

Canyon Rim PTA

Open Meeting Minutes (Approved)

April 12, 2018

5:30 PM

- I. Call to Order 5:35pm
- II. Introductions / Sign In Sheet
 - a. In attendance: Theresa Koepke, Ali Betancourt, Danielle Pollett, Lynette Tucker, Steven Weigley, Sarah Weigley, Misty Dewey, Chris Dippong, Susanna Larranaga, Wendi Howe
- III. Review and Approval Meeting Minutes
 - a. March 8, 2018 Meeting
 - i. Motion to approve March meeting minutes by Lynette Tucker. Motion carries.
- IV. Review Financial Statements (*Susanna*)
 - a. March 2018
 - i. Motion to approve March Financial Statements by Ali Betancourt. Motion carries.
 - b. Rewards Programs
 - i. Frys = 1st Quarter – 74 Supporters - \$359.15
- V. Call to Administration
 - a. Announcements
 - b. School Requests
 - i. Motion to approve attached school requests in the amount of \$2320.00 by Chris Dipping. Motion carries.
 - ii. Motion to approve attached school request revisions in the amount of \$275.00 by Lynette Tucker. Motion carries.
 - c. Meetings with Principal Recap
 - i. Checklist for events for next year (lights, A/C, sprinklers, etc...)
 - ii. Email to Jason Martin
 1. About a full time Dean next year
 - a. Need to have over 1000 students – Use to be 1200
 2. About district paying for AR next year
 - a. Site specific choice
 - b. Lana may be putting together a committee to find alternatives.
 - iii. Looking into a new check-in procedure for front office
 - iv. Kindergarten round-up scheduled
 - v. Red for Ed
 1. PTA supports movement
 2. May not use school resources
 3. No discussion during school hours
 4. Possible district level walk-out
 - vi. Interested in keeping STEAM at CR
 - vii. April 18 BBQ lunch. Staff & PTA board invited.
- VI. Call to Teachers – Open Forum
- VII. Call to Members – Open Forum

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VIII. Committee Reports

a. Membership (*Ali*)

- i. Current Businesses attending Marketplace for Cougarnival
- ii. AZ PTA to raise membership dues (Steven)
 1. \$7.25 (\$5.00 State, \$2.25 National)
 - a. CR PTA will raise business membership dues
 - i. \$100 Business
 - ii. \$250 Preferred business
 - b. Individual and family remain at \$10/\$15
 2. Do we want to continue being a PTA and paying the dues?
 - a. Yes

b. Fundraising (*Wendi*)

- i. Jamba Juice Day – 03/21/2018 (*Wendi*)
- ii. Boosterthon – 03/26/2018 through 04/05/2018 (*Wendi*)
- iii. Next Year Fundraisers and Family Night Outs
 1. Fundraisers
 2. Family Night Outs
 - a. What worked this year?
 - i. Cookies, smoothies, BINGO, Little Caesars, Boosterthon
 - b. What didn't work this year?
 - i. Firehouse subs, Café Rio

c. Hospitality (*Wendi*)

d. Volunteer (*Misty*)

e. Calendar Updates (*Chris*)

f. Yearbook (*Steven*)

- i. Submitted on March 9th
- ii. Shipping on April 21st

g. Cougarnival (*Steven*)

IX. Old Business

a. National PTA School of Excellence (Steven)

- i. Welcome to School Lettering
 1. Placed on front and side doors.
- ii. School Maps
 1. Placed in 7 locations throughout school.
- iii. TV for Hallway
 1. Waiting on electric to be placed.
- iv. Parent surveys to be sent out on 4/16

b. IRS Issues Update

- i. Penalties have been removed!
- ii. We now have a ZERO balance with the IRS and are in good standing as a 50(c)3 once again!

