

Canyon Rim PTA

General Meeting Minutes (Approved)

January 13, 2022

5:30 PM

- I. Call to Order @ 5:41 PM
- II. Introductions / Sign In Sheet
 - a. In attendance: Steven Weigley, Sarah Weigley, Jackie Galloway, Wendi Scharnhorst, Sarah Stratton, Chris Stratton, Cecilia Campos, Jeremy Crawford, Kelly DeVar and Jacob Lausen
- III. Call to Administration
 - a. Announcements
 - i. None
 - b. School Requests
 - i. Motion to approve school request in the amount of \$250.00 by Jeremy Crawford. Motion passes unanimously.
 - ii. Expanded budget for Library remodel in the amount of \$7,500.00 was tabled until May to determine available funds at end of year.
 - c. Meetings with Principal Recap
- IV. Call to Teachers – Open Forum
- V. Call to Members – Open Forum
- VI. Student Council Update
- VII. Review and Approval Meeting Minutes
 - a. December 9, 2021 Meeting
 - i. Motion to approve December 9, 2021 meeting minutes by Sarah Weigley. Motion passes unanimously.
- VIII. Review Financial Statements (*Wendi*)
 - a. December 2021
 - i. Motion to approve December 2021 financial statement by Chris Stratton. Motion passes unanimously.
 - b. Reward Programs
 - i. Kroger = 149 Households / \$479.78
 - ii. Amazon Smiles = \$110.12
- IX. General Information
 - a. Cougarnival Baskets
- X. Discussion Topics
 - a. Group Raise Fundraising (CC)
 - i. Sam's Club; look into next year
 - b. Roundtable

Canyon Rim PTA

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- XI. Upcoming Events
- a. Smoothie Day – 01/19/2022 (*Jackie*)
 - b. Chick-Fil-A – 02/03/2022 (*Cecilia*)
 - i. New flyer approved
 - c. Muffins With Your Favorite Girl – 02/11/2022 (*Chris*)
 - i. Muffins – Chris
 - ii. Coffee – Starbucks – Chris to Follow Up
 - iii. Drinks with Cafeteria – Steven
 - d. Booster Fun Run – 02/15/2022 (*Cecilia and Steven*)
 - i. Same event as last year—Five groups:
 - Thursday - PreSchool
 - Friday - SPICE / Kindergarten ; 1st - 2nd ; 3rd - 4th ; 5th - 6th
 - ii. Teacher meeting 02/15/2022 @ 7:15 AM
 - PTA will provide bagels with cream cheese (Einstein's bagels) and fruit cups
- XII. Review Past Month Events
- a. Donuts With Your Favorite Guy – 12/10/2021 (*Wendi*)
 - i. Total Expense = \$582.37
 - ii. Total Profit = \$575.93
 - b. MOD Pizza and Crumble Family Night Out – 12/15/2021 (*Cecilia*)
 - i. MOD Pizza Net Profit = \$194.70
 - ii. Crumbl Net Profit = \$60.00
 - c. Geno's Family Night Out – 01/12/2022 (*Cecilia*)
 - i. Net Profit = \$100
- XIII. PTA Business
- a. Quick Quack Car Wash Fundraiser
 - i. On site 4 hours – 50% off OR sell \$10 cards – have them sell at a booth at Carnival? Or sell them in May right before summer?
 - b. February Mixer Plans
 - i. 01/21/2022 – Meet with Teachers
 - Ask team leads for ideas of how to communicate with parents to recruit members to the PTA Board; give 2 names of parents to invite
 - ii. Location: School – foyer area/hallway; rent/buy some high-top tables?
 - iii. Food: Jackie – \$200 budget
 - iv. Date: February 16 (invitations sent by February 7)
 - v. Teachers send email invitation with RSVP (Steven), plus a letter/flyer home (Jackie)
 - c. Roundtable

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- XIV. Committee Reports
 - a. Publicity (*Sarah*)
 - b. Membership (*Jeremy*)
 - i. 156 – no new members
 - c. Fundraising (*Cecilia*)
 - i. Sold 1 pogo pass
 - ii. New coupons for Peter Piper Pizza
 - iii. Someburros Scheduled - Tuesday, March 29
 - d. Hospitality (*Jackie*)
 - i. Teacher appreciation - May 2nd – 6th
 - e. Cougarnival Update (*Steven*)
 - i. Email Businesses About Booths
 - ii. Flyer for Vendor Signups
 - iii. Email Teachers for Carnival Booths / Games
 - iv. Email Teachers for Grade Level Silent Auction Baskets
 - 1. Including candy and prizes for their games / booth
- XV. Meeting Dates and Times
 - a. February Meeting – 02/08/2022 @ 5:30 PM @ Native Grill and Wings
- XVI. Adjournment @ 7:57 PM

