

Canyon Rim PTA

General Meeting Minutes (Approved)

October 14, 2021

5:30 PM

- I. Call to Order @5:35 PM
- II. Introductions / Sign In Sheet
 - a. In attendance: Steven Weigley, Sarah Weigley, Monica Garza, Wendi Howe, Tamara Earl, Jackie Galloway, Jeremy Crawford, Chandra Carr, Chris Stratton, Joseph Lopat
- III. Call to Administration
 - a. Announcements
 - b. School Requests
 - i. Motion to approve school request in the amount of \$250.00 by Sarah Weigley. Motion passes unanimously.
 - c. Meetings with Principal Recap
 - i. Principal Breakfast – October 28th @ 7:15 AM – 50 people, Make Your Own Breakfast Burrito station
 - ii. Fundraising Shift – more parent volunteers needed
- IV. Call to Teachers – Open Forum
 - a. Steven will get with Ms. Tefft regarding the PTA Christmas dinner (tamales, rice, & beans)
- V. Call to Members – Open Forum
 - a. per Chandra Carr - Canyon Rim Remind Class is very helpful
- VI. Student Council Update
 - a. 115 slots available for Feed My Starving Children – February 15th
- VII. Review and Approval Meeting Minutes
 - a. September 9, 2021 Meeting
 - i. Motion to approve September 2021 meeting minutes by Tamara Earl. Motion carries unanimously.
- VIII. Review Financial Statements (*Wendi*)
 - a. September 2021
 - i. Motion to approve September 2021 financial statement by Chris Stratton. Motion carries unanimously.
 - b. Rewards Programs
 - i. Frys Rewards = \$439.77 – 140 Households
 - c. BBVA bought by PNC, so bank account info changed.
- IX. General Information
 - a. PTA Remind Class
 - i. 83 members
 - b. Standards of Affiliation Submitted and Accepted
 - c. Oceanography Fundraiser
 - i. Chipotle and Bahama Bucks – October 19th
 - d. Cougarnival Committee
 - i. Next month we will kick it off and start talking about Cougarnival

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- X. Discussion Topics
- a. Incentives for FNO attendance
 - i. Yes, for the classroom. PTA will discuss further.
 - b. Membership Sponsors for Events
 - i. Yes. Jeremy Crawford will reach out to our business members – at least \$500 to sponsor an event
 - ii. Chris Stratton will create a flyer for the business members
 - c. Is Board Overwhelmed by number of events?
 - i. Yes. We need an Event Coordinator.
 - ii. Also need to have conversations about who is available and potentially cancel events if not enough board members will be present.
 - iii. Need to wait until August to schedule dates for events
 - 1. May meeting for initial pre-dates, but only schedule large events with date early on to make things more fluid.
 - d. How do we get on ballot for next year?
 - i. PTA board members will email Steven Weigley their idea
 - e. Roundtable
 - i. Wendi Howe - Event Coordinator for Donuts with Your Favorite Guy
 - ii. Personalized Water Bottles through Zagg fundraising discussed
 - 1. Nothing new this year, but maybe for start of school next year.
 - 2. How can we lower cost?
 - a. Maybe if we don't do as fundraiser, just an option for parents
 - b. Steven to talk with Zagg and figure out a plan.
- XI. Upcoming Events
- a. Butterbraid Delivery – 10/19/2021 @ 1:00 PM – (*Cecilia*)
 - i. Facebook – 10/14/2021
 - ii. Remind – 10/18/2021 & 10/19/2021
 - iii. Sign Up Genius – 10/12/2021
 - b. Smoothie Day – 10/20/2021 – (*Steven*)
 - i. Sign Up Genius – 10/10/2021
 - ii. Jackie Galloway will be the Event Coordinator for Smoothie Day
 - c. Teach or Treat – 10/28/2021 – (*Sarah*)
 - i. Candy
 - 1. Candy has been ordered
 - 2. Jackie is in the process of making backdrops for photobooth
 - ii. Flyers
 - 1. When going out in backpacks – 10/22/2021
 - 2. Facebook – 10/21/2021 & 10/26/2021
 - 3. Peachjar – 10/25/2021
 - iii. Remind – 10/27/2021
 - iv. Event Categories for Prizes
 - 1. Most Creative, Spookiest, Funniest/Cutest
 - v. Same setup/flow as last year & will be outside again

