

Canyon Hills Junior High PTSA

Every Child, One Voice

Executive Board Virtual Meeting
January 13, 2021 at 4:00 PM

2020-2021 School Year

1. **Call to Order**
2. **Approval of Minutes: December 9th**
3. **Administration Report**
 - a. Update
 - b. Upcoming Events and Activities
4. **Treasurer's Report**
 - a. Financial Report
 - b. Check Request
5. **President's Report**
 - a. Membership Incentives
 - b. Student Gifts
 - c. 8th grade promotion
 - d. 2021-2020 Open Board Positions
6. **Executive Board Report**
 - a. Fundraising
 - b. Hospitality
7. **Adjournment**
 - a. Next Board Meeting

AGENDA



Approval of
December 09, 2020 Minutes

PTSA Minutes

- I. Meeting Call to Order at 4:10 pm
- II. In Attendance
 - A. Jessica Avila
 - B. Alan Brevia
 - C. Heather Post
 - D. Jennifer Delzell-Christos
 - E. Kelly Kwock
 - F. Rebecca Sabatino
 - G. Riza Erlandsen
 - H. Teri Arteaga
- III. Approval of Minutes
 - A. No minutes to approve
- IV. Admin Report
 - A. Spirit Week. 12/10-12/17
 - B. Rally on Wednesday
 - C. Friday 12/18 Student Free Day
 - D. Grab and Go Breakfast for Admin/Staff at 8:30-9:00 am
- V. Treasurer's Report
 - A. Report from 10/01-11/30
 - B. Nothing much to report
 - C. One back payment for Scholastic from lat year for the amount of \$365.37
 - D. Payment Science articles for this year \$299.25
 - E. Approval of Treasurer's Report
 1. 1st Motion by Mrs. Post
 2. 2nd Motion Teresa
- VI. President's Report
 - A. 8th Grade Promotion
 1. Possible drive thru
 2. Budget \$1,200
 3. Setting up a committee; let Rebecca know if you want to be part of the committee.
 - B. Catalog Fundraiser
 1. Catalog Sales
 - a) Raised \$2,930
- VII. Hospitality
 - A. Teacher's Luncheon 12/18/2020

Wednesday, December 9, 2020

- B. Motion to order Starbucks gift cards for 84 teachers and staff members
 - 1. 1st Motion- Jessica Avila
 - 2. 2nd Motion Jennifer Delzell-Christos
- VIII. PTSA Meeting on January 13th
- IX. Meeting adjourned at 4:36 pm.

Administration Report

December 10-17 Spirit Week (our spirit week will focus on the different celebrations that take place during this time of the year, as well as fun dress up days. Each day will have lunchtime activities that will align with the spirit day theme)

Thursday 12/17

First Day of Hanukkah: Wear Blue, White, or Silver

Friday 12/11

Kwanzaa Celebration: Wear Green, Red, or Black

Monday 12/14

Christmas Monday: Wear Red, Green, White

Tuesday 12/15

Toasty Tuesday: Wear Warm Pajamas


Wednesday 12/16

Winter Wonderland Wednesday: Wear your Beanies, Scarves, or any other Winter Accessories

Thursday 12/17

Channel your Flannel Thursday: Wear Flannel

Treasurer's Report



The background features a blurred financial chart. It consists of several vertical yellow bars of varying heights and a white line graph with circular markers at each data point. The line graph shows a downward trend from left to right. Two data points are explicitly labeled with their values: 183.102 and 154.178. The overall aesthetic is professional and data-oriented.