PTA School Requests

Meeting: January 13, 2022

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
COVID tests for Staff	Needed to prevent outbreaks.	\$ 250.00	X	Yes	N/A	Yes	No	Yes	Requests - General	Yes
		\$ 250.00								

\$ 250.00	Requests - General
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PTA Request Tabled for Review at Future Meeting

Item Requested	How it will Impact Students?	Amount Requested	Not to Exceed?	Includes Tax	Includes Shipping	Approved By Administration	Tabled Reason	
Expanded Budget for Library Remodel	All Students use the library and this money would be used for the new circulation desk	\$ 7,500.00	X	Yes	Yes	Yes	There is currently a large budget (\$100,000) for this project and these funds are not a need-to-have at this time. The PTA needs to wait until after our biggest fundraiser (Booster Fun Run) and our biggest event (Cougar Carnival) to assess and better determine if the funds will be available for this project along with items for the next school year.	Tabled for Review in May

Canyon Rim PTA FY 2021

Treasurer's Report

07/01/2021 - 12/31/2021

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	-	\$225.00	-\$225.00	-	-\$225.00
Banners	-	\$1,042.43	-\$1,042.43	-\$1,000.00	-\$42.43
Carryover From Previous Year	-	-	-	\$23,000.00	-\$23,000.00
Credit Card Transaction Charges	-	-	-	-\$200.00	\$200.00
Gifts / Donations	\$2,001.48	-	\$2,001.48	-	\$2,001.48
Insurance	-	-	-	-\$165.00	\$165.00
Membership Dues 2021-2022	\$3,592.50	\$864.00	\$2,728.50	\$1,900.00	\$828.50
Membership Dues 2022-2023	-	-	-	-	-
Membership Incentives	-	\$580.87	-\$580.87	-\$500.00	-\$80.87
Office Supplies (PTA Only)	-	\$162.59	-\$162.59	-\$200.00	\$37.41
Pantry Items	-	\$303.09	-\$303.09	-\$600.00	\$296.91
Petty Cash	\$1,080.00	\$1,080.00	-	-	-
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	\$514.68	-	\$514.68	-	\$514.68
Website	-	\$902.38	-\$902.38	-\$100.00	-\$802.38
Pay Pal Fees	-	\$66.48	-\$66.48	-	-\$66.48
Administration Totals	\$7,188.66	-\$5,706.29	\$1,482.37	\$19,365.00	-\$17,882.63
Events	Income	Expenses	Year to Date	Net Budget	More/-Less
Bingo Night	-	-	-	-	-
Carnival	-	\$2,292.94	-\$2,292.94	-\$2,000.00	-\$292.94
Donuts With Your Favorite Guy	\$1,158.30	\$547.47	\$610.83	\$400.00	\$210.83
Family Movie Night	-	-	-	-	-
Grandparents Breakfast	\$1,403.00	\$751.88	\$651.12	\$400.00	\$251.12
Muffins With Your Favorite Gal	-	-	-	\$400.00	-\$400.00
Teach or Treat	-	\$1,333.48	-\$1,333.48	-\$1,000.00	-\$333.48
Ultimate Family Fun Night	-	\$1,358.92	-\$1,358.92	-\$1,300.00	-\$58.92
Events Totals	\$2,561.30	-\$6,284.69	-\$3,723.39	-\$3,100.00	-\$623.39

