

# Canyon Rim PTA

## General Meeting Minutes (Approved)

September 10, 2020  
5:30 PM

- I. Call to Order @ 5:45 PM
- II. Introductions / Sign In Sheet
  - a. In attendance: Steven Weigley, Sarah Weigley, Kelli Hinkhouse, Cecilia Campos, Jeremy Crawford, Clark Gregory, Joseph Lopat, Kelli DeVar
- III. Call to Administration
  - a. Announcements
  - b. School Requests
    - i. Motion to approve school requests in the amount of \$250.00 by Jeremy Crawford. Motion carries unanimously.
  - c. Meetings with Principal Recap
- IV. Call to Teachers – Open Forum
- V. Call to Members – Open Forum
- VI. Review and Approval Meeting Minutes
  - a. August 13, 2020 Meeting
    - i. Motion to approve July 9, 2020 meeting minutes by Sarah Weigley. Motion carries unanimously.
- VII. Review Financial Statements (*Clark*)
  - a. August 2020
    - i. Motion to approve August 2020 financial statement by Clark Gregory. Motion carries unanimously.
- VIII. Upcoming Events
  - a. Family Night Out @ Culvers – 09/13/2020 (*Cecilia*)
    - i. Flyers to go out Friday and Monday during hybrid week to reach all students.
    - ii. Facebook and Instagram posts out already and will be posted throughout the week.
  - b. Teach or Treat
    - i. Moving forward with event.
    - ii. Will be held outside on basketball court.
      1. Enough room for each grade level to setup and social distance.
    - iii. No games this year to prevent congregating.
    - iv. Path so students and families can trick or treat with each grade level/department and then will be funneled out of field area.
  - c. Bingo Night
    - i. First quarter event must stay cancelled but working on spring event with social distancing rules in place.

# Canyon Rim PTA

## General Meeting Minutes (continued) (Approved)

September 10, 2020  
5:30 PM

- IX. Old Business
  - a. Spirit Shirts for 2020-2021
    - i. Delivered to all classroom teachers with an entire class set on 09/03/2020.
  - b. Board Position Update
    - i. Vote held for Secretary position
    - ii. Ballots collected and counted.
    - iii. Wendi Howe selected as new Canyon Rim PTA Secretary for school year 2020-2021.
  - c. State PTA Convention
    - i. Registered and training commencing
  - d. VNET Expo
    - i. September 26, 2020
    - ii. Registered Steven, Jeremy, Clark, Wendi
  - e. Roundtable
- X. New Business
  - a. PTA Schools of Excellence
    - i. Registered
  - b. Review and Approve AZ PTA Bylaws
    - i. Motion to approve the AZ PTA bylaws by Jeremy Crawford. Motion carries.
  - c. Review and Approve Canyon RIM PTA Standing Rules
    - i. Motion to approve Canyon Rim PTA standing rules by Clark Gregory. Motion carries.
  - d. Roundtable
- XI. Committee Reports
  - a. Fundraising (*Cecilia*)
    - i. Checking with Smoothie vendor for upcoming smoothie day.
  - b. Membership (*Wendi*)
    - i. New business members for this year. Vendors from last year signing up again.
  - c. Volunteer (*Wendi*)
  - d. Hospitality (*Wendi*)
  - e. Event Manager (*Monica*)
  - f. Publicity (*Sarah*)
- XII. Review Past Month Events
  - a. Back to School Party @Peter Piper Pizza – 08/14/2020 (*Cecilia*)
    - i. Total Sales = \$913.23
    - ii. Our Net = \$182.63
- XIII. Next Scheduled Meeting Date = 10/01/2020 @ 5:30 PM @ The HUB
- XIV. Adjournment @ 7:00 PM

# PTA School Requests

## Meeting: September 10, 2020

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
\$10 Chick-Fil-A gift cards for paraprofessional that staff Learning Lab and Onsite care during beginning of school year.	They helped all students that came into the school and needed a place to learn while parents were wokring. The paras went above and beyond their normal duties to provide the level of care consitent with Canyon Rim.	\$ 250.00	X	Yes	N/A	Yes	No	Yes	Staff Recognition	Yes

\$ 250.00

\$ 250.00	Staff Recognition
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# Canyon Rim PTA FY 2020

