

Canyon Hills Junior High PTSA

Every Child, One Voice

Executive Board Virtual Meeting
December 09, 2020 at 4:00 PM

2020-2021 School Year

1. **Call to Order**
2. **Approval of Minutes: October 7th**
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. PTSA Parents Questionnaire
 - b. Fundraising
6. **Executive Board Report**
 - a. Fundraising
 - b. Hospitality
7. **Adjournment**
 - a. Next Board Meeting

AGENDA



Approval of
October 07, 2020 Minutes

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

On Wednesday we have our second rally of the year. Students in the blended program will watch the rally at the end of the day while student who are signed up for Distance will get a link immediately following the school day because I could not have DL teachers from around the district adjust their teaching times.

On Friday 12/18 we have a student free teacher workday. The admin team is going to be hosting a little continental grab and go breakfast from 8:30-9:30. I know that PTSA was willing to host a luncheon, however given the surge in COVID we are trying to keep things as simple and distanced as possible.

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 clearly 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

Statement Beginning Balance	\$	39,421.06	Statement Ending Balance	\$	28,593.12
Cleared Transactions			Uncleared Transactions		
Checks and Other Disbursements		(10,842.94)	Checks and Other Disbursements		(720.86)
Deposited Receipts		<u>15.00</u>	Deposited Receipts		<u>0.00</u>
Total Cleared Transactions	\$	(10,827.94)	Total Uncleared Transactions	\$	(720.86)
Cleared Balance	\$	<u>28,593.12</u>	Register Ending Balance	\$	<u>27,872.26</u>

Financial Report as of October 30, 2020

Date	Type	Number	Description	Amount
Cleared Checks and Other Disbursements				
07/28/2020	CHECK	912	Chino Valley USD	\$ 1,713.10
08/28/2020	CHECK	917	Maureen Bromley	36.37
08/31/2020	CHECK	921	Maureen Bromley	50.00
10/06/2020	CHECK	927	Valerie Vera-Mineer	50.00
10/06/2020	CHECK	928	Todd Finkbinder	95.77
10/06/2020	CHECK	929	Elizabeth Fanning	50.50
10/06/2020	CHECK	930	Rella Mckinney	50.50
10/06/2020	CHECK	932	Show Your Logo, Inc.	6,313.48
10/06/2020	CHECK	933	Sunset Graphics	545.22
10/06/2020	CHECK	935	Fifth District PTA	1,938.00
			Total	<u>\$ 10,842.94</u>
Cleared Deposited Receipts				
10/06/2020	DEPOSIT		Spirit Wear	\$ 15.00
			Total	<u>\$ 15.00</u>
Uncleared Checks and Other Disbursements				
03/08/2017	CHECK	590	Paula Martinez / Marquee	\$ 20.00
04/05/2017	CHECK	597	Lenn Rodriguez / Health Support/SSA & Carrer Day	117.45
08/17/2018	CHECK	727	Ailan Ma	20.00
01/31/2020	CHECK	876	Carri Walker	42.88
10/05/2020	CHECK	924	Maureen Bromley	88.00
10/06/2020	CHECK	925	Laura Iacopetti	50.00
10/06/2020	CHECK	926	William Booth	50.00
10/06/2020	CHECK	931	Jeff Wiley	27.53
10/06/2020	CHECK	934	Brain Pop	230.00
10/06/2020	CHECK	936	Fifth District PTA	75.00
			Total	<u>\$ 720.86</u>
Uncleared Deposited Receipts				
			Total	<u>\$ 0.00</u>

Statement Beginning Balance	\$ 28,593.12	Statement Ending Balance	\$ 28,243.80
Cleared Transactions		Uncleared Transactions	
Checks and Other Disbursements	(368.00)	Checks and Other Disbursements	(352.86)
Deposited Receipts	<u>18.68</u>	Deposited Receipts	<u>0.00</u>
Total Cleared Transactions	\$ (349.32)	Total Uncleared Transactions	\$ (352.86)
Cleared Balance	\$ <u>28,243.80</u>	Register Ending Balance	\$ <u>27,890.94</u>

