

4` Canyon Rim Elementary PTA Meeting Minutes

Thursday, May 8, 2025

Canyon Rim Elementary – 3045 S Canyon Rim, Mesa, AZ 85212

Attendance: Bonni Beveridge, Samantha Thurber, Jen Packer, Hayley Powell, Danielle Biela, Curtis Fletcher, Lana Murphy, Jackie Galloway, Adam Cartwright, Joe Lopat, and Ellie Rust

Minutes Prepared by: Ellie Rust

Called to Order: 5:35 PM

Call to Administration

- Kristen Fleming will not be returning for the 2025-2026 school year. Sam Hutchinson will be the new Dean of Students beginning the 2025-2026 school year, she will be at Canyon Rim full time.
- Title 1 budget was cut by 55% there will no longer be a discretionary fund or enough room in the budget for other fund, but Canyon Rim will be able to keep all of the paras on.
- Title III Reduced Lunch push will be at back to school for the 2025-2026 school year instead of in the fall.

School Requests

- Two teachers requesting document cameras, which have broken in the past month. Most classrooms use their doc cams for instruction daily. Many cameras have broken this past year, Teacher Rep did a count and there are still fifteen older cameras (which are the ones that are breaking). Request amended to include having fifteen cameras on hand for when the old ones do eventually break. Motion to approve the purchase of fifteen document cameras, not to exceed \$1700 made by Curtis Fletcher. Motion Passes.

- JBL PartBox Portable Speaker with Microphone. Requested by PE Teacher for music during PE activities, water days and other outdoor events at the school.

Request amended to include two speakers for outdoor events. Motion to approve the purchase of two JBL Partybox Speakers not to exceed \$900 made by Curtis Fletcher. Motion Passes.

Call to Teachers

- There are old spirit shirts and yearbooks available, if any teachers or staff would like them.

Call to Members

- PTA will be getting rid of the freezer in the PTA office and the office will be cleaned out by July 1st.
- Curtis Fletcher proposed a change in the PTA's current standing rules, which can be found attached to the end of these meeting minutes for your review, a discussion and vote will occur at a later meeting date.

Financial Statements

- March and April finances were presented.
- The PTA's financial goal for Cougarnival is to break even. We lost \$1300 at Cougarnival, which is considered a financial success.

PTA Business

- 2025-2026 Spirit Shirt design was chosen. Some tweaks to colors and font were suggested. These will be completed and sent to Bonni. It was also discussed having a second design (or the same design) available for sell to students and parents throughout the year. The discussion was put on hold.

- There is approximately \$3100 remaining in student gift funds after the purchase of the volleyball net and recess equipment. As previously voted on and advertised, the remainder of the gift is to go towards classroom furniture. Joe will get a quote for furnishing one classroom with desks. The options are to furnish one classroom with desks (supplementing with other funds) or providing classrooms with flexible seating. This will be determined once the quote for the desks is received.

Review of Past Events

- Cougarnival Notes & Suggestions
 - Suggest not having the petting zoo next year, some children were bit by the animals.
 - Having a board-only volunteer sign up sheet to give more structure and breaks to the board, so that they may have more carnival time with their families.
=Follow procedures for who is allowed to handle money
 - Multiple lists of pre-pay wristbands needed at entrance gate
 - Longer volunteer slots (at least an hour) for teachers
 - Later volunteer shift for both High School and Junior High kids to assist with cleanup.
 - Only one slot at a time is needed for bathroom watch
 - There is no need for a 50/50 raffle volunteer. QR codes and sheets at the table are enough
 - 2 Volunteers at one time are not needed for the petting zoo, rock wall, swing or other rides since there is a vendor employee there.
 - Giving food trucks an earlier "Ready" time to ensure they are ready to go when the gates open.
 - Using pre-approved designs for face painting, to ensure they can be done quickly and that every child who wants face paint, has a chance to get it.
 - A lot of the inflatable games were not used much
 - The campfire corner was beneficial for children with sensory issues.
 - The starlink login was simple and easy for both iphone and android users.
- Kona Ice went well. We are still waiting on coupons from the owner for students that were missed previously. He should have the coupons on the upcoming Kona Ice day.