## Treasurer's Report

07/01/2020 - 08/31/2020

Administration	Income	Expenses	Year to Date	Net Budget	More/-Less
Accounting Software	-	\$159.45	-\$159.45	-\$175.00	\$15.55
Annual Audit / Financial Review	-	\$315.00	-\$315.00	-\$300.00	-\$15.00
Bank Charges	-	-	-	-\$25.00	\$25.00
Banners	-	-	-	-\$1,200.00	\$1,200.00
Carryover From Previous Year	-	-	-	\$30,000.00	-\$30,000.00
Credit Card Transaction Charges	-	-	-	-\$200.00	\$200.00
Event Supplies	-	-	-	-\$500.00	\$500.00
Gifts / Donations	-	-	-	-	-
Insurance	-	-	-	-\$165.00	\$165.00
Membership Dues 2020-2021	\$330.00	-	\$330.00	\$1,150.00	-\$820.00
Membership Dues 2021-2022	-	-	-	-	-
Membership Incentives	-	-	-	-\$500.00	\$500.00
Office Supplies (PTA Only)	-	-	-	-\$250.00	\$250.00
Petty Cash	-	-	-	-	-
Postage / Shipping	-	-	-	-\$25.00	\$25.00
President Discretionary	-	-	-	-	-
PTA School of Excellence	-	-	-	-	-
Sign Up Genius	-	-	-	-\$120.00	\$120.00
State Conference / Training	-	\$250.00	-\$250.00	-\$1,100.00	\$850.00
Transaction Error / Pass Through	-	-	-	-	-
Website	-	\$235.98	-\$235.98	-\$300.00	\$64.02
<b>Administration Totals</b>	<b>\$330.00</b>	<b>-\$960.43</b>	<b>-\$630.43</b>	<b>\$26,290.00</b>	<b>-\$26,920.43</b>
Events	Income	Expenses	Year to Date	Net Budget	More/-Less
Bingo Night	-	-	-	-\$500.00	\$500.00
Carnival	-	\$492.00	-\$492.00	-	-\$492.00
Donuts With Your Favorite Guy	-	-	-	-	-
Family Movie Night	-	-	-	-\$250.00	\$250.00
Grandparents Breakfast	-	-	-	-	-
Muffins With Your Favorite Gal	-	-	-	-	-
Teach or Treat	-	-	-	-\$1,000.00	\$1,000.00
<b>Events Totals</b>	<b>-</b>	<b>-\$492.00</b>	<b>-\$492.00</b>	<b>-\$1,750.00</b>	<b>\$1,258.00</b>
Fundraising	Income	Expenses	Year to Date	Net Budget	More/-Less
Boosterthon	-	-	-	\$15,000.00	-\$15,000.00
<b>Fundraising Totals</b>	<b>\$400.55</b>	<b>-</b>	<b>\$400.55</b>	<b>\$23,955.00</b>	<b>-\$23,554.45</b>

<b>Fundraising</b>	<b>Income</b>	<b>Expenses</b>	<b>Year to Date</b>	<b>Net Budget</b>	<b>More/-Less</b>
Box Tops	-	-	-	-	-
Butterbraids	-	-	-	\$1,000.00	-\$1,000.00
Cookie Dough	-	-	-	\$5,000.00	-\$5,000.00
FNO - Bahama Bucks	-	-	-	\$30.00	-\$30.00
FNO - Chick-fil-A	-	-	-	\$300.00	-\$300.00
FNO - Chipotle	-	-	-	\$200.00	-\$200.00
FNO - Crumbl	-	-	-	\$50.00	-\$50.00
FNO - Culvers	-	-	-	\$200.00	-\$200.00
FNO - Dairy Queen	-	-	-	\$25.00	-\$25.00
FNO - Firehouse Subs	-	-	-	\$25.00	-\$25.00
FNO - MOD Pizza	-	-	-	\$50.00	-\$50.00
FNO - Peter Piper Pizza	-	-	-	\$500.00	-\$500.00
FNO - Rubios	-	-	-	\$50.00	-\$50.00
FNO - Sonic	-	-	-	\$25.00	-\$25.00
Harkins Summer Movie	-	-	-	-	-
Rewards Programs	\$400.55	-	\$400.55	\$1,500.00	-\$1,099.45
Smoothie Day	-	-	-	-	-
Sunshine Acres Clothing Drive	-	-	-	-	-
<b>Fundraising Totals</b>	<b>\$400.55</b>	<b>-</b>	<b>\$400.55</b>	<b>\$23,955.00</b>	<b>-\$23,554.45</b>
<b>Sales</b>	<b>Income</b>	<b>Expenses</b>	<b>Year to Date</b>	<b>Net Budget</b>	<b>More/-Less</b>
Bricks	-	-	-	\$100.00	-\$100.00
Miscellaneous	-	-	-	-	-
Pogo Pass	-	-	-	-	-
T-Shirts	-	\$4,296.04	-\$4,296.04	-\$6,000.00	\$1,703.96
Yearbooks	\$50.00	-	\$50.00	\$600.00	-\$550.00
<b>Sales Totals</b>	<b>\$50.00</b>	<b>-\$4,296.04</b>	<b>-\$4,246.04</b>	<b>-\$5,300.00</b>	<b>\$1,053.96</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	-	\$1,108.81	-\$1,108.81	-\$575.00	-\$533.81
AR / Renaissance	-	\$6,441.14	-\$6,441.14	-\$9,000.00	\$2,558.86
Art Masterpiece	-	-	-	-\$200.00	\$200.00
Author Visits	-	-	-	-\$500.00	\$500.00
Career Day	-	-	-	-\$250.00	\$250.00
Club Shirts	-	\$401.53	-\$401.53	-\$1,000.00	\$598.47
Education / Training	-	-	-	-\$1,000.00	\$1,000.00
Family In Need Fund	-	-	-	-\$1,000.00	\$1,000.00
Field Trips - 1st Grade	-	-	-	-	-
Field Trips - 2nd Grade	-	-	-	-	-
<b>School Gifts Totals</b>	<b>-</b>	<b>-\$11,414.72</b>	<b>-\$11,414.72</b>	<b>-\$43,195.00</b>	<b>\$31,780.28</b>