Date	Type	Number	Description	Amount
Cleared Checks and Other Disbursements				
10/05/2020	CHECK	924	Maureen Bromley	\$ 88.00
10/06/2020	CHECK	925	Laura Iacopetti	50.00
10/06/2020	CHECK	934	Brain Pop	230.00
			Total	<u>\$ 368.00</u>
Cleared Deposited Receipts				
11/12/2020	DEPOSIT		Amazon Smile	\$ 18.68
			Total	<u>\$ 18.68</u>
Uncleared Checks and Other Disbursements				
03/08/2017	CHECK	590	Paula Martinez / Marquee	\$ 20.00
04/05/2017	CHECK	597	Lenn Rodriguez / Health Support/SSA & Carrer Day	117.45
08/17/2018	CHECK	727	Ailan Ma	20.00
01/31/2020	CHECK	876	Carri Walker	42.88
10/06/2020	CHECK	926	William Booth	50.00
10/06/2020	CHECK	931	Jeff Wiley	27.53
10/06/2020	CHECK	936	Fifth District PTA	75.00
			Total	<u>\$ 352.86</u>
Uncleared Deposited Receipts				
			Total	<u>\$ 0.00</u>

Prepared By

Date

Reviewed By

Date

Financial Report as of November 30, 2020

	Selected Period	Year to Date	Budget
Cash Balance Forward			
Union Bank Checking	37,421.26	20,998.58	20,998.58
Total Cash Balance Forward	\$ 37,421.26	\$ 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	0.00	0.00	1,000.00
Snack Bar	0.00	0.00	3,500.00
Spirit Wear	15.00	12,894.81	7,500.00
Programs			
Donations / Matching Funds	18.68	813.68	500.00
Marquee	0.00	140.00	2,000.00
Silent Auction	0.00	0.00	250.00
Total Receipts	\$ 33.68	\$ 42,504.52	\$ 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	177.53	322.14	1,500.00
Copy / Office Supplies Expense	0.00	1,730.23	2,000.00
CPR Certification	101.00	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	258.00	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	325.77	10,248.13	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	88.00	124.37	0.00
Book Fair	0.00	0.00	1,500.00
Membership Dues (PTSA)	8,068.48	11,716.51	5,500.00
Snack Bar	0.00	0.00	2,000.00
Spirit Wear	545.22	7,758.46	5,000.00
Total Expenses	\$ 9,564.00	\$ 35,612.16	\$ 42,300.00
Net Receipts	\$ (9,530.32)	\$ 6,892.36	\$ (3,050.00)
Less:			
AVID Restricted			400.79
Unallocated Reserves			17,547.79
			\$ 0.00
Cash Balance	\$ 27,890.94	\$ 27,890.94	

Financial Report from October 01, 2020 to November 30, 2020

Change to AVID Restricted	(88.00)	(124.37)
Change to Fund Balance	<u>88.00</u>	<u>124.37</u>
Adjusted Cash Balance	\$ 27,890.94	\$ 27,890.94

Checks Written

924	Maureen Bromley	Avid Postage Reimbursement	88.00
925	Laura Iacopetti	Teacher Appreciation	50.00
926	William Booth	Teacher Appreciation	50.00
927	Valerie Vera-Mineer	Teacher Appreciation	50.00
928	Todd Finkbiner	Stand-up Desks Balance ck #923	95.77
929	Elizabeth Fanning	CPR Reimbursement	50.50
930	Rella Mckinney	CPR Reimbursment	50.50
931	Jeff Wiley	Teacher Appreciation	27.53
932	Show Your Logo, Inc.	Invoice #DK111647 Balance	6,313.48
933	Sunset Graphics	Spirit Wear	545.22
934	Brain Pop	Science Publication	230.00
935	Fifth District PTA	320 Members @ \$5.25 + \$258 Insurance	1,938.00
936	Fifth District PTA	Council Assessment Fee	75.00

