

# Canyon Rim PTA

## Open Meeting Minutes (Approved)

December 12, 2019

5:30 PM

- I. Call to Order 5:36 PM
- II. Introductions / Sign In Sheet
  - a. In attendance: Steven Weigley, Kelli Hinkhouse, Sarah Weigley, Misty Dewey, Joe Lopat, Mr. Foster, Cecilia Campos, Jackie Galloway, Maria Tefft, Jennifer Reading, Lynette Tucker, Wendi Howe, Ali Betancourt
- III. Call to Administration
  - a. Announcements
    - i. New Kindergarten Spice teacher has been hired
    - ii. Buddy bench to be dedicated on Friday
    - iii. Gifts to be purchased for parent tours of our school
    - iv. New marquee is coming soon and design has been made-extra money might be needed for improvements
  - b. School Requests
    - i. Motion to approve school requests in the amount of \$915 by Lynette Tucker. Motion carries.
  - c. Meetings with Principal Recap
    - i. Marquee Update
- IV. Call to Teachers – Open Forum
- V. Call to Members – Open Forum
- VI. Review and Approval Meeting Minutes
  - a. November 14, 2019 Meeting
    - i. Motion to approve November 14, 2019 meeting minutes by Sarah Weigley. Motion carries.
- VII. Review Financial Statements (*Kelli*)
  - a. November 2019
    - i. Motion to approve November 2019 financial statements by Kelli Hinkhouse. Motion carries.
  - b. Rewards Programs
    - i. Kroger = \$399.78
- VIII. Upcoming Events
  - a. Donuts with Your Favorite Guy – 12/13/2019 (*Lynette*)
    - i. Sarah to pick up coffee.
    - ii. Possibly going to add 50/50 raffle
  - b. Primary Students Game Night – 01/24/2020 (???)
    - i. No one to head up the committee, so both game nights to be canceled.

**Canyon Rim PTA**  
**Open Meeting Minutes (continued) (Approved)**  
December 12, 2019  
5:30 PM

- IX. Old Business
  - a. Shirts for Boosterthon Update (*Jennifer, Sarah, Wendi*)
    - i. Jennifer posted on Go Gilbert with no luck.
    - ii. Wendi still has 2 feelers out there.
    - iii. Sarah has no update.
    - iv. Sticker will be provided if we do not get shirts funded.
  - b. Item for the Troops – 45 lbs of candy, lots of letter to the troops
    - i. Ms. Holman’s class donated candy and several classes wrote letters
  - c. Possible refund from Brainyactz
    - i. Steve sent letter about his unacceptable experience requesting a partial refund.
  - d. Roundtable
- X. New Business
  - a. Woodmen Life Donation of school supplies (January)
    - i. Steve to get requests from teachers
    - ii. Cash donation as well
  - b. Roundtable
- XI. Committee Reports
  - a. Membership (*Misty*)
    - i. No new memberships
  - b. Volunteer (*Misty*)
    - i. Tomorrows event is solid.
  - c. Fundraising (*Wendi*)
    - i. Butterbraid was lower than anticipated.
    - ii. Smoothies will return when the weather gets warmer.
    - iii. Chick Fil A Jan 16<sup>th</sup>- teachers to help in 30 minute intervals
  - d. Hospitality (*Wendi*)
    - i. Holiday BBQ in staff lounge 11-1
    - ii. Lynette to order Christmas cards
    - iii. Jennifer to get paper goods
    - iv. Wendi to get food
    - v. Teacher gifts are ready
  - e. Event Manager (*Monica*)
  - f. Publicity (*Ali*)
    - i. Report Cards and Progress reports to be removed from calendar
  - g. Cougarnival (*Steven*)

