

# Canyon Rim PTA

## General Meeting Minutes (Approved)

April 7, 2022

5:30 PM

- I. Call to Order @ 5:34 p.m.
- II. Introductions / Sign In Sheet
  - a. In attendance: Nikki Little, Anna Combe, Nick Controne, Jai Pester, Lana Murphy, Cecilia Campos, Sarah Weigley, Liz Luedtke, Jeanine Thomas, Steven Weigley, Sarah Stratton, Chris Stratton, Joe Lopat, Jeremy Crawford, Hayley Powell, Jackie Galloway
- III. Call to Administration
  - a. Announcements
    - i. Thank you for an amazing Carnival!
  - b. School Requests
    - i. Motion to approve school request in the amount of \$675 by Jeremy Crawford. Motion approved unanimously.
    - ii. Request for \$600 for license to use TeacherMade.com. Motion tabled until June
  - c. Meetings with Principal Recap
    - i. We made around \$27,000 from the Boosterthon.
    - ii. PTA gets \$13,500 and school gets \$13,500
    - iii. We are getting a quote for a playground cover. We may contribute some PTA money towards the total, or the playground cover may wait until next year when the school has enough funds.
- IV. Call to Teachers – Open Forum
  - a. Could we look into a different company for the Fun Run, such as Step It Up, so we can keep more of the money?
  - b. Most other Fun Run companies don't have as much involvement in the classroom. Boosterthon does a great job communicating with classrooms and getting the kids excited about collecting donations for the Fun Run.
- V. Call to Members – Open Forum
- VI. Student Council Update
- VII. Review and Approval Meeting Minutes
  - a. March 3, 2022 Meeting
    - i. Motion to approve March 3, 2022 Meeting Minutes by Jeremy Crawford. Motion passes unanimously.
- VIII. Review Financial Statements (*Wendi*)
  - a. March 2022
    - i. Financial statements were just updated today. We will table approval of March 2022 financial statements until May.
  - b. Reward Programs
    - i. Kroger = \$483.27 and 145 households last quarter
    - ii. Box Tops = \$106.20
- IX. General Information
  - a. Signed up for American Furniture Warehouse Rewards
    - i. We can get the word out and they pay us 2% every February for purchase throughout the entire year when our name is brought up.

# Canyon Rim PTA

## General Meeting Minutes (continued) (Approved)

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5:30 PM

- b. Ballot Counting and Announcement of 2022-2023 PTA Board Positions
  - i. President: Steven Weigley
  - ii. Vice President: Bonni Beveridge
  - iii. VP Publicity: Hayley Powell
  - iv. VP Fundraising: Liz Luedtke
  - v. VP Membership: Jai Pester
  - vi. Secretary: Sarah Stratton
  - vii. Treasurer: Chris Stratton
  - viii. Assistant Treasurer: Lana Murphy
- X. Discussion Topics
  - a. Roundtable
- XI. Upcoming Events
  - a. Chipotle and Bahama Bucks FNO – 04/12/2022 (*Cecilia*)
    - i. Chipotle: 4-8 pm (33%)
    - ii. Bahama Bucks—no online code (15%)
  - b. Smoothie Day – 04/27/2022 (*Liz, Lana, Jeanine*)
    - i. Liz & Jeanine will do the count in the morning
- XII. Review Past Month Events
  - a. Cougarnival – 03/25/2022 (*Steven*)
    - i. Total Expenses = \$9,094.01
    - ii. Total Revenue = \$13,077.00
    - iii. Net Profit = \$3,982.99
    - iv. Lessons Learned
      - Great participation from STAFF
      - Good Pricing on everything
      - Baskets – right number (50) and right pricing (40% of value);
      - We need an extra person to run the 50/50 raffle—start walking around with a sign to encourage more participation
      - Need to buy pens for silent auction & veggie dogs for concessions
      - Big Baller needs to go – lines too long
      - Volunteer situation concerning again—we need more adult volunteers! (Possibly pull teachers from grade level booths if we need more volunteers)
      - Petting zoo did not need volunteers
      - Charge the card readers before the event, or get new card readers before next year
      - DJ issues – need playlist moving forward; Have DJ make announcements
      - Start asking for donations for baskets in December/January; Assign people to local businesses to ask for donations—5 each?

