

# Canyon Rim PTA

## General Meeting Minutes (Approved)

May 13, 2021

5:30 PM

- I. Call to Order @ 5:30 PM
- II. Introductions / Sign In Sheet
  - a. In attendance: Steven Weigley, Sarah Weigley, Monica Garza, Tamara Earl, Jackie Galloway, Cecilia Campos, Amy Hancock, Clark Gregory, Wendi Howe, Joseph Lopat, Chris Stratton
- III. Call to Administration
  - a. Announcements
  - b. School Requests
    - i. Motion to approve school request in the amount of \$5882.67 by Sarah Weigley. Motion carries unanimously.
  - c. Meetings with Principal Recap
- IV. Call to Teachers – Open Forum
  - a. Teachers are still looking into replacing all sand with rubber and they are still working on getting quotes for the bridge
- V. Call to Members – Open Forum
- VI. Review and Approval Meeting Minutes
  - a. April 8, 2021 Meeting
    - i. Motion to approve April 8, 2021 meeting minutes by Sarah Weigley. Motion carries unanimously.
- VII. Review Financial Statements (*Clark*)
  - a. April 2021
    - i. Motion to approve April 2021 financial statement by Clark Gregory. Motion carries unanimously.
- VIII. Upcoming Events
  - a. Peter Piper Pizza Yearbook Signing Party FNO – 05/21/2021 (*Cecilia*)
  - b. Back to School Night
    - i. Pre-send forms to PTA members from last year.
    - ii. Express Line
- IX. Review Past Month Events
  - a. Chipotle and Bahaman Bucks Family Night Out – 04/13/2021 (*Cecilia*)
    - i. Chipotle - Net Profit = \$717.85
    - ii. Bahama Bucks – Net Profit = \$142.01
  - b. Smoothie Day – 04/21/2021 (*Steven*)
    - i. Net Profit = \$487
  - c. Smoothie Day – 05/12/2021 (*Steven*)
    - i. Net Profit = \$360

# Canyon Rim PTA

## General Meeting Minutes (continued) (Approved)

May 13, 2021  
5:30 PM

### X. Old Business

- a. PTA Schools of Excellence
  - i. Pads for Playground Poles
    - 1. \$3,802.32 Approved to purchase
  - ii. Final Survey sent out and completed
  - iii. Working on Final Submission letter
- b. Cookie Dough and Butterbraids for next year
  - i. Cookie Dough and Butterbraids will run together again
  - ii. Cinnamon Roll will be offered online only
  - iii. Promote Game Truck on flyer and include QR Code on flyer as well
- c. VNET Wrap-Up Meeting Update
  - i. Good ideas for binders / make available online
- d. Roundtable

### XI. New Business

- a. Next Year's Calendar and Dates
- b. Calendar Meeting
  - i. Set for May 19<sup>th</sup> at 3:00 PM in Library
- c. Shirt Design for 2021-2022 Spirit Wear
  - i. Free shirts for 2021 – 2022
  - ii. Designs to be worked on by Tees and More and then voted on later.
- d. Transition Documents
  - i. Completed by each position
- e. Financial Review
  - i. \$375
    - 1. Approved by move forward with Karen Johnston.
- f. State PTA Convention Attendance
  - i. June 16<sup>th</sup> – 19<sup>th</sup>
  - ii. Free to everyone
  - iii. President, Vice President, Secretary, and Treasurer required to attend
- g. Website Cost increase for Forms
  - i. Used for Teacher Request – upgrade approved.
- h. Bank Account Signers Update
  - i. Old Signers
    - 1. Steven Weigley, Clark Gregory, Cecilia Campos, Wendi Howe
      - a. Motion to remove Clark Gregory as a signer on the PTA Bank Account made by Steven Weigley. Motion carries unanimously.
  - ii. New Signers
    - 1. Steven Weigley, Chris Stratton, Cecilia Campos, Wendi Howe
  - iii. Motion to add Chris Stratton as a signer on the PTA Bank Account by Steven Weigley. Motion carries unanimously

