

Canyon Rim PTA

Open Meeting Minutes (Approved)

January 11, 2018

5:30 PM

- I. Meet and Greet with new Principal Lana Moore
- II. Call to Order 5:51pm
- III. Introductions / Sign In Sheet
 - a. In attendance: Steven Weigley, Sarah Weigley, Stephanie Schmitz, Danielle Campbell, Karie Beehler, Danielle Pollett, Marilee Garbison, Ali Betancourt, Katy Blessum, Theresa Koepke, Lana Moore, Ryan Salazar, Misty Dewey, Stacy Quantick, Wendi Howe, Lynette Tucker, Amber Franco, Chris Dippong, Tina Padilla, Susanna Larranga
- IV. Review and Approval Meeting Minutes
 - a. December 5, 2017 Meeting
 - i. Motion to approve December meeting minutes by Chris Dippong. Motion carries.
- V. Review Financial Statements (*Sarah*)
 - a. December 2017
 - i. Motion to approve December Financial Statement by Sarah Weigley. Motion carries.
 - b. Rewards Programs
 - i. Frys = \$323.08
 - ii. Box Tops = \$1257.40
- VI. Call to Administration
 - a. Announcements
 - b. School Requests
 - i. Motion to approve attached school requests in the amount of \$487.52 by Sarah Weigley. Motion carries.
 - ii. Motion to approve attached revision to December requests by Sarah Weigley. Motion carries.
 - c. Meetings with Principal Recap
- VII. Call to Teachers – Open Forum
- VIII. Call to Members – Open Forum
- IX. Committee Reports
 - a. Membership (*Ali*)
 - b. Fundraising (*Wendi*)
 - i. Family Night Out – Venezia’s Pizza (*Wendi*)
 1. \$110.10
 - ii. Harkins Summer Movie Fun – 01/29/2018 through 02/09/2018 (*Wendi*)
 - iii. Family Night Out – Little Caesar’s Pizza – 01/31/2018 (*Wendi*)
 - iv. Boosterthon Fun Run
 - c. Hospitality (*Wendi*)
 - d. Volunteer (*Misty*)
 - e. Calendar Updates (*Chris*)
 - f. Yearbook (*Christine*)
 - g. Cougarnival (*Steven*)
- X. Old Business
 - a. National PTA School of Excellence (*Steven*)
 - i. Motion to move \$1,000.00 from field trip account to a new line item for School of Excellence by Steven Weigley. Motion carries.
 - b. Family Movie Night (*Tina*)
 - i. Move date from 1/19 to 1/26
 - c. Harkins Movie Cup Sales (*Steven*)

Canyon Rim PTA
Open Meeting Minutes (continued) (Approved)
January 11, 2018
5:30 PM

- XI. New Business
 - a. Roundtable
- XII. Next Scheduled Meeting Date = 02/08/2018 @ 5:30 PM
- XIII. Review Past Month
 - a. Box Tops (Tina)
 - i. Gave back \$195 to teachers
- XIV. Upcoming Events
 - a. Family Movie Night – 01/19/2018 (Tina)
 - b. Harkins Summer Movie Fun – 01/29/2018 through 02/09/2018 (Wendi)
 - c. Family Night Out – Little Caesar’s Pizza – 01/31/2018 (Wendi)
 - d. Father-Daughter Dance – 02/16/2018 (Sarah)
- XV. Adjournment 7:30pm

PTA School Requests

Meeting: January 11, 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
Items for Mrs. Moore's introduction meeting with teachers	Introduction of new principal to teachers.	\$ 152.52		X	N/A	Yes		Yes	Hospitality	Yes
Breakfast, lunch and snacks for the volunteers for Career Day on February 9th, 2018.	These items are for the volunteers that will be presenting to the whole school on Career Day. It will make them feel appreciated and hopefully come back to volunteer again.	\$ 120.00	X	X	N/A	Yes		Yes	Requests	Yes
8 pizzas for the Title One Reading Night	This will provide some food to the Title One Parents that attend the event and the hope is that it will draw more of a crowd.	\$ 65.00	X	X	N/A	Yes		Yes	Requests	Yes
2 pizza parties, 2 donut parties and 2 popsicle parties for the 6 classes with the highest number of return Free and Reduced Surveys	These parties will hopefully encourage students (and parents) to return the slips sent out by the school to help Canyon Rim maintain the Title One status necessary to provide the resources our students need.	\$ 150.00	X	X	N/A	Yes		Yes	Requests	Yes