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- Concessions:
  - a. Pretzel bites were great! We used the extra pretzels as well; Buy 40 tubs of pretzel bites next year
  - b. Buy less soda next year; more Sprite, less Coke
  - c. We had too many hotdogs; we probably need 30 packs of hot dogs next year
  - d. Cook hot dogs in oven or boiling water—warmers did not work
  - e. 3 lines for concessions—1 for credit
  - f. We need another adult there to help around 3 pm
- b. Someburros FNO – 03/30/2022 (*Cecilia*)
  - i. Net Profit = \$439.48

### XIII. PTA Business

- a. VNET Year End Wrap Up – April 23<sup>rd</sup> from 9:00 AM – 11:00 AM
- b. PTA Convention – June 24<sup>th</sup> and 25<sup>th</sup>
  - i. Top 4 positions strongly encouraged to attend for training—PTA has money in the budget for all 8 board members to attend; you have to provide your own hotel
  - ii. Others available to attend as it is fun and can learn some things.
- c. Roundtable

### XIV. Committee Reports

- a. Publicity (*Sarah*)
  - i. Flyer for smoothie day
  - ii. Change date for smoothie day to May 11 (on calendar)
- b. Membership (*Jeremy*)
  - i. 165 members
  - ii. 3 new members in March, 6 in February
- c. Fundraising (*Cecilia*)
  - i. Boca would be happy to do a Family Night Out next year
  - ii. 13 Pogo passes sold
  - iii. We missed our chance to sell Harkin's summer movie passes this year; We can participate next year
- d. Hospitality (*Jackie*)
  - i. Teacher Appreciation Week coming up—\$1500 budget
  - ii. Sign up genius for donations
  - iii. \$660 left in staff meals budget—provide a breakfast for the last staff meeting or roll it into next year

### XV. Meeting Dates and Times

- d. May Meeting – 05/5/2022 @ 5:30 PM @ ?

### XVI. Adjournment @ 7:41 p.m.

## PTA School Requests Meeting: April 7, 2022

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	
SHW 55-Inch Large Electric Height Adjustable Standing Desk, 55 x 28 Inches, Black	This adjustable standing desk will be used as a lecture/presenter table in the library. Adults and students teaching/presenting from the adjustable desk will have the up-to-date technology needed for professional development and continued learning.	\$ 350.00	X	Yes	Yes	Yes	No	Yes	Requests - General	Yes	
Money for Staff End of Year Party or Retirement parties.	The staff would like to celebrate the end of another successful school year and we also have a few teachers retiring at the end of this year. Some of the money will come from the Joy Squad funds, but this extra money would help not to deplete that fund entirely.	\$ 300.00	X	N/A	N/A	Yes	No	Yes	Staff Recognition	Yes	
1 megaphone for parent pickup	They take a beating out at parent pickup. They are needed because otherwise, teachers are yelling to be heard by students when directing them to their pickup spots. Students hear their names much easier with bullhorns.	\$ 25.00	X	Yes	Yes	Yes	No	Yes	Requests - General	Yes	
		\$ 675.00									

\$ 300.00	Staff Recognition
\$ 375.00	Requests - General

### PTA School Request Revisions

Item Requested	Reason for Revision	Original Amount Requested	New Amount Requested	Not to Exceed?
2 megaphone for parent pickup	Principal dropped down to 1 megaphone as he wants teachers using radios instead of yelling down the line. Megaphone to get kids attention is the one that is needed according to him. We believe one is still working which would make this a backup.	\$ 50.00	\$ 25.00	X

### PTA Request Tabled for Review at Future Meeting

Item Requested	How it will Impact Students?	Amount Requested	Not to Exceed?	Includes Tax	Includes Shipping	Approved By Administration	Tabled Reason
Site license for TeacherMade.com	When we experienced the toner shortage this year, we were introduced to this awesome resource. We can scan in PDF documents and convert them to fillable worksheets for students. This significantly cuts down on paper, toner, etc. For students, though, it allows them to complete things online at school OR at home, and receive instantaneous feedback. It also saves significant grading time and fully aligns with Google Classroom. It is flexible where teachers can track student scores, progress on assignments, missing assignments, and teachers can determine reteaching based on immediate feedback. Only the "PRO" version aligns with Google Classroom. A few of us have paid out of pocket, and as more of us have become interested, we realized we could divide/conquer, meaning all teachers in a grade level could share the labor of setting up the worksheets, and then enter ALL spelling pages, spelling tests, math pages, and more - and be able to use it from year to year without having to recreate the documents. It is quite a program. Our TIE, Jim Preble, introduced it to us, recommended it, and helped those of us who were interested to see where we could make it work. I polled teachers 2nd-6th, plus Resource and SPICE, and most are interested in using this program. While some things will still stay on paper, TeacherMade is always available to create a digital resource.	\$ 650.00	X	Yes	N/A	Tabled	Waiting to see which and how many teachers will be willing to use the software and also the end of the year available money from PTA. Since we don't need until July 1 for the next school year license, we have tabled until June meeting.

