

Canyon Rim PTA

Open Meeting Minutes (Approved)

December 6, 2018

5:30 PM

- I. Call to Order 5:35pm
- II. Introductions / Sign In Sheet
 - a. In attendance: Steven Weigley, Sarah Weigley, Misty Dewey, Lana Moore, Wendi Howe, Lynette Tucker, Chris Dipping, Ali Betancourt, Mia Betancourt, Kelli Hinkhouse, Jason Failla, Elizabeth Gibson, Jennifer Reading, Dan Gutknecht, Tatum DeCotiis
- III. Call to Administration
 - a. Announcements
 - i. CR will be getting a new building manager after 12/31
 - ii. Enrollment is up
 - iii. 3rd & 6th grade split
 - iv. Successful science fair
 - b. School Requests
 - i. Motion to approve school requests by Wendi Howe. Motion carries.
 - c. Meetings with Principal Recap
- IV. Call to Teachers – Open Forum
- V. Student Council Update
 - a. Grateful grams & Harkins sales brought in approximately \$2,000.
 - b. Student council represented Canyon Rim at the Gilbert Days Parade
- VI. Call to Members – Open Forum
- VII. Review and Approval Meeting Minutes
 - a. November 2018 Meeting
 - i. Motion to approve November meeting minutes by Lynette Tucker. Motion carries.
- VIII. Review Financial Statements (Kelli)
 - a. November 2018
 - i. Motion to approve November financial statements by Kelli Hinkhouse. Motion carries.
- IX. Upcoming Events
 - a. Donuts with Dad – December 7 (Lynette)
 - i. To be sponsored by Atlas Automotive
 - b. Box Top Counting – December 8 (Sarah/Tina)
 - c. Read-A-Thon – January 14th – 18th ()
 - d. Barnes and Noble Reading Night – January 15th (Steven)
 - e. Café Zupas – January 15th (Wendi)
- X. Old Business - None
- XI. New Business
 - a. Roundtable
 - i. Donation for Kevaleen DeBolt's service/funeral
 1. Services to be held on 1/4/18 at 10 am at Mission Community Church
 2. Approved \$250 to be donated in support.
 3. Purchasing a Brick in Kevaleen's honor to be placed before school ends.

Canyon Rim PTA
Open Meeting Minutes (continued) (Approved)
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5:30 PM

- XII. Committee Reports
 - a. Membership (*Chris*)
 - b. Fundraising (*Wendi*)
 - i. POGO pass
 - 1. Code = CANYONRIM
 - 2. PTA gets \$5.00 for each purchase.
 - 3. Decided to move forward.
 - c. Hospitality (*Wendi*)
 - i. Holiday gift cards (staff)
 - ii. Holiday Breakfast on 1/11
 - d. Volunteer (*Misty*)
 - e. Publicity (*Ali*)
 - f. Review Past Month Events
 - i. Sunshine Acres Clothing Drive – November 10 (Steven)
 - 1. 1435 lbs. of clothing
 - 2. 2703 lbs. of miscellaneous
 - ii. Mother Son Game Night – November 16 (Ali)
 - 1. Great event – less turn out than last year, but everyone got to do everything they wanted.
 - iii. Butterbraid Delivery – November 28 (Wendi)
- XIII. Next Scheduled Meeting Date = 01/10/2019 @ 5:30 PM
- XIV. Adjournment 6:20pm

PTA School Requests

Meeting: December 6, 2018

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
Small Whiteboards for students to use during class. \$15 per class. 6 class requested	Students will be able to use a whiteboard at their desk and display the answer and work.	\$ 150.00	X	Yes	N/A	Yes	No	Yes	Requests	Yes

\$ 150.00

\$ 150.00	Requests
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PTA School Request Revisions

Item Requested	Reason for Revision	Original Amount Requested	New Amount Requested	Not to Exceed?
Shirts for the Running Club	Price from vendor went up from beginning of year	\$ 300.00	\$ 350.00	X
Shirts for the Yearbook Club	Price from vendor went up from beginning of year	\$ 300.00	\$ 350.00	X