\$ 487.52

\$ 335.00	Requests
\$ 152.52	Hospitality

PTA School Request Revisions

Item Requested	Reason for Revision	Original Amount Requested	New Amount Requested	Not to Exceed?
Money for parking passes for our buses to the Arizona Science Center	Bus Driver decided not to park - cost not necessary	\$ 24.00	\$ -	

Canyon Rim PTA
Treasurer's Report 07/01/2017 to 12/31/2017

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	909.00	1,306.00	1,400.00	-94.00
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	-	167.16	-167.16	-300.00	132.84
Petty Cash	1,850.00	1,850.00	-	-	-
Postage / Shipping	-	35.53	-35.53	-75.00	39.47
President Discretionary	-	-	-	-500.00	500.00
Sign Up Genius	-	49.95	-49.95	-	-49.95
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
Total	5,380.77	4,356.56	1,024.21	9,215.00	-8,190.79

Events	Income	Expenses	Year to Date	Net Budget	More/-Less
Carnival	-	-	-	-	-
Donuts With Dad	572.00	606.76	-34.76	200.00	-234.76
Father Daughter Dance	-	-	-	250.00	-250.00
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
Total	1,622.00	1,830.21	-208.21	150.00	-358.21

Fundraising	Income	Expenses	Year to Date	Net Budget	More/-Less
Boosterthon	-	-	-	15,000.00	-15,000.00
Box Tops	-	819.00	-819.00	1,000.00	-1,819.00
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	-	-	-	400.00	-400.00
FNO - Chik-Fil-A	-	-	-	200.00	-200.00
FNO - Chipotle	485.06	-	485.06	600.00	-114.94
FNO - Dairy Queen	-	-	-	200.00	-200.00
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	-	-	-	200.00	-200.00
Harkins Summer Movie	-	-	-	500.00	-500.00
Hurricane Harvey Relief	415.05	415.05	-	-	-
Rewards Programs	660.03	-	660.03	500.00	160.03
Smoothie Day	3,698.36	2,440.00	1,258.36	3,000.00	-1,741.64
Student Council Proceeds	-	-	-	-1,680.00	1,680.00
Sunshine Acres Clothing Drive	-	-	-	200.00	-200.00
Total	39,950.38	24,050.05	15,900.33	34,470.00	-18,569.67

Sales	Income	Expenses	Year to Date	Net Budget	More/-Less
Bricks	150.00	129.00	21.00	350.00	-329.00

Concessions	15.92	282.58	-266.66	-	-266.66
Miscellaneous	-	-	-	-	-
T-Shirts	4,078.00	2,976.21	1,101.79	800.00	301.79
Yearbooks	1,760.00	-	1,760.00	650.00	1,110.00
Total	6,003.92	3,387.79	2,616.13	1,800.00	816.13

Savings Account	Income	Expenses	Year to Date	Net Budget	More/-Less
Interest	0.77	-	0.77	-	0.77
Bank Fees	-	3.00	-3.00	-	-3.00
Total	0.77	3.00	-2.23	-	-2.23

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	-	311.50	-311.50	-2,000.00	1,688.50
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	-	732.81	-732.81	-2,100.00	1,367.19
Hospitality -Holiday Gifts	-	2,176.56	-2,176.56	-1,500.00	-676.56
Hospitality -Birthdays	-	-	-	-300.00	300.00
Hospitality -Teacher of the Year	-	-	-	-250.00	250.00
Marquee Sign	-	-	-	-7,000.00	7,000.00
Requests	-	13,742.82	-13,742.82	-14,835.00	1,092.18
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	-	1,402.05	-1,402.05	-1,500.00	97.95
Teacher Classrooms	-	2,750.00	-2,750.00	-2,500.00	-250.00
Volunteer Recognition	-	-	-	-400.00	400.00

Total	-	27,896.89	-27,896.89	-45,635.00	17,738.11
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Grand Total	Income	Expenses	Year to Date	Net Budget	More/-Less
	52,957.84	61,524.50	-8,566.66	-	-8,566.66

Bank Account Balances	07/01/2017	12/31/2017	Last Reconciled	Summary for the Period	
Checking - Compass	21,165.20	5,746.46	12/31/2017	Starting Total	21,165.20
Savings - Compass	0.00	6,852.08	12/31/2017	Income	52,957.84
Total	21,165.20	12,598.54		Expenses	- 61,524.50 -8,566.66
				Ending Total	12,598.54

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

Treasurer's Report Submitted by:

Name: _____ Signature: _____ Date: _____