

Canyon Rim PTA

Open Meeting Minutes (Approved)

February 7, 2019

5:30 PM

- I. Call to Order 5:33pm
- II. Introductions / Sign In Sheet
 - a. In attendance: Steven Weigley, Sarah Weigley, Monica Garza, Lynette Tucker, Maria Tefft, Theresa Koepke, Jennifer Reading, Wendi Howe, Ali Betancourt, Stephanie Schmitz, Chris Dippong, Misty Dewey, Kelli Hinkhouse
- III. Call to Administration
 - a. Announcements
 - i. Comprehensive Needs Assessment
 1. 02/27/2019 – 2:30 – 3:30 PM
 - a. PLC – Parents are welcome to attend
 - b. Integrated Action Plan will be presented at the meeting.
 - ii. Title One
 1. Only 31%
 - iii. New Building Manager – Kyle Kazaroff
 - iv. Scholastic News, Buses for Field Trips, Tax Credit money
 - b. School Requests
 - i. Motion to approve school requests in the amount of \$450.00 and revisions in the amount of \$107.00 by Wendi Howe. Motion carries.
 - c. Meetings with Principal Recap
 - i. PTA will pay for field trip buses when there are no other means to pay
 - ii. Better communication of tax credit to parents and teachers
- IV. Call to Teachers – Open Forum
- V. Student Council Update
- VI. Call to Members – Open Forum
- VII. Review and Approval Meeting Minutes
 - a. January 2019 Meeting
 - i. Motion to approve January 2019 meeting minutes by Chris Dippong. Motion carries
- VIII. Review Financial Statements (Kelli)
 - a. January 2019
 - i. Motion to approve January 2019 financial statement by Kelli Hinkhouse. Motion carries.
 - b. Reward Programs
- IX. Upcoming Events
 - a. Father-Daughter Game Night – February 8th (Ali)
 - b. Harkins Summer Movie Ticket Sales – February 8th (Wendi)
 - c. Box Tops – February 16th (Sarah/Tina)
 - d. Boosterthon Pledging – February 20th – March 1st (Wendi)
 - e. Boosterthon Fun Run – March 1st (Wendi)
- X. Old Business – None

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Open Meeting Minutes (continued) (Approved)

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5:30 PM

- XI. New Business
 - a. PTA Board Member Position Nominations for School Year 2019-2020
 - i. Board positions were summarized
 - ii. Nominations committee: Wendi Howe, Sarah Weigley, Theresa Koepke
 - b. Comprehensive Needs Assessment
 - i. Key principles chosen, positives and negatives of each discussed.
 - c. Survey to Parents
 - d. Roundtable
- XII. Committee Reports
 - a. Membership (*Chris*)
 - b. Fundraising (*Wendi*)
 - c. Hospitality (*Wendi*)
 - d. Volunteer (*Misty*)
 - e. Publicity (*Ali*)
 - f. Review Past Month Events
 - a. Read-A-Thon – January 14th – 18th (Steven/Lynette)
 - i. Met 70% (70,000 minutes) of school-wide goal 100,000 minutes
 - g. Barnes and Noble Reading Night – January 15th (Steven)
 - i. Gift Card for \$52.00
 - h. Café Zupas – January 15th (Wendi)
 - i. \$88.00
 - i. Movie Night – January 25th (Steven)
- XIII. Next Scheduled Meeting Date = 03/07/2019 @ 5:30 PM
- XIV. Adjournment 7:08pm
- XV. Cougarnival – March 29th (Steven)
 - a. Status Update from everyone

PTA School Requests

Meeting: March 7, 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
Pie in the Face Supplies	They will enjoy this reward for collecting cans in the food drive.	\$ 100.00	X	Yes	N/A	Yes	No	Yes	Requests	Yes
Gift cards for 10 students winners	Will conduct a raffle drawing for students that attend the Art Night.	\$ 50.00		Yes	N/A	Yes	No	Yes	Requests	Yes
Igloo Water Cooler	Having ice on the playground will reduce the amount of students sent to the nurses office during recess and will allow the nurse to help students with more serious needs.	\$ 45.00	X	Yes	N/A	Yes	No	Yes	Requests	Yes

\$ 195.00

\$ 195.00	Requests
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PTA School Request Revisions

Item Requested	Reason for Revision	Original Amount Requested	New Amount Requested	Not to Exceed?
Small Whiteboards for students to use during class. \$15 per class. 6 class requested	More classes than 6 are requesting these items.	\$ 150.00	\$ 500.00	X

