



# SAPTO General Membership Meeting Minutes

April 16, 2018

## I. Call to Order (Bev Perea)

- a. President Bev Perea called the meeting to order at **7:07** pm in the school cafeteria. Board members present are Carol Quan, Therese Van Steen, Albert Fong, Min Min Sun, Sasha Gorospe, Adrienne Lew, Bonnie Cheng, and guest: Diane Iwata.

## II. Opening Prayer (Fr. Dan Nascimento) – 7:07 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) – 7:09 pm

The March meeting minutes were posted on the school website.

**May I have a motion to approve the March minutes?**

**(1<sup>st</sup> – Sarah Egdal, 2<sup>nd</sup> - Bonnie Cheng)**

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

## V. Treasurer's report (Bev Perea for Therese Van Steen)

|                                    |              |
|------------------------------------|--------------|
| February 28 <sup>th</sup> Balance: | \$ 84,300.58 |
| Deposits:                          | \$ 9,079.54  |
| Disbursements:                     | \$ 7,193.40  |
| March 31 <sup>st</sup> Balance:    | \$ 86,186.72 |

## VI. Pastor's Report (Dr. Dan Nascimento) – 7:10 pm

Thank you to Trevor and Tom Del Mundo for the new church banner sign – looks great. We celebrated 6 students baptized along with 12 members in the parish. It is wonderful share in the faith and to see so many people taking that step towards God.

## VII. Principal's report (Mr. Thomas White) – 7:14 pm

- a. Update and Thank you for a great Monte Carlo Night, great turn out and lots of fun.
- b. Also want to thank all the great 1<sup>st</sup> grade parents volunteering and Cindy and cooks for this wonderful yummy dinner.
- c. Reminder: 5/17 – Parent Thank You Night – 5:30-7:00 pm, child care provided. Join in some treats from all our teachers to thank all you parents for all the support through out the year!
- d. Annoucement: Michelle Der had her baby – Jaime Michael Der Ng was born 8:03 am 4/16/18. She sent photo at 12:03 pm – congratulations to the Der/Ng family!

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## VIII. Lock Down School Procedures – Thomas White – 7:20 pm

- a. Update that Kinder group has been practicing Lock Down procedures – the evacuate through door that leads to convent area and once door locks behind them, no access from the building into convent area. Sought recommendation from professionals to see if there were any set policies and or process for Lock Down or Lock Out – there isn't any.

Once Lock-Down in process, teachers and students will be reminded not to let anyone into room unless police arrive and they take responsibility to advise and inform everyone when it is safe to open doors and release. School will go over common-sense security process for group and rehearse some basic emergency exit/hiding plans, as with any situation information and communication is the key.

- b. We have since decided to lock the Irving Street gates after morning assembly to secure the campus. Nothing has happened, but just a precaution to ensure no one other than students and staff comes through the gates after assembly. Any parents still in yard after assembly will need to exit through front doors on 14<sup>th</sup> Avenue, and any students running late will have to enter from same front doors.

**IX. Committee Reports**

**a. Sunday Hospitality (Bev Perea)**

- i. The Easter Celebration was held on April 1<sup>st</sup> at Moriarty Hall. SAPTO sponsored the Easter Egg hunt. Thanks Michelle and her team of volunteers for making this event successful.

**b. Afterschool Treats (Bev Perea for Kimmie Goldkrantz)**

- i. A friendly reminder that the next After School Treat will be on May 4<sup>th</sup> and we will serve Root Beer Floats.

**c. SAPTO Hospitality (Bev Perea for Cindy Ng) – 7:41 pm**

- i. Thank you to Cindy and her hospitality team for preparing our delicious dinner tonight.
- ii. I'd also like to thank the 1<sup>st</sup> grade parents for their service tonight as well as Ms. Lam who is in attendance tonight.

**d. Scrip ( Diane Iwata/Jane Pun) - Diane**

- i. Our Scrip Coordinators would like to say a few words.
- ii. Reminder: For those who did not donate to the retrofit, which it is not too late to do so, you will still need to complete your commitment to Scrip, deadline is end of April.
- iii. Announcement: For next school year, \$1,500 Scrip contribution is no longer a requirement. Scrip will still be available as we still have inventory, and on-line Presto Pay and re-loadable cards only.

**a. Morning Drop off (Bev Perea for Stuart Goldkrantz) – 7:43 pm**

- i. Thank you to all the parents who have continued to help in the morning. We are in need of additional volunteers for the remainder of the school year. If you can help, please sign up for a shift on SignUp.com

**X. Event Reports (Bev Perea)**

**a. Monte Carlo Night and Silent Auction – 7:44 pm**

- i. Thank you to everyone who made this a successful event. A very special thank you to Adrienne Lew and her fabulous team of volunteers who made Monte Carlo a very special night. Thank you!
- ii. Adrienne would like to share a couple of highlights regarding our Monte Carlo Event.

1. Thank you to Kathy with the Catering, Celia, Alice, Ken, Ann for all the help for making this event such a success! Everyone had a lot of fun!
2. Announcement: We still have some wonderful auction items available for sale that were not sold that night. Wonderful Summer Camp programs, please see Adrienne for the details.

**b. Holy First Communion (Bev Perea for Giselle Del Mundo)**

- i. Holy First Communion will be held on Sunday, May 6<sup>th</sup> at the 10:30am mass with a small reception after.

**c. Nominating Committee (Bonnie Cheng) – 7:47 pm**

- i. Bonnie Cheng is our Parliamentarian and has worked with this year's Nominating Committee to assemble next year's SAPTO Board. I'd like to invite Bonnie up to introduce our new Board. Thank you to the nominating committee – you are excused from committee for the next 3 years.
- ii. The proposed Board Member for the 2018-2019 year:

Chair – Min Min Sun

Vice Chair – Serena Rizzo

Treasurer – Therese Van Steen

Financial Secretary – Albert Fong

Recording Secretary – Sarah Egdal

Auditors – Cassandra Wallerstein and Sasha Gorospe

Fr. Dan and Mr. White have already approved this slate of officers. Congratulations to our new board members and thank you for your willingness to serve SAPTO! Their installation will be at the May meeting.

**d. Ambassador Program (Bev Perea for Pui Yee Law and Ronda Lowe) 7:49 pm**

- i. Need for new Ambassadors – please contact Pui, Ronda for more information – it is a great program to help and welcome new families to St. Anne – families that have benefited from this program can really help by being the next generation of ambassadors.

**XI. Open Discussion (Bev Perea) – 7:50 pm**

- i. Next SAPTO meeting will be held on May 21<sup>st</sup> and will be hosted by Kindergarten class.

**XII. Meeting Adjournment (Bev Perea)**

**Motion** to adjournment the meeting at **7:50 pm**.

(1<sup>st</sup> - **Kathy Aclan**, 2<sup>nd</sup> – **Chira Tanyolac**)

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

*Respectfully Submitted:*

*Min Min Sun, Recording Secretary*

*Date 4/24/18*