School Gifts	Income	Expenses	Year to Date	Net Budget	More/-Less
Field Trips - 3rd Grade	-	-	-	-	-
Field Trips - 4th Grade	-	-	-	-	-
Field Trips - 5th Grade	-	-	-	-	-
Field Trips - 6th Grade	-	-	-	-	-
Field Trips - Kindergarten	-	-	-	-	-
Field Trips - Pre School	-	-	-	-	-
Field Trips - SPICE	-	-	-	-	-
Hospitality - Holiday Gifts	-	-	-	-\$1,250.00	\$1,250.00
Hospitality - Staff Meals	-	-	-	-\$1,500.00	\$1,500.00
Hospitality - Staff Members of the Year	-	-	-	-\$250.00	\$250.00
Hospitality - Teacher/Staff Appreciation Week	-	-	-	-\$1,000.00	\$1,000.00
Masks	-	\$844.55	-\$844.55	-	-\$844.55
Requests - General	-	\$161.54	-\$161.54	-\$13,720.00	\$13,558.46
Requests - Technology	-	-	-	-	-
School Beautification	-	\$570.08	-\$570.08	-\$500.00	-\$70.08
Science Fair / STEAM Night	-	-	-	-\$1,000.00	\$1,000.00
Spelling Bee	-	-	-	-\$250.00	\$250.00
Staff Recognition	-	\$258.73	-\$258.73	-\$1,500.00	\$1,241.27
Student Recognition	-	\$1,508.34	-\$1,508.34	-\$2,500.00	\$991.66
Supplemental Items - 1st Grade	-	-	-	-\$800.00	\$800.00
Supplemental Items - 2nd Grade	-	-	-	-\$800.00	\$800.00
Supplemental Items - 3rd Grade	-	\$120.00	-\$120.00	-\$800.00	\$680.00
Supplemental Items - 4th Grade	-	-	-	-\$800.00	\$800.00
Supplemental Items - 5th Grade	-	-	-	-\$800.00	\$800.00
Supplemental Items - 6th Grade	-	-	-	-\$800.00	\$800.00
Supplemental Items - Kindergarten	-	-	-	-\$800.00	\$800.00
Teacher Classrooms	-	-	-	-	-
Visitor Aware	-	-	-	-\$200.00	\$200.00
Volunteer Recognition	-	-	-	-\$400.00	\$400.00
<b>School Gifts Totals</b>	-	<b>-\$11,414.72</b>	<b>-\$11,414.72</b>	<b>-\$43,195.00</b>	<b>\$31,780.28</b>
<b>Grand Totals</b>					
	<b>\$780.55</b>	<b>-\$17,163.19</b>	<b>-\$16,382.64</b>	<b>-</b>	<b>-\$16,382.64</b>

Bank Account Balances	07/01/2020	08/31/2020	Last reconciled	Summary for the Period	
Checking - Compass	\$36,370.51	\$19,987.87	08/31/2020	Starting Total	\$36,370.51
<b>Totals</b>	<b>\$36,370.51</b>	<b>\$19,987.87</b>		Income	\$780.55
<i>Review Reconciled Bank Statement Reports along with this Treasurer's Report to ensure its accuracy.</i>				Expenses	-\$17,163.19
				Ending Total	\$19,987.87

⊘ These withdrawals had not cleared the bank as of 08/31/2020.

Date	Reference	Details	Withdrawal
06/11/2020	4115	Megan Harmon	-\$14.00
06/26/2020	4118	Tatum DeCotiis	-\$183.21
08/19/2020	4137 VOID	Tees and More VOID	
08/28/2020	4138	Wendi Howe	-\$50.00
08/28/2020	4139	Celia Campos	-\$50.00
08/28/2020	4140	LeeAnn Buckland	-\$52.54
08/28/2020	4141	Clark Gregory	-\$50.00
08/28/2020	4142	Tees and Moore	-\$4,210.99
<b>Total</b>			<b>-\$4,610.74</b>

Submitted by:

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_