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- X. New Business
 - a. 2018-2019 Board Members Announcements
Elections:
 - President - Steven Weigley
 - Vice President – Lynette Tucker
 - VP of Publicity – Ali Betancourt
 - VP of Ways & Means – Wendi Howe
 - VP of Membership – Chris Dippong
 - Secretary – Theresa Koepke
 - Treasurer – Susanna Larrañaga
 - Asst. Treasurer – Sarah Weigley
 - b. PTA Convention
 - a. June 8-9, 2018
 - b. \$175 for both days before April 30th
 - i. Counts for yearly PTA board member training.
 - c. Awards Ceremony Dinner \$75 each
 - d. Budgeted \$250 for all 8 board members to attend
 - c. Roundtable
- XI. Next Scheduled Meeting Date = 05/03/2018 @ 5:30 PM – DATE CHANGE!!
- XII. Review Past Month
 - a. Bingo Night – 03/23/2018 (Steven)
 - i. Net Profit = \$396.20
 - b. Boosterthon
 - i. Net Profit = \$13,600
 - ii. Scheduled for 3/1 next year
- XIII. Upcoming Events
 - a. Family Night Out – Chik-Fil-A – 04/17/2018 (Wendi)
 - b. Cougarnival – 05/04/2018 (Steven)
 - c. Muffins with Mom – 5/11/2018 (Steven)
- XIV. Adjournment 7:50 pm

Canyon Rim PTA
Treasurer's Report 07/01/2017 to 03/31/2018

Administration	Income	Expenses	Year to Date	Net Budget	More/-Less
Accounting Software	-	159.00	-159.00	-160.00	1.00
Annual Audit / Financial Review	-	420.00	-420.00	-	-420.00
Bank Charges	55.27	61.00	-5.73	-200.00	194.27
Carryover From Previous Year	666.50	-	666.50	13,000.00	-12,333.50
Event Supplies	-	-	-	-	-
Gifts / Donations	594.00	-	594.00	-	594.00
Insurance	-	-	-	-150.00	150.00
Membership Dues 2017-2018	2,215.00	922.50	1,292.50	1,400.00	-107.50
Membership Dues 2018-2019	-	-	-	-	-
Membership Incentives	-	115.24	-115.24	-	-115.24
Office Supplies (PTA Only)	-	314.68	-314.68	-1,000.00	685.32
PayPal Charges	-	167.70	-167.70	-300.00	132.30
Petty Cash	2,650.00	2,650.00	-	-	-
Postage / Shipping	-	35.53	-35.53	-75.00	39.47
President Discretionary	-	-	-	-500.00	500.00
Sign Up Genius	-	79.92	-79.92	-	-79.92
State Conference / Training	-	25.00	-25.00	-2,000.00	1,975.00
Tax Preparation	-	250.00	-250.00	-500.00	250.00
Transaction Error / Pass Through	-	-	-	-	-
Website	-	-	-	-300.00	300.00
PTA School of Excellence	-	263.89	-263.89	-	-263.89
Total	6,180.77	5,464.46	716.31	9,215.00	-8,498.69

Events	Income	Expenses	Year to Date	Net Budget	More/-Less
Carnival	-	559.43	-559.43	-	-559.43
Donuts With Dad	597.00	606.76	-9.76	200.00	-209.76
Father Daughter Dance	505.00	677.95	-172.95	250.00	-422.95
Grandparents Breakfast	1,050.00	570.09	479.91	300.00	179.91
Mother Son Night	-	653.36	-653.36	-700.00	46.64
Muffins With Mom	-	-	-	100.00	-100.00
Bingo Night	558.20	162.00	396.20	-	396.20
Total	2,710.20	3,229.59	-519.39	150.00	-669.39