Signature

Date

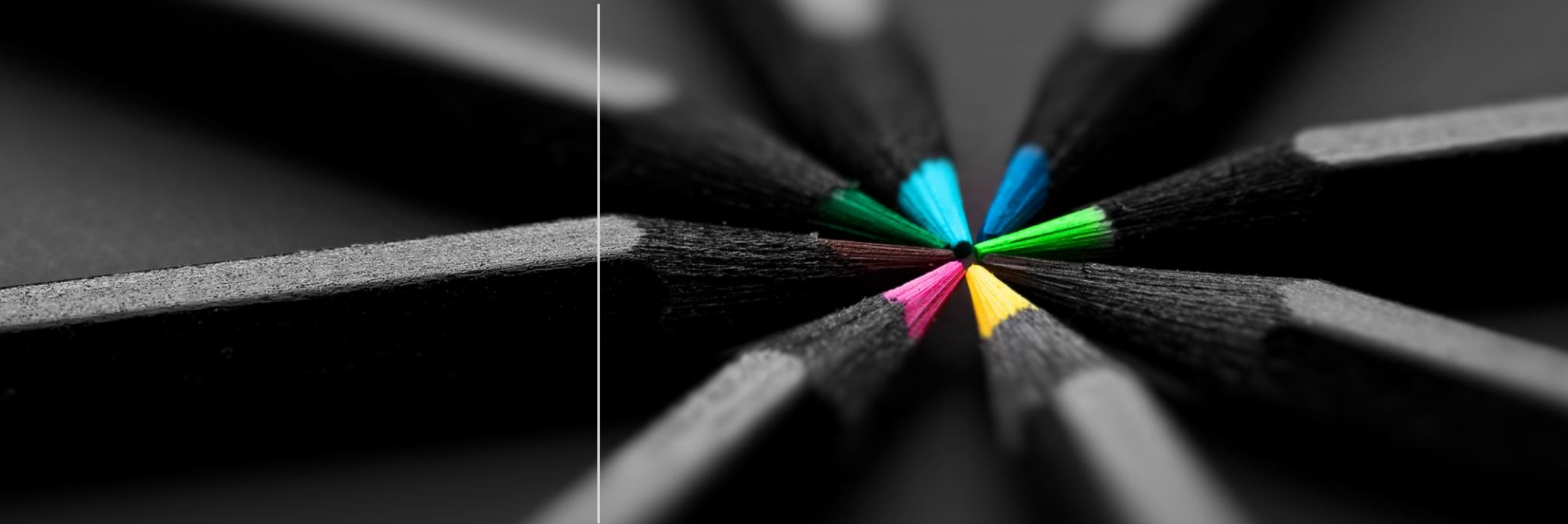
December 2020 Check Requests

Date	Name	Memo/Category	Amount
09/25/20	Deborah Hauck	Teacher Appreciation	\$ 50.00
		2019-2020 Back Payment	365.37
10/01/20	Scholastic	M6836890	
12/08/20	Scholastic	2020-2021 M7020376	299.25
11/01/20	Lesia lasparro	Catalog Fundraiser	48.23
11/06/20	Pam Sensat	Teacher Appreciation	50.00
11/10/20	Torey Magdaleno	Teacher Appreciation	50.00
11/10/20	Charles Hemsley	Teacher Appreciation	46.39
11/17/20	Philip McCleskey	Teacher Appreciation	50.00
Total			<u><u>\$ 959.24</u></u>

Refund Checks: \$75.00 Sheperd Family and \$140.00 for the Snachez Family

CHECK REQUESTS

President's Report



HELP RAISE MONEY FOR OUR SCHOOL!

CANYON HILLS JUNIOR HIGH PTSA
INVITES YOU TO START EARNING ON YOUR
HOLIDAY SHOPPING WITH GIFT CARDS.
GIVE GIFTS THAT ARE TWICE AS NICE!!



You buy a gift card
You get the full value.



The brand gives back
No extra money comes
out of your pocket.



Our organization earns
Impacting what
matters most to you.

A screenshot of the RaiseRight app interface. The top of the screen says "Hi, Elizabeth" and "Springfield Middle School". Below that, it says "Discover Categories". The main section is titled "Today's Bonuses" and lists several brands with their respective bonus percentages: "Walmart.com Earn 17%", "Chick-fil-A Earn 12%", "Sears.com Earn 8%", "Costco.com Earn 5%", "Amazon.com Earn 2.25%", "Starbucks.com Earn 7%", and "Home Depot.com Earn 4%". Below this, there is a "Featured Brands" section with logos for Amazon, Starbucks, Home Depot, Walmart, VISA, and BUY. The app is being held in a hand with white nail polish. The background of the app interface is light blue with a snowflake icon in the bottom left corner.