Bar Index	Value
1	183.102
2	154.178

	Selected Period	Year to Date	Budget
Cash Balance Forward			
Union Bank Checking	27,890.94	20,998.58	20,998.58
Total Cash Balance Forward	\$ 27,890.94	\$ 20,998.58	\$ 20,998.58
Receipts			
Fundraisers			
Book Fair	0.00	0.00	2,000.00
Membership Dues (PTSA)	0.00	28,656.03	22,000.00
Restaurant	0.00	0.00	500.00
Scripts	(859.39)	(859.39)	1,000.00
Snack Bar	0.00	0.00	3,500.00
Spirit Wear	0.00	12,894.81	7,500.00
Programs			
Donations / Matching Funds	0.00	813.68	500.00
Marquee	0.00	140.00	2,000.00
Silent Auction	0.00	0.00	250.00
Total Receipts	\$ (859.39)	\$ 41,645.13	\$ 39,250.00
Expenses			
Administration			
8th Grade Promotion	0.00	0.00	1,200.00
Accounting Software	0.00	0.00	200.00
Bank Fees Expense	0.00	7.50	100.00
Classroom/Teacher Supplies	246.39	568.53	1,500.00
Copy / Office Supplies Expense	0.00	1,730.23	2,000.00
CPR Certification	0.00	101.00	200.00
Health Support Expense	0.00	0.00	750.00
Hospitality Expense	0.00	380.56	1,500.00
Insurance Premium Expense	0.00	258.00	300.00
Library	0.00	0.00	500.00
Officers Training Expense	0.00	0.00	200.00
PE Sportfolios	0.00	1,713.10	1,500.00
Processing Fees	0.00	399.16	400.00
School Gifts Expense	712.85	10,960.98	15,000.00
SSA / Career Day / Counselor Expense	0.00	0.00	1,000.00
Student Events Expense	0.00	0.00	1,000.00
Taxes Expense	0.00	25.00	100.00
Website	0.00	828.00	850.00
Fundraisers			
AVID	0.00	124.37	0.00
Book Fair	0.00	0.00	1,500.00
Membership Dues (PTSA)	0.00	11,716.51	5,500.00
Snack Bar	0.00	0.00	2,000.00
Spirit Wear	0.00	7,758.46	5,000.00
Total Expenses	\$ 959.24	\$ 36,571.40	\$ 42,300.00
Net Receipts	\$ (1,818.63)	\$ 5,073.73	\$ (3,050.00)
Less:			
AVID Restricted			400.79
Unallocated Reserves			17,547.79
			\$ 0.00
Cash Balance	\$ 26,072.31	\$ 26,072.31	

Financial Report as of December 31, 2020

Change to AVID Restricted	0.00	(124.37)
Change to Fund Balance	0.00	124.37
Adjusted Cash Balance	\$ 26,072.31	\$ 26,072.31

Checks Written

937	Deborah Hauck	Teacher Appreciation	50.00
938	Scholastic	2019-2020 Back Payment M6836890	365.37
939	Scholastic	2020-2021 M7020376	299.25
940	Lesa Iasparro	Catalog Fundraiser	48.23
941	Pam Sensat	Teacher Appreciation	50.00
942	Torey Magdaleno	Teacher Appreciation	50.00
944	Charles Hemsley	Teacher Appreciation	46.39
945	Philip McCleskey	Teacher Appreciation	50.00

