

Canyon Rim PTA

Open Meeting Minutes (Approved)

June 13, 2019

5:30 PM

- I. Call to Order 5:32pm
- II. Introductions / Sign In Sheet
 - a. In attendance: Steven Weigley, Sarah Weigley, Lynette Tucker, Kelli Hinkhouse, Monica Garza, Jennifer Reading, Joseph Lopat, Misty Dewey, Katie Blessum
- III. Call to Administration
 - a. Announcements
 - i. Banners will be displayed around the school
 - ii. Fridays will be school spirit days
 - iii. Front office being rearranged to be more accessible to parents
 - iv. Recess will be before lunch with new schedule completion
 - b. School Requests
 - i. Motion to approve school requests in the amount of \$1659.00 by Lynette Tucker. Motion carries.
 - c. Meetings with Principal Recap
 - i. Request Process staying the same
- IV. Call to Teachers – Open Forum
- V. Call to Members – Open Forum
- VI. Review and Approval Meeting Minutes
 - a. May 2019 Meeting
 - i. Motion to approve May 2019 meeting minutes by Sarah Weigley. Motion carries.
- VII. Review Financial Statements (Kelli)
 - a. May 2019
 - i. Motion to approve May 2019 financial statement by Kelli Hinkhouse. Motion carries.
 - b. Prepare for Audit
 - i. Motion to approve \$350 for an outside financial advisor to audit account by Lynette Tucker. Motion carries.
- VIII. Upcoming Events
- IX. Old Business
 - a. State PTA Convention (Kelli and Wendi)
 - i. New Membership Pricing from PTA Convention
 1. \$7.00 total (\$3.25 to AZ PTA, \$3.75 to National PTA)
 - b. Calendar Approval for 2019-2020 School Year
 - i. Extra Family Night Outs?
 1. Three Family Night Outs were added to the 2019-2020 calendar
 2. West Tech Recyclers added as a potential fundraising vendor
 - c. Agendas
 - i. Atlas Automotive has agreed to pay for a portion of the agendas.
 - ii. These will be printed at the district and only for the grade levels that requested them. (1st, 2nd, 5th and 6th)

Canyon Rim PTA

Open Meeting Minutes (continued) (Approved)

June 13, 2019
5:30 PM

- X. New Business
 - a. Shirt Designs for 2019-2020
 - i. Staff Shirts – Pay or Give
 - 1. Board agreed to give the shirts to staff
 - b. 2019-2010 Budget
 - i. Pre Budget Meeting date and time
 - 1. Meeting scheduled for June 28, 2019 at 5:00 at the Weigley house
 - c. Box Top Changes
 - i. Box Tops will be moving to an app based program, so once the current ones in circulation are redeemed, it will be up to parents to scan them into the app.
 - d. Insurance Premiums
 - i. Motion to approve \$200 for 2019-2020 insurance premiums by Kelli Hinkhouse. Motion carries.
 - e. New Board Member Training
 - i. Kelli Hinkhouse completed at PTA Convention
 - ii. Steven Weigley, Lynette Tucker and Jennifer Reading need to complete.
 - 1. Submit reimbursement form once training is complete
 - iii. Needs to be completed by August 1st, Available July 1st
 - f. Roundtable
- XI. Committee Reports
 - a. Membership (*Chris/Misty*)
 - i. Misty is working to secure 9+ companies to sponsor Canyon Rim for the 2019-2020 school year
 - b. Fundraising (*Wendi*)
 - c. Hospitality (*Wendi*)
 - i. Teacher Appreciation Week was a success
 - d. Volunteer (*Misty*)
 - e. Publicity (*Ali*)
 - f. Review Past Month Events
 - i. Muffins With Mom – May 3rd (Steven)
 - 1. Net Profit = \$32.77
 - a. Including Tips for Teachers
 - i. Without that we lost \$93.22
 - ii. Next year we will increase the price to \$2.00
 - ii. Yearbook Signing Party – May 16th (Wendi)
 - 1. Sold over \$1000 in Yearbooks
 - a. About 50 yearbooks
 - 2. Great Turnout
 - 3. Have not received numbers from Peter Piper
 - iii. Front Desk Yearbook Sales – May 17th – May 23rd
 - 1. \$1985 in Sales
 - a. About 100 yearbooks

Canyon Rim PTA

Open Meeting Minutes (continued) (Approved)

June 13, 2019

5:30 PM

- XII. Next Summer Meeting Date
 - a. Thursday, July 11th
- XIII. Adjournment 7:38pm

PTA School Requests

Meeting: June 13, 2019

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
Pair of Outdoor/ Indoor Volleyball Stands which also can serve as tether ball polls	All students will use the stands during the schools annual field day and water day. In addition, the stands will be used for lunch time sports and the annual student vs. teacher volley ball game.	\$ 900.00	X	Yes	Yes	Yes	No	Yes	Requests - General	Yes
Scholastic News for 4th Grade	This is a supplement used in class for students	\$ 759.00		Yes	Yes	Yes	No	Yes	Scholastic Items - 4th Grade	Yes