# Canyon Rim PTA

## General Meeting Minutes (continued) (Approved)

May 13, 2021  
5:30 PM

- i. Roundtable
  - i. Pathway to front office
    - 1. Possibly spend between \$5,000 and \$7,000 if it looks good.
    - 2. Checking with vendor suggested by parent – Chris Meraz
  - ii. Squishies and Gumball Machine
    - 1. Purchase approved and we will use proceeds to continue to pay/offset costs for free shirts for staff and students each year.
  - iii. PTA Room Cleanup
    - 1. Wendi, Sarah, and Cecilia on May 28<sup>th</sup> at 10 AM
    - 2. Cleanup Part 2 on July 10<sup>th</sup> at 10 AM
- XII. Committee Reports
  - a. Fundraising (*Cecilia*)
  - b. Membership (*Wendi*)
    - i. AZ Wholesale Floors Signed up
    - ii. MacDonald Orthodontics Signed up
      - 1. Will be paying for entire Agenda cost!
  - c. Hospitality (*Wendi*)
    - i. Survey to Staff for next year
  - d. Event Manager (*Monica*)
  - e. Publicity (*Sarah*)
- XIII. Summer Meeting Dates and Times
  - a. June Meeting - Cancelled
  - b. Budget Meeting
    - i. July 6<sup>th</sup> at the Weigley's home, 4:00 PM
  - c. July Meeting - July 8<sup>th</sup> at 5:00 PM
- XIV. Adjournment @ 9:12 PM

# PTA School Requests

## Meeting: May 13, 2021

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
Battle of the Books Party items	Battle of the Book students have worked hard this year and an end of the year party would help boost their spirits.	\$ 125.00	X	Yes	N/A	Yes	No	Yes	Student Recognition	Yes
AR	Not available from District but whidely used throughout our school for Reading goals of our Students	\$ 4,394.27		Yes	N/A	Yes	No	Yes	AR / Renaissance	Yes
Scholastic Items for 4th Grade	Supplemental Items for the entire Grade Level	\$ 763.40		Yes	Yes	Yes	No	Yes	Supplemental Items - 4th Grade	Yes
Bouncies For End of Year Field Day	Requesting a hula hoop toss game and a 3 sport game with Basketball, Football and Soccer. This will allow more stations throughout the day for studenst and introduce new games for them to play during the last field day of the year.	\$ 600.00	X	Yes	Yes	Yes	No	Yes	Requests - General	Yes

\$ 5,882.67

\$ 125.00	Student Recognition
\$ 763.40	Supplemental Items - 4th Grade
\$ 600.00	Requests - General
\$ 4,394.27	AR / Renaissance

# Canyon Rim PTA FY 2020

## Treasurer's Report

07/01/2020 - 06/30/2021

Administration	Income	Expenses	Year to Date	Net Budget	More/-Less
Accounting Software	-	\$159.45	-\$159.45	-\$160.00	\$0.55
Annual Audit / Financial Review	-	\$315.00	-\$315.00	-\$315.00	-
Bank Charges	-	-	-	-\$25.00	\$25.00
Banners	-	\$610.82	-\$610.82	-\$1,000.00	\$389.18
Carryover From Previous Year	-	-	-	\$30,000.00	-\$30,000.00
Credit Card Transaction Charges	-	-	-	-\$100.00	\$100.00
Event Supplies	-	\$35.34	-\$35.34	-\$500.00	\$464.66
Gifts / Donations	\$345.00	-	\$345.00	-	\$345.00
Insurance	-	\$165.00	-\$165.00	-\$165.00	-
Membership Dues 2020-2021	\$1,735.00	\$506.00	\$1,229.00	\$910.00	\$319.00
Membership Dues 2021-2022	\$780.00	-	\$780.00	-	\$780.00
Membership Incentives	-	-	-	-	-
Office Supplies (PTA Only)	-	\$210.71	-\$210.71	-\$250.00	\$39.29
Petty Cash	\$325.00	\$325.00	-	-	-
Postage / Shipping	-	\$10.84	-\$10.84	-\$25.00	\$14.16
President Discretionary	-	-	-	-	-
Sign Up Genius	-	-	-	-	-
State Conference / Training	-	\$290.00	-\$290.00	-\$1,350.00	\$1,060.00
Transaction Error / Pass Through	\$500.00	\$500.00	-	-	-
Website	-	\$558.75	-\$558.75	-\$500.00	-\$58.75
<b>Administration Totals</b>	<b>\$3,685.00</b>	<b>-\$3,686.91</b>	<b>-\$1.91</b>	<b>\$26,520.00</b>	<b>-\$26,521.91</b>
Events	Income	Expenses	Year to Date	Net Budget	More/-Less
Bingo Night	-	-	-	-\$250.00	\$250.00
Carnival	-	\$946.71	-\$946.71	-	-\$946.71
Donuts With Your Favorite Guy	-	-	-	-	-
Family Movie Night	-	\$246.49	-\$246.49	-\$250.00	\$3.51
Grandparents Breakfast	-	-	-	-	-
Muffins With Your Favorite Gal	-	-	-	-	-
Teach or Treat	-	\$622.40	-\$622.40	-\$650.00	\$27.60
Ultimate Family Fun Night	-	\$1,144.45	-\$1,144.45	-	-\$1,144.45
<b>Events Totals</b>	<b>-</b>	<b>-\$2,960.05</b>	<b>-\$2,960.05</b>	<b>-\$1,150.00</b>	<b>-\$1,810.05</b>
Fundraising	Income	Expenses	Year to Date	Net Budget	More/-Less
Boosterthon	\$45,382.17	\$21,400.95	\$23,981.22	\$10,000.00	\$13,981.22
<b>Fundraising Totals</b>	<b>\$72,927.18</b>	<b>-\$33,368.35</b>	<b>\$39,558.83</b>	<b>\$21,205.00</b>	<b>\$18,353.83</b>

