

Canyon Rim PTA

General Meeting Minutes (Approved)

September 9, 2021
5:30 PM

- I. Call to Order @ 5:32 PM
- II. Introductions / Sign In Sheet
 - a. In attendance: Chris Stratton, Sarah Weigley, Cecilia Campos, Joe Lopat, Steven Weigley, Nikki Little, Jackie Galloway, Jeanine Thomas, Monica Garza, Tamara Earl, Kelly Devar, Kevin DeBolt (Maddy - Student Council Secretary), Chandra Carr, Jared Sawyer, Jeremy Crawford
- III. Call to Administration
 - a. Announcements
 - b. School Requests
 - i. Motion to approve school request in the amount of \$2930.00 by Chris Stratton. Motion carries unanimously
 - c. Meetings with Principal Recap
 - i. Canyon Rim Elementary is #2 in the district - AZMerit
- IV. Call to Teachers – Open Forum
- V. Call to Members – Open Forum
- VI. Student Council Update (*Jared Sawyer*)
 - a. Student Council will be happy to help with any Community Service projects for the kids.
- VII. Review and Approval Meeting Minutes
 - a. August 12, 2021 Meeting
 - i. Motion to approve August 12, 2021 meeting minutes by Chris Stratton. Motion carries unanimously
- VIII. Review Financial Statements (*Steven*)
 - a. August 2021
 - i. Motion to approve August 2021 financial statement by Chris Stratton. Motion carries unanimously.
 - b. Rewards Programs
 - i. Amazon Smiles = \$89.98
- IX. General Information
 - a. Squishies/Pencil Toppers Update
 - i. First Month Total = \$687.00
 - b. Standards of Affiliation Signatures
 - c. GPS Board Signatures
- X. Discussion Topics
 - a. PTA Remind Class for Communications
 - i. Setup @crevents
 - ii. Need to create email to have Monica send out to everyone
 1. Jackie will create an email/flyer to explain Remind

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XI. Upcoming Events

- a. Grandparents Breakfast – 09/10/2021 (*Steven*)
 - i. Food and Drinks Ordered on 08/31/2021
 - ii. What to do with kids when done
 - 1. Send to Book Fair
 - 2. Will have people on playground to monitor
 - 3. In classrooms by 7:40 that day ONLY
- b. Culvers Family Night Out – 09/20/2021 through 09/26/2021 (*Cecilia*)
 - i. When going out in backpacks – 09/15/2021
 - ii. Facebook - 09/16/2021 and 09/21/2021
 - iii. Peachjar – 09/16/2021
 - iv. Remind – 09/20/2021
 - v. Highlight night for PTA Presence Tuesday 09/21/2021
- c. Parent Teacher Conferences – 09/23/2021 and 09/24/2021 (*Jackie*)
 - i. Dinner will be provided for Teachers on Thursday – Taco/Nacho bar
 - ii. Lunch will be provided for Staff on Friday – Olive Garden
 - iii. Sign Up Genius to parents for nonperishable donations
- d. Ultimate Family Fun Night – 09/24/2021 (*Steven*)
 - i. Screen Rented and Paid for on 08/26/2021
 - ii. Flyers?
 - 1. When going out in backpacks – 09/17/2021
 - 2. Facebook – 09/22/2021
 - 3. Peachjar – 09/21/2021
 - iii. Remind – 09/22/2021
 - iv. Sign Up Genius
 - 1. Need Staff Callers for Bingo – 09/16/2021
 - v. Jeremy has procured movie
- e. Rubios and Crumbl Family Night Out – 10/13/2021 (*Cecilia*)
 - i. Flyers
 - 1. When going out in backpacks – 10/10/2021
 - 2. Facebook – 10/06/2021
 - 3. Peachjar – 10/12/2021
 - 4. Remind 10/13/2021 @ 2:30 PM
 - ii. Online order option and discount code for Rubio
- f. Butterbraid Delivery – 10/19/2021 @ 1:30 PM – (*Cecilia*)
 - i. Facebook – 10/14/2021
 - ii. Remind – 10/18/2021 & 10/19/2021
 - iii. Sign Up Genius – 10/12/2021
- g. Smoothie Day – 10/20/2021 – (*Steven*)
 - i. Sign Up Genius