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- d. Cookie Dough Delivery – 11/02/2021 @ 1:00 PM – (*Cecilia*)
 - i. Flyers
 - 1. 10/29/2021 - out in backpacks
 - 2. 11/01/2021 - Facebook
 - ii. Remind – 11/02/2021
 - iii. Sign Up Genius – 10/28/2021
 - e. Care Collection For Troops – 11/08/2021 – 11/12/2021 (*Steven*)
 - i. Steven Weigley will revise flyer
 - ii. Flyers
 - 1. 11/3/2021 - out in backpacks
 - 2. 11/3/2021 - Facebook
 - 3. 11/3/2021 - Peachjar
 - iii. Remind – 11/8/2021
 - f. Panda Express Family Night Out – 11/16/2021 (*Cecilia*)
 - i. Flyers
 - 1. 11/10/2021 - out in backpacks
 - 2. 11/12/2021 - Facebook
 - 3. 11/15/2021 - Peachjar
 - ii. Remind – 11/16/2021
 - g. Smoothie Day – 11/17/2021 – (*Steven*)
 - i. Sign Up Genius – 11/11/2021
- XII. Review Past Month Events
- a. Grandparents Breakfast – 09/10/2021 (*Steven*)
 - i. 575 meals served
 - ii. Net Profit = \$373.28
 - iii. Lesson Learned
 - 1. No turkey bacon
 - 2. Pancakes were terrible
 - b. Culvers Family Night Out – 09/20/2021 through 09/25/2021 (*Cecilia*)
 - i. Net Profit = \$300
 - ii. Didn't take online orders even when told
 - 1. Will engage before scheduling event for next year
 - c. Parent Teacher Conferences – 09/23/2021 and 09/24/2021 (*Jackie*)
 - d. Ultimate Family Fun Night – 09/24/2021 (*Steven*)
 - i. Great Time – More participants than last year
 - e. Rubio's and Crumbl Family Night Out – 10/13/2021 (*Cecilia*)
 - i. Will no longer have Family Night Out @ Rubio's
- XIII. PTA Business
- a. Roundtable

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- XIV. Committee Reports
 - a. Publicity (*Sarah*)
 - i. Rewards Program on Social media
 - ii. Sarah Weigley will confirm a few things on the November calendar
 - b. Membership (*Jeremy*)
 - i. 151 members
 - ii. New business membership - Geno's Pizza and Cheesesteak
 - c. Fundraising (*Cecilia*)
 - d. Hospitality (*Jackie*)
 - i. \$20 Amazon Gift Card, candy bar, and PTA Board Christmas picture for teacher's Christmas gift
 - ii. Tamara Earl will gather pajama options for PTA Board Christmas picture
 - e. Event Manager (*Monica*)
- XV. Meeting Dates and Times
 - a. November Meeting – 11/04/2021 @ 5:30 PM @ Native Grill and Wings
- XVI. Adjournment @ 8:45 PM

PTA School Requests

Meeting: October 14, 2021

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
Oratorical Contest certificates, trophies, recurring yearly trophy, and prizes; thank you gifts for 4 judges and 3 helpers	This is one more area for students to shine. The oratorical contest has been a district-wide contest for many years, but this will be CRE's first year to participate at a school level. Our informational meeting is Thursday, 9/30, and I am not sure how many participants we will have - but there will be two winners (1 primary, 1 intermediate) who will advance to the district contest. Our site contest is November 18th, and the district contest is typically in January. I am requesting a blanket amount (similar to the spelling bee) to allow for slight changes to numbers, etc.	\$ 250.00	X	Yes	Yes	Yes	No	Yes	Oratorical Contest	Yes

\$ 250.00

\$ 250.00	Oratorical Contest
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Canyon Rim PTA FY 2021