<b>Fundraising</b>	<b>Income</b>	<b>Expenses</b>	<b>Year to Date</b>	<b>Net Budget</b>	<b>More/-Less</b>
Box Tops	\$389.10	-	\$389.10	\$200.00	\$189.10
Butterbraids	\$6,297.00	\$2,752.50	\$3,544.50	\$1,000.00	\$2,544.50
Cookie Dough	\$10,096.00	\$4,968.90	\$5,127.10	\$5,000.00	\$127.10
FNO - Bahama Bucks	\$142.01	-	\$142.01	\$30.00	\$112.01
FNO - Chick-fil-A	\$278.53	-	\$278.53	\$300.00	-\$21.47
FNO - Chipotle	\$717.85	-	\$717.85	\$200.00	\$517.85
FNO - Crumbl	\$220.00	-	\$220.00	\$150.00	\$70.00
FNO - Culvers	\$350.00	-	\$350.00	\$350.00	-
FNO - Dairy Queen	-	-	-	-	-
FNO - Firehouse Subs	-	-	-	\$25.00	-\$25.00
FNO - MOD Pizza	\$218.26	-	\$218.26	\$50.00	\$168.26
FNO - Panda Express	\$151.51	-	\$151.51	\$25.00	\$126.51
FNO - Peter Piper Pizza	\$184.63	-	\$184.63	\$500.00	-\$315.37
FNO - Rubios	\$423.56	-	\$423.56	\$275.00	\$148.56
Harkins Summer Movie	-	-	-	-	-
Rewards Programs	\$1,834.46	-	\$1,834.46	\$1,500.00	\$334.46
Smoothie Day	\$6,242.10	\$4,246.00	\$1,996.10	\$1,600.00	\$396.10
Sunshine Acres Clothing Drive	-	-	-	-	-
<b>Fundraising Totals</b>	<b>\$72,927.18</b>	<b>-\$33,368.35</b>	<b>\$39,558.83</b>	<b>\$21,205.00</b>	<b>\$18,353.83</b>
<b>Sales</b>	<b>Income</b>	<b>Expenses</b>	<b>Year to Date</b>	<b>Net Budget</b>	<b>More/-Less</b>
Bricks	\$98.25	\$53.00	\$45.25	\$100.00	-\$54.75
Masks	\$45.00	\$1,460.31	-\$1,415.31	-\$1,500.00	\$84.69
Miscellaneous	-	-	-	-	-
Pogo Pass	\$35.00	-	\$35.00	-	\$35.00
T-Shirts	\$84.00	\$4,580.52	-\$4,496.52	-\$5,000.00	\$503.48
Vending	-	\$927.60	-\$927.60	-	-\$927.60
Yearbooks	\$5,295.00	\$4,655.82	\$639.18	-	\$639.18
<b>Sales Totals</b>	<b>\$5,557.25</b>	<b>-\$11,677.25</b>	<b>-\$6,120.00</b>	<b>-\$6,400.00</b>	<b>\$280.00</b>
<b>School Gifts</b>	<b>Income</b>	<b>Expenses</b>	<b>Year to Date</b>	<b>Net Budget</b>	<b>More/-Less</b>
Agendas	-	\$1,108.81	-\$1,108.81	-\$600.00	-\$508.81
AR / Renaissance	-	\$10,835.41	-\$10,835.41	-\$9,000.00	-\$1,835.41
Art Masterpiece	-	-	-	-\$100.00	\$100.00
Author Visits	-	-	-	-\$500.00	\$500.00
Career Day	-	-	-	-\$250.00	\$250.00
Club Shirts	\$200.00	\$1,002.67	-\$802.67	-\$900.00	\$97.33
Education / Training	-	-	-	-\$500.00	\$500.00
Family In Need Fund	-	-	-	-\$1,000.00	\$1,000.00
<b>School Gifts Totals</b>	<b>\$206.77</b>	<b>-\$39,019.06</b>	<b>-\$38,812.29</b>	<b>-\$40,175.00</b>	<b>\$1,362.71</b>

