

Canyon Rim PTA

General Meeting Minutes (Approved)

August 12, 2021

5:30 PM

- I. Call to Order @ 5:33 PM
- II. Introductions / Sign In Sheet
 - a. In attendance: Tamara Earl, Jackie Galloway, Sarah Weigley, Cecilia Campos, Nikki Little, Jeremy Crawford, Steven Weigley, Chris Stratton, Joseph Lopat, Monica Garza, Wendi Howe
- III. Call to Administration
 - a. Announcements
 - b. School Requests
 - i. Motion to approve school request in the amount of \$3100.00 by Chris Stratton. Motion carries unanimously.
 - c. Meetings with Principal Recap
 - i. Texting for events – Don't want people to Opt Out because it is an important tool for emergencies.
- IV. Call to Teachers – Open Forum
 - a. Consider putting concrete at the beginning of staff parking lot
- V. Call to Members – Open Forum
 - a. Parents are very concerned about the Blue Bus issue and would like to know if this is expected for the school year?
 - i. Administration unable to answer as this is outside their control and are being given no information from District.
- VI. Review and Approval Meeting Minutes
 - a. July 8, 2021 Meeting
 - i. Motion to approve July 8, 2021 meeting minutes by Wendi Howe. Motion carries unanimously.
- VII. Review Financial Statements (*Wendi*)
 - a. July 2021
 - i. Motion to approve July 2021 financial statement by Chris Stratton. Motion carries unanimously.
- VIII. General Information
 - a. HD South Brick Ordered
 - b. PTA Schools of Excellence Update
 - i. Awarded National PTA School Of Excellence Designation for 2020-2022
 - c. Squishies/Pencil Toppers Update
 - i. First Week Totals = \$67.00
 - d. Asst Treasurer Position Vote
 - i. Motion to accept ballot count and approval of Jeanine Thomas as the new Assistant Treasurer for the 2021-2022 School Year by Steven Weigley. Motion carries unanimously.

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IX. Discussion Topics

- a. PTA Remind Class for Communications
 - i. PTA agrees Remind Class is a good idea and to move forward
 - ii. Yes, people will sign up to receive info about upcoming events
 - iii. Wendi will get the PTA Remind Class setup (Canyon Rim Events)
- b. Traffic during Parent Dropoff and Pickup
 - i. Parents moving in wrong lane through school zone, so they don't have to wait in line during pickup.
 - ii. Sent email to City of Mesa and Mesa PD
 - 1. City will be out in a couple weeks as they like to see if situation fixes itself

X. Upcoming Events

- a. Curriculum Nights – Virtual (*Steven*)
 - i. Slides approved, Steven to send after meeting
- b. Peter Piper Pizza Back to School Party FNO – 08/13/2021 (*Cecilia*)
 - i. Amazon and Frys Rewards Sign Up Continuation
 - ii. \$50 Gift Card for Raffle
- c. Smoothie Day – 08/29/2021 (*Steven*)
 - i. Approved Flyer
- d. Cookie Dough and Butterbraids Fundraiser – 09/09/2021 (*Cecilia*)
 - i. Will go out in backpacks, Facebook, and Peachjar on 09/09/2021
 - ii. Game Truck for November 3rd from 8:30 am – 11:30 AM for the winners
- e. Grandparents Breakfast – 09/10/2021 (*Steven*)
 - i. Food and Drinks Ordered
 - ii. Flyers Approved and
 - 1. Will go out in backpack, on Facebook, and Peachjar on 8/30/2021
 - iii. Sign Up Genius needed by 09/01/2021
 - iv. What to do with kids when done
 - 1. Send to Book Fair
 - 2. Will have people on playground to monitor
 - 3. In classrooms by 7:40 that day ONLY
- f. Culvers Family Night Out – 09/20/2021 through 09/25/2021 (*Cecilia*)
 - i. Will go out in backpack, on Facebook, and Peachjar on 09/15/2021
 - ii. PTA day will be Tuesday, September 21st 4pm – 8pm
- g. Parent Teacher Conferences – 09/23/2021 and 09/24/2021 (*Jackie*)
 - i. PTA will provide dinner Thursday and lunch on Friday
- h. Ultimate Family Fun Night – 09/24/2021 (*Steven*)
 - i. Flyer Approved
 - ii. Movie = Luca
 - 1. Jeremy will get movie