\$ 1,659.00

\$ 759.00	Scholastic Items - 4th Grade
\$ 900.00	Requests - General

Canyon Rim PTA FY 2018

Treasurer's Report

07/01/2018 - 05/31/2019

Administration	Income	Expenses	Year to Date	Net Budget	More/-Less
Accounting Software	-	\$159.00	-\$159.00	-\$160.00	\$1.00
Annual Audit / Financial Review	-	\$206.25	-\$206.25	-\$300.00	\$93.75
Bank Charges	-	\$16.04	-\$16.04	-\$100.00	\$83.96
Carryover From Previous Year	\$6,854.55	-	\$6,854.55	\$4,000.00	\$2,854.55
Event Supplies	\$25.08	\$751.84	-\$726.76	-	-\$726.76
Gifts / Donations	\$2,712.78	-	\$2,712.78	-	\$2,712.78
Insurance	-	-	-	-\$165.00	\$165.00
Membership Dues 2017-2018	-	-	-	-	-
Membership Dues 2018-2019	\$2,700.00	\$1,166.00	\$1,534.00	\$850.00	\$684.00
Membership Dues 2019-2020	\$910.00	-	\$910.00	-	\$910.00
Membership Incentives	-	\$568.54	-\$568.54	-\$500.00	-\$68.54
Office Supplies (PTA Only)	-	\$173.53	-\$173.53	-\$500.00	\$326.47
PayPal Charges	-	\$189.30	-\$189.30	-\$250.00	\$60.70
Petty Cash	\$7,315.00	\$7,315.00	-	-	-
Postage / Shipping	-	\$74.53	-\$74.53	-\$50.00	-\$24.53
President Discretionary	-	-	-	-	-
PTA School of Excellence	-	-	-	-\$500.00	\$500.00
Sign Up Genius	-	\$109.89	-\$109.89	-\$120.00	\$10.11
State Conference / Training	-	\$578.19	-\$578.19	-\$2,000.00	\$1,421.81
Tax Preparation	-	-	-	-\$300.00	\$300.00
Transaction Error / Pass Through	\$924.00	\$7,241.55	-\$6,317.55	-	-\$6,317.55
Website	\$9.03	\$770.20	-\$761.17	-\$300.00	-\$461.17
Administration Totals	\$21,450.44	-\$19,319.86	\$2,130.58	-\$395.00	\$2,525.58
Events	Income	Expenses	Year to Date	Net Budget	More/-Less
Bingo Night	\$1,590.00	\$596.15	\$993.85	\$500.00	\$493.85
Carnival	\$11,625.61	\$9,691.63	\$1,933.98	-	\$1,933.98
Donuts With Dad	\$1,024.50	\$543.60	\$480.90	\$350.00	\$130.90
Father Daughter Night	\$728.03	\$656.62	\$71.41	-\$600.00	\$671.41
Grandparents Breakfast	\$1,227.85	\$543.72	\$684.13	\$350.00	\$334.13
Mother Son Night	-	\$575.80	-\$575.80	-\$600.00	\$24.20
Muffins With Mom	\$606.00	\$697.22	-\$91.22	\$250.00	-\$341.22
Spelling Bee	-	-	-	-	-
Teach or Treat	-	\$616.60	-\$616.60	-	-\$616.60
Events Totals	\$16,801.99	-\$13,921.34	\$2,880.65	\$250.00	\$2,630.65