School Gifts	Income	Expenses	Year to Date	Net Budget	More/-Less
Field Trips - 1st Grade	-	-	-	-	-
Field Trips - 2nd Grade	-	-	-	-	-
Field Trips - 3rd Grade	-	-	-	-	-
Field Trips - 4th Grade	-	-	-	-	-
Field Trips - 5th Grade	-	-	-	-	-
Field Trips - 6th Grade	-	-	-	-	-
Field Trips - Kindergarten	-	-	-	-	-
Field Trips - Pre School	-	-	-	-	-
Field Trips - SPICE	-	-	-	-	-
Hospitality - Holiday Gifts	-	\$2,500.00	-\$2,500.00	-\$1,500.00	-\$1,000.00
Hospitality - Staff Meals	-	\$3,052.73	-\$3,052.73	-\$1,500.00	-\$1,552.73
Hospitality - Staff Members of the Year	-	-	-	-\$250.00	\$250.00
Hospitality - Teacher/Staff Appreciation Week	-	\$760.18	-\$760.18	-\$1,000.00	\$239.82
Requests - Curriculum	\$6.77	\$5,068.69	-\$5,061.92	-	-\$5,061.92
Requests - General	-	\$5,257.54	-\$5,257.54	-\$12,330.00	\$7,072.46
Requests - Technology	-	\$380.44	-\$380.44	-	-\$380.44
School Beautification	-	\$3,638.15	-\$3,638.15	-\$6,500.00	\$2,861.85
Science Fair / STEAM Night	-	-	-	-\$500.00	\$500.00
Spelling Bee	-	\$279.34	-\$279.34	-\$300.00	\$20.66
Staff Recognition	-	\$2,694.22	-\$2,694.22	-\$1,250.00	-\$1,444.22
Student Recognition	-	\$2,264.00	-\$2,264.00	-\$2,000.00	-\$264.00
Supplemental Items - 1st Grade	-	-	-	-	-
Supplemental Items - 2nd Grade	-	-	-	-	-
Supplemental Items - 3rd Grade	-	\$120.00	-\$120.00	-\$120.00	-
Supplemental Items - 4th Grade	-	-	-	-	-
Supplemental Items - 5th Grade	-	-	-	-	-
Supplemental Items - 6th Grade	-	-	-	-	-
Supplemental Items - Kindergarten	-	-	-	-	-
Teacher Classrooms	-	-	-	-	-
Visitor Aware	-	\$56.88	-\$56.88	-\$75.00	\$18.12
Volunteer Recognition	-	-	-	-	-
<b>School Gifts Totals</b>	<b>\$206.77</b>	<b>-\$39,019.06</b>	<b>-\$38,812.29</b>	<b>-\$40,175.00</b>	<b>\$1,362.71</b>
<b>Grand Totals</b>	<b>\$82,376.20</b>	<b>-\$90,711.62</b>	<b>-\$8,335.42</b>	<b>-</b>	<b>-\$8,335.42</b>

⊘ These withdrawals had not cleared the bank as of 06/30/2021.

Date	Reference	Details	Withdrawal
03/31/2021	4188	Monica Garza	-\$160.00
<b>Total</b>			<b>-\$160.00</b>

Bank Account Balances	07/01/2020	06/30/2021	Last reconciled	Summary for the Period	
Checking - Compass	\$36,384.51	\$28,049.09	06/30/2021	Starting Total	\$36,384.51
<b>Totals</b>	<b>\$36,384.51</b>	<b>\$28,049.09</b>		Income	\$82,376.20
<i>Review Reconciled Bank Statement Reports along with this Treasurer's Report to ensure its accuracy.</i>				Expenses	-\$90,711.62
				Ending Total	\$28,049.09

Submitted by:

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_