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- XI. Review Past Month Events
 - a. Back to School Night – 07/30/2021 (*Steven*)
 - i. What went well?
 1. PTA membership sign up
 2. T-shirts giveaway
 3. Yearbook sales
 4. Different color forms
 - ii. What could have been better?
 1. WiFi
 2. Need more parent direction to classrooms
 - a. Should be staff members or admin
 3. Need power cords for Credit Card machines
 4. Need better line management for t-shirts giveaway
- XII. PTA Business
 - a. VNET Expo
 - i. Saturday, August 21st, Steve, Chris, and Wendi will attend
 - b. Review and Approve 2021 – 2022 PTA Budget
 - i. Motion to approve 2021 – 2022 PTA Budget by Chris Stratton. Motion carries unanimously.
 - c. Review and Approve AZ PTA Bylaws
 - i. Motion to approve AZ PTA Bylaws by Sarah Weigley. Motion carries unanimously.
 - d. Review and Approve Canyon Rim PTA Standing Rules
 - i. Motion to approve Canyon Rim PTA Standing Rules by Cecilia Campos. Motion carries unanimously.
 - e. Review and Approve Canyon Rim PTA Money Handling Procedures
 - i. PTA tabled and will review for next meeting
 - f. Review and Approve Financial Audit (*Wendi*)
 - i. Passed the Financial Audit
 - ii. Motion to approve Financial Audit by Cecilia Campos. Motion carries unanimously.
 - g. Taxes for 2020 – 2021 School Year Update (*Steven*)
 - i. Completed, Submitted and Accepted by IRS
 - h. Roundtable
- XIII. Committee Reports
 - a. Publicity (*Sarah*)
 - i. Rewards Program on Social media
 - b. Membership (*Jeremy*)
 - i. 136 members
 - c. Fundraising (*Cecilia*)
 - d. Hospitality (*Jackie*)
- XIV. Meeting Dates and Times
 - a. September Meeting – 09/09/2021 @ 5:30 PM, Native Grill & Wings
- XV. Adjournment @ 8:10 PM

PTA School Requests

Meeting: August 12, 2021

Item Requested	How it will Impact Staff, Students and Families?	Amount Requested	Not to Exceed?	Includes Tax	Includes Shipping	Approved By Administration	Pay by School	Pay by PTA	PTA Budget Line Item	Approved By PTA
Playground equipment for the kindergarten students. For example, we would like to purchase equipment such as jump ropes, sand toys, hula hoops, kick balls, basketballs, frisbees, etc.	In kindergarten we have MANY students and because we have so many students the lines for monkey bars, slides, and swings gets incredibly long. Some kids don't get to play on the equipment they wanted due to long lines. So, the kindergarten team would like to purchase other toys to minimize the lines for the large equipment and give them other fun activities to participate in. This will decrease fights over equipment and tears due to long lines.	\$ 100.00	X	Yes	Yes	Yes	No	Yes	Request - General	Yes
Document Cameras (Doc Cams)	A tool that helps instruction with students. Each doc cam is \$125.00	\$ 800.00	X	Yes	Yes	Yes	No	Yes	Requests - Technology	Yes
Walkie Talkies for Staff	Walkies are needed to effectively communicate between staff members throughout the day whether it be before school, lunch time or after school.	\$ 2,000.00	X	Yes	Yes	Yes	No	Yes	Requests - Technology	Yes
Clothes for student when needed.	This allows the nurse to give kids clean clothes when needed without having to call parents who may or may not be able to bring clothes for their student. Shirts were given by the PTA, but shorts and pants were needed.	\$ 200.00	X	Yes	N/A	Yes	No	Yes	Requests - General	Yes