**Canyon Rim PTA**  
**Open Meeting Minutes (continued) (Approved)**  
December 12, 2019  
5:30 PM

- XII. Review Past Month Events
  - a. Family Movie Night – 11/15/2019 (*Kelli*)
    - i. Cancelled because the sound and video would not work together.
    - ii. PTA ordered new projector.
    - iii. Possibly reschedule when we get it working
  - b. Butterbraid Delivery – 11/19/2019 (*Wendi*)
    - i. Two were not picked up
  - c. Chipotle and Bahama Bucks Family Night Out - 11/20/2019 (*Wendi*)
    - i. Chipotle = \$225
    - ii. Bahama Bucks = \$33
  - d. Sunshine Acres Clothing Drive Pickup – 11/23/2019 (*Steven*)
    - i. 1452 pounds of clothes
    - ii. 2470 pounds of miscellaneous items
  - e. Be Internet Awesome – 12/04/2019 (*Wendi*)
    - i. No one in attendance
- XIII. Next Scheduled Meeting Date = 01/09/2020 @ 5:30 PM
- XIV. Adjournment 7:02 PM

# PTA School Requests

## Meeting: December 12, 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
3-5 drawer or shelf rolling cart x5	This will impact students by providing a fast and efficient way of distributing materials. Each cart will be placed at the end of each row of desks. This will maximize instructional time by spending less time distributing materials to each individual desk.	\$ 200.00	X	Yes	Yes	Yes	No	Yes	Requests - General	Yes
A Workshop for New and Aspiring K-8 School Principals	This will complement my current schooling - I complete my degree in educational leadership in May 2020.	\$ 115.00		Yes	Yes	Yes	No	Yes	Education / Training	Yes
6 Sets of Kitchen Timers for total of 12..they're about \$9 for a set.	SPICE I needs these timers for centers when students are working.. We have multiple centers in the classroom	\$ 100.00	X	Yes	Yes	Yes	No	Yes	Requests - General	Yes
PE Equipment Dodgeballs ...(1) Parachute 35'	Equipment for PE is really old...the parachute has multiple tears and rips....Dodge ball/Gator balls are damage and i only have 6. We really need 18.	\$ 500.00	X	Yes	Yes	Yes	No	Yes	Requests - General	Yes

\$ 915.00

\$ 115.00	Education / Training
\$ 800.00	Request - General

# Canyon Rim PTA FY 2019

## Treasurer's Report

07/01/2019 - 06/30/2020

Administration	Income	Expenses	Year to Date	Net Budget	More/-Less
Accounting Software	-	\$165.36	-\$165.36	-\$160.00	-\$5.36
Annual Audit / Financial Review	-	\$360.00	-\$360.00	-\$300.00	-\$60.00
Bank Charges	-	\$22.00	-\$22.00	-\$50.00	\$28.00
Banners	-	\$1,869.67	-\$1,869.67	-\$2,500.00	\$630.33
Carryover From Previous Year	\$1,103.23	-	\$1,103.23	-	\$1,103.23
Event Supplies	-	\$235.62	-\$235.62	-\$750.00	\$514.38
Gifts / Donations	\$10,738.00	-	\$10,738.00	-	\$10,738.00
Insurance	-	-	-	-\$165.00	\$165.00
Membership Dues 2019-2020	\$2,285.00	\$1,054.50	\$1,230.50	\$1,175.00	\$55.50
Membership Dues 2020-2021	-	-	-	-	-
Membership Incentives	-	-	-	-\$250.00	\$250.00
Office Supplies (PTA Only)	-	-	-	-\$300.00	\$300.00
PayPal Charges	-	\$113.83	-\$113.83	-\$200.00	\$86.17
Petty Cash	\$1,480.00	\$1,480.00	-	-	-
Postage / Shipping	-	\$19.80	-\$19.80	-\$75.00	\$55.20
President Discretionary	-	-	-	-	-
PTA School of Excellence	-	\$4,736.45	-\$4,736.45	-\$600.00	-\$4,136.45
Sign Up Genius	-	\$49.95	-\$49.95	-\$120.00	\$70.05
State Conference / Training	-	\$70.00	-\$70.00	-\$1,100.00	\$1,030.00
Transaction Error / Pass Through	\$1,214.20	\$110.20	\$1,104.00	-	\$1,104.00
Website	-	\$21.17	-\$21.17	-\$300.00	\$278.83
<b>Administration Totals</b>	<b>\$16,820.43</b>	<b>-\$10,308.55</b>	<b>\$6,511.88</b>	<b>-\$5,695.00</b>	<b>\$12,206.88</b>
Events	Income	Expenses	Year to Date	Net Budget	More/-Less
Bingo Night	\$858.00	\$198.37	\$659.63	\$600.00	\$59.63
Carnival	-	\$246.00	-\$246.00	-	-\$246.00
Donuts With Dad	-	-	-	\$800.00	-\$800.00
Father Daughter Night	-	-	-	-\$300.00	\$300.00
Grandparents Breakfast	\$1,151.95	\$646.59	\$505.36	\$400.00	\$105.36
Mother Son Night	-	-	-	-\$600.00	\$600.00
Muffins With Mom	-	-	-	\$500.00	-\$500.00
Teach or Treat	-	\$1,096.37	-\$1,096.37	-\$800.00	-\$296.37
Family Movie Night	-	\$509.18	-\$509.18	-	-\$509.18
<b>Events Totals</b>	<b>\$2,009.95</b>	<b>-\$2,696.51</b>	<b>-\$686.56</b>	<b>\$600.00</b>	<b>-\$1,286.56</b>
Fundraising	Income	Expenses	Year to Date	Net Budget	More/-Less

