

# Canyon Rim PTA

## Open Meeting Minutes (Approved)

November 8, 2018

5:30 PM

- I. Call to Order 5:35pm
- II. Introductions / Sign In Sheet
  - a. In attendance: Steven Weigley, Sarah Weigley, Brenda Chase, Ali Betancourt, Jennifer Reading, Theresa Koepke, Wendi Howe, Lynette Tucker, Jen Holgerson, Lana Moore, Greg Howell, Karen Cote, Sergio Chavez
- III. Call to Administration
  - a. Announcements
  - b. School Requests
    - i. Motion to approve school requests in the amount of \$2364.26 by Ali Betancourt. Motion carries.
  - c. Meetings with Principal Recap
    - i. Wear Blue on November 14th to support World Diabetes Day?
      1. It is already a spirit day so we are going to pass this year, but will talk about it for next year.
    - ii. Canyon Rim Staff Holiday Breakfast December 14 @ 7:15 AM – PTA Board invited
    - iii. Fun run funds have been used for new projectors
- IV. Call to Teachers – Open Forum
  - a. Spelling Bee – Need a PTA Representative
    - i. Lynette Tucker to represent
- V. Student Council Update
- VI. Call to Members – Open Forum
- VII. Review and Approval Meeting Minutes
  - a. October 2018 Meeting
    - i. Motion to approve October meeting minutes by Lynette Tucker. Motion carries.
- VIII. Review Financial Statements (Kelli)
  - a. October 2018
    - i. Motion to approve October financial statements by Kelli Hinkhouse. Motion carries.
  - b. Reward Programs
- IX. Upcoming Events
  - a. Sunshine Acres Clothing Drive – November 10 (Steven)
  - b. Mother Son Game Night – November 16 (Ali / Amanda)
  - c. Butterbraids Delivery – November 28 (Wendi)
  - d. Donuts with Dad – December 7 (Lynette)
- X. Old Business - None
- XI. New Business
  - a. Roundtable

**Canyon Rim PTA**  
**Open Meeting Minutes (continued) (Approved)**  
November 8, 2018  
5:30 PM

- XII. Committee Reports
  - a. Membership (*Chris*)
    - i. 5 new members
  - b. Fundraising (*Wendi*)
  - c. Hospitality (*Wendi*)
    - i. Happy New Year breakfast for staff on Fri 1/11 at 7:15am.
  - d. Volunteer (*Misty*)
    - i. More Description in Sign Up Genius items for new parents
  - e. Publicity (*Ali*)
  - f. Review Past Month Events
    - i. Smoothie Day (Wendi)
      - 1. Sold less than last time – will work on getting information out sooner.
    - ii. Trunk or Treat (Sarah / Ali)
      - 1. Had 380 students attend
      - 2. 30 staff members to hand out candy/prizes
    - iii. Butterbraids (Wendi)
    - iv. Field Day (Steven)
    - v. Pickles and Popcorn (Wendi)
      - 1. We took in \$250
- XIII. Next Scheduled Meeting Date = 12/06/2018 @ 5:30 PM
  - a. PTA Board Holiday Dinner @ 5:00 PM
- XIV. Adjournment 6:55 pm

# PTA School Requests

## Meeting: November 8, 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
35 running club t-shirts	students in grades 3-6 are invited to participate in weekly running club practices and a 5 different races against other students from across the Gilbert Public School District. The shirts will be utilized to help identify students at the district races.	\$ 300.00	X	Yes	N/A	Yes	No	Yes	Requests	Yes
Refreshments and lunch provided to judges for judging the science fair.	Judges will feel comfortable and engaged while judging the science fair projects. They will have refreshments to refuel their energy when needed to help complete all projects from 4th, 5th, and 6th grade.	\$ 200.00	X	Yes	N/A	Yes	No	Yes	Volunteer Recognition	Yes
Participation Ribbons for Science Fair	All of the 4th, 5th, and 6th grade students will be participating in the science fair this year. This will reward each of them for their hard work and allow them to have a ribbon, even if it isn't 1st, 2nd, or 3rd place.	\$ 140.00	X	Yes	Yes	Yes	No	Yes	Requests	Yes
Shirts for the Yearbook Club	Students in the Yearbook Club will feel official and more of a part of something. It will be something they will be proud of and it will help make the club even more official here at Canyon Rim.	\$ 300.00	X	Yes	N/A	Yes	No	Yes	Requests	Yes
Clothes, specifically pants and shorts, from Goodwill and new underwear from Walmart	The clothes closet in the health office is running low on pants and shorts, and girls underwear. I have gone through a crazy amount of clothes already this year - not everything gets returned to me. It's nice to have clothes for the kids when they have bathroom accidents or spill something on themselves, and not have to wait for a parent to bring dry clothes.	\$ 184.26		Yes	N/A	Yes	No	Yes	Requests	Yes
Holiday Breakfast	Holiday Breakfast for Staff	\$ 300.00	X	Yes	Yes	Yes	No	Yes	Hospitality	Yes
Shed for PreSchool	The current shed is falling apart - literally. The new shed would house the preschool toys and outside items to be used by the classes when needed.	\$ 800.00	X	Yes	Yes	Yes	No	Yes	Requests	Yes
Medals for Running Club	Medals for the running club race canyon rim is hosting in February	\$ 40.00	X	Yes	Yes	Yes	No	Yes	Requests	Yes
Privacy Folders	Help students focus on their own work.	\$ 100.00	X	Yes	Yes	Yes	No	Yes	Requests	Yes
Top finisher award ribbons for the reindeer run all (k-6 students will participate in this event)	All students will participate in a running event/ race during their specials times on a Wed. in December	\$ 40.00	X	Yes	Yes	Yes	Yes	No	Requests	Paid By School