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- h. Teach or Treat – 10/28/2021 – (*Sarah*)
 - i. Candy
 - 1. Sarah will order candy
 - 2. Jackie will make backdrop 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. Sign Up Genius - No
 - v. Event Categories for Prizes
 - 1. Most Creative
 - 2. Spookiest
 - 3. Funniest/Cutest
 - vi. Setup/Flow?
 - 1. Same setup/flow as last year
 - vii. Outside again?
 - 1. Will be outside again
- XII. Review Past Month Events
 - a. Curriculum Nights – Virtual (*Steven*)
 - b. Peter Piper Pizza Back to School Party FNO – 08/13/2021 (*Cecilia*)
 - i. Net = \$347.84
 - c. Smoothie Day – 08/25/2021 (*Steven*)
 - i. 525 Smoothies Sold
 - d. Cookie Dough and Butterbraids Fundraiser – 09/09/2021 (*Cecilia*)
 - i. Flyers sent home
 - ii. Online ordering available
 - iii. Money counting will be Saturday (9/25) @ 10 AM
 - iv. Game Truck scheduled for November 3rd from 8:30 AM – 11:30 AM
- XIII. PTA Business
 - a. VNET Expo Recap
 - b. Review and Approve Canyon Rim PTA Money Handling Procedures
 - i. Motion to approve changes and updates to the Canyon Rim PTA Money Handling Procedures by Jeremy Crawford. Motion passes unanimously.
 - c. Non-Signer Review of Monthly Bank Statement Form
 - i. Jeanine will review and modify Non-Signer Review of Monthly Bank Statement
 - d. Roundtable

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- XIV. Committee Reports
 - a. Publicity (*Sarah*)
 - i. Rewards Program on Social media
 - b. Membership (*Jeremy*)
 - i. 8 new members/1 new business
 - ii. Jeremy going to engage Geno's Pizza for membership
 - c. Fundraising (*Cecilia*)
 - d. Hospitality (*Jackie*)
 - e. Event Manager (*Monica*)
- XV. Meeting Dates and Times
 - a. October Meeting – 10/14/2021 @ 5:30 PM @ TBD
- XVI. Adjournment @ 8:47 PM

PTA School Requests

Meeting: September 9, 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
Powr-Flite PS35 Portable Carpet Spotter 3.5 Gallons	Easier to clean up small spills	\$ 900.00	X	Yes	Yes	Yes	No	Yes	Request - General	Yes
Razkids - was used last year and 1st grade would like to use it again.	Online reading supplemental that can be used in class to develop reading skills.	\$ 550.00	X	Yes	Yes	Yes	No	Yes	Supplemental Items - 1st Grade	Yes
New table for outside	To replace broken table	\$ 1,200.00	X	Yes	Yes	Yes	No	Yes	Request - General	Yes
Fixing broken instruments and shelving for storage	More students need instruments and these Canyon Rim instruments were needed to supply the demand.	\$ 280.00	X	Yes	Yes	Yes	No	Yes	Request - General	Yes

\$ 2,930.00

\$ 550.00	Supplemental Items - 1st Grade
\$ 2,380.00	Requests - General

Canyon Rim PTA FY 2021

Treasurer's Report

07/01/2021 - 08/31/2021

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	-	-	-	-	-
Banners	-	\$446.20	-\$446.20	-\$1,000.00	\$553.80
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	\$2,542.50	\$777.50	\$1,765.00	\$1,900.00	-\$135.00
Membership Dues 2022-2023	-	-	-	-	-
Membership Incentives	-	\$580.87	-\$580.87	-\$500.00	-\$80.87
Office Supplies (PTA Only)	-	\$50.00	-\$50.00	-\$200.00	\$150.00
Pantry Items	\$89.98	\$214.14	-\$124.16	-\$600.00	\$475.84
Petty Cash	\$530.00	\$530.00	-	-	-
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	-	-	-	-\$100.00	\$100.00
Pay Pal Fees	-	\$66.48	-\$66.48	-	-\$66.48
Administration Totals	\$4,870.41	-\$3,144.64	\$1,725.77	\$19,365.00	-\$17,639.23
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	-	-	-	\$400.00	-\$400.00
Muffins With Your Favorite Gal	-	-	-	\$400.00	-\$400.00
Teach or Treat	-	-	-	-\$1,000.00	\$1,000.00
Ultimate Family Fun Night	-	\$1,208.47	-\$1,208.47	-\$1,300.00	\$91.53
Events Totals	-	-\$1,700.47	-\$1,700.47	-\$3,100.00	\$1,399.53