Please help us in our fundraising efforts through our Shop with Scrips Program.

**CANYON HILLS JUNIOR HIGH PTSA
INVITES YOU TO START EARNING ON YOUR
HOLIDAY SHOPPING WITH GIFT CARDS.
GIVE GIFTS THAT ARE TWICE AS NICE!!**



You buy a gift card
You get the full value.



The brand gives back
No extra money comes
out of your pocket.



Our organization earns
Impacting what
matters most to you.

**Join with our organization's enrollment code:
DAE6ACCD66468**

Experience the right way to fundraise

 **RaiseRight.**
by ShopWithScrip

What are you looking for?

Hi, Elizabeth
Springfield Middle School

Discover Categories

Today's Bonuses

Brand	Offer
Amazon	2.25%
Starbucks	7%
Visa	4%

Featured Brands

Brand	Offer
Amazon	2.25%
Starbucks	7%
Visa	4%

This holiday season give back to the organization that's close to your heart. Shop gift cards from 750+ popular brands to earn on gifts for everyone on your list. It's the best way to spread cheer in our community. No extra time wasted. No extra money spent. Get gift cards from 250+ brands delivered right to your home or delivered right to friends and family. Buy and use eGift cards from the couch or at the store.

3 simple steps to get started

1. **Download the RaiseRight app** on your smartphone.
2. **Join your organization's program** using this custom link or enter the enrollment code provided above.
3. **Follow the instructions in the app** and start earning.

On your computer? **Get started on the website instead.**

DOWNLOAD APP

On behalf of Canyon Hills Junior High School, Teachers, Staff, and PTSA Thank You for your continued support and contributions. We would not be able to do what we do without the support from our CHJH community!!!!

Below you will find a list of some of the programs that we have sponsored, and support provided so far this year with these funds.

STUDENT PROGRAM & SUPPORTS SPONSORED BY CHJH PTSA

1,100 PE Portfolios

[Brain Pop Science Enrichment Curriculum](#)

[Science World Magazine Subscription](#)

11 Chromebooks

SCHOOL SUPPORTS PROVIDED BY CHJH PTSA

42 Stand-Up Desk for Teachers/Staff

Staff/Teacher CPR Training Certification

Teacher Supplies for 42 Classrooms

PTSA is working very closely with the principal, teachers, and staff at Canyon Hills to help and assist in creating Hands-On Learning Experiences for all students while the District continues with its distance learning model. Some ideas that have been discussed include Take-Home Science Labs and Enrichment Materials across all Academic Areas. We look forward to providing ongoing support and supplementing the education of all our students at CHJH during these unprecedented times. To date, PTSA was able to raise an estimated \$20,000 because of the generous contributions provided by the community. Although the amount raised to-date seems like a lot of money, sadly when sponsoring programs and providing supports for a student body of over 1,000 and a campus with over 70 teachers & staff the funds do not go very far. Please continue to support our fundraising efforts throughout the school year.

8th Grade Promotion



❖ Student Gift Ideas

❖ Committee

❖ Bidding Owl (Virtual Silent Auction)

