



# Santa Ynez Valley Charter School PTSO Meeting Minutes



Santa Ynez Valley Charter School (805) 686-7360

Date:  
September 21, 2017

Location:  
Multi purpose room

Meeting Called to  
Order By:  
Jessica Yacoub,  
PTSO President

Time:  
8:15 am

Attendance:  
12 people

Meeting Adjourned:  
10:45 am

Minutes Prepared by:  
Sonya Fry, PTSO  
Secretary

Next Meeting:  
September 25, 2017  
8:45 am

1. Jog-A-Thon
  - Revenue Goal = \$15,000 +
    - Expense last year = approximately \$1600 (\$1298 for t-shirts)
  - Jog-A-Thon Sponsorship Forms
    - Kelley Bowman and Terri Humphreys will look for PDF and word documents from last year's Jog-A-Thon. We will need to re-create forms if we can't find them so they can go home with students on Monday.
    - Jessica Yacoub will get the list of last year's sponsors.
  - T-Shirts
    - Gina Georgas coordinated creation of t-shirts for last year's Jog-A-Thon and agreed to handle again this year.
    - Artwork for sponsors must be turned in by Friday October 6, 2017.
  - Lap Trackers
    - Kelley Bowman will work with Denicia Gills to fix missing #26 and print trackers for this year's Jog-A-Thon. Kelley will give the updated forms to PTSO.
  - Shopper
    - Tara Scotti offered to be the point person for donation, shopping and gathering items needed such as bananas, oranges, jugs and small cups for water, popsicles, sharpies, etc.
    - In the past El Rancho and Albertsons have donated
  - Day of Jog-A-Thon Volunteers
    - We will need to send out a sign up on ParentSquare for volunteers to help on the day of Jog-A-Thon.
    - We will need outside taggers, inside lap counters, people to set up tent and food.
  - Prizes and Class Rewards
    - Mark Palmerston offered to be involved in a prize incentive (silly string, shave his head, etc.).
    - Jessica Yacoub offered to help determine prize budget, prize contests, class rewards and procure prizes for distribution.
    - Amy Tagles has paperwork with information regarding prizes and class rewards from last year.
    - Last year everyone who turned in a Jog-A-Thon sheet and ran was entered into a raffle and a select number (approximately 20 students) were chosen to pick a prize. We discussed the desire to make the prizes the same this year to hand out so we can eliminate the choosing of prizes from this raffle.
  - Middle School Rewards
    - June Pratt volunteered to help determine rewards for Middle School (experiences versus hard goods)
2. PTSO Documents
  - We discussed the need to have all documents and forms used by PTSO in a central location on a computer or google docs so PTSO and school staff can access documents in a form that can be edited each year (versus PDF). Jessica Yacoub and Sonya Fry to discuss further with Mark Palmerston.
  - Coreen Padilla offered to create a google docs account for PTSO.
3. PTSO By-laws
  - We updated the PTSO by-laws as a group. Sonya Fry will edit existing by-laws posted on school website with changes. Need to discuss with Mark to find word version of PDF or convert document.
4. SYVCS PTSO Mission Statement
  - We created a mission statement for the SYVCS PTSO: The mission of the SYVCS PTSO is to support enhanced educational experiences for our student body through the collaboration of parents, staff and school community. Sonya Fry made a motion to adopt this as the PTSO mission statement. The vote was unanimous in favor of the mission statement and thus adopted.
5. Spending Allocation Goals for PTSO Funds
  - Jessica Yacoub made a motion to approve a spending allocation goal for PTSO funds by category as follows: 60% students, 20% staff and 20% community. The vote was unanimous in favor of these allocations.
  - Jessica Yacoub and Amy Tagles will get together to discuss earmarked funds with these allocations in mind before the PTSO meeting on October 5<sup>th</sup> where voting on spending will take place.
6. Jessica Yacoub will communicate via ParentSquare that all requests for PTSO funds must be made in writing on a fund request form and placed in the PTSO inbox. Only requests in writing will be considered and voted on during the October 5<sup>th</sup> PTSO meeting.
7. Sonya Fry made a motion to change the PTSO recurring monthly meetings to the first Monday of each month at 8:45 am beginning in November. The vote was unanimous in favor of this change. The next general PTSO meeting after the already scheduled October 5<sup>th</sup> 8:15 am meeting will adhere to this new schedule and take place on Monday November 6<sup>th</sup> at 8:45 am.
8. Jessica Yacoub called a special Jog-A-Thon PTSO meeting for Monday September 25<sup>th</sup> at 8:45 am.