Boosterthon	-	-	-	\$15,000.00	-\$15,000.00
Box Tops	-	\$254.00	-\$254.00	\$400.00	-\$654.00
Butterbraids	\$4,080.00	\$2,485.00	\$1,595.00	\$1,750.00	-\$155.00
Cookie Dough	\$27,423.00	\$16,558.90	\$10,864.10	\$11,500.00	-\$635.90
FNO - Chipotle	\$224.40	-	\$224.40	\$350.00	-\$125.60
FNO - Dairy Queen	\$36.50	-	\$36.50	\$50.00	-\$13.50
FNO - Peter Piper Pizza	\$770.98	-	\$770.98	\$1,200.00	-\$429.02
FNO - Venezias	-	-	-	\$100.00	-\$100.00
Harkins Summer Movie	-	-	-	\$350.00	-\$350.00
Rewards Programs	\$430.86	-	\$430.86	\$1,600.00	-\$1,169.14
Smoothie Day	\$2,225.93	\$1,482.00	\$743.93	\$1,500.00	-\$756.07
Sunshine Acres Clothing Drive	-	-	-	\$400.00	-\$400.00
FNO - Bahama Bucks	\$32.97	-	\$32.97	-	\$32.97
<b>Fundraising Totals</b>	<b>\$35,224.64</b>	<b>-\$20,779.90</b>	<b>\$14,444.74</b>	<b>\$34,200.00</b>	<b>-\$19,755.26</b>
<b>Sales</b>	<b>Income</b>	<b>Expenses</b>	<b>Year to Date</b>	<b>Net Budget</b>	<b>More/-Less</b>
Bricks	\$150.00	-	\$150.00	\$100.00	\$50.00
Concessions	\$5.00	-	\$5.00	-	\$5.00
Miscellaneous	-	-	-	-	-
Pogo Pass	-	-	-	-	-
T-Shirts	\$4,340.91	\$3,659.04	\$681.87	-	\$681.87
Yearbooks	\$2,290.00	\$15.00	\$2,275.00	\$750.00	\$1,525.00
<b>Sales Totals</b>	<b>\$6,785.91</b>	<b>-\$3,674.04</b>	<b>\$3,111.87</b>	<b>\$850.00</b>	<b>\$2,261.87</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	\$500.00	\$939.81	-\$439.81	-	-\$439.81
AR / Renaissance	-	\$7,532.37	-\$7,532.37	-\$7,500.00	-\$32.37
Art Masterpiece	-	\$134.24	-\$134.24	-\$400.00	\$265.76
Author Visits	-	\$260.00	-\$260.00	-\$1,000.00	\$740.00
Career Day	-	-	-	-\$250.00	\$250.00
Club Shirts	\$170.00	\$761.04	-\$591.04	-\$1,000.00	\$408.96
Education / Training	-	\$378.24	-\$378.24	-\$2,000.00	\$1,621.76
Family In Need Fund	-	-	-	-\$500.00	\$500.00
Field Trips - 6th Grade	-	-	-	-\$200.00	\$200.00
Field Trips - 5th Grade	-	-	-	-\$200.00	\$200.00
Field Trips - 4th Grade	-	-	-	-\$200.00	\$200.00
Field Trips - 3rd Grade	-	-	-	-\$200.00	\$200.00
Field Trips - 2nd Grade	-	-	-	-\$200.00	\$200.00
Field Trips - 1st Grade	-	-	-	-\$200.00	\$200.00
Field Trips - Kindergarten	-	\$801.53	-\$801.53	-\$700.00	-\$101.53
Field Trips - Pre School	-	-	-	-\$300.00	\$300.00