\$ 3,100.00

\$ 300.00	Requests - General
\$ 2,800.00	Requests - Technology

Canyon Rim PTA FY 2021

Treasurer's Report

07/01/2021 - 07/31/2021

Administration	Income	Expenses	Year to Date	Net Budget	More/-Less
Accounting Software	-	\$159.45	-\$159.45	-\$160.00	\$0.55
Annual Audit / Financial Review	-	\$320.00	-\$320.00	-\$400.00	\$80.00
Bank Charges	-	-	-	-	-
Banners	-	\$446.20	-\$446.20	-\$1,000.00	\$553.80
Carryover From Previous Year	-	-	-	\$23,000.00	-\$23,000.00
Credit Card Transaction Charges	-	-	-	-\$200.00	\$200.00
Gifts / Donations	-	-	-	-	-
Insurance	-	-	-	-\$165.00	\$165.00
Membership Dues 2021-2022	\$25.00	\$138.50	-\$113.50	\$1,900.00	-\$2,013.50
Membership Dues 2022-2023	-	-	-	-	-
Membership Incentives	-	-	-	-\$500.00	\$500.00
Office Supplies (PTA Only)	-	-	-	-\$200.00	\$200.00
Pantry Items	-	-	-	-\$600.00	\$600.00
Petty Cash	-	\$530.00	-\$530.00	-	-\$530.00
Postage / Shipping	-	-	-	-\$100.00	\$100.00
President Discretionary	-	-	-	-	-
Sign Up Genius	-	-	-	-\$110.00	\$110.00
State Conference / Training	-	-	-	-\$2,000.00	\$2,000.00
Transaction Error / Pass Through	-	-	-	-	-
Website	-	-	-	-\$100.00	\$100.00
Administration Totals	\$25.00	-\$1,594.15	-\$1,569.15	\$19,365.00	-\$20,934.15
Events	Income	Expenses	Year to Date	Net Budget	More/-Less
Bingo Night	-	-	-	-	-
Carnival	-	\$492.00	-\$492.00	-\$2,000.00	\$1,508.00
Donuts With Your Favorite Guy	-	-	-	\$400.00	-\$400.00
Family Movie Night	-	-	-	-	-
Grandparents Breakfast	-	-	-	\$400.00	-\$400.00
Muffins With Your Favorite Gal	-	-	-	\$400.00	-\$400.00
Teach or Treat	-	-	-	-\$1,000.00	\$1,000.00
Ultimate Family Fun Night	-	-	-	-\$1,300.00	\$1,300.00
Events Totals	-	-\$492.00	-\$492.00	-\$3,100.00	\$2,608.00
Fundraising	Income	Expenses	Year to Date	Net Budget	More/-Less
Boosterthon	-	-	-	\$17,500.00	-\$17,500.00
Fundraising Totals	-	-	-	\$32,400.00	-\$32,400.00

Fundraising	Income	Expenses	Year to Date	Net Budget	More/-Less
Box Tops	-	-	-	-	-
Butterbraids	-	-	-	\$3,500.00	-\$3,500.00
Cookie Dough	-	-	-	\$5,000.00	-\$5,000.00
FNO - Bahama Bucks	-	-	-	\$100.00	-\$100.00
FNO - Chick-fil-A	-	-	-	\$300.00	-\$300.00
FNO - Chipotle	-	-	-	\$500.00	-\$500.00
FNO - Crumbl	-	-	-	\$200.00	-\$200.00
FNO - Culvers	-	-	-	\$300.00	-\$300.00
FNO - Dairy Queen	-	-	-	-	-
FNO - MOD Pizza	-	-	-	\$150.00	-\$150.00
FNO - Panda Express	-	-	-	\$100.00	-\$100.00
FNO - Peter Piper Pizza	-	-	-	\$700.00	-\$700.00
FNO - Rubios	-	-	-	\$150.00	-\$150.00
FNO - Someburros	-	-	-	\$50.00	-\$50.00
FNO - Venezias	-	-	-	\$50.00	-\$50.00
Harkins Summer Movie	-	-	-	-	-
Rewards Programs	-	-	-	\$1,800.00	-\$1,800.00
Smoothie Day	-	-	-	\$2,000.00	-\$2,000.00
Sunshine Acres Clothing Drive	-	-	-	-	-
Fundraising Totals	-	-	-	\$32,400.00	-\$32,400.00
Sales	Income	Expenses	Year to Date	Net Budget	More/-Less
Bricks	-	-	-	\$70.00	-\$70.00
Masks	-	-	-	-	-
Miscellaneous	-	-	-	-	-
Pogo Pass	-	-	-	-	-
T-Shirts	-	-	-	-\$5,000.00	\$5,000.00
Vending	-	-	-	\$2,500.00	-\$2,500.00
Yearbooks	\$25.00	-	\$25.00	\$1,100.00	-\$1,075.00
Sales Totals	\$25.00	-	\$25.00	-\$1,330.00	\$1,355.00
School Gifts	Income	Expenses	Year to Date	Net Budget	More/-Less
Agendas	-	\$936.83	-\$936.83	-	-\$936.83
AR / Renaissance	-	-	-	-\$5,000.00	\$5,000.00
Art Masterpiece	-	-	-	-\$400.00	\$400.00
Author Visits	-	-	-	-\$1,000.00	\$1,000.00
Career Day	-	-	-	-\$250.00	\$250.00
Club Shirts	-	-	-	-\$1,000.00	\$1,000.00
Education / Training	-	-	-	-\$1,000.00	\$1,000.00
School Gifts Totals	-	-\$10,447.92	-\$10,447.92	-\$47,335.00	\$36,887.08

