

Santa Clara High School PTO Meeting
Tuesday, November 6, 2018
6:00PM Library

Meeting Minutes

1. **Call To Order**

- Welcome and Opening Prayer
- Introductions/Attendance/Quorum

2. **Reading of the Minutes (October 1, 2018)**

- Approved; Read by Amber Perez; Motion: 1st Delilah Rakestraw; 2nd Anita Catapusan
- A parent requested for the minutes to be in both English and Spanish; **Mr. Guzman** will address

3. **Follow-up Items**

- Posting of PTO Agenda and Minutes at school website: Completed
- Amazon Smile Program: Signing up Instructions/FAQ document sent to **Mrs. Mullen**; recommended to be in both English and Spanish
- eScrip: Tabled (**Callie Juarez**)
- Motorized gate: Keep as a follow-up item (Mr. Guzman)
- SAT Prep Class in School: Keep as a follow-up item, possible for next summer (Ms. Mullen)
- Free Tutoring by CSUCI: Rakenya McRee to follow-up
- "Print Card" for students: Parents may contact Ms. Elis for print code. Students may use school printer by using a 5-digit code and parents' smart account will be charged \$0.10 per page.
- Athletic Director's report re: sports fees: Itemized list of Sports Fees provided. Mr. Guzman will look into providing a general itemization/breakdown report of how much money was raised and how much went to various expenditures.
- E-mail to clarify parent hours and mandatory fundraising: Mrs. Mullen will send an email to all parents to clarify parent hours and fundraising.
- Oxnard Christmas Parade Float: Mrs. Mullen suggested **Ana Lugo** as the Creative Director of the school float; theme is "Making Spirits Bright"; help required in tearing down the float after the parade; Cheerleaders and cheer parents will help
- Restaurant Fundraisers: Chipotle 11/7; Panda Express 11/16; BJ's Restaurant 11/28; Toppers 12/5; **Carlo Braza** will continue to work with **Mrs. Mullen** in setting up future restaurant fundraisers
- Skate Night: Tabled (**Ana Lugo**)
- Christmas Event : Penciled in for 12/16 (**Delilah Rakestraw**)
- Communication of PTO Board Agenda prior to meeting: Completed
- PTO Parent of the Month: Suggested by **Delilah Rakestraw**; PTO Committee will be responsible for criteria and selection; Mr. Guzman approved the idea.
- Grandparents Day: Suggested by **Delilah Rakestraw** (Tabled)

4. **Reports**

- Treasurer: None
- Principal: School participated in the Great America Shake Out; Successful Open House event; Upcoming visit from Archdiocese on 11/20 re: Catholic Identity; Sophomore retreat on 11/27; Virtus Training on 11/15; School wide pot luck on 11/21 at Coach C gym; Hall of Fame on 11/30 at Oxnard River Ridge; Student of the Month – Kyler Veja; Teacher of the Month – Mrs. Mack

- Vice-Principal: 11/9 – no school; continued work for WASC prep; athletics getting ready for winter sports
- Asst. Principal: Haunted House was a huge success, fund raising total last year \$2300, this year it's \$6400; Debrief by organizers completed to address things that worked and made it a huge success as well as how to further improve for next year (e.g., long lines); seniors are getting 1:1 counseling/ assistance with Mrs. Huber re: college questions; 11/27 college tour to CLU, 12/4 to CSUCI; PSAT scores will be released by 2nd week of December
- Development Director: Donated furniture received; 11/7 memorial bench dedication; parent hours must be submitted by 12/21; Bingo non-completed hours – will roll over to next semester
- Faculty: see Athletic Director's report

5. **Adjournment**

- Next Meeting date: 12/3/18
- Adjourned; Motion: 1st Amber Perez; 2nd Anita Catapusan
- Closing Prayer