Treasurer's Report

07/01/2021 - 09/30/2021

Administration	Income	Expenses	Year to Date	Net Budget	More/-Less
Accounting Software	-	\$159.45	-\$159.45	-\$160.00	\$0.55
Annual Audit / Financial Review	-	\$320.00	-\$320.00	-\$400.00	\$80.00
Bank Charges	-	\$225.00	-\$225.00	-	-\$225.00
Banners	-	\$654.19	-\$654.19	-\$1,000.00	\$345.81
Carryover From Previous Year	-	-	-	\$23,000.00	-\$23,000.00
Credit Card Transaction Charges	-	-	-	-\$200.00	\$200.00
Gifts / Donations	\$1,707.93	-	\$1,707.93	-	\$1,707.93
Insurance	-	-	-	-\$165.00	\$165.00
Membership Dues 2021-2022	\$2,977.50	\$811.50	\$2,166.00	\$1,900.00	\$266.00
Membership Dues 2022-2023	-	-	-	-	-
Membership Incentives	-	\$580.87	-\$580.87	-\$500.00	-\$80.87
Office Supplies (PTA Only)	-	\$94.39	-\$94.39	-\$200.00	\$105.61
Pantry Items	-	\$214.14	-\$214.14	-\$600.00	\$385.86
Petty Cash	\$780.00	\$780.00	-	-	-
Postage / Shipping	-	-	-	-\$100.00	\$100.00
President Discretionary	-	-	-	-	-
Sign Up Genius	-	-	-	-\$110.00	\$110.00
State Conference / Training	-	-	-	-\$2,000.00	\$2,000.00
Transaction Error / Pass Through	-	-	-	-	-
Website	-	\$105.85	-\$105.85	-\$100.00	-\$5.85
Pay Pal Fees	-	\$66.48	-\$66.48	-	-\$66.48
Administration Totals	\$5,465.43	-\$4,011.87	\$1,453.56	\$19,365.00	-\$17,911.44
Events	Income	Expenses	Year to Date	Net Budget	More/-Less
Bingo Night	-	-	-	-	-
Carnival	-	\$492.00	-\$492.00	-\$2,000.00	\$1,508.00
Donuts With Your Favorite Guy	-	-	-	\$400.00	-\$400.00
Family Movie Night	-	-	-	-	-
Grandparents Breakfast	\$1,403.00	\$751.88	\$651.12	\$400.00	\$251.12
Muffins With Your Favorite Gal	-	-	-	\$400.00	-\$400.00
Teach or Treat	-	\$1,091.45	-\$1,091.45	-\$1,000.00	-\$91.45
Ultimate Family Fun Night	-	\$1,358.92	-\$1,358.92	-\$1,300.00	-\$58.92
Events Totals	\$1,403.00	-\$3,694.25	-\$2,291.25	-\$3,100.00	\$808.75

Fundraising	Income	Expenses	Year to Date	Net Budget	More/-Less
Boosterthon	-	-	-	\$17,500.00	-\$17,500.00
Box Tops	-	-	-	-	-
Butterbraids	\$8,413.00	-	\$8,413.00	\$3,500.00	\$4,913.00
Cookie Dough	\$14,083.00	-	\$14,083.00	\$5,000.00	\$9,083.00
FNO - Bahama Bucks	-	-	-	\$100.00	-\$100.00
FNO - Chick-fil-A	-	-	-	\$300.00	-\$300.00
FNO - Chipotle	-	-	-	\$500.00	-\$500.00
FNO - Crumbl	-	-	-	\$200.00	-\$200.00
FNO - Culvers	-	-	-	\$300.00	-\$300.00
FNO - Dairy Queen	-	-	-	-	-
FNO - MOD Pizza	-	-	-	\$150.00	-\$150.00
FNO - Panda Express	-	-	-	\$100.00	-\$100.00
FNO - Peter Piper Pizza	\$347.84	-	\$347.84	\$700.00	-\$352.16
FNO - Rubios	-	-	-	\$150.00	-\$150.00
FNO - Someburros	-	-	-	\$50.00	-\$50.00
FNO - Venezias	-	-	-	\$50.00	-\$50.00
Harkins Summer Movie	-	-	-	-	-
Rewards Programs	\$89.98	-	\$89.98	\$1,800.00	-\$1,710.02
Smoothie Day	\$3,058.20	\$2,120.00	\$938.20	\$2,000.00	-\$1,061.80
Sunshine Acres Clothing Drive	-	-	-	-	-
Fundraising Totals	\$25,992.02	-\$2,120.00	\$23,872.02	\$32,400.00	-\$8,527.98
Sales	Income	Expenses	Year to Date	Net Budget	More/-Less
Bricks	-	-	-	\$70.00	-\$70.00
Masks	-	-	-	-	-
Miscellaneous	-	-	-	-	-
Pogo Pass	-	-	-	-	-
T-Shirts	\$107.00	\$519.30	-\$412.30	-\$5,000.00	\$4,587.70
Vending	\$1,161.00	\$1,191.49	-\$30.49	\$2,500.00	-\$2,530.49
Yearbooks	\$2,125.00	-	\$2,125.00	\$1,100.00	\$1,025.00
Sales Totals	\$3,393.00	-\$1,710.79	\$1,682.21	-\$1,330.00	\$3,012.21
School Gifts	Income	Expenses	Year to Date	Net Budget	More/-Less
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
Career Day	-	-	-	-\$250.00	\$250.00
Club Shirts	-	-	-	-\$1,000.00	\$1,000.00
School Gifts Totals	\$936.83	-\$19,757.15	-\$18,820.32	-\$47,335.00	\$28,514.68