CLASS OF 2021



QUARANTINE

#ALLINTHISTOGETHER



Executive Board Report

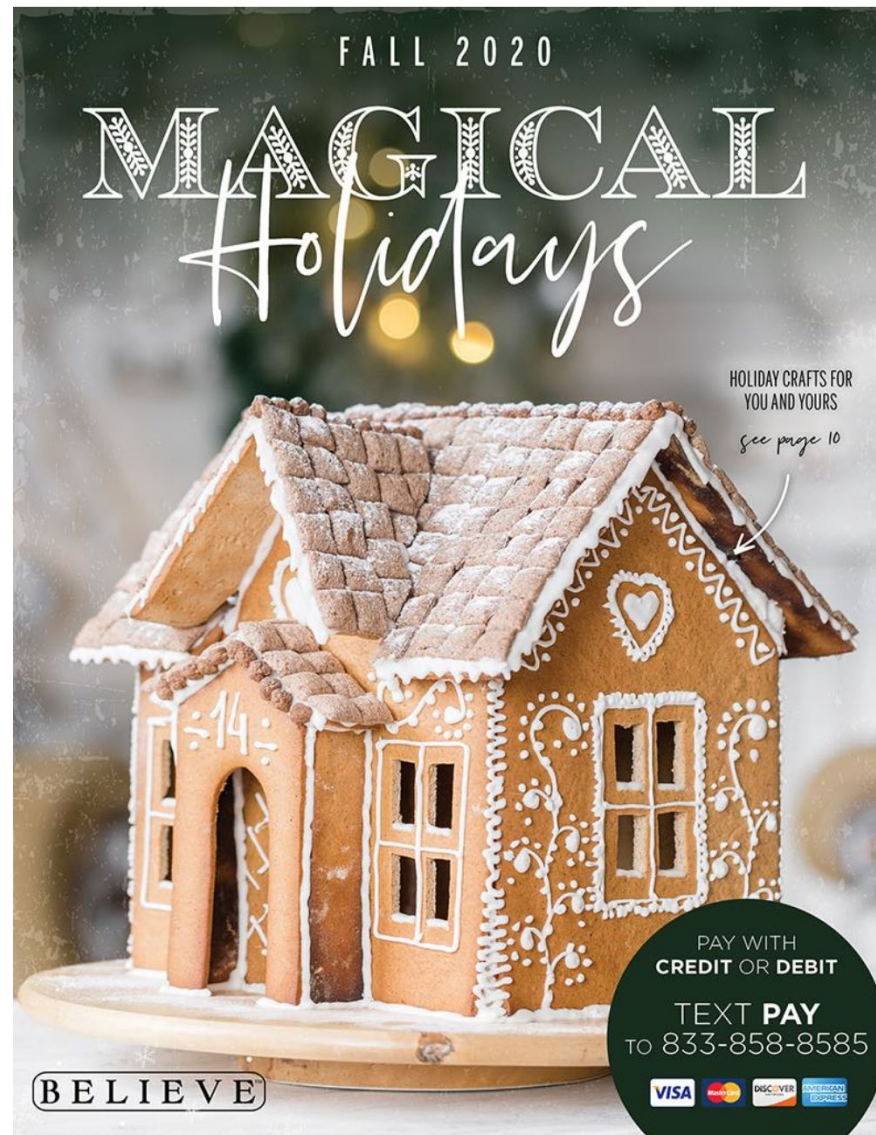
44 Students
Participated

\$2,930

PROFIT

\$5,886 total sales

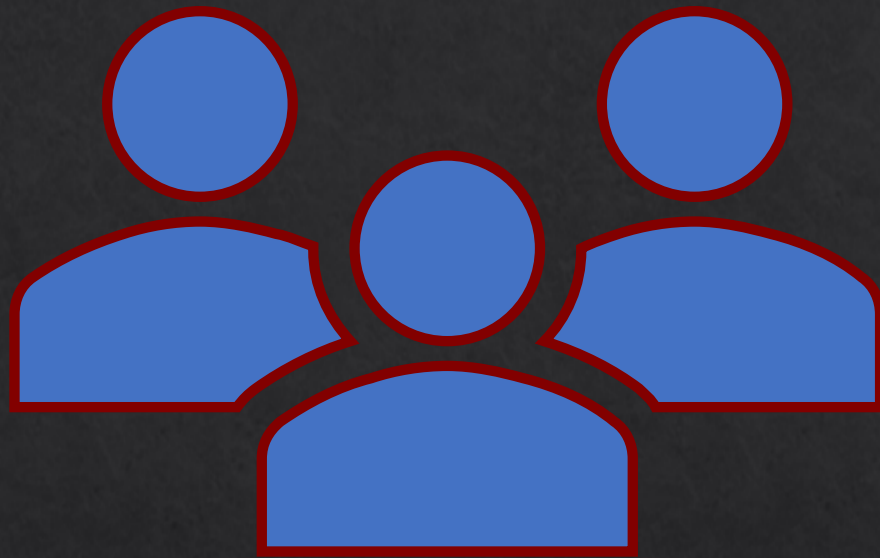
student prizes



TEACHER LUNCHEON

Friday, December 18th





Next Board Meeting
January 13th @ 4:00 P.M.

Adjournment