# PTA School Requests

## Meeting: November 8, 2018 (continued)

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
Three APPLE iPads 9.7 inch with Wifi at least 64 GB- These can be purchased refurbished on Amazon. The iPad does not need to be the most recent model. It just needs to have wifi access, minimum of 64 GB and a functional camera. Additionally, I am requesting three OtterBox Defender Series Cases & Utility Series Latch II Case with Accessory Bag for a 10" tablets for classroom academic and core vocabulary instruction. This will allow teachers to have a better grip on the devices and increase their range of motion when carrying out aided language stimulation* and presenting the device to students when asking comprehension and academic questions.	This year, as the Speech and Language Pathologist at Canyon Rim Elementary, I am focused on the development of core vocabulary and universal communication systems for students who are nonverbal or minimally verbal. My goal is to increase communication skills for all of our nonverbal to limited verbal students. At our site, I would love to be able to incorporate technology in the form of district-provided iPads equipped for communication apps. I am requesting three classroom based iPads (one for each of the SPICE classrooms) to increase communication and engagement of students with Autism Spectrum Disorders. These devices provide our students a voice for meeting their wants and needs, and for participating in structured academic tasks. Without the iPad communication device, these students are highly limited in their ability to engage in their academics. One of my goals is to provide access to communication across contexts in the academic setting. In doing this, we decrease the occurrence of challenging behaviors related to communication by increasing their ability to get their wants and needs met and supporting their academic development.	\$ 1,300.00	X	Yes	N/A	No	No	No	Requests	Tabled

\$ 2,364.26

\$ 200.00	Volunteer Recognition
\$ 1,864.26	Requests
\$ 300.00	Hospitality

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	-	-	-	4,000.00	-4,000.00
Event Supplies	-	278.21	-278.21	-	-278.21
Gifts / Donations	1,012.28	-	1,012.28	-	1,012.28
Insurance	-	-	-	-165.00	165.00
Membership Dues 2017-2018	-	-	-	-	-
Membership Dues 2018-2019	2,680.00	1,155.00	1,525.00	850.00	675.00
Membership Incentives	-	-	-	-500.00	500.00
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	-	-	-	-50.00	50.00
President Discretionary	-	-	-	-	-
PTA School of Excellence	-	-	-	-500.00	500.00
Sign Up Genius	-	39.96	-39.96	-120.00	80.04
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
<b>Total</b>	<b>5,421.31</b>	<b>11,427.38</b>	<b>-6,006.07</b>	<b>-395.00</b>	<b>-5,611.07</b>

Events	Income	Expenses	Year to Date	Net Budget	More/-Less
Bingo Night	998.00	195.00	803.00	500.00	303.00
Carnival	-	-	-	-	-
Donuts With Dad	-	-	-	350.00	-350.00
Father Daughter Night	-	-	-	-600.00	600.00
Grandparents Breakfast	1,329.85	543.72	786.13	350.00	436.13
Mother Son Night	-	-	-	-600.00	600.00
Muffins With Mom	-	-	-	250.00	-250.00
<b>Total</b>	<b>2,327.85</b>	<b>738.72</b>	<b>1,589.13</b>	<b>250.00</b>	<b>1,339.13</b>

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	-	-	-	3,000.00	-3,000.00
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	-	-	-	-	-
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
<b>Total</b>	<b>33,027.39</b>	<b>19,098.60</b>	<b>13,928.79</b>	<b>34,800.00</b>	<b>-20,871.21</b>

Sales	Income	Expenses	Year to Date	Net Budget	More/-Less
Bricks	50.00	-	50.00	150.00	-100.00

Concessions	-	-	-	-500.00	500.00
Miscellaneous	-	-	-	-	-
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
<b>Total</b>	<b>6,186.00</b>	<b>775.24</b>	<b>5,410.76</b>	<b>-700.00</b>	<b>6,110.76</b>

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
<b>Total</b>	<b>0.83</b>	<b>84.00</b>	<b>-83.17</b>	<b>-</b>	<b>-83.17</b>

School Gifts	Income	Expenses	Year to Date	Net Budget	More/-Less
AR / Renaissance	-	-	-	-4,000.00	4,000.00
Art Masterpiece	-	-	-	-400.00	400.00
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	851.31	-816.99	-1,000.00	183.01
Hospitality - Holiday Gifts	-	-	-	-2,200.00	2,200.00
Hospitality - Staff of the Year	-	-	-	-500.00	500.00
Requests	6,854.55	11,786.99	-4,932.44	-12,255.00	7,322.56
Scholastic Items - 6th Grade	-	-	-	-700.00	700.00
Scholastic Items - 5th Grade	-	-	-	-700.00	700.00
Scholastic Items - 4th Grade	-	-	-	-	-
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
<b>Total</b>	<b>6,888.87</b>	<b>16,798.31</b>	<b>-9,909.44</b>	<b>-33,955.00</b>	<b>24,045.56</b>

Grand Total	Income	Expenses	Year to Date	Net Budget	More/-Less
	53,852.25	48,922.25	4,930.00	-	4,930.00

Bank Account Balances	07/01/2018	10/31/2018	Last Reconciled	Summary for the Period	
Checking - Compass	3,883.17	15,666.89	10/31/2018	Starting Total	10,736.89
Savings - Compass	6,853.72	0.00	09/30/2018	Income	53,852.25
<b>Total</b>	<b>10,736.89</b>	<b>15,666.89</b>		Expenses	- 48,922.25    4,930.00
				Ending Total	15,666.89

These withdrawals had not cleared the bank as of 10/31/2018

Date	Ref	Paid To	Uncleared Withdrawal
<b>Total</b>			<b>\$0.00</b>