Fundraising	Income	Expenses	Year to Date	Net Budget	More/-Less
Boosterthon	-	-	-	\$17,500.00	-\$17,500.00
Box Tops	-	-	-	-	-
Butterbraids	-	-	-	\$3,500.00	-\$3,500.00
Cookie Dough	-	-	-	\$5,000.00	-\$5,000.00
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	-	-	-	\$700.00	-\$700.00
FNO - Rubios	-	-	-	\$150.00	-\$150.00
FNO - Someburros	-	-	-	\$50.00	-\$50.00
FNO - Venezias	-	-	-	\$50.00	-\$50.00
Harkins Summer Movie	-	-	-	-	-
Rewards Programs	-	-	-	\$1,800.00	-\$1,800.00
Smoothie Day	\$1,569.25	\$1,050.00	\$519.25	\$2,000.00	-\$1,480.75
Sunshine Acres Clothing Drive	-	-	-	-	-
Fundraising Totals	\$1,569.25	-\$1,050.00	\$519.25	\$32,400.00	-\$31,880.75
Sales	Income	Expenses	Year to Date	Net Budget	More/-Less
Bricks	-	-	-	\$70.00	-\$70.00
Masks	-	-	-	-	-
Miscellaneous	-	-	-	-	-
Pogo Pass	-	-	-	-	-
T-Shirts	\$97.00	\$519.30	-\$422.30	-\$5,000.00	\$4,577.70
Vending	\$686.75	-	\$686.75	\$2,500.00	-\$1,813.25
Yearbooks	\$2,025.00	-	\$2,025.00	\$1,100.00	\$925.00
Sales Totals	\$2,808.75	-\$519.30	\$2,289.45	-\$1,330.00	\$3,619.45
School Gifts	Income	Expenses	Year to Date	Net Budget	More/-Less
Agendas	\$936.83	\$936.83	-	-	-
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	-\$16,036.84	-\$15,100.01	-\$47,335.00	\$32,234.99

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	-	\$231.98	-\$231.98	-\$2,000.00	\$1,768.02
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	-	\$6,210.05	-\$6,210.05	-\$12,085.00	\$5,874.95
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	-	-	-	-\$300.00	\$300.00
Supplemental Items - 2nd Grade	-	-	-	-\$300.00	\$300.00
Supplemental Items - 3rd Grade	-	-	-	-\$300.00	\$300.00
Supplemental Items - 4th Grade	-	-	-	-\$300.00	\$300.00
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	-\$16,036.84	-\$15,100.01	-\$47,335.00	\$32,234.99
Grand Totals					
	\$10,185.24	-\$22,451.25	-\$12,266.01	-	-\$12,266.01

⊘ These withdrawals had not cleared the bank as of 08/31/2021.

Date	Reference	Details	Withdrawal
03/31/2021	4188	Monica Garza	-\$160.00
Total			-\$160.00

Bank Account Balances	07/01/2021	08/31/2021	Last reconciled	Summary for the Period	
Checking - Compass	\$28,049.09	\$15,783.08	08/31/2021	Starting Total	\$28,049.09
Totals	\$28,049.09	\$15,783.08		Income	\$10,185.24
<i>Review Reconciled Bank Statement Reports along with this Treasurer's Report to ensure its accuracy.</i>				Expenses	-\$22,451.25
				Ending Total	\$15,783.08

Submitted by:

Name: _____ Signature: _____ Date: _____