# Canyon Rim PTA FY 2021

## Treasurer's Report

07/01/2021 - 03/31/2022

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	-	\$318.02	-\$318.02	-	-\$318.02
Banners	-	\$1,121.49	-\$1,121.49	-\$1,000.00	-\$121.49
Carryover From Previous Year	-	-	-	\$23,000.00	-\$23,000.00
Credit Card Transaction Charges	-	-	-	-\$200.00	\$200.00
Gifts / Donations	\$2,126.48	-	\$2,126.48	-	\$2,126.48
Insurance	-	-	-	-\$165.00	\$165.00
Membership Dues 2021-2022	\$3,647.50	\$910.00	\$2,737.50	\$1,900.00	\$837.50
Membership Dues 2022-2023	-	-	-	-	-
Membership Incentives	-	\$839.74	-\$839.74	-\$500.00	-\$339.74
Office Supplies (PTA Only)	-	\$205.37	-\$205.37	-\$200.00	-\$5.37
Pantry Items	-	\$303.09	-\$303.09	-\$600.00	\$296.91
Pay Pal Fees	-	\$69.32	-\$69.32	-	-\$69.32
Petty Cash	\$2,845.00	\$2,845.00	-	-	-
Postage / Shipping	-	-	-	-\$100.00	\$100.00
President Discretionary	-	-	-	-	-
Sign Up Genius	-	-	-	-\$110.00	\$110.00
State Conference / Training	-	\$25.00	-\$25.00	-\$2,000.00	\$1,975.00
Transaction Error / Pass Through	\$514.68	\$514.68	-	-	-
Website	-	\$902.38	-\$902.38	-\$100.00	-\$802.38
<b>Administration Totals</b>	<b>\$9,133.66</b>	<b>-\$8,533.54</b>	<b>\$600.12</b>	<b>\$19,365.00</b>	<b>-\$18,764.88</b>
Events	Income	Expenses	Year to Date	Net Budget	More/-Less
Bingo Night	-	-	-	-	-
Carnival	\$13,854.46	\$8,762.86	\$5,091.60	-\$2,000.00	\$7,091.60
Donuts With Your Favorite Guy	\$1,212.70	\$547.47	\$665.23	\$400.00	\$265.23
Family Movie Night	-	-	-	-	-
Grandparents Breakfast	\$1,453.60	\$751.88	\$701.72	\$400.00	\$301.72
Muffins With Your Favorite Gal	\$1,671.44	\$819.10	\$852.34	\$400.00	\$452.34
Teach or Treat	-	\$1,333.48	-\$1,333.48	-\$1,000.00	-\$333.48
Ultimate Family Fun Night	-	\$1,358.92	-\$1,358.92	-\$1,300.00	-\$58.92
<b>Events Totals</b>	<b>\$18,192.20</b>	<b>-\$13,573.71</b>	<b>\$4,618.49</b>	<b>-\$3,100.00</b>	<b>\$7,718.49</b>

<b>Fundraising</b>	<b>Income</b>	<b>Expenses</b>	<b>Year to Date</b>	<b>Net Budget</b>	<b>More/-Less</b>
Boosterthon	\$49,782.60	\$22,954.05	\$26,828.55	\$17,500.00	\$9,328.55
Box Tops	-	-	-	-	-
Butterbraids	\$8,513.00	\$3,628.50	\$4,884.50	\$3,500.00	\$1,384.50
Cookie Dough	\$14,438.00	\$6,659.00	\$7,779.00	\$5,000.00	\$2,779.00
FNO - Bahama Bucks	-	-	-	\$100.00	-\$100.00
FNO - Chick-fil-A	\$253.06	-	\$253.06	\$300.00	-\$46.94
FNO - Chipotle	-	-	-	\$500.00	-\$500.00
FNO - Crumbl	\$130.00	-	\$130.00	\$200.00	-\$70.00
FNO - Culvers	\$300.00	-	\$300.00	\$300.00	-
FNO - Dairy Queen	-	-	-	-	-
FNO - Geno's Pizza	\$100.00	-	\$100.00	-	\$100.00
FNO - MOD Pizza	\$194.70	-	\$194.70	\$150.00	\$44.70
FNO - Panda Express	\$155.80	-	\$155.80	\$100.00	\$55.80
FNO - Peter Piper Pizza	\$347.84	-	\$347.84	\$700.00	-\$352.16
FNO - Quick Quack Car Wash	\$10.00	-	\$10.00	-	\$10.00
FNO - Rubios	\$436.28	-	\$436.28	\$150.00	\$286.28
FNO - Someburros	-	-	-	\$50.00	-\$50.00
FNO - Venezias	-	-	-	\$50.00	-\$50.00
Harkins Summer Movie	-	-	-	-	-
Rewards Programs	\$850.61	-	\$850.61	\$1,800.00	-\$949.39
Smoothie Day	\$7,446.78	\$5,058.18	\$2,388.60	\$2,000.00	\$388.60
Sunshine Acres Clothing Drive	-	-	-	-	-
<b>Fundraising Totals</b>	<b>\$82,958.67</b>	<b>-\$38,299.73</b>	<b>\$44,658.94</b>	<b>\$32,400.00</b>	<b>\$12,258.94</b>
<b>Sales</b>	<b>Income</b>	<b>Expenses</b>	<b>Year to Date</b>	<b>Net Budget</b>	<b>More/-Less</b>
Bricks	-	-	-	\$70.00	-\$70.00
Masks	-	-	-	-	-
Miscellaneous	-	-	-	-	-
Pogo Pass	-	-	-	-	-
T-Shirts	\$157.00	\$829.51	-\$672.51	-\$5,000.00	\$4,327.49
Vending	\$2,227.95	\$1,376.75	\$851.20	\$2,500.00	-\$1,648.80
Yearbooks	\$4,311.00	-	\$4,311.00	\$1,100.00	\$3,211.00
<b>Sales Totals</b>	<b>\$6,695.95</b>	<b>-\$2,206.26</b>	<b>\$4,489.69</b>	<b>-\$1,330.00</b>	<b>\$5,819.69</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	\$936.83	\$965.48	-\$28.65	-	-\$28.65
AR / Renaissance	-	-	-	-\$5,000.00	\$5,000.00
Art Masterpiece	-	-	-	-\$400.00	\$400.00
Author Visits	-	-	-	-\$1,000.00	\$1,000.00
<b>School Gifts Totals</b>	<b>\$936.83</b>	<b>-\$31,369.60</b>	<b>-\$30,432.77</b>	<b>-\$47,335.00</b>	<b>\$16,902.23</b>