School Gifts	Income	Expenses	Year to Date	Net Budget	More/-Less
Education / Training	-	-	-	-\$1,000.00	\$1,000.00
Family In Need Fund	-	-	-	-\$500.00	\$500.00
Field Days	-	-	-	-\$1,000.00	\$1,000.00
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	-	-	-	-\$2,500.00	\$2,500.00
Hospitality - Staff Meals	-	\$987.48	-\$987.48	-\$2,000.00	\$1,012.52
Hospitality - Staff Members of the Year	-	-	-	-\$250.00	\$250.00
Hospitality - Teacher/Staff Appreciation Week	-	-	-	-\$1,500.00	\$1,500.00
Requests - Curriculum	-	-	-	-	-
Requests - General	-	\$7,885.44	-\$7,885.44	-\$12,085.00	\$4,199.56
Requests - Technology	-	-	-	-	-
School Beautification	-	\$5,783.24	-\$5,783.24	-\$7,000.00	\$1,216.76
Science Fair / STEAM Night	-	-	-	-\$1,250.00	\$1,250.00
Spelling Bee	-	-	-	-\$300.00	\$300.00
Staff Recognition	-	\$124.74	-\$124.74	-\$1,000.00	\$875.26
Student Recognition	-	-	-	-\$2,000.00	\$2,000.00
Supplemental Items - 1st Grade	-	\$373.82	-\$373.82	-\$300.00	-\$73.82
Supplemental Items - 2nd Grade	-	-	-	-\$300.00	\$300.00
Supplemental Items - 3rd Grade	-	-	-	-\$300.00	\$300.00
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
School Gifts Totals	\$936.83	-\$19,757.15	-\$18,820.32	-\$47,335.00	\$28,514.68
Grand Totals					
	\$37,190.28	-\$31,294.06	\$5,896.22	-	\$5,896.22

⊘ These withdrawals had not cleared the bank as of 09/30/2021.

Date	Reference	Details	Withdrawal
09/09/2021	4222	Roger Anderson	-\$269.66
09/24/2021	4227	GPS Print Shop	-\$28.65
09/28/2021	4230	Canyon Rim Elementary	-\$373.82
09/28/2021	4231	Canyon Rim Elementary	-\$1,091.73
09/29/2021	4232	Steve Weigley	-\$167.94
Total			-\$1,931.80

Bank Account Balances	07/01/2021	09/30/2021	Last reconciled	Summary for the Period	
Checking - Compass	\$28,049.09	\$33,945.31	09/30/2021	Starting Total	\$28,049.09
Totals	\$28,049.09	\$33,945.31		Income	\$37,190.28
<i>Review Reconciled Bank Statement Reports along with this Treasurer's Report to ensure its accuracy.</i>				Expenses	-\$31,294.06
				Ending Total	\$33,945.31

Submitted by:

Name: _____ Signature: _____

Date: _____