School Gifts	Income	Expenses	Year to Date	Net Budget	More/-Less
Family In Need Fund	-	-	-	-\$500.00	\$500.00
Field Days	-	-	-	-\$1,000.00	\$1,000.00
Field Trips - 1st Grade	-	-	-	-\$200.00	\$200.00
Field Trips - 2nd Grade	-	-	-	-\$200.00	\$200.00
Field Trips - 3rd Grade	-	-	-	-\$200.00	\$200.00
Field Trips - 4th Grade	-	-	-	-\$200.00	\$200.00
Field Trips - 5th Grade	-	-	-	-\$200.00	\$200.00
Field Trips - 6th Grade	-	-	-	-\$200.00	\$200.00
Field Trips - Kindergarten	-	-	-	-\$200.00	\$200.00
Field Trips - Pre School	-	-	-	-\$200.00	\$200.00
Field Trips - SPICE	-	-	-	-\$400.00	\$400.00
Hospitality - Holiday Gifts	-	-	-	-\$2,500.00	\$2,500.00
Hospitality - Staff Meals	-	-	-	-\$2,000.00	\$2,000.00
Hospitality - Staff Members of the Year	-	-	-	-\$250.00	\$250.00
Hospitality - Teacher/Staff Appreciation Week	-	-	-	-\$1,500.00	\$1,500.00
Requests - Curriculum	-	-	-	-	-
Requests - General	-	\$5,853.11	-\$5,853.11	-\$12,085.00	\$6,231.89
Requests - Technology	-	-	-	-	-
School Beautification	-	\$783.24	-\$783.24	-\$7,000.00	\$6,216.76
Science Fair / STEAM Night	-	-	-	-\$1,250.00	\$1,250.00
Spelling Bee	-	-	-	-\$300.00	\$300.00
Staff Recognition	-	\$124.74	-\$124.74	-\$1,000.00	\$875.26
Student Recognition	-	-	-	-\$2,000.00	\$2,000.00
Supplemental Items - 1st Grade	-	-	-	-\$300.00	\$300.00
Supplemental Items - 2nd Grade	-	-	-	-\$300.00	\$300.00
Supplemental Items - 3rd Grade	-	-	-	-\$300.00	\$300.00
Supplemental Items - 4th Grade	-	-	-	-\$300.00	\$300.00
Supplemental Items - 5th Grade	-	-	-	-\$300.00	\$300.00
Supplemental Items - 6th Grade	-	-	-	-\$300.00	\$300.00
Supplemental Items - Kindergarten	-	-	-	-\$300.00	\$300.00
Teacher Classrooms	-	\$2,750.00	-\$2,750.00	-\$2,750.00	-
Visitor Aware	-	-	-	-\$50.00	\$50.00
Volunteer Recognition	-	-	-	-\$400.00	\$400.00
School Gifts Totals	-	-\$10,447.92	-\$10,447.92	-\$47,335.00	\$36,887.08
Grand Totals					
	\$50.00	-\$12,534.07	-\$12,484.07	-	-\$12,484.07

⊗ These withdrawals had not cleared the bank as of 07/31/2021.

Date	Reference	Details	Withdrawal
03/31/2021	4188	Monica Garza	-\$160.00
07/29/2021	4203	Jackie Galloway	-\$468.86
07/29/2021	4204	Signal Butte Self Storage	-\$492.00
07/29/2021	4205	GPS Print Shop	-\$936.83
07/29/2021	4206	Tees and More	-\$5,208.99
07/29/2021	4207	Fast Signs	-\$446.20
07/29/2021	4208	Steven Weigley	-\$3,833.24
07/29/2021	4209	Karen Johnston CPA	-\$320.00
Total			-\$11,866.12

Bank Account Balances	07/01/2021	07/31/2021	Last reconciled	Summary for the Period	
Checking - Compass	\$28,049.09	\$15,565.02	07/31/2021	Starting Total	\$28,049.09
Totals	\$28,049.09	\$15,565.02		Income	\$50.00
<i>Review Reconciled Bank Statement Reports along with this Treasurer's Report to ensure its accuracy.</i>				Expenses	-\$12,534.07
				Ending Total	\$15,565.02

Submitted by:

Name: _____ Signature: _____

Date: _____