Field Trips - SPICE	-	-	-	-\$300.00	\$300.00
Hospitality - Teacher Appreciation Week	-	-	-	-\$2,000.00	\$2,000.00
Hospitality - Staff Meals	-	\$797.81	-\$797.81	-\$2,000.00	\$1,202.19
Hospitality - Holiday Gifts	-	\$1,000.00	-\$1,000.00	-\$1,500.00	\$500.00
Hospitality - Staff Members of the Year	-	-	-	-\$500.00	\$500.00
Requests - General	\$260.00	\$2,440.70	-\$2,180.70	-\$10,585.00	\$8,404.30
Requests - Technology	-	\$299.85	-\$299.85	-\$7,000.00	\$6,700.15
Scholastic Items - 6th Grade	-	-	-	-	-
Scholastic Items - 5th Grade	-	-	-	-	-
Scholastic Items - 4th Grade	-	-	-	-\$750.00	\$750.00
Scholastic Items - 3rd Grade	-	\$813.11	-\$813.11	-	-\$813.11
Scholastic Items - 2nd Grade	-	-	-	-	-
Scholastic Items - 1st Grade	-	-	-	-	-
Scholastic Items - Kindergarten	-	\$869.34	-\$869.34	-	-\$869.34
Science Fair / STEAM Night	-	\$19.44	-\$19.44	-\$1,000.00	\$980.56
Spelling Bee	-	\$364.60	-\$364.60	-\$250.00	-\$114.60
Staff Recognition	-	\$3,452.00	-\$3,452.00	-\$3,000.00	-\$452.00
Student Recognition	-	\$1,417.20	-\$1,417.20	-\$2,500.00	\$1,082.80
Teacher Classrooms	-	\$3,227.87	-\$3,227.87	-\$2,750.00	-\$477.87
Visitor Aware	-	\$196.21	-\$196.21	-\$500.00	\$303.79
Volunteer Recognition	-	-	-	-\$400.00	\$400.00
<b>School Gifts Totals</b>	<b>\$930.00</b>	<b>-\$25,705.36</b>	<b>-\$24,775.36</b>	<b>-\$49,885.00</b>	<b>\$25,109.64</b>
<b>Grand Totals</b>					
	<b>\$61,770.93</b>	<b>-\$63,164.36</b>	<b>-\$1,393.43</b>	<b>-\$19,930.00</b>	<b>\$18,536.57</b>

Bank Account Balances	07/01/2019	06/30/2020	Last reconciled	Summary for the Period	
Checking - Compass	\$22,929.63	\$21,536.20	11/30/2019	Starting Total	\$22,929.63
Savings - Compass	-	-	Never	Income	\$61,770.93
<b>Totals</b>	<b>\$22,929.63</b>	<b>\$21,536.20</b>		Expenses	-\$63,164.36
<i>Review Reconciled Bank Statement Reports along with this Treasurer's Report to ensure its accuracy.</i>				Ending Total	\$21,536.20

⊘ These withdrawals had not cleared the bank as of 11/30/2019.

Date	Reference	Details	Withdrawal
11/18/2019	4052	DK Affiliates	-\$100.00
11/25/2019	4054	Game Truck East Valley	-\$323.40
11/25/2019	4055	Monica Garza	-\$95.79
11/25/2019	4056	Canyon Rim Elementary	-\$509.18
11/25/2019	4057	Tees and More	-\$136.81
11/26/2019	4058	Lee Ann Buckland	-\$263.47
11/27/2019	4059	DRHS Band	-\$1,000.00
<b>Total</b>			<b>-\$2,428.65</b>