Canyon Rim PTA
Treasurer's Report 07/01/2018 to 11/30/2018

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	-	297.64	-297.64	-	-297.64
Gifts / Donations	1,012.28	-	1,012.28	-	1,012.28
Insurance	-	-	-	-165.00	165.00
Membership Dues 2017-2018	-	-	-	-	-
Membership Dues 2018-2019	2,690.00	1,155.00	1,535.00	850.00	685.00
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	1,715.00	1,715.00	-	-	-
Postage / Shipping	-	13.65	-13.65	-50.00	36.35
President Discretionary	-	-	-	-	-
PTA School of Excellence	-	-	-	-500.00	500.00
Sign Up Genius	-	49.95	-49.95	-120.00	70.05
State Conference / Training	-	-	-	-2,000.00	2,000.00
Tax Preparation	-	-	-	-300.00	300.00
Transaction Error / Pass Through	5.00	6,854.55	-6,849.55	-	-6,849.55
Website	9.03	721.69	-712.66	-300.00	-412.66
Total	12,285.86	12,038.99	246.87	-395.00	641.87

Events	Income	Expenses	Year to Date	Net Budget	More/-Less
Spelling Bee	-	-	-	-	-
Teach or Treat	-	434.94	-434.94	-	-434.94
Bingo Night	998.00	195.00	803.00	500.00	303.00
Carnival	-	-	-	-	-
Donuts With Dad	-	16.16	-16.16	350.00	-366.16
Father Daughter Night	-	-	-	-600.00	600.00
Grandparents Breakfast	1,329.85	543.72	786.13	350.00	436.13
Mother Son Night	-	479.52	-479.52	-600.00	120.48
Muffins With Mom	-	-	-	250.00	-250.00
Total	2,327.85	1,669.34	658.51	250.00	408.51

Fundraising	Income	Expenses	Year to Date	Net Budget	More/-Less
Boosterthon	-	-	-	15,000.00	-15,000.00
Box Tops	-	323.00	-323.00	500.00	-823.00
Butterbraids	5,425.50	3,802.50	1,623.00	3,000.00	-1,377.00
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	-	-	-	100.00	-100.00
FNO - Little Caesars	-	-	-	500.00	-500.00
FNO - Peter Piper Pizza	697.43	-	697.43	1,200.00	-502.57
Harkins Summer Movie	-	-	-	500.00	-500.00
Popcorn and Pickles	274.60	124.18	150.42	-	150.42
Readathon	-	-	-	-	-
Rewards Programs	768.97	-	768.97	1,200.00	-431.03
Smoothie Day	2,055.27	1,388.00	667.27	2,000.00	-1,332.73
Student Council Proceeds	-	-	-	-	-
Sunshine Acres Clothing Drive	-	-	-	300.00	-300.00
Total	38,727.49	23,025.28	15,702.21	34,800.00	-19,097.7

Sales	Income	Expenses	Year to Date	Net Budget	More/-Less
Bricks	100.00	110.00	-10.00	150.00	-160.00
Concessions	-	-	-	-500.00	500.00
Miscellaneous	100.00	-	100.00	-	100.00
T-Shirts	3,560.00	775.24	2,784.76	-1,000.00	3,784.76
Yearbooks	2,576.00	-	2,576.00	650.00	1,926.00
Total	6,336.00	885.24	5,450.76	-700.00	6,150.76

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	-	-	-	-4,000.00	4,000.00
Art Masterpiece	-	400.21	-400.21	-400.00	-0.21
Education / Training	-	-	-	-2,000.00	2,000.00
Family In Need Fund	-	50.00	-50.00	-500.00	450.00
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	1,049.18	-1,014.86	-1,000.00	-14.86
Hospitality - Holiday Gifts	-	-	-	-2,200.00	2,200.00
Hospitality - Staff of the Year	-	-	-	-500.00	500.00
Requests	-	14,536.22	-14,536.22	-12,255.00	-2,281.22
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	-	-	-	-2,000.00	2,000.00
Teacher Classrooms	-	2,750.00	-2,750.00	-3,000.00	250.00
Teacher Recognition	-	385.92	-385.92	-	-385.92
Volunteer Recognition	-	-	-	-400.00	400.00
Total	34.32	21,520.14	-21,485.82	-33,955.0	12,469.18

Grand Total	Income	Expenses	Year to Date	Net Budget	More/-Less
	59,712.35	59,222.99	489.36	-	489.36

Bank Account Balances	07/01/2018	11/30/2018	Last Reconciled	Summary for the Period	
Checking - Compass	3,883.17	11,226.25	11/30/2018	Starting Total	10,736.89
Savings - Compass	6,853.72	0.00	09/30/2018	Income	59,712.35
Total	10,736.89	11,226.25		Expenses	- 59,222.99 489.36
				Ending Total	11,226.25