)

- i. Catholic School's week open house was held on January 28th.
- ii. A total of \$179.82 was spent on food and supplies
- iii. Thank you to the SAPTO Board and all the volunteers who helped at the open house.

b. Faculty Appreciation Luncheon (Bev Perea for Lea Guzman)

- i. Faculty Appreciation luncheon was held on January 31st.
- ii. A total amount of \$500.00 was spent on food and supplies.
- iii. Thank you to Lea Guzman and all the volunteers who helped organize the luncheon.

c. Grandparents Day (Ann Nip/Toni Kleppin)

- i. Grandparents Day was held on February 1st and the attendance was great.
- ii. A total amount of \$990.11 was spent on food and supplies.
- iii. A total of \$850.00 was previously approved, and we would like to get the difference of \$140.11 that was spent approved.

May I have a motion to approve the budget of \$140.11 for the difference for the Grandparents Day Luncheon?

(1st Ramelle Ruff, 2nd – Bonnie Cheng)

All in favor? Any oppose? Motion: carries/denied - **carried**

- iv. Thank you to Ann Nip and Toni Kleppin and all the volunteers who helped organize the luncheon.

d. Jr. Great Books (Dawn Lindhardt) - 7:37 pm

- i. Jr. Great Books will be kicking off soon. Dawn Lindhardt, our chair, is here to share more information regarding this event. Got new books and has 5 volunteers! The teachers chooses who joins this program, starts 2/27 – schedules for each grade will be different – all 1 hour each. Currently set for Tue – 4th grade, Thur – 3rd grade, and Fri – 5th grade from 1:30-2:30 pm. Total of 10-12 kids.

e. Nominating Committee (Bonnie Cheng) – 7:42 pm

- i. Bonnie Cheng is our Parliamentarian and is looking for people to serve on the nominating committee to help assemble next year's SAPTO Board.
- ii. The nominating committee formed will meet one evening and dinner will be provided. We are requesting a budget of \$100 for the nominating committee dinner.

May I have a motion to approve the budget of \$100 for the Nominating committee dinner?

(1st Ramelle Ruff, 2nd – Jeannie Jew)

All in favor? Any oppose? Motion: carries/denied - **carried**

- iii. Bonnie is here and would like to say a few words – need volunteers to be on nominating committee – not leaving until she gets them all. Need 5 + 2 alternates.

- **May Lee, Serena, Kathy, Ashley, Bennett, Alt: Toni, and Rosiland.**

f. Vision Screening (Sophia Nip)

- i. Vision Screening will take place sometime in March, will we announce the date once determined.
- ii. Our chair, Sophia Nip would like to come up and say a few words about this event.
- iii. Sophia is requesting a budget of \$250 for supplies

May I have a motion to approve the budget of \$250 for Vision Screening?

((1st **Serena Rizzo**, 2nd – **Ramelle Ruff**)

All in favor? Any oppose? Motion: carries/denied – **carried**

g. Talent Show & Ice Cream Social (Bev Perea for Kimmy Goldkrantz)

- i. The annual Talent Show and Ice Cream Social will be held on April 19th.
- ii. Our chair, Kimmy Goldkrantz is requesting a budget of \$200 for ice cream and supplies.

May I have a motion to approve the budget of \$200 for the Ice Cream Social?

(1st **Jeannie Jew**, 2nd – **Carol Quan**)

All in favor? Any oppose? Motion: carries/denied - **carried**

h. Monte Carlo Night and Silent Auction - 7:50 pm

- i. SAPTO will be hosting a Monte Carlo Night and Silent Auction on Saturday, 4/14.
- ii. Our Monte Carlo Chair, Adrienne Lew would like to share some information about this exciting evening.
- iii. Doors open at 5 pm; fun begins at 6 pm. How YOU can help – **1.** Need donations – GC, show tickets, electronics, etc. **2.** Volunteer, sign up now! **3.** Attend the event!

i. Confirmation (Bev Perea for Leticia Rodriguez/Bev Perea) – 7:52 pm

- i. Leticia Rodriguez and I chaired the 8th grade confirmation reception on Sunday 2/4.
- ii. Congratulations to all the Confirmandis.
- iii. A big thank you to Leticia Rodriguez and to our wonderful 6th grade parents who volunteered that day to make the day even more special for our confirmandis.

XI. Open Discussion (Bev Perea) – 7:53 pm

- i. Next SAPTO meeting will be held on March 20 and will be hosted by 2nd grade

XII. Meeting Adjournment (Bev Perea)

Motion to adjournment the meeting at **7:53 pm**

(1st **Ramelle Ruff**, 2nd – **Kathy Aclan**)

All in favor? Any oppose? Motion: carries/denied - **carried**

Respectfully Submitted:

Min Min Sun, Recording Secretary

Date 3/15/18