Upcoming Events

- Peter Piper Pizza Yearbook Signing Party is Next Friday, May 16. The yearbooks have arrived and Jackie will have them available to handout at the pizza party. Yearbooks are no longer available for sale on the website, but will be available for sale in the front office, starting May 19. Help is needed for the Peter Piper Pizza event, there is a PTA table at the front entrance when families arrive.
- Water Day is May 19. The sign up has been dispersed, through teachers. This needs to be posted on Social Media by Anna.

Board Reports

- Membership: 91 Members
 - A 2025-2026 Membership Plan has been created and was shared. It is attached to the end of these minutes. Help and suggestions are welcomed.
- Fundraising: Cane's Family Night brought in \$270
- Publicity: N/A
- Marketing: Nothing at this time
- Hospitality: Nothing at this time

Next Meeting Date is May 19 at 5:00 PM in School Library, this will be the 2025-2026 calendaring meeting.

Meeting Adjourned 7:20 PM

Proposed changes to current Canyon Rim PTA Standing Rules

- Voting in Lieu of a Meeting

Any vote by the board, not in an open meeting, must be done in writing and must be unanimous. All members of the board must vote yes, no, or abstain, for the vote to be valid. A copy of the written vote (copy of the email chain) must be included in the next meeting's minutes for approval, even if the vote fails. Votes in lieu of a meeting by the board should only occur when the vote cannot wait until the next monthly meeting. The president, or a majority of the board, may call for a vote in lieu of a meeting.

- Budget and Approving Expenditures

At the start of the fiscal year, a budget committee shall be established to draft an annual proposed budget. Any member of the PTA can be on the committee. The treasurer shall be the chair of the committee. At the first meeting of the members, the budget shall be presented for approval by the membership.

Throughout the year, the President and Vice President, together, will have the authority to use funds that have been pre-approved in the budget via the use of the PTA debit card. The Treasurer will have the authority to use funds that have been pre-approved in the budget through the proper channels of issuing checks. Any expenditures from a budget line with the preface "Requests" will require approval via vote. All requests must be made in writing prior to the vote, or through formal motion by a board member. Any expenditure from a budget line with no remaining funds must be approved via vote at a board meeting.

- Use of the "Families in Need" Budget Line

In an effort to uphold the Arizona PTA's Mission Statement, "Every Child. One Voice." the Canyon Rim PTA will not approve expenditures that are intended to benefit only one child or family, unless a request is made from the school counselor or psychologist. Such a request needs to be made in writing, and approved by the PTA. However, the names of the individuals/families that will benefit should not be disclosed to the PTA, in an effort to protect the privacy of the individuals/families. Such funds should be utilized from the "Families in Need" budget line. Additionally, the PTA should not plan, advertise, or associate itself with any fundraising efforts for only one child or family. This includes, but is not limited to using PTA emails, social media, or discussion at a PTA meeting. If a member of the PTA would like to announce such a private fundraiser in the open forum, that would be appropriate, but any discussion or planning as a PTA organization would not be appropriate.

This policy is intended to avoid the appearance of favoritism and prevent inappropriate expectations of assistance, financial or otherwise, in times of need. This policy does not prohibit

members of the PTA or board members from giving their own money and time, but they should not present themselves as representing the PTA.

2025-2026 Canyon Rim PTA Membership Plan Summary

Teacher Engagement:

- Raffle for teacher's first week back, supply basket drawing (giftcards). Every teacher who joins the PTA before the first day of school, receives an entry into the drawing.

Parent Engagement:

- Membership Table at PTA Events
- "Myth Busters" posters for PTA awareness
- Membership / PTA FAQ for PTA Website
- "Incentive package" for parents who join PTA
- Flyer distribution at the beginning of the year
- Membership drive in the fall
- PTA Flyer will now be included in Welcome packet for new students

Community Engagement

- Membership letters and sponsorship levels distributed to local businesses by hand & email (when available)
- Flyers posted on community bulletin boards
- Digital "Proud Supporter" badge for business websites and social media; physical ones for business locations.