Fundraising	Income	Expenses	Year to Date	Net Budget	More/-Less
Boosterthon	20.00	-	20.00	15,000.00	-14,980.00
Box Tops	1,257.40	1,092.60	164.80	1,000.00	-835.20
Butterbraids	6,928.00	4,039.00	2,889.00	3,000.00	-111.00
Cookie Dough	27,007.00	16,337.00	10,670.00	10,000.00	670.00
FNO - Cafe Rio	408.40	-	408.40	400.00	8.40
FNO - Chik-Fil-A	-	-	-	200.00	-200.00
FNO - Chipotle	485.06	-	485.06	600.00	-114.94
FNO - Dairy Queen	38.30	-	38.30	200.00	-161.70
FNO - Firehouse Subs	125.00	-	125.00	150.00	-25.00
FNO - Peter Piper Pizza	631.88	-	631.88	1,200.00	-568.12
FNO - Venezias	110.10	-	110.10	200.00	-89.90
Harkins Summer Movie	1,753.00	1,225.00	528.00	500.00	28.00
Hurricane Harvey Relief	415.05	415.05	-	-	-
Rewards Programs	1,010.16	-	1,010.16	500.00	510.16
Smoothie Day	4,941.43	3,268.00	1,673.43	3,000.00	-1,326.57
Student Council Proceeds	-	-	-	-1,680.00	1,680.00
Sunshine Acres Clothing Drive	-	-	-	200.00	-200.00
Readathon	133.12	64.68	68.44	-	68.44

FNO - Little Caesars	582.00	-	582.00	-	582.00
Total	45,845.90	26,441.33	19,404.57	34,470.00	-15,065.43

Sales	Income	Expenses	Year to Date	Net Budget	More/-Less
Bricks	150.00	129.00	21.00	350.00	-329.00
Concessions	177.32	592.38	-415.06	-	-415.06
Harkins Movie Cups	35.00	-	35.00	-	35.00
Miscellaneous	158.00	-	158.00	-	158.00
T-Shirts	4,115.00	3,057.93	1,057.07	800.00	257.07
Yearbooks	1,760.00	2,100.00	-340.00	650.00	-990.00
Total	6,395.32	5,879.31	516.01	1,800.00	-1,283.99

Savings Account	Income	Expenses	Year to Date	Net Budget	More/-Less
Interest	1.58	-	1.58	-	1.58
Bank Fees	-	3.00	-3.00	-	-3.00
Total	1.58	3.00	-1.42	-	-1.42

School Gifts	Income	Expenses	Year to Date	Net Budget	More/-Less
AR / Renaissance	-	3,003.80	-3,003.80	-3,200.00	196.20
Art Masterpiece	-	124.64	-124.64	-400.00	275.36
Education / Training	-	381.00	-381.00	-2,000.00	1,619.00
Family In Need Fund	-	50.00	-50.00	-500.00	450.00
Field Trips - 6th Grade	-	-	-	-600.00	600.00
Field Trips - 5th Grade	-	-	-	-600.00	600.00
Field Trips - 4th Grade	-	-	-	-400.00	400.00
Field Trips - 3rd Grade	-	-	-	-400.00	400.00
Field Trips - 2nd Grade	-	-	-	-400.00	400.00
Field Trips - 1st Grade	-	-	-	-400.00	400.00
Field Trips - Kindergarten	-	870.48	-870.48	-400.00	-470.48
Field Trips - Pre School	-	-	-	-200.00	200.00
Hospitality -Teacher App Week	-	-	-	-850.00	850.00
Hospitality -Staff Meals	-	935.42	-935.42	-2,100.00	1,164.58
Hospitality -Holiday Gifts	-	2,211.09	-2,211.09	-1,500.00	-711.09
Hospitality -Birthdays	-	-	-	-300.00	300.00
Hospitality -Teacher of the Year	-	-	-	-250.00	250.00
Marquee Sign	-	-	-	-7,000.00	7,000.00
Requests	-	15,199.52	-15,199.52	-14,835.00	-364.52
Scholastic Items - 6th Grade	-	284.62	-284.62	-700.00	415.38
Scholastic Items - 5th Grade	-	345.41	-345.41	-700.00	354.59
Scholastic Items - 4th Grade	-	-	-	-700.00	700.00
Scholastic Items - 3rd Grade	-	643.12	-643.12	-700.00	56.88
Scholastic Items - 2nd Grade	-	659.42	-659.42	-700.00	40.58
Scholastic Items - 1st Grade	-	767.58	-767.58	-700.00	-67.58
Scholastic Items - Kindergarten	-	32.08	-32.08	-700.00	667.92
Student Recognition	-	1,596.09	-1,596.09	-1,500.00	-96.09
Teacher Classrooms	-	2,750.00	-2,750.00	-2,500.00	-250.00
Volunteer Recognition	-	-	-	-400.00	400.00