Fundraising	Income	Expenses	Year to Date	Net Budget	More/-Less
Boosterthon	\$31,821.85	\$16,094.43	\$15,727.42	\$15,000.00	\$727.42
Box Tops	\$1,347.50	\$885.00	\$462.50	\$500.00	-\$37.50
Butterbraids	\$6,037.50	\$3,802.50	\$2,235.00	\$3,000.00	-\$765.00
Cookie Dough	\$29,169.00	\$17,387.60	\$11,781.40	\$10,000.00	\$1,781.40
FNO - Chipotle	\$336.72	-	\$336.72	\$500.00	-\$163.28
FNO - Dairy Queen	\$41.39	-	\$41.39	\$100.00	-\$58.61
FNO - Little Caesars	-	-	-	\$500.00	-\$500.00
FNO - Peter Piper Pizza	\$697.43	-	\$697.43	\$1,200.00	-\$502.57
Harkins Summer Movie	\$1,421.50	\$1,050.70	\$370.80	\$500.00	-\$129.20
Popcorn and Pickles	\$274.60	\$124.18	\$150.42	-	\$150.42
Readathon	-	-	-	-	-
Rewards Programs	\$1,618.61	-	\$1,618.61	\$1,200.00	\$418.61
Smoothie Day	\$3,743.73	\$2,526.00	\$1,217.73	\$2,000.00	-\$782.27
Student Council Proceeds	-	-	-	-	-
Sunshine Acres Clothing Drive	\$510.55	-	\$510.55	\$300.00	\$210.55
Fundraising Totals	\$77,020.38	-\$41,870.41	\$35,149.97	\$34,800.00	\$349.97
Sales	Income	Expenses	Year to Date	Net Budget	More/-Less
Bricks	\$160.00	\$218.50	-\$58.50	\$150.00	-\$208.50
Concessions	-	-	-	-\$500.00	\$500.00
FNO - Cafe Zupas	\$88.19	-	\$88.19	-	\$88.19
Miscellaneous	\$100.00	-	\$100.00	-	\$100.00
Pogo Pass	\$15.00	-	\$15.00	-	\$15.00
T-Shirts	\$3,580.00	\$775.24	\$2,804.76	-\$1,000.00	\$3,804.76
Yearbooks	\$5,550.94	\$4,548.60	\$1,002.34	\$650.00	\$352.34
Sales Totals	\$9,494.13	-\$5,542.34	\$3,951.79	-\$700.00	\$4,651.79
Savings Account	Income	Expenses	Year to Date	Net Budget	More/-Less
Interest	\$0.83	-	\$0.83	-	\$0.83
Bank Fees	-	\$99.00	-\$99.00	-	-\$99.00
Savings Account Totals	\$0.83	-\$99.00	-\$98.17	-	-\$98.17
School Gifts	Income	Expenses	Year to Date	Net Budget	More/-Less
AR / Renaissance	-	\$426.80	-\$426.80	-\$4,000.00	\$3,573.20
Art Masterpiece	-	\$400.21	-\$400.21	-\$400.00	-\$0.21
Education / Training	-	-	-	-\$2,000.00	\$2,000.00
Family In Need Fund	-	\$350.00	-\$350.00	-\$500.00	\$150.00
Field Trips - 6th Grade	-	-	-	-\$200.00	\$200.00
Field Trips - 5th Grade	-	-	-	-\$400.00	\$400.00
Field Trips - 4th Grade	-	-	-	-	-
Field Trips - 3rd Grade	-	-	-	-	-

Field Trips - 2nd Grade	-	-	-	-	-
Field Trips - 1st Grade	-	-	-	-	-
Field Trips - Kindergarten	-	\$974.09	-\$974.09	-\$1,000.00	\$25.91
Field Trips - Pre School	-	-	-	-	-
Hospitality - Teacher App Week	-	-	-	-\$2,000.00	\$2,000.00
Hospitality - Staff Meals	\$34.32	\$2,328.95	-\$2,294.63	-\$1,000.00	-\$1,294.63
Hospitality - Holiday Gifts	-	\$1,116.19	-\$1,116.19	-\$2,200.00	\$1,083.81
Hospitality - Staff of the Year	-	\$446.82	-\$446.82	-\$500.00	\$53.18
Requests - General	-	\$11,367.01	-\$11,367.01	-\$12,255.00	\$887.99
Requests - Technology	-	\$7,612.00	-\$7,612.00	-	-\$7,612.00
Scholastic Items - 6th Grade	-	-	-	-\$700.00	\$700.00
Scholastic Items - 5th Grade	-	\$672.35	-\$672.35	-\$700.00	\$27.65
Scholastic Items - 4th Grade	-	\$702.17	-\$702.17	-	-\$702.17
Scholastic Items - 3rd Grade	-	-	-	-	-
Scholastic Items - 2nd Grade	-	-	-	-	-
Scholastic Items - 1st Grade	-	-	-	-	-
Scholastic Items - Kindergarten	-	-	-	-\$700.00	\$700.00
Student Recognition	-	\$716.18	-\$716.18	-\$2,000.00	\$1,283.82
Teacher Classrooms	-	\$2,750.00	-\$2,750.00	-\$3,000.00	\$250.00
Teacher Recognition	-	\$1,233.16	-\$1,233.16	-	-\$1,233.16
Volunteer Recognition	-	\$276.27	-\$276.27	-\$400.00	\$123.73
School Gifts Totals	\$34.32	-\$31,372.20	-\$31,337.88	-\$33,955.00	\$2,617.12
Grand Totals					
	\$124,802.09	-\$112,125.15	\$12,676.94	-	\$12,676.94

Bank Account Balances	07/01/2018	05/31/2019	Last reconciled	Summary for the Period	
Checking - Compass	\$3,883.17	\$23,413.83	05/31/2019	Starting Total	\$10,736.89
Savings - Compass	\$6,853.72	-	09/30/2018	Income	\$124,802.09
Totals	\$10,736.89	\$23,413.83		Expenses	-\$112,125.15
<i>Review Reconciled Bank Statement Reports along with this Treasurer's Report to ensure its accuracy.</i>				Ending Total	\$23,413.83

⊘ These withdrawals had not cleared the bank as of 05/31/2019.

Date	Reference	Details	Withdrawal
There are no transactions to display.			

Submitted by:

Name: _____ Signature: _____

Date: _____