School Gifts	Income	Expenses	Year to Date	Net Budget	More/-Less
Career Day	-	\$117.81	-\$117.81	-\$250.00	\$132.19
Club Shirts	-	\$440.67	-\$440.67	-\$1,000.00	\$559.33
Education / Training	-	-	-	-\$1,000.00	\$1,000.00
Family In Need Fund	-	-	-	-\$500.00	\$500.00
Field Days	-	\$72.00	-\$72.00	-\$1,000.00	\$928.00
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	-	\$3,000.00	-\$3,000.00	-\$2,500.00	-\$500.00
Hospitality - Staff Meals	-	\$1,339.90	-\$1,339.90	-\$2,000.00	\$660.10
Hospitality - Staff Members of the Year	-	-	-	-\$250.00	\$250.00
Hospitality - Teacher/Staff Appreciation Week	-	-	-	-\$1,500.00	\$1,500.00
Oratorical Contest	-	\$167.54	-\$167.54	-	-\$167.54
Requests - Curriculum	-	-	-	-	-
Requests - General	-	\$12,017.36	-\$12,017.36	-\$12,085.00	\$67.64
Requests - Technology	-	-	-	-	-
School Beautification	-	\$6,077.21	-\$6,077.21	-\$7,000.00	\$922.79
Science Fair / STEAM Night	-	\$146.30	-\$146.30	-\$1,250.00	\$1,103.70
Spelling Bee	-	\$195.32	-\$195.32	-\$300.00	\$104.68
Staff Recognition	-	\$560.51	-\$560.51	-\$1,000.00	\$439.49
Student Recognition	-	\$2,228.96	-\$2,228.96	-\$2,000.00	-\$228.96
Supplemental Items - 1st Grade	-	\$373.82	-\$373.82	-\$300.00	-\$73.82
Supplemental Items - 2nd Grade	-	-	-	-\$300.00	\$300.00
Supplemental Items - 3rd Grade	-	\$29.77	-\$29.77	-\$300.00	\$270.23
Supplemental Items - 4th Grade	-	\$886.95	-\$886.95	-\$300.00	-\$586.95
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
<b>School Gifts Totals</b>	<b>\$936.83</b>	<b>-\$31,369.60</b>	<b>-\$30,432.77</b>	<b>-\$47,335.00</b>	<b>\$16,902.23</b>

**Grand Totals**

\$117,917.31      -\$93,982.84      \$23,934.47      -      \$23,934.47

⊘ These withdrawals had not cleared the bank as of 03/31/2022.

Date	Reference	Details	Withdrawal
03/18/2022	4274	Stephanie Schmitz	-\$117.81
03/23/2022	4276 VOID	VOID VOID	
<b>Total</b>			<b>-\$117.81</b>

Bank Account Balances	07/01/2021	03/31/2022	Last reconciled	Summary for the Period	
Checking - Compass	\$28,049.09	\$51,983.56	04/30/2022	Starting Total	\$28,049.09
<b>Totals</b>	<b>\$28,049.09</b>	<b>\$51,983.56</b>		Income	\$117,917.31
<i>Review Reconciled Bank Statement Reports along with this Treasurer's Report to ensure its accuracy.</i>				Expenses	-\$93,982.84
				Ending Total	\$51,983.56

Submitted by:

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