Canyon Rim PTA
Treasurer's Report 07/01/2018 to 02/28/2019

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	-	471.64	-471.64	-	-471.64
Gifts / Donations	2,338.78	-	2,338.78	-	2,338.78
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 Incentives	-	568.54	-568.54	-500.00	-68.54
Office Supplies (PTA Only)	-	173.53	-173.53	-500.00	326.47
PayPal Charges	-	108.15	-108.15	-250.00	141.85
Petty Cash	3,115.00	2,415.00	700.00	-	700.00
Postage / Shipping	-	13.65	-13.65	-50.00	36.35
President Discretionary	-	-	-	-	-
PTA School of Excellence	-	-	-	-500.00	500.00
Sign Up Genius	-	79.92	-79.92	-120.00	40.08
State Conference / Training	-	-	-	-2,000.00	2,000.00
Tax Preparation	-	-	-	-300.00	300.00
Transaction Error / Pass Through	392.00	7,241.55	-6,849.55	-	-6,849.55
Website	9.03	721.69	-712.66	-300.00	-412.66
Total	15,409.36	13,340.96	2,068.40	-395.00	2,463.40

Events	Income	Expenses	Year to Date	Net Budget	More/-Less
Spelling Bee	-	-	-	-	-
Teach or Treat	-	572.97	-572.97	-	-572.97
Bingo Night	998.00	208.59	789.41	500.00	289.41
Carnival	-	1,234.01	-1,234.01	-	-1,234.01
Donuts With Dad	1,012.50	543.60	468.90	350.00	118.90
Father Daughter Night	682.03	1,356.62	-674.59	-600.00	-74.59
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	-	-	-	250.00	-250.00
Total	3,920.38	5,035.31	-1,114.93	250.00	-1,364.93

Fundraising	Income	Expenses	Year to Date	Net Budget	More/-Less
Boosterthon	5,018.00	-	5,018.00	15,000.00	-9,982.00
Box Tops	858.00	645.00	213.00	500.00	-287.00
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	7.00	994.70	-987.70	500.00	-1,487.70
Popcorn and Pickles	274.60	124.18	150.42	-	150.42
Readathon	-	-	-	-	-
Rewards Programs	1,210.50	-	1,210.50	1,200.00	10.50
Smoothie Day	2,055.27	1,388.00	667.27	2,000.00	-1,332.73
Student Council Proceeds	-	-	-	-	-
Sunshine Acres Clothing Drive	510.55	-	510.55	300.00	210.55
Total	46,215.96	24,341.98	21,873.98	34,800.00	-12,926.02

Sales	Income	Expenses	Year to Date	Net Budget	More/Less
FNO - Cafe Zupas	88.19	-	88.19	-	88.19
Pogo Pass	15.00	-	15.00	-	15.00
Bricks	100.00	110.00	-10.00	150.00	-160.00
Concessions	-	-	-	-500.00	500.00
Miscellaneous	100.00	245.50	-145.50	-	-145.50
T-Shirts	3,560.00	775.24	2,784.76	-1,000.00	3,784.76
Yearbooks	2,751.00	-	2,751.00	650.00	2,101.00
Total	6,614.19	1,130.74	5,483.45	-700.00	6,183.45

Savings Account	Income	Expenses	Year to Date	Net Budget	More/Less
Interest	0.83	-	0.83	-	0.83
Bank Fees	-	84.00	-84.00	-	-84.00
Total	0.83	84.00	-83.17	-	-83.17

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	-	300.00	-300.00	-500.00	200.00
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	1,457.07	-1,422.75	-1,000.00	-422.75
Hospitality - Holiday Gifts	-	1,116.19	-1,116.19	-2,200.00	1,083.81
Hospitality - Staff of the Year	-	-	-	-500.00	500.00
Requests	-	17,468.47	-17,468.47	-12,255.00	-5,213.47
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	-	232.35	-232.35	-2,000.00	1,767.65
Teacher Classrooms	-	2,750.00	-2,750.00	-3,000.00	250.00
Teacher Recognition	-	665.30	-665.30	-	-665.30
Volunteer Recognition	-	-	-	-400.00	400.00
Total	34.32	27,165.00	-27,130.68	-33,955.00	6,824.32

Grand Total	Income	Expenses	Year to Date	Net Budget	More/Less
	72,195.04	71,097.99	1,097.05	-	1,097.05

Bank Account Balances	07/01/2018	02/28/2019	Last Reconciled	Summary for the Period	
Checking - Compass	3,883.17	11,833.94	02/28/2019	Starting Total	10,736.89
Savings - Compass	6,853.72	0.00	09/30/2018	Income	72,195.04
Total	10,736.89	11,833.94		Expenses	- 71,097.99 1,097.05
				Ending Total	11,833.94

These withdrawals had not cleared the bank as of 02/28/2019

Date	Ref	Paid To	Uncleared Withdrawal
09/24/2018	3902	Monica Garza	13.59
01/24/2019	3953	Kevin DeBolt	250.00

Total **\$263.59**