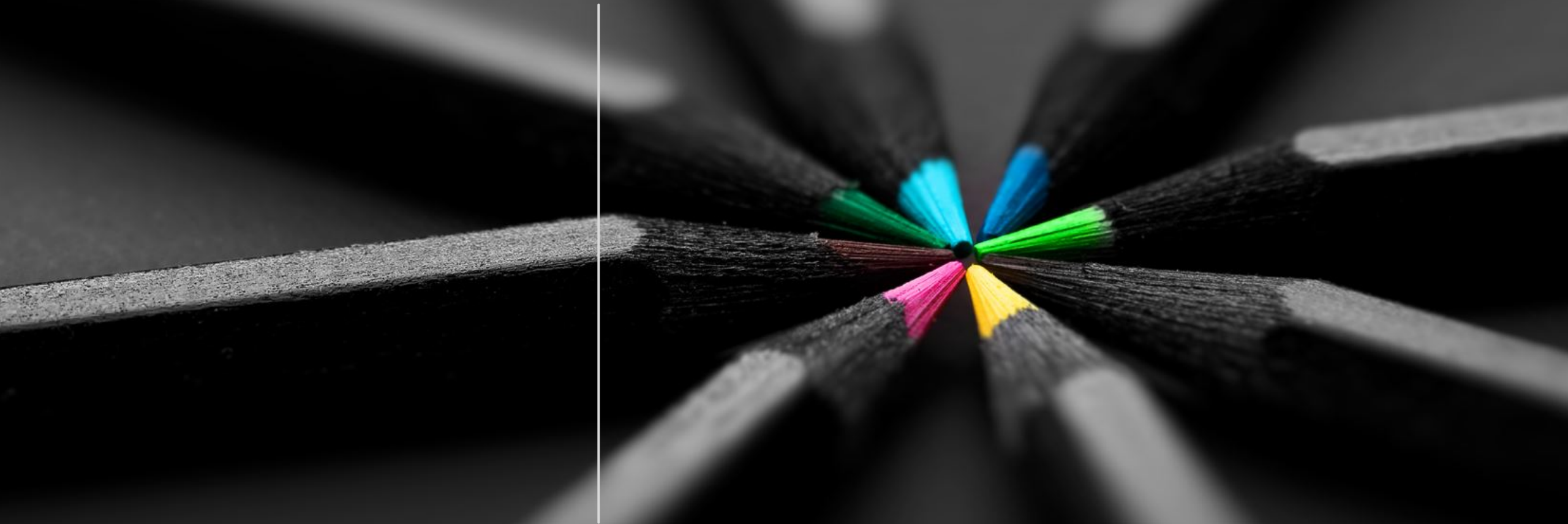
Signature

Date

Mrs. Wetherbee in the amount of 53.37 for classroom supplies

CHECK REQUESTS

President's Report



STUDENT GIFT IDEAS

Both 7th & 8th Grade Students

Work Hard, Play Hard



GLOW-IN the DARK FRISBEE

EST COST \$1.50 each



8th Grade Promotion Gifts



PTSA BOARD POSTIONS

President

Rebecca Sabatino

Treasurer

OPEN

Secretary

Inez Janacek

1st VP Membership

Riza Erlandsen

2nd VP Fundraising

Lesa Iasparro

3rd VP Programs

Jennifer Delzell-Christos

Parliamentarian

Jessica Avila (open) ?

Auditor

OPEN

Historian

OPEN

Teacher Representative

OPEN

Students Representative

OPEN

Spirit Wear

Kelly Kwock & Teri Arteaga

Hospitality

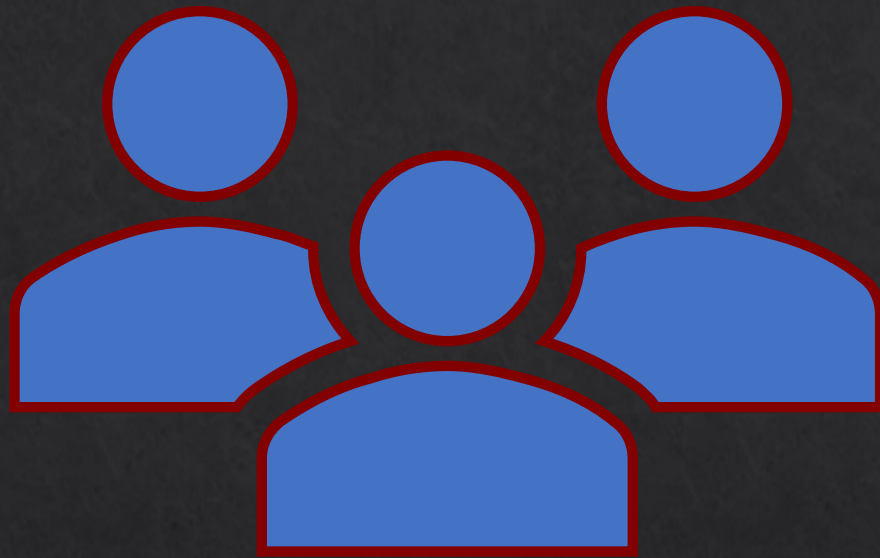
Teran Mente

Book Fair

Leslie Miller

Snacks

Margarita Faundez (open) ?



Next Board Meeting
February 3rd @ 4:00 P.M.

Adjournment