

## Minutes of the January 11, 2010, SAPTO General Meeting

### I. CALL TO ORDER

President Sophia Nip called the meeting to order at 7:10 pm on January 11, 2010, at St. Anne's cafeteria with an opening prayer, Pledge of Allegiance, and introduction of Board members. Board members Sophia Nip, Stephanie Toy-Louie, Belinda Hum, Lisa Marie Gerard, Anna Wong, and Bonnie Cheng were present. Sophia Nip led the opening prayer and the pledge of allegiance.

### II. APPROVAL OF MINUTES

**MOTION:** to approve Minutes from November 16, 2009, general meeting. No corrections. All present were in favor, none opposed. Motion carried. The Minutes stand as published.

### III. OFFICER REPORTS

#### 3.4 Treasurer's Report (Sophia Nip for Freda Pon)

- 3.4.1 Starting balance: **\$ 62,545.50** (as of November 16, 2009)
- 3.4.2 Income: **\$ 11,491.69**
- 3.4.3 Disbursement: **\$ 22,099.18**
- 3.4.4 Ending balance: **\$ 51,938.01**

### IV. COMMITTEE REPORTS *Out of Order*

#### 4.3 Sunshine (Sophia Nip for May Li)

- 4.3.1 Purchased two greeting cards and two mass cards since November 16<sup>th</sup>, at a cost of **\$37.21**.

#### 3.7.1 Pastor's report (Father Ray)

- 3.7.1.1 Thank you to Fanny Szeto for chairing the Parish Festival.
- 3.7.1.2 Recommendation forms: deadline week, graduating students. Please complete forms before submitting for recommendation from the Church. We need to know the level of involvement of the student with the church. We would like to put some weight behind the recommendations.
- 3.7.1.3 Schedule A families volunteer hours: there has been a reasonable level of involvement. The volunteer hours for the church are separate from those needed for the school.
- 3.7.1.4 Pasta Feed will be held on January 23<sup>rd</sup>: Mie Mie Kwong, Stephanie Toy-Louie, and Deannie Henning are heading this event. We thank you for your involvement.

### V. EVENT REPORTS *Out of order*

#### 5.18 Parish Festival (Fanny Szeto)

- 5.18.1 Still have a few chair positions available to be filled. Also need donations, can be dropped off at school. Fanny picks up all donations on Fridays. This is an annual event please keep be on the look out for the flyers.

#### 3.7.2 Principles Report (Principle White)

- 3.7.2.1 Welcome back to school and to a new decade. Thank you for all your support you have given us so far.
- 3.7.2.2 Parish festival is a great time to get to meet other families and have a good time. General meetings are also a good time to get to meet new people.
- 3.7.2.3 Teachers: Mrs. Henderson (kindergarten) and Mrs. Alioto (3<sup>rd</sup> grade) are here tonight. Mrs. Cain (3<sup>rd</sup> grade) is here with us in spirit because she broke her leg over the winter break and it is difficult for be mobile. Mrs. Eva Wong, Chinese School Director, had surgery last Friday and is recovering at home. We wish them the best and a speedy recovery.
- 3.7.2.4 Catholic Schools Week event and Open House are coming up later this month. Catholic School's week starts after Sunday mass. You can attend even if you are not Catholic. Activities are planned for the entire week, hot chocolate, dressed in PJs, visiting the home bound, making sandwiches for the needy, board game day. This is one

opportunity to have all the students to get to know and work with each other.

- 3.7.2.5 Archbishop will be present for Confirmation of 8<sup>th</sup> graders. All students have been involved in preparing the students for this event and to the church. Each student is required to perform 8 hours (minimum) of volunteer work, helping the home, family, or church. Another 8 hours helping the community.
- 3.7.2.6 Science fair will be held on January 21<sup>st</sup>. The 7<sup>th</sup> and 8<sup>th</sup> graders have been working hard on their projects and their projects will be displayed in the cafeteria. Some past projects have made their way to the Randall Museum for display to the general public.
- 3.7.2.7 Catholic School Week and Open House: during Catholic School week on either Monday, Tuesday, or Wednesday, we will have Pajama Day. This is when the students come to school in their pajamas and read in class. As a tradition we serve hot chocolate to add to the ambiance of this event. **We need four parent volunteers to help prepare and serve hot chocolate between 8-11:30am.** Please call the front office to sign up for this special event.
- 3.7.2.8 Talent show: this year the staff will perform. You don't want to miss this event.
- 3.7.2.9 Grandparents Day luncheon will be held on March 17<sup>th</sup>. Look for the flyers.
- 3.7.2.10 Please read the newsletter as they come out on a weekly basis. There are important announcements and forms that need your attention.