Total	-	29,854.27	-29,854.27	-45,635.00	15,780.73
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Grand Total	Income	Expenses	Year to Date	Net Budget	More/-Less
	61,133.77	70,871.96	-9,738.19	-	-9,738.19

Bank Account Balances	07/01/2017	03/31/2018	Last Reconciled	Summary for the Period	
Checking - Compass	21,165.20	4,574.12	03/31/2018	Starting Total	21,165.20
Savings - Compass	0.00	6,852.89	03/31/2018	Income	61,133.77
Total	21,165.20	11,427.01		Expenses	- 70,871.96 -9,738.19
				Ending Total	11,427.01

Review Reconciled Bank Statement Reports along with this Treasurer's Report to ensure its accuracy.

Treasurer's Report Submitted by:

Name: _____ Signature: _____ Date: _____

PTA School Requests

Meeting: April 12, 2018

Item Requested	How it will Impact Students?	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
Scope Magazine order: 2018-2019 school year	I have been using this magazine for two years. It provides a great resource for language arts connections that are relatable for students. It provides paired text, practice with grammar, writing prompts, and varied levels of text. Plus, there are internet resources to enhance topics. My students have truly enjoyed them for the last three + years.	\$ 110.00		N/A	Yes	Yes	No	Yes	Requests	Yes
Water Day Supplies (Hoses, buckets, etc.)	The supplies will be used for the upcoming water day in may All students kindercamp through sixth grade will participate in the event.	\$ 100.00	X	Yes	Yes	Yes	No	Yes	Requests	Yes
Book - Mindful Kids: 50 Activities for Calm, Focus, and Peace Book - Mindful Games Activity Cards: 55 Fun Ways to Share Mindfulness with Kids and Teens	The activities in these books will be used with students K-6 grade during our behavior intervention groups.	\$ 35.00	X	Yes	N/A	Yes	No	Yes	Requests	Yes
The committee that's putting together the retirement party for Donna Wesley, Monika Wells, Margaret Curran and Denise Weber would like to request \$50 per staff member to put toward expenses.	It will impact students in a positive way because the staff will be filled with adoration by their peers!	\$ 225.00	X	Yes	Yes	Yes	No	Yes	Requests	Yes
Reimbursement for items purchased at Lowe's for new lost and found cabinet	This will help students find things that they lost at school.	\$ 200.00		Yes	N/A	Yes	No	Yes	Requests	Yes
Monies for Family to pay Utility Bill	Pay Utilities for family at their residence.	\$ 150.00		N/A	N/A	Yes	No	Yes	Family In Need	Yes
EZ Seed, Gypsum	Field will have grass where patchy areas currently are just dirt.	\$ 150.00	X	Yes	N/A	Yes	No	Yes	Requests	Yes
To spend on student prizes and supplies for title one Reading Night in May.	This is a school a wide Reading Night for the whole school.	\$ 300.00	X	Yes	Yes	Yes	No	Yes	Requests	Yes
PTA Bean Bag Toss Boards	Boards will be used during Family Nights Out to bring in more families to the events.	\$ 250.00	X	N/A	N/A	Yes	No	Yes	Event Supplies	Yes
School Office Improvements	Principal Moore has some ideas to make the office and surrounding areas more welcoming to families and students.	\$ 800.00	X	N/A	N/A	Yes	No	Yes	Requests	Yes

\$ 2,320.00

\$ 1,920.00	Requests
\$ 150.00	Family In Need
\$ 250.00	Event Supplies

PTA School Request Revisions

Item Requested	Reason for Revision	Original Amount Requested	New Amount Requested	Not to Exceed?
Bunko prizes for staff	Extra items purchased from original request	\$ 200.00	\$ 275.00	X