Fundraising	Income	Expenses	Year to Date	Net Budget	More/-Less
Boosterthon	-	-	-	\$17,500.00	-\$17,500.00
Box Tops	-	-	-	-	-
Butterbraids	\$8,513.00	\$3,628.50	\$4,884.50	\$3,500.00	\$1,384.50
Cookie Dough	\$14,438.00	\$6,659.00	\$7,779.00	\$5,000.00	\$2,779.00
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	\$300.00	-
FNO - Dairy Queen	-	-	-	-	-
FNO - MOD Pizza	-	-	-	\$150.00	-\$150.00
FNO - Panda Express	-	-	-	\$100.00	-\$100.00
FNO - Peter Piper Pizza	\$347.84	-	\$347.84	\$700.00	-\$352.16
FNO - Rubios	\$436.28	-	\$436.28	\$150.00	\$286.28
FNO - Someburros	-	-	-	\$50.00	-\$50.00
FNO - Venezias	-	-	-	\$50.00	-\$50.00
Harkins Summer Movie	-	-	-	-	-
Rewards Programs	\$674.87	-	\$674.87	\$1,800.00	-\$1,125.13
Smoothie Day	\$5,982.50	\$4,082.00	\$1,900.50	\$2,000.00	-\$99.50
Sunshine Acres Clothing Drive	-	-	-	-	-
Fundraising Totals	\$30,692.49	-\$14,369.50	\$16,322.99	\$32,400.00	-\$16,077.01
Sales	Income	Expenses	Year to Date	Net Budget	More/-Less
Bricks	-	-	-	\$70.00	-\$70.00
Masks	-	-	-	-	-
Miscellaneous	-	-	-	-	-
Pogo Pass	-	-	-	-	-
T-Shirts	\$137.00	\$807.41	-\$670.41	-\$5,000.00	\$4,329.59
Vending	\$1,577.75	\$1,191.49	\$386.26	\$2,500.00	-\$2,113.74
Yearbooks	\$2,145.00	-	\$2,145.00	\$1,100.00	\$1,045.00
Sales Totals	\$3,859.75	-\$1,998.90	\$1,860.85	-\$1,330.00	\$3,190.85
School Gifts	Income	Expenses	Year to Date	Net Budget	More/-Less
Agendas	\$936.83	\$965.48	-\$28.65	-	-\$28.65
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	-	\$440.67	-\$440.67	-\$1,000.00	\$559.33
School Gifts Totals	\$936.83	-\$29,042.77	-\$28,105.94	-\$47,335.00	\$19,229.06

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	-	\$72.00	-\$72.00	-\$1,000.00	\$928.00
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	-	\$3,000.00	-\$3,000.00	-\$2,500.00	-\$500.00
Hospitality - Staff Meals	-	\$1,339.90	-\$1,339.90	-\$2,000.00	\$660.10
Hospitality - Staff Members of the Year	-	-	-	-\$250.00	\$250.00
Hospitality - Teacher/Staff Appreciation Week	-	-	-	-\$1,500.00	\$1,500.00
Oratorical Contest	-	\$167.54	-\$167.54	-	-\$167.54
Requests - Curriculum	-	-	-	-	-
Requests - General	-	\$10,677.37	-\$10,677.37	-\$12,085.00	\$1,407.63
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	-	\$195.32	-\$195.32	-\$300.00	\$104.68
Staff Recognition	-	\$366.91	-\$366.91	-\$1,000.00	\$633.09
Student Recognition	-	\$2,023.57	-\$2,023.57	-\$2,000.00	-\$23.57
Supplemental Items - 1st Grade	-	\$373.82	-\$373.82	-\$300.00	-\$73.82
Supplemental Items - 2nd Grade	-	-	-	-\$300.00	\$300.00
Supplemental Items - 3rd Grade	-	-	-	-\$300.00	\$300.00
Supplemental Items - 4th Grade	-	\$886.95	-\$886.95	-\$300.00	-\$586.95
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	-\$29,042.77	-\$28,105.94	-\$47,335.00	\$19,229.06
Grand Totals					
	\$45,239.03	-\$57,402.15	-\$12,163.12	-	-\$12,163.12

⊘ These withdrawals had not cleared the bank as of 12/31/2021.

Date	Reference	Details	Withdrawal
12/15/2021	4253	GPS Nutrition	-\$110.60
Total			-\$110.60

Bank Account Balances	07/01/2021	12/31/2021	Last reconciled	Summary for the Period	
Checking - Compass	\$28,049.09	\$15,885.97	12/31/2021	Starting Total	\$28,049.09
Totals	\$28,049.09	\$15,885.97		Income	\$45,239.03
<i>Review Reconciled Bank Statement Reports along with this Treasurer's Report to ensure its accuracy.</i>				Expenses	-\$57,402.15
				Ending Total	\$15,885.97

Submitted by:

Name: _____ Signature: _____

Date: _____