#### 4.15 Uniform Exchange (Sophia Nip)

- 4.15.1 Thank you to Jenny Barnes for coordinating tonight's uniform exchange.
- 4.15.2 Total profit from December sales was **\$93.00.**
- 4.15.3 The next and last uniform exchange will be held during the March SAPTO meeting

#### 4.16 Afterschool Treats (Sophia Nip for Anna Wong)

- 4.16.1 Anna Wong, Janice Loo, and Regina Wong headed this event held on December 4<sup>th</sup> and January 8<sup>th</sup>.
- 4.16.2 December Nachos sales
  - 4.16.2.1 Gross sales **\$227.75**
  - 4.16.2.2 Expenses **\$ 48.88**
  - 4.16.2.3 Net profit **\$178.87**
- 4.16.3 January Popcorn sales
  - 4.16.3.1 Gross sales **\$258.25**
  - 4.16.3.2 Expenses **\$ 63.49**
  - 4.16.3.3 Net profit **\$194.76**

**MOTION:** to give Anna Wong **\$100** for supplies for upcoming afterschool treats. 1<sup>st</sup> Alana Wong, 2<sup>nd</sup> Bonita Chun. All present were in favor, none opposed. Motion carried.

#### VI New Business

##### 6.1 Popcorn Machine (Sophia Nip)

- 6.1.1 For the January 8<sup>th</sup> after school treat, we borrowed a popcorn machine from the St. Anne Parish. One of the glass panels broke.

**MOTION:** to purchase a new popcorn machine at a cost of **\$250** for SAPTO and to replace the glass pane at an estimated cost of **\$50** for the parish. 1<sup>st</sup> Stephanie Toy-Louie, 2<sup>nd</sup> Mie Mie Kwong. All present were in favor, none opposed. Motion carried.

##### 5.9 Savor the Favors (Debra Parker-Wong)

- 5.9.1 Savor the Flavors, our International Food Festival was held on Saturday, November 14<sup>th</sup>. Deborah Parker-Wong and Fanny Szeto co-chaired this event. Per Deborah, the event broke even. There were 300 attendees.

##### 5.10 Book Fair (Sophia Nip)

- 5.10.1 Book fair was held on Nov 16<sup>th</sup>-18<sup>th</sup>.
  - 5.10.1.1 Gross sales **\$7,494.71**

- 5.10.1.2 Expenses \$ 247.88
- 5.10.1.3 Proceeds to the library \$1,711.12
- 5.10.2 Bonus Credits for extra activities and promotion that were held leading up to the book fair totaled an additional \$542.22 in reward dollars from Scholastic.
- 5.10.3 Total benefit to the library was \$2,253.34.

#### 5.11 Christmas Program (Sophia Nip for Margaret Tsang)

- 5.11.1 Margaret Tsang chaired this event and spent \$146.82 on refreshments.

#### 6.2 Gift Tree (Sophia Nip)

- 6.2.1 In appreciation of all that the staff does for us all year long, SAPTO continued our Christmas gift tradition for each faculty member. This year, full-time staff received \$150 and part-time staff members received \$75 or \$50 depending on their role. Gifts totaled \$5,925.00.

#### 5.12 Confirmation Reception (Sophia Nip)

- 5.12.1 This Friday evening, twenty-six 8<sup>th</sup> graders will be receiving the sacrament of Confirmation.
- 5.12.2 Deannie Henning and Gaudy Aragon are co-chairing the reception following and are requesting \$700 for supplies.

**MOTON:** to give Deannie Henning \$700 for supplies for Confirmation reception. 1<sup>st</sup> Jean Starks, 2<sup>nd</sup> Katherine Straznickas. All present were in favor, none opposed. Motion carried.

#### 5.13 Catholic Schools Week (Sophia Nip)

- 5.13.1 The festivities begin on Sunday, January 31<sup>st</sup> with an all school mass followed with an open house of our school. Refreshments will be served.
- 5.13.2 Joanne Szeto-Tan is chairing this event and is requesting \$325 for supplies

**MOTON:** to give Joanne Szeto-Tan \$325 for supplies for Catholic schools week. 1<sup>st</sup> Mark Damstetter, 2<sup>nd</sup> Anthony Tsang. All present were in favor, none opposed. Motion carried.

#### 5.14 Faculty Appreciation Luncheon (Sophia Nip)

- 5.14.1 This is another tradition from SAPTO that takes place during Catholic Schools Week.
- 5.14.2 Donna Marconcini will be catering a luncheon on our behalf in appreciation of our faculty and is requesting \$325 for supplies for the Faculty Appreciation Luncheon.

**MOTON:** to give Donna Marconcini \$325 for supplies for the faculty appreciation luncheon. 1<sup>st</sup> George Wu, 2<sup>nd</sup> Katherine Straznickas. All present were in favor, none opposed. Motion carried.

#### 5.16 Junior grade books Program (Brian Henry)

- 5.16.1 RAW reading helps, but we can do more. The Junior grade books program creates an environment where student readers learn to develop analytical, critical thinking, and verbal communication skills.
- 5.16.2 We are in need of parent volunteers. You will be trained on how to lead a reading group. This program runs from February through June and is a 12-week commitment. Training starts in January. We will teach you everything you need to know to run the class. An Instructor course book will be provided. Success of this program depends on the parent participation. The kids will be coming to the class ready to discuss the books.
- 5.16.3 **If you are a parent interested in participating please contact Brian Henry at [bchenry123@cs.com](mailto:bchenry123@cs.com).**

#### 4.14 eScript (Sophia Nip)

- 4.14.1 Please sign up if you not signed up. Every sign-up helps to raise funds for SAPTO and keeps tuition costs down. We need every one of you to help. Contact Fanny Szeto for more information at [szetorfjmj@comcast.net](mailto:szetorfjmj@comcast.net).

#### **4.12 Library (Sophia Nip)**

- 4.12.1** If you are available to help in the library, please sign up by contacting May Li. Parent volunteers help to keep the library open during the lunch periods each day. May Li can be contacted at [menglian12@hotmail.com](mailto:menglian12@hotmail.com).

#### **4.13 Health Room (Sophia Nip)**

- 4.13.1** If you are available to help in the Health Room, please sign up by contacting Lisa Marie Gerard at [lisamarie.gerard@gmail.com](mailto:lisamarie.gerard@gmail.com).

#### **5.13 Catholic Schools Week - Family mass (Sophia Nip)**

- 5.13.1** Our next Family Mass is on Sunday, February 7<sup>th</sup>. Schedule A families will be contacted to help with the festivities following this Mass. All families, whether you are Schedule A or Schedule C are welcome to attend or participate. This is a wonderful way for you to experience what the children are learning from attending church with their classmates.

#### **4.4 Sunday Hospitality (Sophia Nip)**

- 4.4.1** Margaret Tsang is also our chair of the Sunday Hospitality that follows our Family Mass each month and will be contacting Schedule A families for help. If you would like to help, please feel free to contact Margaret at [crakin.crakin@yahoo.com](mailto:crakin.crakin@yahoo.com).

#### **4.15 SAPTO Hospitality (Sophia Nip)**

- 4.15** Special thanks to Deborah Parker-Wong for another delicious meal and to our 4<sup>th</sup> grade parents for their help and providing desserts and refreshments.

### **VII. OPEN DISCUSSION**

#### **7.1 Athletic Department (Mie Mie Kwong)**

- 7.1.1** The athletics department is hosting our annual pasta feed on January 23<sup>rd</sup>. We need volunteers to help with set-up and clean up. The 8<sup>th</sup> graders will be serving food.
- 7.1.2** Girls and co-ed basketball sign up are now open. Evaluations are scheduled for January 23<sup>rd</sup>. Check the weekly family envelope or athletics web page for more details.
- 7.1.3** Boys basketball picture day coming up, check flyers.

#### **7.2 Christmas Performance DVD (Mr. White)**

- 7.2.1** Christmas program is available on DVD thanks to a parent volunteer, Eugene Libadia (Kikani, 1-1). These are available to all families for \$20. Check family envelope for more information or contact Janice Loo at [jloo0711@hotmail.com](mailto:jloo0711@hotmail.com).

### **VIII. ADJOURNMENT**

Next Meeting is Monday, February 8<sup>th</sup>.

**MOTION:** to adjourn the meeting. 1<sup>st</sup> George Wu, 2<sup>nd</sup> Mie Mie Kwong. All present were in favor, none opposed. Motion carried. Meeting adjourned at 7:50 pm.

Respectfully submitted,

Bonnie Cheng  
Recording Secretary  
January 2010